
AGENDA ITEM SUMMARY**ITEM NO: 14-2****FLORENCE CITY COUNCIL**Meeting Date: June 17, 2013
Dept: Planning & Building Departments

ITEM TITLE: Monthly Report for Work Accomplished in May**MONTHLY OVERVIEW:**

The Planning and Building Departments had a very busy May with three Planning Commission meetings including the Siuslaw Estuary Partnership joint hearing with the Lane County Planning Commission. The department has also seen building permits filed for some relatively large commercial projects, including multiple commercial re-roofs, and two commercial building projects. Customer Service inquiries have also picked up about 20% during the month of May in comparison to March/April. Such customer service increases are generally seasonal and represent the community beginning to start on their summer projects!

Planning/Building staff have also been working on training new Contract Employee Diane Grover on Planning Commission minutes, packet preparation and backup building permit and inspection scheduling.

UPDATE ON CITY COMMITTEES STAFFED BY THE PLANNING DEPARTMENT

Environmental Management Advisory Committee (EMAC), RARE Katya Reyna
EMAC did not meet in the month of May, but instead took a field trip to the Glenwood facility. Their next meeting will be June 20th to discuss improving the Greener Florence Award and logistics for the Black and White Recycling Event scheduled for August 17th.

Planning Commission/Design Review Board, IPD Kelli Weese

The Planning Commission held three meetings in May, representing half the meetings that have been held all year.

- May 7th – Joint public hearing on the Siuslaw Estuary Partnership materials with the Lane County Planning Commission
- May 14th – Two public hearings on the Peace Health Mechanical Room and Siuslaw Christian Fellowship
- May 28th – Public Hearing on the Cannery Station project. The Planning Commission elected to continue the public hearing until the June 25th meeting.

The Planning Commission meeting for June 11th was cancelled. The next Planning Commission meeting will be June 25th.



STAFF ACCOMPLISHMENTS IN MAY

Customer Service Inquiries

- In May Planning/Building Staff have assisted 434 customers (counter, phone calls, or emails). Below is a table estimate of these interactions.

Overview of Customer Service in Planning/Building Department May 2013

Building Questions	366
Planning Questions	46
Public Works Questions	13
General Questions	9

- Here is an overview of the customer service questions we have helped resolve this month....
 - General zoning such as ... what zoning district is a property, setbacks, fence regulations, property lines, and ability to subdivide property.
 - General building questions such as when inspections are performed, overview of fee schedule and when permits are necessary.
 - Question about expansions and allowed uses in the Limited Industrial Zone
 - Question about shared parking agreements
 - Met with Tim Saap and Lisa Sadlacek concerning the Military Heritage Museum project and possible landscaping modifications
 - Worked on land use code enforcement issues
- News from the Comments Box!
 - We received 3 returned comment forms for the building/planning department in May with all three noting that Staff had been "Very Helpful". Some specific comments included; "Always a treat."

Building Department Activity

- Building permit activity in May was comprised of some significant commercial projects including the Peace Health mechanical room and Dollar Tree Store, and about 3 commercial re-roof permits. (See Attachment 2)
- BT Rines has been working to help train new administrative assistant in building department backup and procedures.
- Continued work on various public records requests
- Performed review of business licenses concerning building permit needs

Current Planning

- Cannery Station – PC 12 12 FPUD 01, PC 12 13 SUB 01, PC 12 14 DR 01
 - Continued working with LCOG planner Jacob Callister on review of the application in preparation for the May 28th public hearing including preparing packets and meeting attendance. At the May 28th meeting the

Planning Commission held over the public hearing for their June 25th meeting date.

- Siuslaw River Christian Fellowship – PC 13 07 CUP 02
 - Continued working with LCOG planner Jacob Callister on review of the application in preparation for the May 14th meeting including packet preparation & review, meeting attendance, and post decision notifications. The application was approved by the Planning Commission on May 14th.
- Peace Health Mechanical Room – PC 13 08 DR 02
 - Continued working with LCOG planner Jacob Callister on review of the application in preparation for the May 14th meeting including packet preparation & review, meeting attendance, and post decision notifications. The application was approved by the Planning Commission on May 14th.
- Reviewed the new business license applications for compliance with Title 10 zoning codes

Long Term Planning

- Siuslaw Estuary Partnership – PC 13 03 CPA 01, PC 13 04 TA 01, PC 13 05 ZC 01
 - Staff continued working with Contract Planner Carol Heinkel on the Siuslaw Estuary Partnership comprehensive plan/zone changes including preparation and attendance of the May 7th joint City/Lane County Planning Commission public hearing. This consisted preparing packets and posting online, and responding to public comments concerning the amendments, as well as post meeting activities including sending the notice of decision, and archiving decision materials.
- Old Town Parking Requirements
 - Staff continued to work on possible options for code amendments concerning the Old Town Parking requirements in Title 10 Chapter 3 by researching other communities' solutions and code options.

Other

- Training – Began training Contract Planning Administrative Assistant Diane Grover on all aspects of the Planning Assistant position including minutes preparation, Planning Commission packet preparation including posting packets online, Planning Commission resolution archival, Planning Commission meeting setup and takedown.
- Coastal Zone Management Grant – Worked with DLCD to determine the process for application for the Coastal Zone Management grant for the 2014 fiscal year
- Worked with LCOG to modify the current planning assistance contract
- Met with Realtors on May 2nd
- Attended Budget Committee Meeting on May 13th

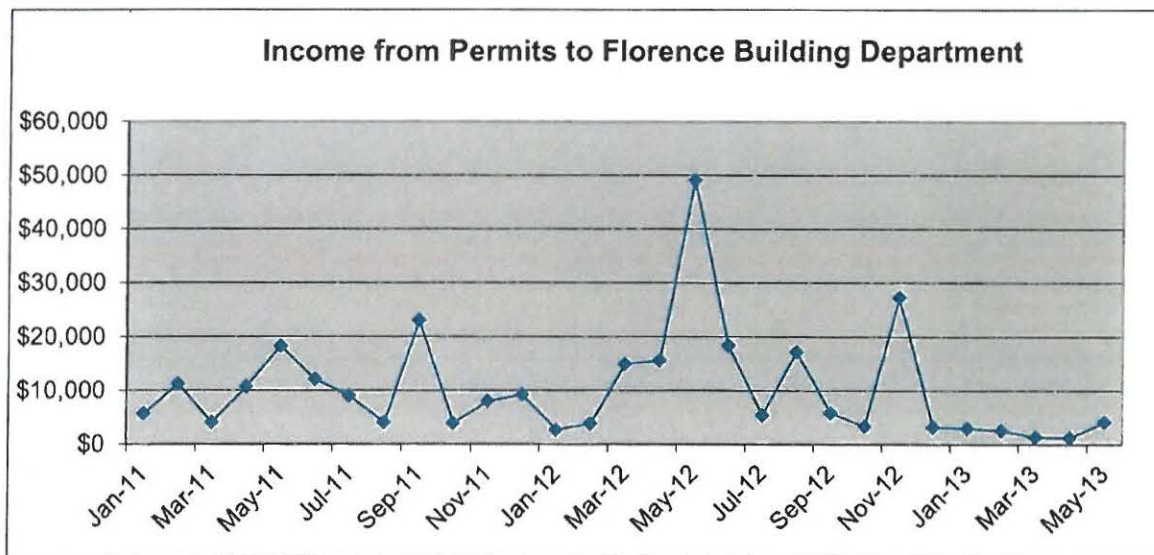
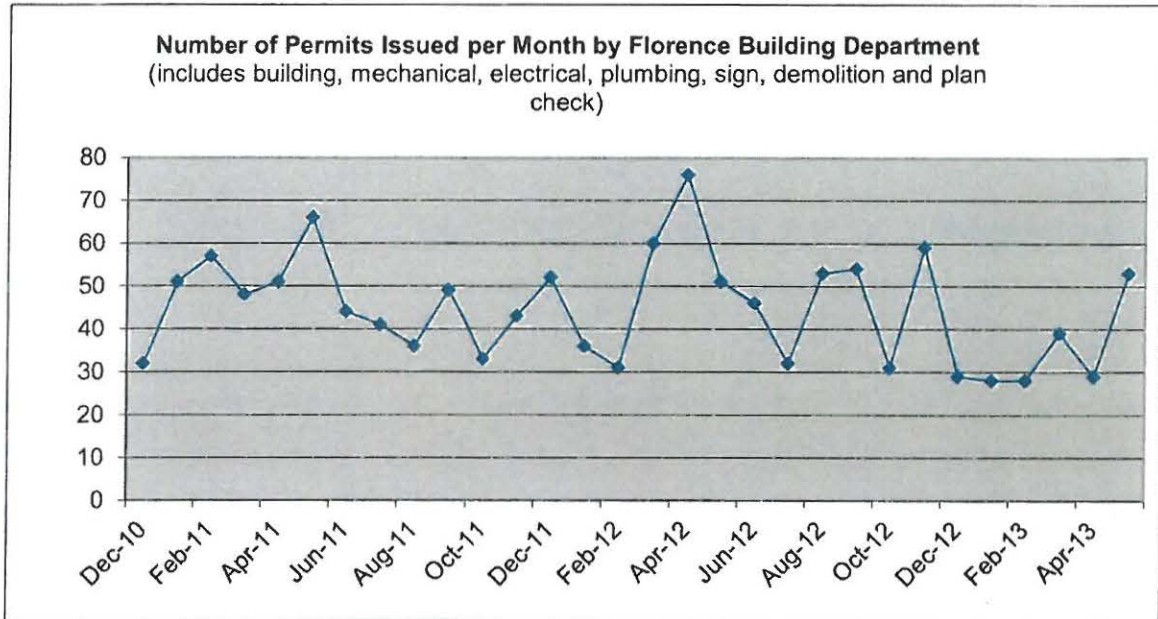
Attachments:

- 1 – Current Land Use Applications (current and recently approved applications)
- 2 – Building Permit Activity (number of permits issued, income from permits, and monthly report)
- 3 – A Brief History of Oregon Land Use Planning

Current and Recently Approved Land Use Applications**ATTACHMENT 1**

APPLICATION NAME	APPLICATION #	LOCATION	STATUS
Cannery Station Final Planned Unit Development, Tentative Subdivision, and Design Review	PC 12 12 FPUD 01 PC 12 13 SUB 01 PC 12 14 DR 01	17 acres at southeast corner of US 101 and Munsel Lake Road	The Planning Commission held a public hearing on the proposal at their May 28 th meeting, and voted to continue the public hearing until the June 25 th Planning Commission meeting.
Siuslaw River Christian Fellowship application to allow a Church in the Pacific View Business Park Zone	PC 13 07 CUP 02	2610 Kingwood Street (Old Vic's Powerhouse)	The Planning Commission held a public hearing and approved the application at their May 14 th meeting.
Peace Health Mechanical Room addition	PC 13 08 DR 02	400 9 th Street	The Planning Commission held a public hearing and approved the application at their May 14 th meeting

Attachment 2 – Building Permit Activity



MONTHLY REPORT FOR MAY 2013

PERMIT TYPE	# of PERMITS	# of HOUSING UNITS	CONSTRUCTION VALUE	
SINGLE-FAMILY DETACHED		0	\$0.00	
SINGLE-FAMILY ATTACHED (TOWNHOMES)		0	\$0.00	
MANUFACTURED DWELLING		0	\$0.00	
ADDITIONS	1		\$5,000.00	
ALTERATIONS / REMODELS	2		\$15,500.00	
ACCESSORY STRUCTURES	1		\$2,500.00	
DUPLEXES		0	\$0.00	
TRIPLEXES OR FOURPLEXES		0	\$0.00	
APARTMENTS (5 OR MORE UNITS)		0	\$0.00	
CONDOMINIUMS		0	\$0.00	
COMMERCIAL NEW CONSTRUCTION	0		\$0.00	
COMMERCIAL ADDITIONS	0		\$0.00	
COMMERCIAL ALTERATIONS / REMODELS	7		\$99,883.52	
AIRPORT HANGARS	0		\$0.00	
SIGN PERMITS	2	\$431.00	PERMIT FEES SHOWING SPLIT WITH THE BUILD. DEPT. LLC	BUILDING DEPARTMENT LLC 75% CITY'S 25%
RESIDENTIAL BUILDING PERMIT FEES	4		\$577.50	\$433.13 \$144.38
COMMERCIAL BUILDING PERMIT FEES	7		\$1,764.00	\$1,323.00 \$441.00
MANUFACTURED HOME PLACEMENT FEES	0		\$0.00	\$0.00 \$0.00
BUILDING PLAN CHECK FEES	9		\$10,849.95	\$8,137.46 \$2,712.49
RESIDENTIAL PLUMBING PERMIT FEES	2		\$157.40	\$118.05 \$39.35
COMMERCIAL PLUMBING PERMIT FEES	2		\$205.80	\$154.35 \$51.45
MECHANICAL PERMIT FEES	10		\$1,124.65	\$843.49 \$281.16
MECHANICAL PLAN CHECK FEES	0		\$0.00	\$0.00 \$0.00
ALL DEMOLITIONS	0		\$0.00	\$0.00 \$0.00
CITY ELECTRICAL PERMIT FEES	17		\$2,008.50	\$1,506.38 \$502.13
TOTAL # OF PERMITS	53		TOTAL ALL FEES	\$12,515.85 \$4,171.95
CONSTRUCTION VALUE & BUILD. DEPT. LLC & CITY PERMIT INCOME			\$12,515.85	\$16,687.80
NO. OF BUILDING, PLUMBING & MECHANICAL INSPECTIONS			106	
NO. OF CITY ELECTRICAL INSPECTIONS			28	
TOTAL FOR ALL INSPECTIONS			134	

A Brief History of Land Use Planning in Oregon

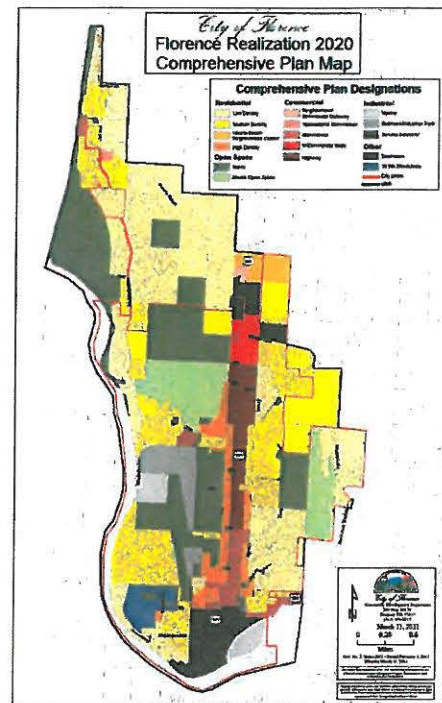
If you live in Florence, or any other city in Oregon, you may have heard the term “Urban Growth Boundary” when referring to land use planning or property development. ***But how did these boundaries originate?***

The state of Oregon has been at the forefront of land use planning since the mid-20th century. After World War II, soldiers were returning home to cities and towns all over the nation, looking to start a homestead. This caused rapid development and growth along urban fringe areas, which created many of today’s suburbs.

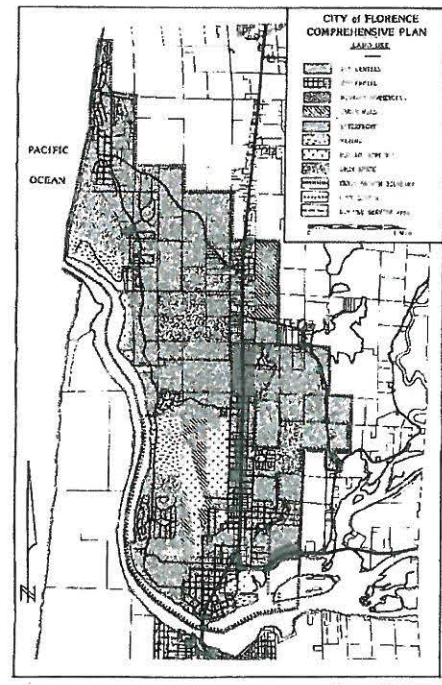
By the end of the 1960s, many Willamette Valley residents viewed suburban sprawl as a threat to the environment and wasting irreplaceable scenery, farmland, timber, and energy.¹ In 1969, the Oregon legislature adopted Senate Bill 10, which requires every city and county in the state to have a comprehensive land use plan that meets state standards. The law proved to be weak, however, because it did not establish an effective enforcement mechanism or a program of technical assistance from the state, and most cities and counties did not develop plans.

In 1973, Governor Tom McCall made a famous legislative speech reprimanding “sagebrush subdivisions, coastal condomania, and the ravenous rampages of suburbia.” “We are dismayed that we have not stopped misuse of the land, our most valuable finite natural resource,” he proclaimed. “We are in dire need of a state land-use policy, new subdivision laws, and new standards for planning and zoning by cities and counties. The interests of Oregon for today and in the future must be protected from grasping wastrels of the land. We must respect another truism: that unlimited and unregulated growth leads inexorably to a lowered quality of life.”² Thus, senators across party lines became chief sponsors of what became Senate Bill 100.³

On May 23, 1973, Senate Bill 100 was approved, creating the Department of Land Conservation and Development (DLCD). The first task DLCD took on was creating and adopting Statewide Planning Goals to govern the development of local comprehensive land use plans. One of these goals was aimed at controlling urban sprawl: “To provide for an orderly and efficient transition from rural to urban land use, urban growth boundaries shall be established to identify and separate urbanizable land from rural land... land within the boundaries separating urbanizable land from rural land shall be considered available over time for urban uses.”⁴ The goals also aimed to



**Current 2020 Florence
Comprehensive Plan Map**

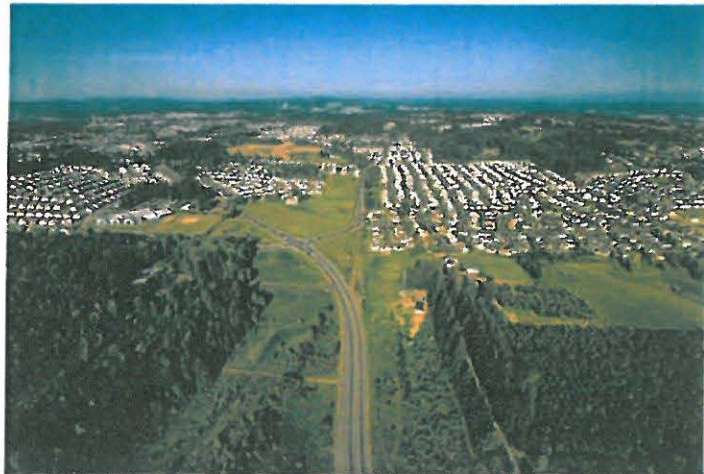


**1982 Florence Comprehensive
Plan Map**

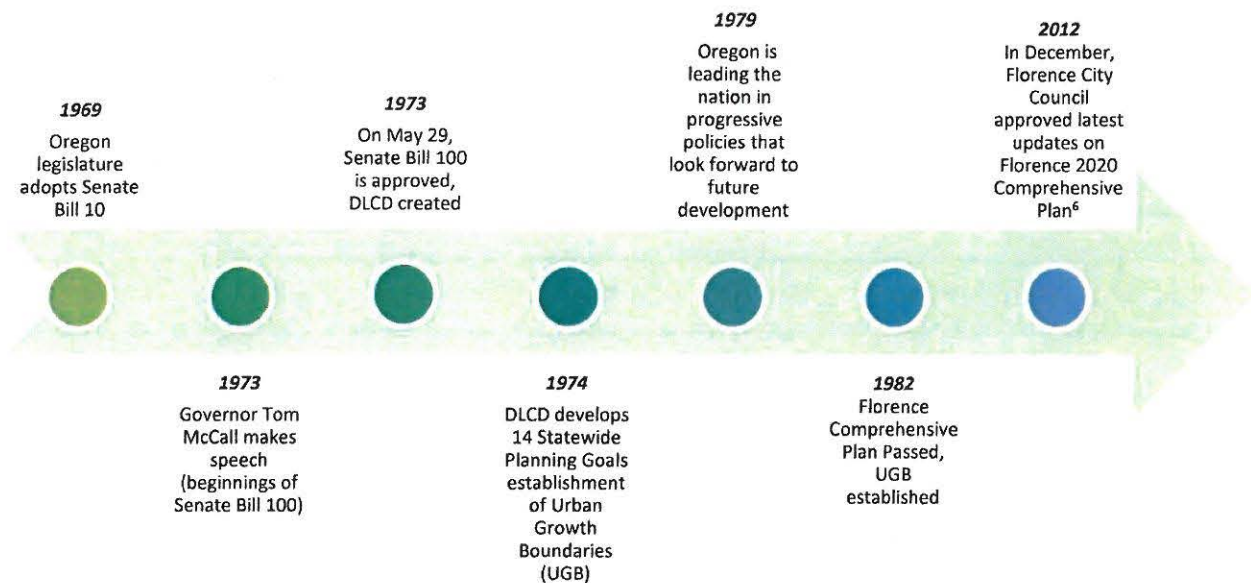
A Brief History of Land Use Planning in Oregon

use urban land within city limits wisely and of course, protect natural resources.

In 1982, the City of Florence developed its own comprehensive plan. Within it, the "Florence Urban Service Area" was established to "provide for an orderly and efficient transition from rural to urban land use and to provide the necessary facilities and services to meet the housing, employment, livability, and other needs to accommodate the long-range population growth of the community."⁵ Thus, our Urban Growth Boundary was created.



Since 1973, Oregon has been applauded for its success in land use management and used as a model for other states. Requiring cities to develop comprehensive plans and urban growth boundaries has led to efficient land use and the continued protection of farms and forests. Having boundaries has also motivated development and redevelopment of land, roads, transit services, and buildings in the urban core, creating downtown revitalization.



¹ *Oregon Encyclopedia*, "Land Use Planning," http://www.oregonencyclopedia.org/entry/view/land_use_planning.

² Governor Tom McCall, "Oregon Legislative Address" (speech, Salem, OR, 1973), Oregon State Archives, <http://arcweb.sos.state.or.us/pages/records/governors/guides/state/mccall/legis1973.html>.

³ Oregon Department of Land Conservation and Development, *History of Oregon's Land Use Planning*, <http://www.oregon.gov/LCD/Pages/history.aspx>

⁴ Land Conservation and Development Commission, *LCDC Order #1: Original Statewide Planning Goals*, 1975, 38, http://www.oregon.gov/LCD/docs/history/original_goals_012575.pdf.

⁵ City of Florence, *Florence Comprehensive Plan*, Adopted 1982, 23-24.

⁶ Over the next year, the City will be working with Lane County to co-adopt the 2020 Comprehensive Plan. The plan can be found at <http://www.ci.florence.or.us/planning/comprehensive-plan>