

**March 4, 2024**

**City Council Meeting**

**Agenda Item #1**

**Public Comment**

**Speaker's Cards & Written Comments Received**

**Speaker's Cards** – *In order of receipt*

- **Speaker 1** – Mark Brennan (*Included Written Comment*)
- **Speaker 2** – Michael Allen (*Included Written Comment*)



# Request to Address the City Council (Speaker's Card)

*City of Florence*

**A City in Motion**

Name: MARK BRENNAN  
(Please Print)

City Council Meeting Date: open Agenda Item No.: \_\_\_\_\_

Proponent  Opponent  Neutral

Brief Overview of What You Wish to Discuss: EXPANDING NUMBER OF  
Council Member

Do you represent an organization?  Yes  No Name of Org.: \_\_\_\_\_

Residence Address: 211 HARBOR ST.

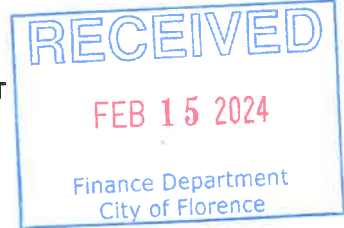
City, State, Zip: Florence, OR 97439

Email (Optional): mjbrennan2017@gmail.com Phone No. (Optional): 541-901-1618

Would you like to be added to the City of Florence Email Distribution Lists?

Newsletter  City Council

**NOTE: ONCE COMPLETED, THIS CARD BECOMES A PUBLIC DOCUMENT**  
(See Reverse Side for Instructions)



## Letter to the members of the Florence City Council

Greetings to the Florence City Council and city staff. My name is Mark James Brennan and I would like to bring forward a suggestion that I hope will be discussed by members at some point with an open mind.

Most of you are familiar with my background as a long-time reporter for the Siuslaw News, a U of O grad, and a Senior and Veteran advocate. I am currently a candidate for the District 9 seat in the Oregon House of Representatives.

During my time at the Siuslaw News, I covered literally hundreds of city-related meetings and have grown to greatly appreciate the energy, effort, and dedication it takes to serve our city as a councilor and committee member.

However, one of the more significant issues that arose in council-related debates during the last decade was the subject of lack of diversity and the inclusion of the opinions and observations of all Florence residents in the decision-making process.

Florence spends approximately 70 million dollars every biennium and as our council can pass most measures, budgets, and long-term expenditures on a 3-2 vote, the distribution of those millions is regularly determined by three individuals. I believe we need more individuals to decide how we spend taxpayer money.

One solution to this inequity is to expand the total number of City Councilors. I would suggest the number of council members that would be more representative of our community would be at least 7 sitting members, with an even more equitable number of 9 sitting members desirable.

I realize this change would require an adjustment to the City Charter and the obstacles to the change might be prohibitive. It does seem that the more dedicated and thoughtful individuals we can include in major decisions involving millions of dollars and future priorities would be a positive step forward as our community grows and expands.

Thank you for your time.

Mark James Brennan

Harbor Street, Florence, Oregon

**Mark James  
Brennan**

————— Journalist

541-901-1618

mjbrennan2017@gmail.com

Facebook/X

**M  
JB**

Published on *City of Florence Oregon* (<https://www.ci.florence.or.us>)

[Home](#) > [Request to Address City Council \(Speaker's Card\)](#) > [Webform results](#) > [Request to Address City Council \(Speaker's Card\)](#)

#### Submission information

Form: [Request to Address City Council \(Speaker's Card\)](#) [1]

Submitted by Visitor (not verified)

Mon, 03/04/2024 - 1:12pm

35.132.165.39

#### **Name**

Michael Allen

#### **City Council Meeting Date**

Mon, 03/04/2024

#### **Agenda Item Number**

1

#### **Please note if you are speaking as an proponent, opponent, or neutral party**

proponent

#### **Brief Overview of What You Wish to Discuss**

Climate City – a role for the Planning Commission

#### **Do you Represent an Organization?**

yes

#### **Name of Organization**

Florence Climate Emergency Campaign and Elders Climate Action - Oregon Chapter

#### **Residence Address**

87490 Rhodowood Drive

#### **Email**

mikepatallen@earthlink.net

#### **Phone Number**

5054017762

**Source URL:** <https://www.ci.florence.or.us/node/17771/submission/30617>

#### **Links**

[1] <https://www.ci.florence.or.us/council/request-address-city-council-speakers-card>

**To: Mayor Ward, Council Members, City Manager, and Planning Department Staff**

From: Michael Allen

Date: March 4, 2024

Subject: Climate City – a role for the Planning Commission

**Two years ago I wrote the members of the Florence Planning Commission, to ask that they take a lead role in making our city a climate city.** As an example of how it could be done, I described how the Planning Commission for San Anselmo, California was instrumental in moving their town forward with regards to climate change. It is my hope that you authorize our Planning Commission to follow their example and rise to the occasion.

What drew me to San Anselmo was information provided me by fellow members of Elders Climate Action. They told me that this small town in Marin County, about twenty miles north of San Francisco, was one of hundreds of towns and cities across the country that passed a resolution to declare a climate emergency.

What further impressed me was the powerful statement made by the staff of the Planning Commission in presenting the resolution to the Town Council. The resolution to Declare a Climate Emergency was unanimously passed by the Council on February 11, 2020.

Please carefully read the staff report, climate action plan and climate emergency declaration in the links below. It should inspire you to do your part for Florence.

Respectfully,

**Michael Allen**

Florence Climate Emergency Campaign, founder  
Elders Climate Action-Oregon Chapter, co-leader

See staff report in the attachment and at: [https://sananselmo-ca.granicus.com/MetaViewer.php?view\\_id=1&clip\\_id=400&meta\\_id=65658](https://sananselmo-ca.granicus.com/MetaViewer.php?view_id=1&clip_id=400&meta_id=65658)

Link to San Anselmo Draft Climate Emergency Resolution:  
[https://sananselmo-ca.granicus.com/MetaViewer.php?view\\_id=1&clip\\_id=400&meta\\_id=65659](https://sananselmo-ca.granicus.com/MetaViewer.php?view_id=1&clip_id=400&meta_id=65659)

Link to article “San Anselmo council declares climate emergency”  
<https://www.marinij.com/2020/02/14/san-anselmo-council-declares-climate-emergency/>

**Attachment:** Staff Report



**TOWN OF SAN ANSELMO**  
**STAFF REPORT**  
January 29, 2020

TO: Town Council  
FROM: Elise Semonian, Planning Director  
SUBJECT: Resolution Declaring Climate Emergency

**RECOMMENDATION**

That Town Council adopt “A Resolution of the Town Council of the Town of San Anselmo Declaring a Climate and Ecological Emergency in San Anselmo” (Attachment 1).

**BACKGROUND**

The Town of San Anselmo first adopted a Climate Action Plan (CAP) in 2011 and has taken many actions to address global climate change as described in the [Climate Action Plan 2030](#). The CAP includes aggressive goals for reducing greenhouse gas (GHG) emissions.

On January 27, 2020, the Town Sustainability Commission recommended that the Town Council adopt Attachment 1, a resolution declaring a climate and ecological emergency in San Anselmo.

Cities and organizations around the world have signed petitions and adopted resolutions supporting a declaration of climate emergency. Adoption of the attached draft resolution would endorse the declaration and reinforce the Town’s commitment to reduce GHG emissions and to educate the community about the climate emergency. Local adoption may inspire other communities, states and the federal government to follow.

The declaration provides many reasons for the need for immediate action and references already-adopted GHG reduction goals from the Town CAP. The draft resolution commits to providing the community and Town Council with information and directing funds towards climate change mitigation.

The draft resolution would be consistent with the Town General Plan and relates to a Town Council Work Plan category for “Environmental Action”. The General Plan was last comprehensively updated in 1988, just before activism related to climate change began. However, the General Plan has many goals related to protection of all aspects of the Town’s environment. The General Plan was amended in 2019 to include a goal, “To work toward more widespread use of electric vehicles to lower greenhouse gas emissions from transportation.

**FISCAL IMPACT**

Implementation of the draft resolution would be accomplished with existing, budgeted staff. The draft resolution directs staff to earmark specific funds for greenhouse gas and climate change mitigation for the fiscal year 2020-2021 and all subsequent years in which atmospheric carbon and carbon equivalents are in excess of 350 parts per million, the amount considered “safe” by climate experts. The amount is not specified and would be determined at each budget cycle.

Respectfully submitted,  
Elise Semonian

# 3RD ANNUAL STREET POLE VAULT STREET CLOSURE REQUEST WEDNESDAY, MARCH 27, 2024

Applicant: Chris Johnson





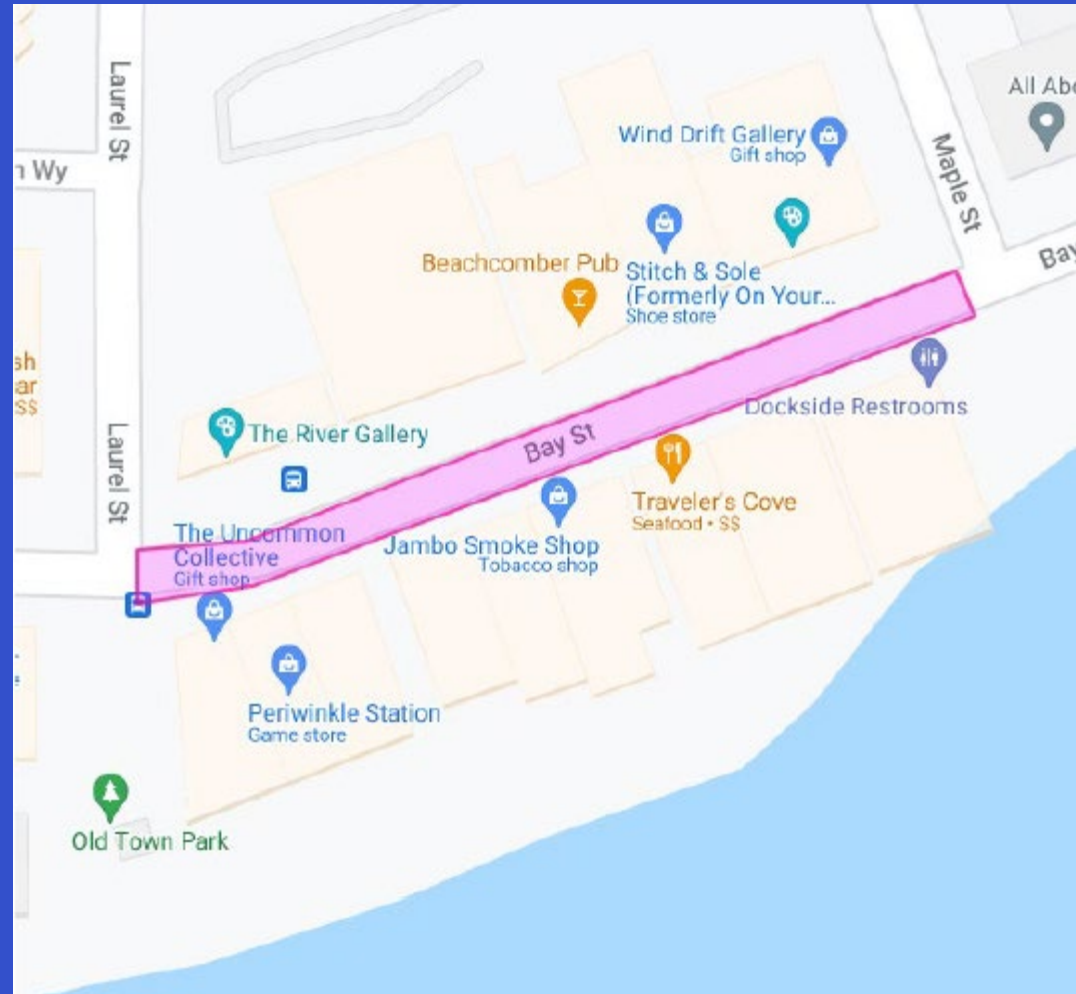
# The Details

## Street Closure Location:

- The vault competition will be held on Bay Street between Laurel Street and Maple Street.
- Event participants will have ingress and egress at the Maple and Bay Street intersection.

## Street Closure Time:

- 6:00 am – 5:00 pm



# The Process

- Applicant submitted a Street Closure application.
- Street closure fee has been paid in full.
- City staff has reviewed and determined the responsibilities of the applicant and the City.



## Applicant must plan for and provide:

1. Access to street closure area for residents, visitors, deliveries and event participants.
2. Sanitation (trash receptacles, public restrooms)
3. Security
4. Emergency services access



# The City has:

1. Updated notification to business and property owners within 100 feet of street closure of the public hearing to discuss this application on February 12, 2024.
2. Updated notification Siuslaw Valley Fire & Rescue and Western Lane Ambulance District of the event.
3. Posted a Revised Public Hearing Notice in the Siuslaw News on February 12, 2024.
4. Reviewed the street closure application for compliance with City code.





# The Next Steps

- Additional questions for staff?
- Continuation of Public Hearing



Decision on street closure:

OPTION 1: Approve with conditions specified.

OPTION 2: Approve with alternate conditions.

OPTION 3: Do not approve application.

# STAFF RECOMMENDATIONS

Staff recommends approval of request with conditions specified in staff report:

- 1) Responsibilities of applicant for:
  - Signage
  - Traffic control points monitoring
  - Access for delivery and resident vehicles
- 2) Responsibilities of City for:
  - Parking enforcement



**Pedestrian  
access**





# HIP Phase 2b Code Update Ordinance No. 1, Series 2024 Florence City Council

March 4, 2024



CITY OF FLORENCE  
**COMMUNITY  
DEVELOPMENT**

# Timeline Recap

## HIP Phase 2b: Mission, Emergency Shelter & Transitional Housing. (& Medium Density SUDD lot dimension reductions)

- March-Dec. – PC/CC Work session & HIP Stakeholder Advisory Team meetings, subcommittee meetings
- December 12, 2023 – PC Initiated city code updates
- January 23, 2024 – PC evidentiary public hearing on updates
- February 5<sup>th</sup> – CC Final hearing held & closed
- February 15<sup>th</sup> 4pm – Written record closed
- **March 4<sup>th</sup> – CC deliberations & decision**



# Florence-Housing Needs Analysis



# Ord. I: What Is Proposed?

## **Missions, Emergency Shelters, Transitional Housing, Exhibit B:**

- What: sleeping, food, clothing, hygiene, supportive services
- Where: on property—not streets or ROW
- What they could look like:
  - Existing dwellings, hotels, or conversions
  - Newly constructed temporary structures
  - In yurts, huts, pallet shelters, RVs



Hotel to housing conversion, Medford, OR



Tiny home transitional shelter in Ontario (OR)  
Source: [https://www.oregonobserver.com/news/ontario-transitional-homeless-shelter-is-almost-full-fence-will-be-put-up-at-site-soon/article\\_736e45b2-502f-11eb-92ff-df1f8390beea.html](https://www.oregonobserver.com/news/ontario-transitional-homeless-shelter-is-almost-full-fence-will-be-put-up-at-site-soon/article_736e45b2-502f-11eb-92ff-df1f8390beea.html)



Shelter for families in Gresham  
Source: <https://www.familyshelter.org/what-we-do/facilities/>



Severe Weather Shelter, Portland  
Source: <https://www.oregonlive.com/weather/2021/11/portland-area-prepares-severe-weather-shelters-for-homeless.html>

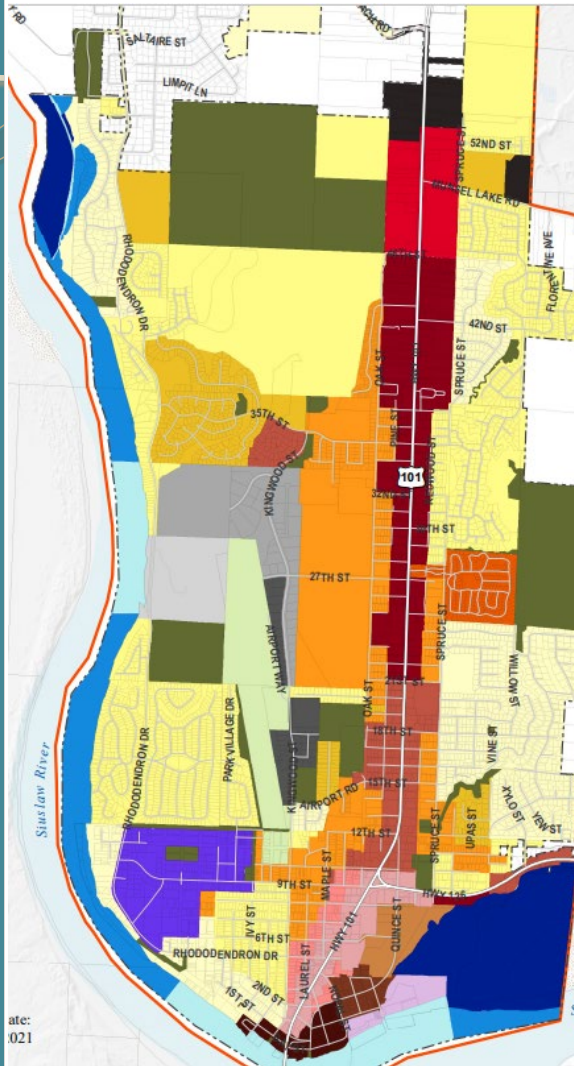


Temporary Shelters in Portland  
Source: <https://www.oregonhumanities.org/rll/beyond-the-margins/we-all-have-to-be-committed-and-help-each-other/>



# Ord. I: Where are Uses Permitted?

## Exhibit C



### Missions, Emergency Shelters, & Transitional Housing:

- Commercial: Shades of red, mainly Hwys 101 & 126
- High Density Residential: Light Orange, mostly east of Hwy 101 and south of 15<sup>th</sup> St.

### Missions & Emergency Shelters:

- Industrial: Gray & Black, Kingwood & North 101

### Transitional Housing:

- Professional Office: Purple, area of the hospital & Justice Center

# Ord. I: What Is Not Proposed?

- Car, RV, tent camping on streets or ROW
- Car, RV, tent camping on private or public property
- Tent/fabric structures (except yurts) as ES, Mission or TH
- Mission, ES or TH in Medium or Low Density Districts (residential)
- Mission, ES or TH in Old Town

# Summary of Changes

## **Exhibit B: NEW CHAPTER Title 10 Chapter 11: Missions, Emergency Shelters and Transitional Housing**

- Scope and purpose sections
- Siting standards (what zoning districts)
- Application-Conditional Use
  - public hearing
  - media legal notice
  - property owner notice within 300 ft.

# Summary of Changes

## **Exhibit B: NEW CHAPTER**

### **Title 10 Chapter 11: Missions, Emergency Shelters and Transitional Housing**

- Allowed structure types (edited to include MFD)
- Lot and yard dimensions
- Site development standards
  - 300 ft. buffers from schools, childcare, & Old Town
  - On-site unit spacing, height,
  - Sanitation: toilet, handwashing, shower (TH)
  - Kitchen/Meals: ES &TH
  - Utilities: one water and sewer hook-up required
- Operation and management standards

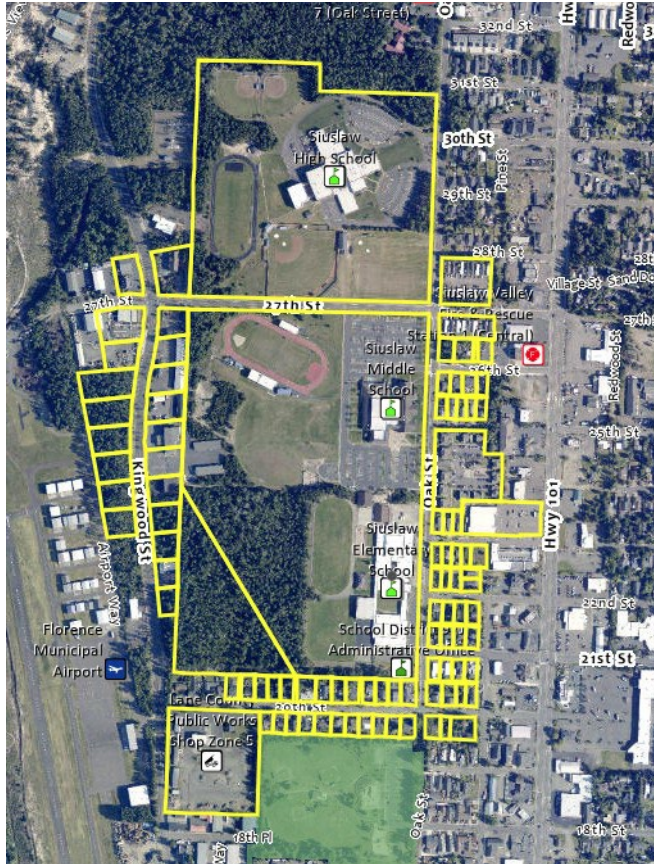
# Summary of Changes

## **Exhibit C: Title 10 Multiple Chapter Amendments**

- 2: Definitions for missions and emergency shelters, and Amend definition for transitional housing
- 10: Amend Table 10-10-2-A, Transitional Housing in High Density Conditionally & Church and Public any residential zone
- 14, 15, 16, 27, and 30: Missions, Emergency Shelters, and Transitional Housing conditionally
- 20, 28, and 31: Missions and Emergency Shelters conditionally
- 25 : Transitional Housing conditionally
- 10: Reduce lot width and size for new single-unit-detached dwelling lots in Medium Density District



300 ft. - Proposed



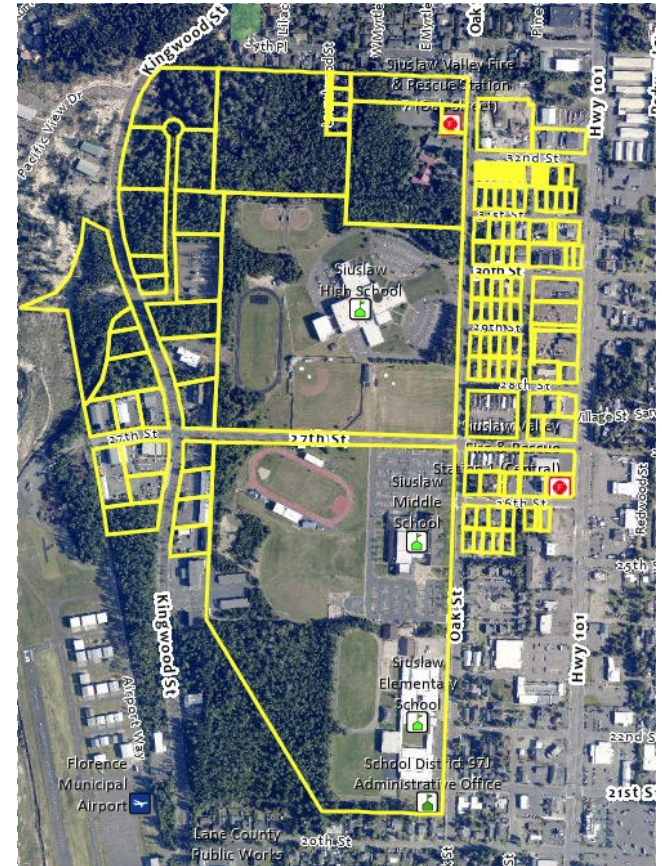
600 ft



# School Buffer Comparisons Elementary & Middle Schools

300 ft. - Proposed

600 ft



# School Buffer Comparisons High School

300 ft. - Proposed



600 ft



# School Buffer Comparisons

## Shoreline Christian School

# Testimony

## Public Testimony-Attachment 2

- a. Brenda Gilmer, Planning Commission hearing 1/23/24
- b. Alan Matisoff, City Council hearing March 4, 2024
- c. Elke Dodd, City Council hearing March 4, 2024
- d. Pam Wheeler, City Council hearing March 4, 2024
- e. Robotech, City Council hearing March 4, 2024
- f. Diane Manos, City Council hearing March 4, 2024
- g. Tom and Karen Wilson, City Council hearing March 4<sup>th</sup>
- h. Brenda Gilmer, City Council hearing March 4, 2024
- i. Kirsten Barquist, City Council hearing March 4, 2024
- j. Brenda Gilmer, City Council hearing 1/5/24

# Testimony Topics-Input not Criteria

## FCC 10-11 Missions, Emergency Shelter and Transitional Housing:

- Focus on low-cost instead of free housing
- Increases crime, sanitation issues, hl population, etc.
- Spend money on tourism & utility extensions
- Do not allow within 300' of schools & 300' is sufficient
- Residential Districts should be included
- Screen RVs
- Actions insufficient to understand legality of proposal
- Does not address federal discrimination rules
- Understated need for special housing in HNA
- HIP SAT member attitudes and agency practices
- Citizen vote...permitting something previously opposed
- Park restrooms should be available for sheltering
- Require churches to host shelters at least 3 a month

# Testimony Topics-Criteria Applicable

## FCC 10-11 Missions, Emergency Shelter and Transitional Housing:

- Should require utility hook-ups
- Fails to provide sufficient opportunity for shelter
- Process was insufficient in noticing, packet availability, HIP make-up and citizen input
- Conditional Use permit requirement is too stringent
- Manufacturing housing siting standards followed?

## FCC 10-10-4-A: Medium Density Lot size change:

- Lot dimensions do not add up to lot size

# CC Alternatives

1. Adopt Ordinance No. I, Series 2024, as presented; or
2. Adopt Ordinance No. I, Series 2024, as amended by Council; or
3. Do not adopt Ordinance No. I, Series 2024 and provide direction to staff.



# Staff Recommendation to CC

**#1. Adopt Ordinance No. 1, Series 2024,  
as presented.**





# Questions?

# Reaffirmation of the City Council Norms

Resolution No. 3, Series 2024

# Background

- The Norms document was created during a consultant-led training and retreat on February 9 and 10, 2023.
- Initially adopted at the February 27, 2023 City Council meeting via Resolution No. 7, Series 2023.
- The purpose of these norms is to establish a set of guidelines and procedures to govern the interaction of City Council members during Council meetings and other official Council business, promoting a culture of respect, professionalism, and transparency within the Council.
- During the 2024 City Council annual retreat held on February 12 and 13, 2024, the City Council reviewed the impacts of their Norms. An outcome of this retreat was to reaffirm the City Council Norms document, emphasizing the importance of adhering to these norms for the efficiency and effectiveness of local government.
- It is the City Council's continued expectation for the City Committees and Commissions to adhere to the City Council Norms document.

# Breakdown

- Interpersonal and Behavioral Norms
- Procedural and Process Norms

## CITY OF FLORENCE

# CITY COUNCIL NORMS

### Interpersonal and Behavioral Norms:

- ◆ We assume good intentions.
- ◆ When we disagree, we will do so without being disagreeable.
- ◆ We will make space for everyone to speak.
- ◆ We will be respectful, open, and honest in our work and communications with each other.
- ◆ We will exercise humility.
- ◆ When we have concerns with a council colleague, we will address those concerns in a timely, respectful, and constructive manner.
- ◆ We will check ourselves in adherence to our norms and practice self-regulation; however
- the mayor may nudge us when we need nudging.
- ◆ Don't personalize policy disagreements, or take offense to what someone says as their truth .
- ◆ We will not criticize one another in public.
- ◆ We will seek to build relationships with our council colleagues outside of official duties.
- ◆ We respect each other by minimizing side conversations in our meetings.

### Procedural and Process Norms:

- ◆ We will wait to be recognized by the mayor before speaking.
- ◆ We will pay attention to each other; listen and don't interrupt.
- ◆ We don't undermine the decisions made by the council (for example, if you voted against a policy that passed, you will still support the effective implementation of the policy despite not supporting the policy itself).
- ◆ We will address each other using titles during council meetings.
- ◆ In public, staff will use titles when speaking to the council and council uses first names for staff.
- ◆ When past or present elected officials are at council meetings, the mayor will publicly acknowledge their attendance.
- ◆ As a rule, we will notify staff of media requests
- and/or appearances to avoid surprises and staff will support with messaging and coordination.
- ◆ The mayor represents the council to the media on issues of "ends" and will consult with council colleagues as appropriate and staff answer questions on the "means".
- ◆ We will share/repost/link to official city social media but will not engage in debate or dialogue with the public via social media.
- ◆ Council members may reply directly to emails/calls to acknowledge the message was received; however, they should take the appropriate time to reflect and coordinate with staff and council on an answer before responding.



# Interpersonal and Behavioral Norms

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- Don't personalize policy disagreements, or take offense to what someone says as their truth.
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- We will share/repost/link to official city social media but will not engage in debate or dialogue with the public via social media.
- Council members may reply directly to emails/calls to acknowledge the message was received; however, they should take the appropriate time to reflect and coordinate with staff and council on an answer before responding.

## Recommendation

- Resolution No. 3, Series 2024, a resolution reaffirming the City Council Norms document.