

**CITY OF FLORENCE PLANNING COMMISSION**  
**May 12, 2015 \*\* MEETING MINUTES \*\***

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

Chairperson Muilenburg opened the meeting at 7:00 p.m. Roll call: Commissioner Hammon, Commissioner Lysdale; Vice Chair John Murphey; Chairperson Muilenburg; Commissioner Miller were present. Commissioner Bare & Commissioner Burns were both absent and excused. Also present: Planning Director Wendy FarleyCampbell, Assistant Planner Glen Southerland and Planning Administrative Assistant Vevie PopplewellWalker.

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**INTRODUCTION OF NEW MEMBERS**

Chairperson Muilenburg asked for the introduction of the new Planning Commisisoners

PD FarleyCampbell presented a warm welcome back from 2008 to Commissioner Clarence Lysdale and expressed how his membership would provide the Commission with a wealth of experience and expertise. She followed with the pleasurable introduction of Commissioner Ron Miller and added that his 15 year history as City staff had given him vast knowledge of city dynamics and his development background would serve as a resource to the Commission. Chairperson Muilenburg made a formal welcome to the new Commissioners.

**APPROVAL OF AGENDA**

Vice Chair Murphey motioned to approve the Agenda, Commissioner Miller seconded. By voice, all ayes. The motion passed.

**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.*

There were no public comments.

**TRAINING – OREGON LAND USE LAW**

Chairperson Muilenburg asked that the Land Use Planning training session begin.

PD FarleyCampbell set up and presented the first four chapters of nine Oregon Land Use Law training sessions that included: Chapter 1 – Overview of the Oregon Land Use Planning Program, Chapter 2 – Urban, Rural and Resource Planning, Chapter 3 – Implementing Measures and Land Development in Practice, Chapter 4 – Making Land Use Decisions. Staff also offered opportunity between each informational chapter for questions and comments.

Vice Chair Murphey asked that if an application came before the Commission that met all applicable codes, regardless of the type of application, would the Committee be obligated to approve it. PD FarleyCampbell said that there had only been a couple of similar instances she could think of where the application had been denied and added that Staff was much more accommodating than most cities. Commissioner Hammon mentioned that the School District had begun work for the Kindergarten building prior to the scheduled hearing on the subject and questioned whether or not we were simply rubber stamping projects. PD FarleyCampbell assured him that other than the minimal site prep it was never the policy to permit action prior to Planning Commission approval. Commissioner Hammon mentioned that he did see it as a problem

concerning certain local businesses and locations. PD FarleyCampbell agreed that there were more specifically weekend offenders; however, the department has done their best to keep a handle on and stay on top of the reported violators.

## **PLANNING COMMISSION DISCUSSION ITEMS**

Chairperson Muilenburg asked if there were any items to be discussed.

There were no discussion items.

## **CALENDAR**

Chairperson Muilenburg asked for the upcoming meetings.

The May 26, 2015 Planning Commission meeting was cancelled. PD FarleyCampbell said there may tentatively be one application ready if deemed complete by Wednesday the 20<sup>th</sup> for the Tuesday, June 9, 2015 session but more than likely it would be scheduled for the Tuesday, June 23, 2015 session. She indicated that the lighter case load was a bit of a reprieve for staff and would allow them the freedom of time to accomplish some established Council goals.

The next meeting was tentatively scheduled for Tuesday, June 23, 2015 at 7:00 p.m.

Commissioner Hammon questioned, would some of the applications that appeared to be more of a 'slam-dunk' even need to come before the Commission. PD FarleyCampbell was intrigued by the timely question, determined that due to the City being largely built out and re-development opportunities more of a demand, Staff was re-evaluating a design review process which would allow the Commission to concentrate on conditional uses, variances and larger developments. Chairperson Muilenburg added that the City needed to be less prohibitive for business in redevelopment to make it easier and less expensive. There was a brief discussion between Commissioner Hammon, Chairperson Muilenburg and PD FarleyCampbell regarding zoning codes and restrictions and PD FarleyCampbell concluded that Council had put Staff to the task of uncovering better options and avenues to improve development opportunities with lesser fee structure that will enable a burden shifting of codes, policies and rates. Finally, Vice Chair Murphey stated that it was very hard to be subjective without specific codes in place.

PD FarleyCampbell reiterated the welcome to Commissioners Lysdale and Miller.

CP Muilenburg adjourned the meeting at 8:35 p.m.

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Curt Muilenburg, Planning Commission Chairperson