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**City of Florence  
City Council and Planning Commission  
Joint Work Session  
250 Hwy 101, Florence, Oregon  
Final Action Minutes  
August 19, 2019**

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**CALL TO ORDER - ROLL CALL**

The City Council and Planning Commission Joint Work Session called to order at 10:31 a.m.

Councilors Present: Mayor Joe Henry, Councilors Woody Woodbury, And Ron Preisler.

Councilors Absent: Councilors Joshua Greene and Geraldine Lucio were absent.

Commissioners Present: Vice-Chairperson Sandi Young, Eric Hauptman, Brian Jagoe, Andrew Miller, Ron Miller, and Phil Tarvin.

Commissioners Absent: Chairperson John Murphey.

Florence Staff Present: City Manager Erin Reynolds, Planning Director Wendy FarleyCampbell, City Recorder/Economic Development Coordinator Kelli Weese.

**1. WORK SESSION DISCUSSION TOPICS**

- Residential Housing Code Update Project: Review the potential Land Use Code Amendments as part of the Residential Housing Code Update project, including a review of public outreach performed, amendments proposed, and next steps.
- Review of Upcoming Agenda Items

Start Time: 10:31 a.m.

Topic: Residential Housing Code Update project

Handout: Staff Presentation

Discussion: The City Council and Planning Commission discussed...

- Clarification on parking requirements for cluster developments,

- Clarification on code criteria for bed and breakfast facilities,
- Review of decision points in Attachment 2 including potential code requirements for...
  - hostel developments including for-profit vs. non-profit management, parking requirements, and maximum occupancy.
  - Boarding house developments including maximum occupancy, and definitions,
  - Potential new definition for corner lot front lot lines including examples from other communities,
  - Residential care facilities including review of parking requirements of current facilities,
  - Residential densities including overview of currently established densities for various types of housing developments in Florence and need for minimum and maximum density requirements,
- Review of code proposal in Attachment 3 concerning temporary and transient housing options including...
  - Potential to allow for-profit temporary and transitional housing developments,
  - Need for regulation and oversight of temporary and transient housing developments and ability for non-profit, faith based, and government to manage facilities,

Actions:

The City Council and Planning Commission made the following preliminary decisions...

- Hostel Developments,
  - Allow for-profit hostel developments,
  - Parking Requirements: require 1 bicycle parking space for every 2 occupants, and 1 vehicular parking space for every 4 occupants.
  - Total Occupancy: Set a maximum of 20 occupants
- Boarding House Developments,
  - Maximum occupancy of 10 occupants, not to include manager's family
  - Staff to prepare recommendation for definition to include portions of the first two options in Attachment 2
- Dormitory
  - Change definition from 'common kitchen' to 'shared kitchen',
- Corner lot front lot line
  - Utilize hybrid philosophy example similar to the following, "2<sup>nd</sup> front to be either equal or half as

much as the follows: 15' and 15' or 20' and 10', with a total of 30'. Staff to review various zone setbacks and prepare recommendations for each zone based on this philosophy.

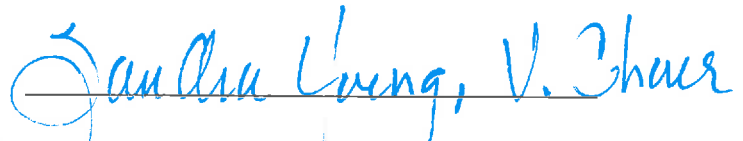
- Residential Care Facility
  - Staff to review current residential care facility developments including Spruce Point and others, and prepare recommendation for potential parking requirements.
- Density
  - Remove density requirements for Low Density, Medium Density, and Manufactured Home zones.
  - Staff to review densities of some examples of apartment complex developments and prepare recommendation for maximum density for high density residential zoning.
  - Use gross density vs. net density in meeting requirements.

Action: The City Council and Planning Commission elected to hold a follow up joint work session on Wednesday September 4<sup>th</sup> at 1:30 p.m.

Florence City Council meeting adjourned at 12:11 p.m.



Joe Henry, Mayor



John Murphey, Chairperson

**ATTEST:**



Kelli Weese  
City Recorder