

**CITY OF FLORENCE PLANNING COMMISSION**  
**May 14, 2019 \*\* MEETING MINUTES \*\***

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

Vice Chairperson Young called the meeting to order at 5:31 PM. Roll call: Vice Chairperson Sandra Young, Commissioner Andrew Miller, Commissioner Ron Miller, Commissioner Eric Hauptman, Commissioner Phil Tarvin, and Commissioner Brian Jagoe were present. Chairperson Murphy was absent and excused. Also present: Planning Director Wendy FarleyCampbell and Admin. Assistant Vevie McPherran

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**APPROVAL OF AGENDA**

Commissioner Phil Tarvin motioned to approve the agenda. Commissioner Hauptman seconded. By voice, all ayes. The motion carried.

**APPROVAL OF MINUTES**

Commissioner Ron Miller motioned to approve the minutes of April 23, 2019; Commissioner Brian Jagoe seconded. By voice, all ayes. The motion carried.

**PUBLIC COMMENTS**

There were no public comments.

**PUBLIC HEARING**

**RESOLUTION PC 19 02 PUD 01 – Oak Commons Preliminary Planned Unit Development (PUD)**

**RESOLUTION PC 19 04 SUB 01 – Oak Commons Tentative Subdivision (SUB)**

**RESOLUTION PC 19 05 DR 02 – Oak Commons Design Review (DR)**

An application to request approval of a Preliminary Planned Unit Development (PUD), Tentative Subdivision (SUB), and Design Review for a 16-unit townhouse development at the property located at Assessor's Map 18-12-23-23, Tax Lots 02200 & 02800, on the south side of 32<sup>nd</sup> Street between Oak Street and Highway 101. Proposed development is located in the Multiple Family Residential District regulated by Florence City Code Title 10, Chapter 13 and the Highway District regulated by Florence City Code Title 10, Chapter 16.

No Commissioner declared a conflict of interest, ex parte contact, or bias. There were no challenges.

Vice Chairperson Young opened the public hearing at 5:38 P.M.

PD FarleyCampbell delivered a staff presentation on the proposed 16-unit townhouse development at the property located on the south side of 32<sup>nd</sup> Street between Oak Street and Highway 101 (see attached).

PD FarleyCampbell delivered the staff recommendation that the applications could meet the requirements of Florence City Code with the modified conditions of approval as presented.

There were Commission questions regarding fire place installation in the units, the location of the water main, and possible issues of 32<sup>nd</sup> Street parking

**Applicants**

**Mike McAllister, Mike McAllister Engineering, Mapleton, OR** – Mr. McAllister clarified that the alley was one way, west out to Oak Street and two way out from unit #4 on the east. He explained that the required sidewalk did not appear on the site plan due to space. He showed the location of the existing water line and hydrant and pointed out where the new sewer line, water line, and hydrant would be placed. He continued and said that the lighting plan was still undetermined

and requested that Staff work with the applicant on a solution. After Mr. McAllister explained the landscaping plan and indicated that he would have no issue if there were suggested modifications to the plant selection. He discussed and compared the masonry versus wood fence recommendation and concluded with comments regarding possible access solutions on 32<sup>nd</sup> Street.

**Mike Johnson, William Johnson Construction, Florence, OR** – Mr. Johnson described the construction as much like the units that were previously built on Jasper Lane with updated engineering.

There were Commission questions and discussions regarding possible storm water collections in the garages from the alley, fire, life, & safety turning radius on to the alley, and plant choice & open space & buffering opportunity in the landscaping plan. Mr. McAllister explained the elevation was high enough and they were also widening the alley per Public Works request for easement. Mr. Johnson stated that there was a 60-foot turning radius. Mr. Johnson and Mr. McAllister explained how the landscaping plan met the code criteria.

There was no public testimony and no further questions from Commissioners.

PD FarleyCampbell presented four areas of discussion that included lighting requirements, existing vegetation, screening, and maintenance from 32<sup>nd</sup> Street, alternatives for the open space area, and Title 10, Chapter 21-2-7A that might apply to the possible noise impacts from the cement plant to the north.

There was a recess taken at 6:46 P.M. so that PD FarleyCampbell could provide a Google view of the existing vegetation at the proposed site.

The hearing reassembled at 6:52 P.M.

PD FarleyCampbell provided the 2012 Google street view of the property and there was discussion regarding the amount of vegetation that had already been removed at the site. The applicant also described the long-term vision for the proposed development.

PD FarleyCampbell restated the staff recommendation to modify the findings, reasons, or conditions and approve the proposal with the amended conditions that include Condition #10.2 regarding the applicant to provide legal description and location of all required easements for utilities and public access that will be submitted at the time of Final Plat and Condition #5.3 regarding the removal of the statement, “prior to issuance of building permits” with a change to, “prior to issuance of Final PUD and Subdivision Final Plat”. She concluded and stated that the noise level and open space requirements could also be modified.

Vice Chairperson Young closed the Hearing at 7:01 P.M.

There was Commission deliberation on the sound requirements, landscaping & screening, and construction of the fence in regards to potential changes, or any modifications that might make a difference on the noise level from the concrete facility on primarily the second floor of the town homes. There was also discussion regarding the responsibilities of the landscaping and the common area maintenance. It was decided to continue the hearing so that the applicant would be able to provide a noise analysis and abatement report for review. PD FarleyCampbell added the conditions, “Prior to issuance of the building permit the applicant shall be required to demonstrate that a noise abatement strategy will be incorporated into the building design that will achieve an indoor noise level equal to or less than 55 DNL” and, “The applicant shall revise the landscape plan to replace the area of Kinnikinnick along the 32<sup>nd</sup> Street side with lawn and supplement the right-of-way area south of the sidewalk with evergreen, year-round, broadleaf shrub for screening”.

Commissioner Ron Miller motioned to approve **RESOLUTION PC 19 02 PUD 01, RESOLUTION PC 19 04 SUB 01, & RESOLUTION PC 19 05 DR 02** with all of the modifications as amended. Commissioner Eric Hauptman seconded.

Mr. McAllister restated the modified conditions for clarification and reported that the proposed construction already met building code for interior and exterior walls. He pointed out that any possible weakness from noise abatement strategy

might come from the windows however, the cost of sound proofing the entire 2<sup>nd</sup> floor, north wall may not prove to be a feasible solution to the noise from the concrete facility. Mr. Johnson asked what the concrete facility's hours of operation were and PD FarleyCampbell was unsure. There was discussion regarding the continuation of the meeting so that the applicant would have the opportunity to provide a decibel level report. The applicant requested that the hearing be continued.

Commissioner Ron Miller motioned to table the closing of the hearing. Commissioner Eric Hauptman seconded. By voice, five ayes and one nay. The motion carried.

Commissioner Phil Tarvin motioned to leave the meeting open, continue the hearing to the date certain of May 28, 2019, and leave the written record open for seven days. Commissioner Eric Hauptman seconded. By voice, all ayes. The motion carried.

#### **PLANNING DIRECTOR REPORT & DISCUSSION ITEMS**

PD FarleyCampbell briefly discussed the Housing Committee meetings and invited the Commissioners to the open house on May 23<sup>rd</sup> at 5:30 P.M. for the proposed housing code update. She also stated that the Housing Subcommittee would be giving their recommendation to CEDC on that day at 3:30 pm. She announced the ribbon cutting of the Rhododendron Beach Park and the successful procedural visit from FEMA.

Upcoming meetings:

May 28, 2019 - Planning Commission Public Hearing

#### **PLANNING COMMISSION REPORTS & DISCUSSION ITEMS**

Vice Chairperson Young delivered a brief overview of the complicated and fast paced Housing Committee meetings and highlighted some of the proposed major code amendments.

Vice Chairperson Young adjourned the meeting at 7:42 P.M.

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Chairperson John Murphey  
Florence Planning Commission

\_\_\_\_\_  
Date

# Oak Commons

Preliminary Planned Unit Development (PUD),  
Tentative Subdivision Plan Review (SUB), and  
Design Review (DR) of 16-Unit Townhome Development

**PC 19 02 PUD 01**

**PC 19 04 SUB 01**

**PC 19 05 DR 02**



# Preliminary PUD, Tent. Subdivision, & Design Review Criteria

## Florence City Code, Title 10 Chapters:

- 1: Zoning Administration, Sections 1-4, 1-5, & 1-6-3
- 3: Off-Street Parking & Loading, Sections 3 through 11
- 7: Special Development Standards, Sections 2, 3, 6 & 7
- 13: Multiple Family Residential District, Sections 2, 4, & 5
- 16: Highway District, Sections 2, 4, and 7
- 23: Planned Unit Development, Sections 1 through 14
- 34: Landscaping, Sections 3 through 5

# PUD/SUB/DR Criteria, cont.

## Florence City Code, Title 10 Chapter:

35: Access and Circulation, Sections 2-4, 2-6 through 2-9, 2-12, 2-14 & 3

36: Public Facilities, Sections 2-1 through 2-5, 2-8, through 2-23, and 3 through 9

37: Lighting, Sections 2 through 6

## Florence City Code, Title 9 – Utilities Chapter:

5: Stormwater Management, Sections 1 through 7

# PUD/SUB/DR Criteria, cont.

## Florence City Code, Title 11 – Subdivision Regulations:

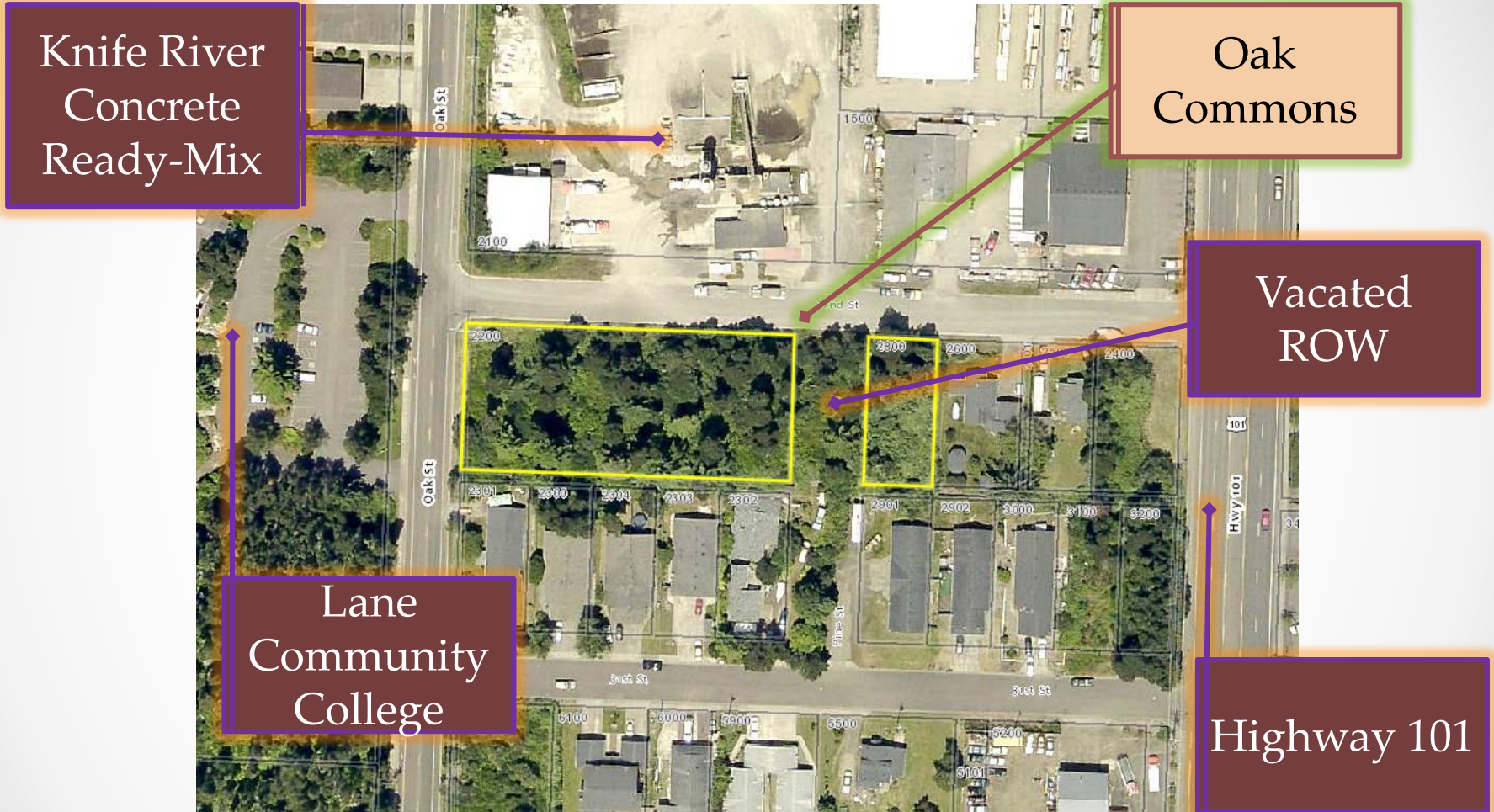
- Chapter 1: Subdivision Administration, General Provisions, Sections 1 through 4
- Chapter 3: Major Partition, Tentative Plan Procedure, Sections 1 through 7
- Chapter 5: Platting and Mapping Standards, Sections 1 through 5
- Chapter 7: Modifications, Subdivision Regulations

# Introduction

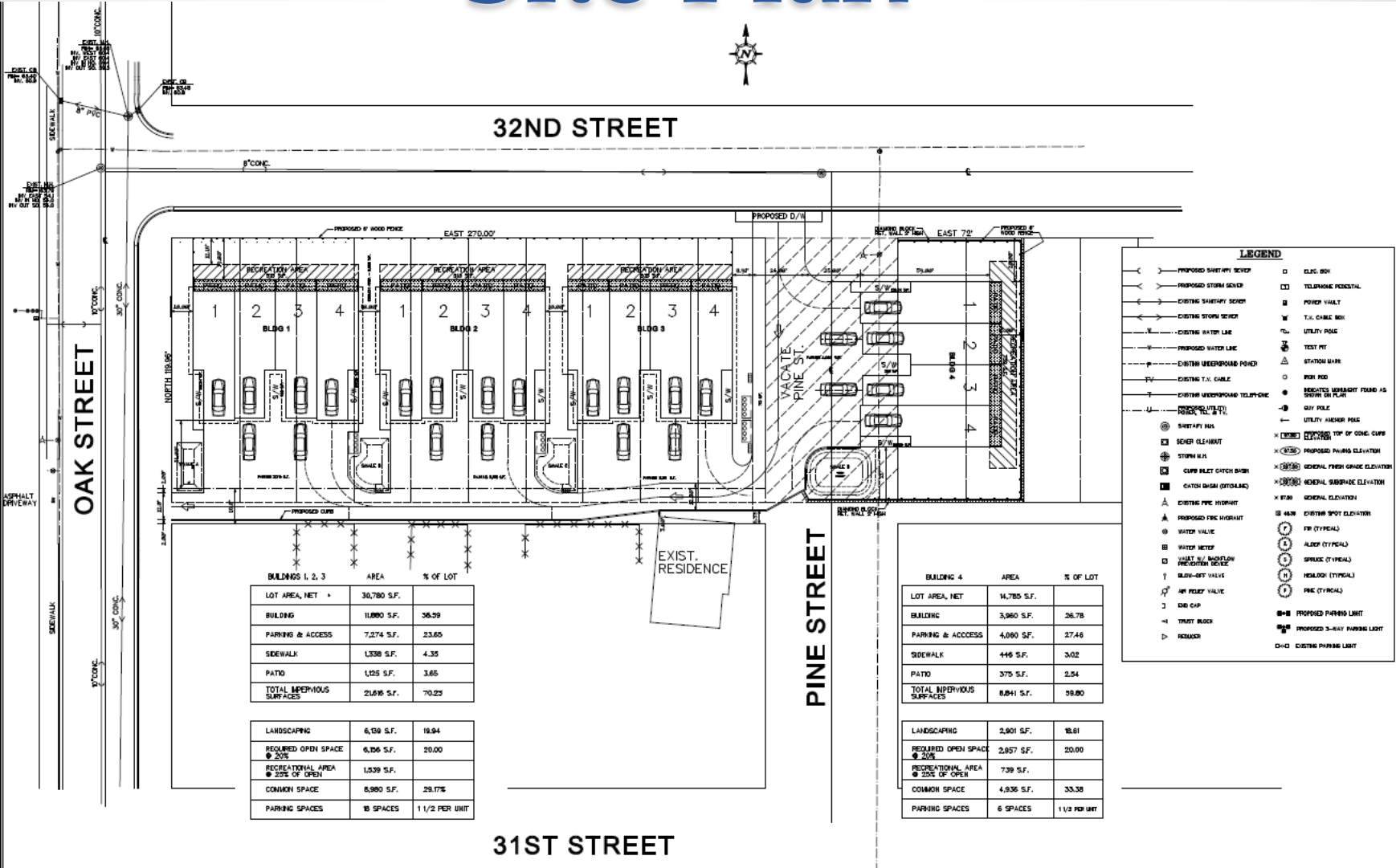
- **Jan. 24, 2019** – Vacation Petition for Pine St. rcv'd
- **April 1, 2019** – Vacation approved by City Council.
- **March 5, 2019** – Application for 16-unit townhome PUD was received.
- **April 2, 2019** – Additional materials received.
- **April 5, 2019** – Application deemed complete.
- **April 2, 2019** – Application for Vegetation Clearing permit received.
- **April 16, 2019** – Approval for Vegetation Clearing permit issued.



# Aerial of Site



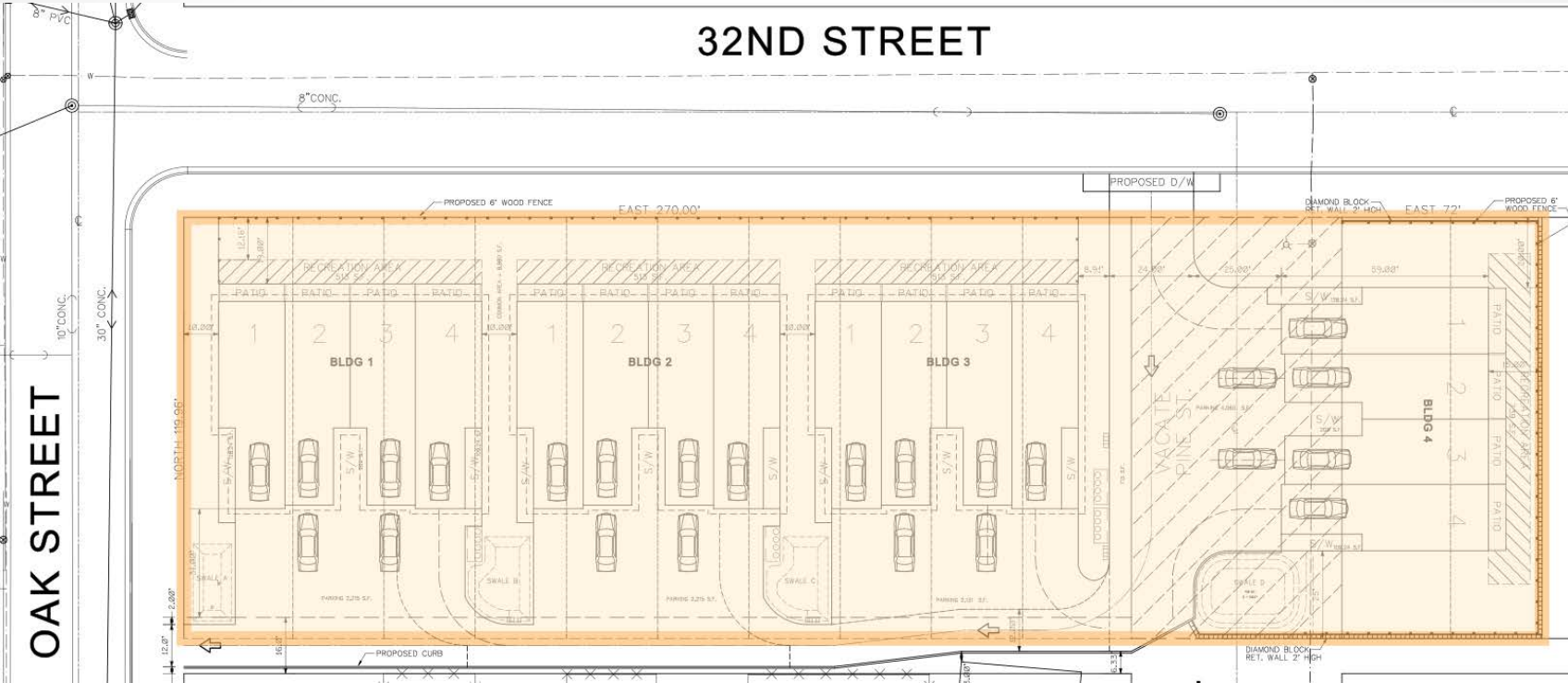
# Site Plan



**LEGEND**

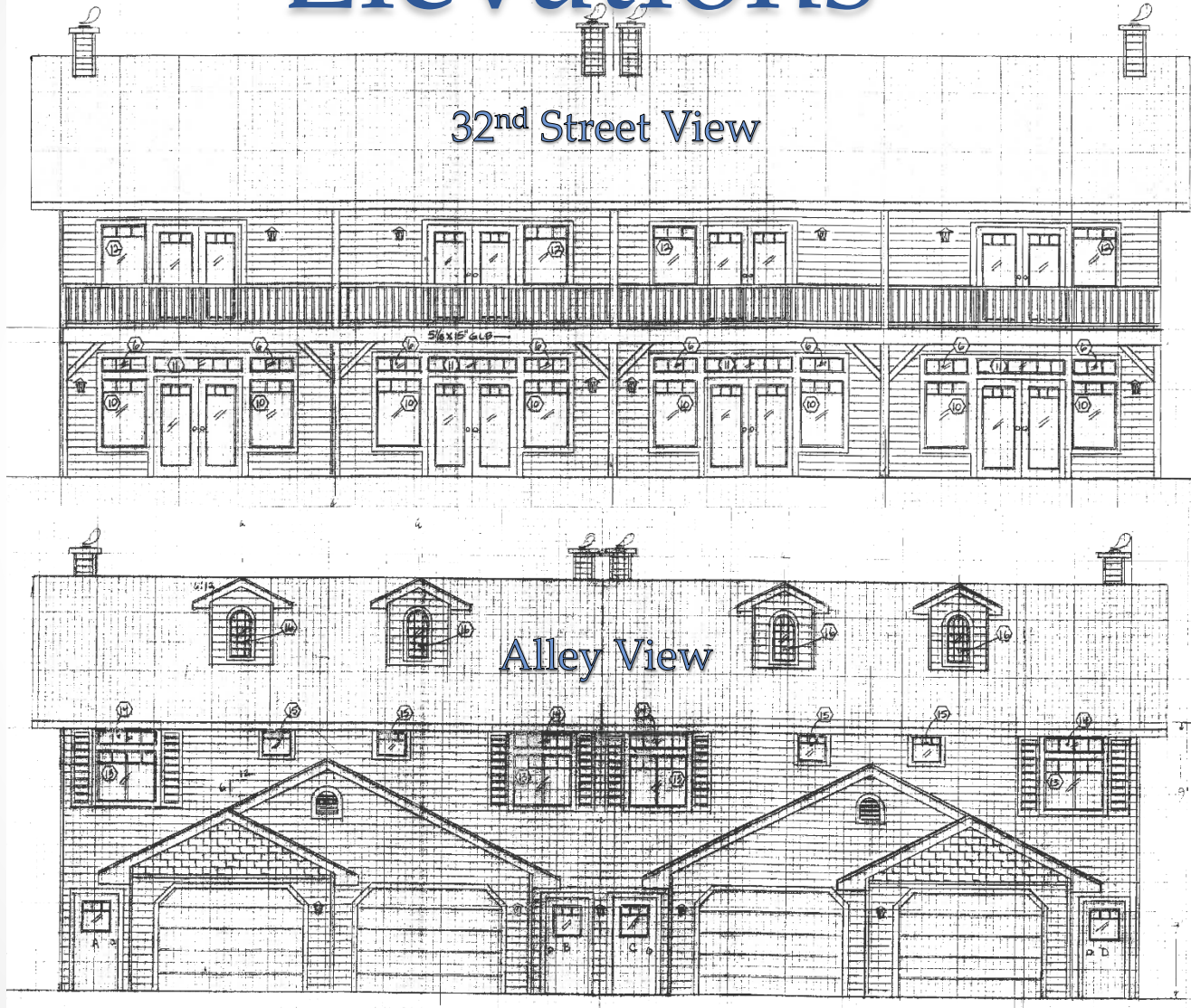
- ← PROPOSED SANITARY SEWER
- ← PROPOSED STORM SEWER
- ← EXISTING SANITARY SEWER
- ← EXISTING STORM SEWER
- ← EXISTING WATER LINE
- ← PROPOSED WATER LINE
- ← EXISTING UNDERGROUND POWER
- ← EXISTING T.V. CABLE
- ← EXISTING UNDERGROUND TELEPHONE
- ← EXISTING UTILITIES (POWER, T.V., T.C.)
- SANITARY MAN
- SEWER CLEANOUT
- STORM MAN
- CATCH BASIN (EXTENSIBLE)
- ▲ EXISTING FIRE HYDRANT
- ▲ PROPOSED FIRE HYDRANT
- WATER VALVE
- WATER METER
- MOUNTED HIGH/LOW PRESSURE VALVE
- BLOW-OFF VALVE
- AIR RELEASE VALVE
- DIE CAP
- TRUST BLOCK
- REMAINDER
- ELEC. BOX
- TELEPHONE PEDIestal
- POWER VAULT
- T.V. CABLE BOX
- UTILITY POLE
- TEST PIT
- STATION MARK
- IRON ROD
- RELOCATES WEIGHT FOUND AS SHOWN ON PLAN
- GUY POLE
- UTILITY HANGER POLE
- PROPOSED FINISH TOP OF CONC. CURB
- PROPOSED FINISH GENERAL ELEVATION
- GENERAL FINISH GRADE ELEVATION
- GENERAL ELEVATION
- EXISTING SPOT ELEVATION
- FIN (TYPICAL)
- ALDOY (TYPICAL)
- SPRAKE (TYPICAL)
- HEMLOCK (TYPICAL)
- PINE (TYPICAL)
- PROPOSED PARKING LIMIT
- PROPOSED 3-WAY PARKING LIGHT
- EXISTING PARKING LIGHT

# Site Plan

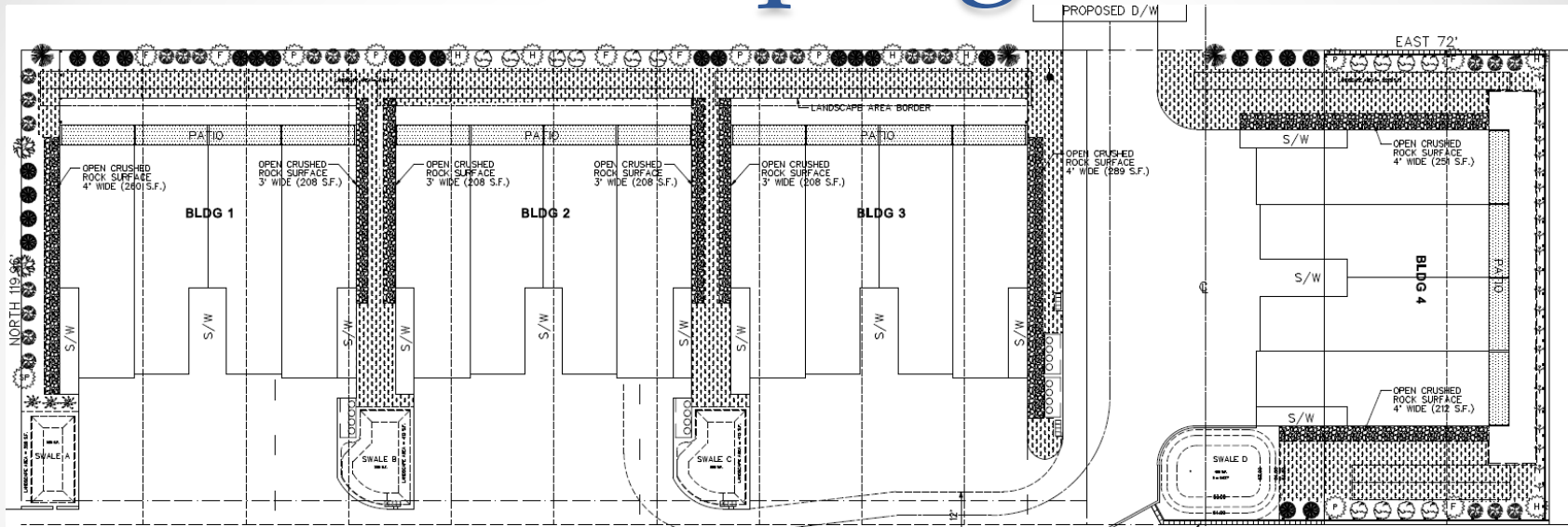




# Elevations

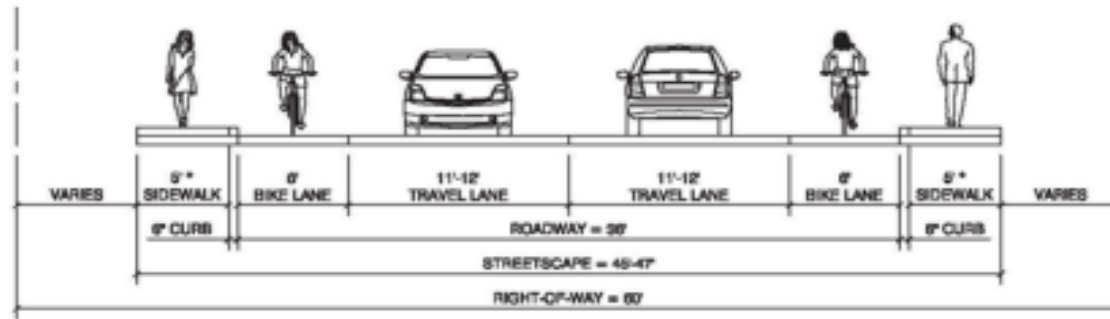


# Landscaping Plan

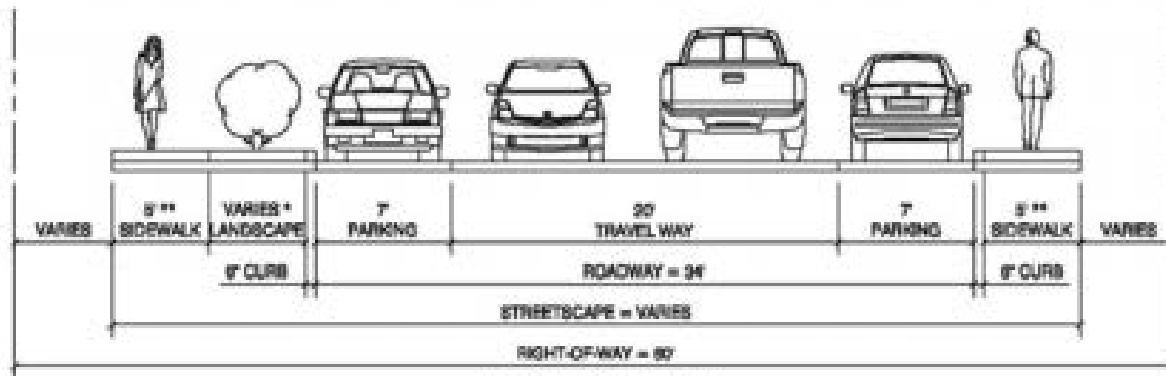


LANDSCAPING SCHEDULE					
SYMBOL	DESCRIPTION	SYMBOL	DESCRIPTION	SYMBOL	DESCRIPTION
	SHORE PINE		MT. FUJI CHERRY		OREGON GRAPE
	WAX MYRTLE		FLOWERING PLUM (IMPORT)		SALAL
	SPRUCE				NATIVE AZAELIA
	FIR		HUCKLE BERRY		GRASS
	PONDEROSA PINE		NATIVE RHODE		SEDGES
	HEMLOCK		ALDER		GROUND COVER (KINNICHINICK SWORD FERNS)

# Street Widths Required



**COLLECTOR  
(NO PARKING)**



**LOCAL STREET  
(PARKING BOTH SIDES)**

\* OPTIONAL LANDSCAPE WIDTH AND LOCATION MAY VARY AND IS TO BE DETERMINED BASED ON PHYSICAL AND BUILT ENVIRONMENT.  
 \*\* ALL DOWNTOWN STREETS TO HAVE 6' SIDEWALKS WITH THE EXCEPTION OF COLLECTORS WITH NO ON-STREET PARKING AND HIGH TRAFFIC STREETS WHERE 8' AND 12' SIDEWALKS SHOULD BE INSTALLED, RESPECTIVELY.

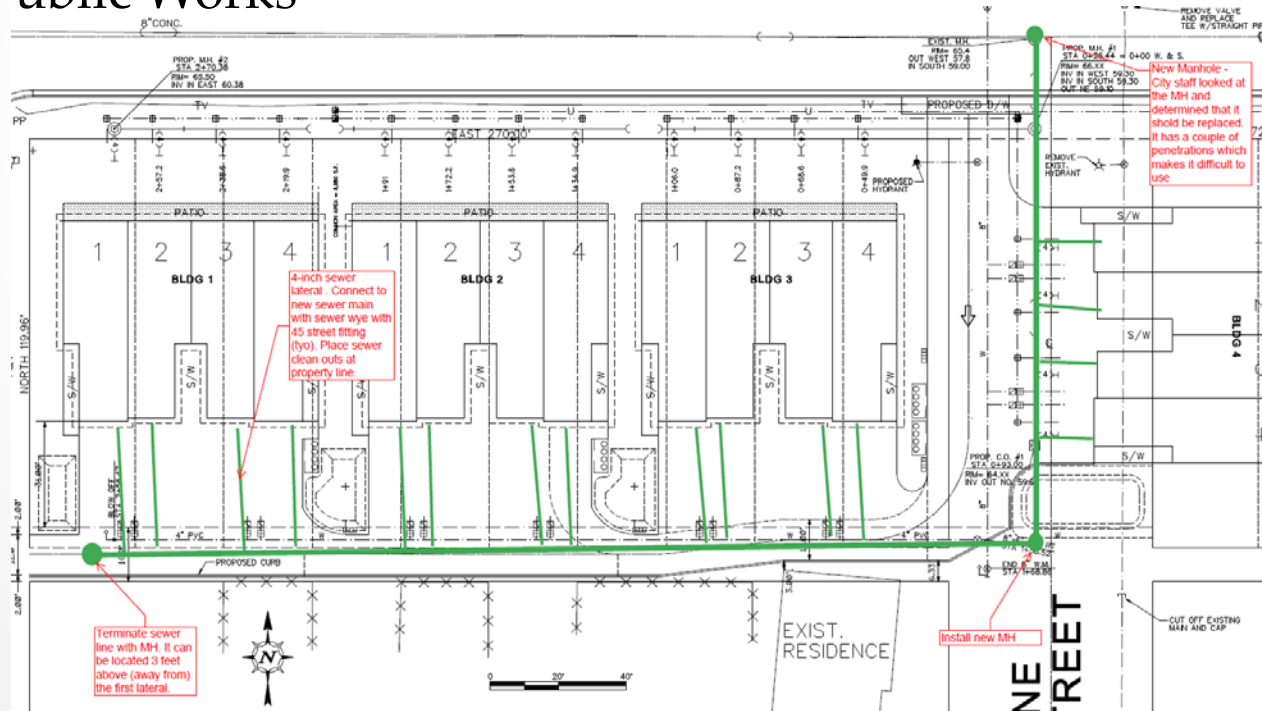
# Testimony

## Public Testimony Received:

Matt Ropp, Land Planning Manager, Knife River –  
Explanation of heavy truck traffic and industrial noise.

## Referral Comments:

### Public Works –



# Staff Recommendation

Staff finds that the proposed application meets the requirements of City Code with conditions, and **recommends approval of the Preliminary PUD and Tentative Subdivision** subject to conditions.



# Conditions of Approval

## 4. Parking Requirements

**4.1** Provide at least one vehicle parking space per unit meeting dimensional and encroachments criteria of FCC 10-3-8-A.

**4.2** Provide additional materials for parking review (prior to Building Permit issuance) meeting FCC 10-3-8-K,

- Number of parking spaces
- Curb cut dimensions
- Signage and pavement markings
- Lighting details for the driveway areas

# Conditions of Approval

## 5. Zoning and Development Standards – Prior to issuance of Building Permits

5.1 Revise site plan & plats with correct lot dimensions

5.2 Height of the structures, as measured halfway between the peak and eave of the proposed roof.

5.3 Provide a copy of covenants, conditions and restrictions. *PRIOR TO FINAL PUD & FINAL PLAT*

5.4 Maximum building coverage shall not exceed 50% of the net land area being developed.

5.5. All utilities shall be placed underground by the developer.

# Conditions of Approval

## 6. PUD Standards

6.1. Submit a Phase I Site Investigation Report prior to issuance of building permits.

6.2. to application for Final PUD and Final Subdivision, provide a copy of the development CC&Rs for review by the City.

## 7. Landscaping Requirements

7.1. Plant species list prior to Certificate of Occupancy.

7.2. Plant materials coverage minimum of 70 percent within 5 years of planting.

7.3. Pocket-planting method with a soil-compost blend.

# Conditions of Approval

- 7.4. Remove and prevent all noxious weeds
- 7.5. Supplement landscaping plan with number and volumes for “small” shrubs and ground cover plants.
- 7.6. Non-plant ground covers shall be confined by 4-inche edging.
- 7.7. Permanent, underground irrigation or temporary for drought-tolerant plants.
- 7.8. Revise landscaping materials and install a 6” curb along where a parking/maneuvering area is adjacent to a building.
- 7.9. Grant exception for an 8’ wood fence along the north side. Recommends construction of masonry wall to better protect and insulate from sounds and layered planting of trees and shrubs which will grow to thicker densities and various heights.

# Conditions of Approval

## 8. Access Requirements

8.1. Right-of-Way dev. permits for Oak and 32<sup>nd</sup> Street Right-of-Ways.

8.2. Signage and pavement markings one-way alley and the 32<sup>nd</sup> Street driveway as two-way.

8.3. Driveway aprons materials, ADA ramps, and 5' sidewalks for Oak & 32<sup>nd</sup> Sts.

8.4. Vertical and vision clearances.

8.5. Provide through-gate access mid-block to the rear of Buildings 1, 2, and 3. Available to residents and guests.

# Conditions of Approval

**8.6.** Access easement for possible pedestrian throughway to the un-vacated portion of Pine Street. Utility co-located permitted.

**8.7.** Centralized Mail Box Unit location approved by Postmaster.

**8.8.** Install street lights each entrance and exit to the PUD.

## **9. Lighting Requirements**

**9.1.** Photometric plans and lighting cutsheets.

**9.2.** Install full cut-off lighting fixtures at a height equal to or less than 20'.

# Conditions of Approval

## 10. Subdivision Regulations

**10.1.** Resubmit grading plan includes information in 11-3-2-C-7.

**10.2.** *FINAL PLAT* --legal description and easements.

**10.3.** Existence of or approximate location of areas subject to inundation or storm water overflow, all areas typically covered by water, and the location, width, and direction, of watercourse flow, if any.

**10.4.** Timing plan prior to the building permit issuance.

**10.5.** Final utility plans review and approval prior to construction.

# Alternatives

1. Approve the applications;
2. Deny the application;
3. Modify the findings, reasons, or conditions and approve the proposal, or
4. Continue the Public Hearing to a date certain if requested or if more information is needed.



# Questions?

