



City of Florence
Community Development Department
250 Highway 101
Florence, OR 97439
Phone: (541) 997 - 8237
Fax: (541) 997 - 4109
www.ci.florence.or.us

Type of Request

THIS SECTION FOR OFFICE USE ONLY

☐ Type I ☐ Type II ☐ Type III ☐ Type IV

Proposal: _____

Applicant Information

Name: Michael R. Crow

Phone 1: _____

E-mail Address: _____

Phone 2: _____

Address: _____

Signature: Michael Crow

Date: 3/24/21

Applicant's Representative (if any): N/A

Property Owner Information

Name: Harry Abel Insurance Agency

Phone 1: _____

E-mail Address: _____

Phone 2: _____

Address: _____

Signature: Harry Abel - President

Date: 3/24/2021

Applicant's Representative (if any): Owner's Rep: Michael R. Crow

NOTE: If applicant and property owner are not the same individual, a signed letter of authorization from the property owner which allows the applicant to act as the agent for the property owner must be submitted to the City along with this application. The property owner agrees to allow the Planning Staff and the Planning Commission onto the property. Please inform Planning Staff if prior notification or special arrangements are necessary.

For Office Use Only:

Received

Approved

Exhibit

Property Description

Site Address: 875 Hwy 101

General Description: Flat site adjacent to Hwy 101. Currently developed with insurance office and parking.

Assessor's Map No.: 18 - 12 - 27 - 41 Tax lot(s): 07902

Zoning District: Main Street Area A

Conditions & land uses within 300 feet of the proposed site that is one-acre or larger and within 100 feet of the site that is less than an acre OR add this information to the off-site conditions map

(FCC 10-1-1-4-B-3): _____

Site is less than an acre. Commercial properties. Main Street Area A and B and commercial zone, 7-11, gas station, library, offices and similar.

Project Description

Square feet of new: 970 Square feet of existing: 1950

Hours of operation: 7:00 AM - 6:00 PM Existing parking spaces: 18

Is any project phasing anticipated? (Check One): Yes ☐ No ☒

Timetable of proposed improvements: June 2021 - November 2021

Will there be impacts such as noise, dust, or outdoor storage? Yes ☒ No ☐

If yes, please describe: Blowing sand retention needed. Plan submitted with building plans.

Proposal: (Describe the project in detail, what is being proposed, size, objectives, and what is desired by the project. Attach additional sheets as necessary)

The project is an addition and remodel to an existing office building. The addition will include 348 sq. ft. of additional office area and additional meeting/conference area of 538 sq. ft.

A vestibule makes up the remaining addition area.

For Office Use Only:

Date Submitted: _____ Fee: _____

Received by: _____

Paid



Abel Insurance Agency

Risk Management & Consulting Services

March 24, 2021

City of Florence
Community Development Department
250 HWY 101
Florence, OR 97439

Re: Authorized Representative for Land Use Application

To Whom It May Concern:

Harry Abel Insurance Agency, Inc. dba: Abel Insurance Agency has authorized our architect, Michael R. Crow, as our representative with regards to the land use process for the addition/remodel of our building located at 875 Hwy 101, Florence, OR 97439.

I may be reached at [REDACTED] if there are any questions regarding this authorization.

Thank you.

Wendy Abel-Hatzel
President
Abel Insurance Agency