



City of Florence
A City in Motion

City of Florence
Planning Commission
Previous Year Activities
January 2018- July 2019

As required by the Committees and Commissions Handbook, adopted on November 5, 2018 through Resolution No. 21, Series 2018, this report briefly describes the activities of the Commission over the prior service year, from January 2018 to July 2019.

Committee Growth: January 2018 held the meeting that we had to say thank you and goodbye to two of our long-term Commissioners. Through the next recruitment we gained two qualified members and were able to continue with an appointment of seven. During the 2019 recruitment process one commissioner moved on to interconnected duties and was replaced by a new capable member.



Work Sessions: 2018 was a very busy year for the Planning Commissioners as they began in February by receiving the **Housing Economic Opportunities Project (HEOP)** results along with **ADU Code Changes** at a regular session. This was followed by a joint work session with City Council to discuss the **HEOP, Florence 2020 Comprehensive Plan Updates, and Housing Florence City Code Amendments** that included potential code changes from Senate Bill 1051 and Florence Development Code Updates. They



reviewed a staff presentation followed by discussion. From this work session a determination was made to allow for places of worship in commercial and industrial zones to provide dwelling units, allow for all parcels within previously-existing primary single-family residences to construct accessory dwelling units, and not allow accessory dwelling units to be used for short term rentals. A second joint work session was held in March with a continued discussion regarding **HEOP Next Steps** with a focus on review of potential code changes to **FCC Chapter 10, 11, 12, 13, and 29** related to residential zoning districts along with a review of the potential comprehensive plan updates to **Chapter 2, 9, and 10**. They reviewed a presentation followed by discussion. From this work session a determination was made to include provisions to require one off street parking space for an accessory dwelling unit should on street parking not be available. In April the Planning Commissioners reviewed proposed changes for **ADU 10-2, General Zoning Provisions; ADU 10-3, Off-Street Parking and Loading; and ADU 10-10, Accessory Dwelling Units**. No action was taken at this regular work session. However, in May they met in another regular session to consider those proposed changes along with **Chapter 4, Conditional Uses**. These proposed regulations related to siting, design, and construction criteria for ADU's and Place of Worship provided by affordable housing. The Commissioners approved the resolution for recommendation to City Council with a 5-1 vote. June brought the consideration of the proposed changes to the **Florence Realization 2020 Comprehensive Plan, Chapter 9 and Chapter 10 in the Housing Comp Plan Amendments** resolution along with Chapter 7, 11, 12, and 12 in the **Beat the Wave Comp Plan Amendments** in a regular session. Both resolutions passed with a 7-0 Commission vote. Another regular work session in August presented the Commissioners with a review **Buildable Lands Inventory (BLI) and Tsunami Code Changes** as it related to the Tsunami Hazard Overlay and Development code and discussion of these topics were continued at a regular session in September. In October a proposal for recommendation from Planning Commission to City Council for final adoption of **Tsunami Hazard Overlay Zone Code Amendments** was approved with a 4-0 vote and later that month the Commissioners approved the **Buildable Lands Inventory Comp Plan Amendments** with a 4-0 vote. To wrap up 2018 the Planning Commissioners discussed and recommended projects for Council consideration of the **2019-2020 City Work Plan** at the December regular session.



Type I / Over the Counter & Type II / Administrative Staff Review: 2018 saw a total of 64 over the counter and 17 Administrative Staff Review applications received in the Community Development department. Many of these applications would have gone to Planning Commission for review and approval in the past however, with the new, streamline process in place these applications were handled in house. This successful process has allowed the Commissioners the opportunity to focus on more impactful developments and weightier proposed changes in the community. Approval of Design Reviews, Modifications, and the 6 ADU's in the City are great examples of how this process helped eliminate some of the responsibility that would have otherwise fallen on the Planning Commissioners.



Type III Applications for Planning Commission Review and Approval:

There were 50 Type III applications submitted in 2018 and 42 of them went on to Planning Commission for approval. In addition to the consideration of Code Text Amendments and Comp Plan Amendments the Commissioners were dedicated to ensuring that acceptable review time has been given to a number of arduous applications. Some of these applications included a large, Mixed-Use Planned Unit Development, a Tentative Subdivision, and Subdivision Modifications. In 2019 they have continued to complete the reviews of 2018 that also included 10 Design Reviews, 2 Zone Changes, 2 Minor Partitions, 2 Extensions, 2 Variances, 9 Conditional Use Permits, and 5 Annexations have come before them also for consideration and approval and/or recommendation to City Council.



In Progress: The Planning Commissioners have maintained a level of engagement in 2019 that proves their commitment to sworn and unbiased decision-making practices. Through an **Orientation/Policies Training** conducted in March of this year they became even more sharpened and equipped to fulfill their responsibilities. During March one of our Commissioners also attended a **Planning in Oregon** training to learn more about building successful communities. In addition, two other Commissioners have made time to be active and involved members of the Housing Code Subcommittee. The Commissioners have reviewed and approved two conditional Use Permits, three Planned Unit Developments, two Tentative Subdivision, five Design Reviews, and recommended a property vacation, an annexation/zone assignment, and two zone changes to City Council for approval. The Commissioners reviewed a **DLCD Technical Assistance Grant Presentation** / Housing Code Update and engaged in the **2019-2020 Florence Workplan** / next steps discussion at a regular session in April and many of them attended and supported the **Housing Code Update Project Open House** in May. Recently, Planning Commission is preparing for a City Council/Planning Commission Work Session to be held in July.



Placeholder for photo to be taken on the 25th