

**CITY OF FLORENCE  
PLANNING COMMISSION**

**RESOLUTION PC 21 37 CUP 04**

AN APPLICATION FOR A CONDITIONAL USE AND DESIGN REVIEW TO CONSTRUCT A 348 SQUARE FOOT OFFICE ADDITION AND 538 SQUARE FOOT CONFERENCE ROOM AREA, REMOVE DRIVE-THRU WINDOW, ADD A PORTICO, REFACE EXTERIOR SIDING AND REROOF EXISTING MANSARD, ADD A STORMWATER TREATMENT FACILITY, REVISE BOTH PARKING LAYOUT, AND LANDSCAPING IN THE MAINSTREET DISTRICT, AREA "A."

**WHEREAS**, application was made by Michael Crow, on behalf of Abel Insurance Agency located at property shown on Assessor's Map #18-12-27-41, Tax Lot 07902, for a Conditional Use Permit as required by FCC 10-1-1-4, FCC 10-1-1-6-3, and FCC 10-4-4; and

**WHEREAS**, the Planning Commission/Design Review Board met in a duly-advertised public hearing on January 11, 2022 as outlined in Florence City Code 10-1-1-6-3, to consider the application, evidence in the record, and testimony received; and

**WHEREAS**, the Planning Commission/Design Review Board of the City of Florence, per FCC 10-4-10, finds, based on the Findings of Fact, application, staff recommendation, evidence and testimony presented to them, that the application meets the applicable criteria through compliance with certain Conditions of Approval.

**NOW THEREFORE BE IT RESOLVED** that the Planning Commission/Design Review Board of the City of Florence finds, based on the Findings of Fact and the evidence in record that:

The request for a Conditional Use Permit and Design Review to construct to construct an addition consisting of 348 sq. ft. of office area and 538 sq. ft. of conference room area; remove the drive-thru window; add a portico; reface the exterior siding and reroof the existing mansard; add a stormwater treatment facility; revise parking layout; and revise landscaping in the Mainstreet District, Area "A." meets the applicable criteria in Florence City Code and the Florence Realization 2020 Comprehensive Plan with the conditions of approval as listed below.

**Conditions of Approval:**

The application, as presented, meets or can meet applicable City codes and requirements, provided that the following conditions of approval are met.

1. Approval for shall be shown on:

- "A" Findings of Fact
- "B" Site Plans
- "C" Floor Plans
- "D" Landscape and Stormwater Plans
- "E" Architectural Details
- "F" Building Facia Materials

## “G” Lighting

Findings of Fact attached as Exhibit “A” are incorporated by reference and adopted in support of this decision. Any modifications to the approved plans or changes of use, except those changes relating to Building Codes, will require approval by the Community Development Director or Planning Commission/Design Review Board.

**2.** Regardless of the content of material presented for this Planning Commission, including application text and exhibits, staff reports, testimony and/or discussions, the applicant agrees to comply with all regulations and requirements of the Florence City Code which are current on this date, EXCEPT where variance or deviation from such regulations and requirements has been specifically approved by formal Planning Commission action as documented by the records of this decision and/or the associated Conditions of Approval. The applicant shall submit to the Community Development Department a signed “Agreement of Acceptance” of all conditions of approval prior to issuance of a building permit.

**3.** Upon encountering any cultural or historic resources during construction, the applicant shall immediately contact the State Historic Preservation Office and the Confederated Tribes of Coos, Lower Umpqua, and Siuslaw Indians. Construction shall cease immediately and shall not continue until permitted by either a SHPO or CTCLUSI representative.

## **4. Parking Requirements**

**4.1** The parking lots shall be striped to meet the standards in 10-3-9 (4” wide striping for parking spaces double-line striped, two feet on center) prior to issuance of the final building inspection.

**4.2** Two bicycle spaces are required to meet the bicycle to vehicular parking ratio. The spaces shall meet the minimum size, location, design, security, and other requirements listed in FCC 10-3-10

**4.3** The applicant shall locate bicycle parking and expand the landscaping area within the area marked as ‘10’ on Sheet A1 of Exhibit B.

## **5. Design Review Requirements**

**5.1** Authorization of a conditional use permit shall be void one (1) year after the date of approval, January 11, 2023, unless a building permit is issued and substantial construction has taken place.

**5.2** Unless otherwise specified, Conditions of Approval shall be completed prior to six months from the issuance of the Final Building inspection.

**5.3** The applicant shall incorporate at least one vertical line of emphasis along on the northern building wall so that no greater than a 40’ length is without articulation. Articulations can include but are not limited to a material change, variation in roof height, applied facia, column, window or similar.

**5.4** The gutters shall be copper, terne metal, or coated metal.

5.5 The roof color shall be muted earth-tone coastal Pacific Northwest palette.

5.6 The board and battens shall be reduced to 12" on center.

5.7 All new gutters shall be round or ogee and leaders shall be round or square.

5.8 The Design Review approval shall expire on January 11, 2023.

## 6. District Standards

6.1 The applicant shall with the building permit application provide the total proposed lot coverage which shall not exceed 90%.

6.2 Additional planting area shall be provided in the graveled medians if less than 10% landscaping is provided on site.

6.3 Prior to final building inspections the applicant shall sign non-remonstrances for sidewalk widening to 8' along Highway 101 and 6' along 9th St.

## 7. Landscaping Requirements

7.1 The applicant shall provide appropriate vision clearance per FCC 10-35-2-14.

7.2 The stormwater system shall be constructed and planted to the Stormwater Design Standards and calculations using the Simplified Method shall be provided evidencing the system meets the required capacity.

## 8. Lighting

8.1 The applicant shall ensure that lighting fixtures do not project light skyward or onto adjacent or nearby property.

8.2 Main lights shall be extinguished at the end of work hours. A minimum amount of lighting may remain on if needed due to security issues.

**ADOPTED BY THE FLORENCE PLANNING COMMISSION/DESIGN REVIEW BOARD** the 11<sup>th</sup> day of January, 2022.



Phil Tarvin, Chairperson  
Florence Planning Commission

1/21/2022