

CITY OF FLORENCE PLANNING COMMISSION / DESIGN REVIEW BOARD  
CITY HALL COUNCIL CHAMBERS  
250 Highway 101, Florence OR 97439

---

**March 26, 2013**

**AGENDA**

**7:00 pm**

Cheryl Hoile, Chairperson

Curt Muilenburg, Vice Chairperson

Alan Burns, Commissioner

John Murphey, Commissioner

Robert Bare, Commissioner

---

**~ CALL TO ORDER ~ ROLL CALL ~ PLEDGE OF ALLEGIANCE ~**

**1. APPROVAL OF AGENDA**

**2. APPROVAL OF MINUTES**

- Meeting of February 12, 2013

**3. PUBLIC COMMENTS**

*This is an opportunity for members of the audience to bring to the Planning Commission's attention any items **NOT** otherwise listed on the agenda. Comments will be limited to **3 minutes per person**, with a maximum time of 15 minutes for all items.*

**PUBLIC HEARINGS:**

- 4. 1723 UPAS STREET ADDITION – RESOLUTION PC 13 02 CUP 01:** Bob Carroll of Carrollton Designs Inc., has applied on behalf of the homeowners for a Conditional Use Permit to permit the expansion of the single family home located at 1723 Upas Street in a manner consistent with the home's current setback (5 feet), but inconsistent with the current setback requirement (10 feet).
- 5. STILLWATER CONDOMINIUM ADDITION & STAIRWAY REPLACEMENT – RESOLUTION PC 12 16 CUP 08:** Chris Rupp, and John McGee of Alliance Construction, and J.D. McGee Inc. Engineers, have applied in behalf of the Stillwater Condominium's Homeowners Association, for a design review to replace the east stairway of the Stillwater Condominiums building, including enclosing the staircase and adding construction to the third story. The condominiums are located at 1220 Bay Street.
- 6. PLANNING COMMISSION DISCUSSION ITEMS**
- 7. DIRECTOR'S REPORT**
  - Monthly Report
- 8. CALENDAR**
  - Tuesday, April 9, 2013 – Regular Session, 7:00 pm at City Hall ~ *TENTATIVE*
  - Monday, April 15, 2013 – Siuslaw Estuary Partnership Joint Work Session with City Council, 6:00 p.m. at City Hall

The meeting location is wheelchair accessible.  
Anyone requiring special accommodations, please call (541) 997-8237 at least 48 hours prior to the hearing

(Over for Public Hearing Procedure)

## PUBLIC HEARING PROCEDURE

The Planning Commission must make its decision based on facts. Prior to the hearing, staff will identify the applicable substantive criteria which have also been listed in the staff report. These are the criteria the Planning Commission must use in making its decision. All testimony and evidence must be directed toward these criteria or other criteria in the Plan or Land Use Regulations which you believe applies to the decision per ORS 197.763 (5). Failure to raise an issue accompanied by statements or evidence sufficient to afford the Planning Commission and parties involved an opportunity to respond to the issue may preclude an appeal based on that issue. Prior to the conclusion of the initial evidentiary hearing, any participant may request more time to present additional evidence, arguments or testimony regarding the application.

- A. Open Hearing
  - *Planning Commissioners declare any conflicts of interest, bias, ex-parte contacts and site visits.*
  - *Public may challenge a Commissioner's impartiality in making the decision.*
- B. Staff Report
- C. Applicant's Presentation
- D. Testimony

*The Planning Commission will hear testimony from those in favor of the proposal, those against the proposal, and those that are neutral but have a comment. Copies of written testimony submitted for the hearing have been distributed to the Planning Commission. When you go to the table to testify, sign in (please write legibly) and state your name. If someone has made statements with which you agree, please come forward, sign in and just state that you agree with those comments. You do not need to restate the previous comments.*

  - Proponents
  - Opponents
  - Neutral – Interested Persons
  - Rebuttal from Applicant
- D. Staff Response and Recommendation
- E. Close of Hearing
- F. Commission Deliberation - Direction to Staff or Decision
- G. 1<sup>st</sup> and 2<sup>nd</sup> on Motion
- H. Applicant's Opportunity to Respond to any New Conditions of Approval
- I. Discuss and Vote on Motion