

**CITY OF FLORENCE
Planning Commission**

**Recommendation to the City Council to Approve the
2019-2020 Planning Commission Work Plan & 2018 Activities Report**

1. The Florence City Council adopted the City of Florence Committee & Commission Policy Manual (Manual) on November 5, 2018 via Resolution No. 21, Series 2018.
2. Chapter 7 of the Manual sets the Committee's role in goal setting and work plan creation, including requirements that all permanent standing commissions and committees, except for the Budget Committee, are charged with developing:
 - a. An annual work plan for their committee for the upcoming year, and
 - b. A report on the activities of the committee over the prior service year
3. In addition, Chapter 7 of the Manual indicates the following:
 - a. Committee / Commission work plans must be consistent, relevant, and supportive to the Council's goals.
 - b. Committee / Commission work plans shall be presented to the City Manager and City Council for approval at a Council meeting in the Spring of each year. This action will generally occur on a Council meeting consent agenda.
4. On April 1, 2019, the Florence City Council adopted Resolution No. 6, Series 2019, a resolution reaffirming the City of Florence's Council Goals and adopting the July 1, 2019 – June 30, 2021 City of Florence work plan.
5. The Planning Commission has reviewed the adopted City Council goals and work plan and have prepared a prior year's activities report and an annual work plan, which it believes is consistent, relevant and supportive of the Council's adopted goals / work plan.

THE PLANNING COMMISSION RECOMMENDS THE CITY COUNCIL APPROVE THE FOLLOWING:

1. The 2019-2020 Planning Commission Work Plan, Exhibit A.
2. The 2018 Planning Commission Activities Report, Exhibit B.

COMMITTEE APPROVAL:

This Recommendation is passed by Planning Commission vote on the 25th day of June, 2019

John Murphey, Chairperson
Florence Planning Commission



City of Florence
A City in Motion

City of Florence
 Planning Commission
 Committee Work Plan
 July 2019 – June 2021

Planning Commission Overview:

The Planning Commission is the City of Florence’s planning body and Citizen Involvement Advisory Committee (per ORS 197.160) with the authority to take actions considering specific land development proposals and propose policy and legislation to the City Council. The Planning Commission conducts hearings, reviews applications, recommends amendments, and performs other duties related to community planning and development at the request of the City Council.

The objective of this document is to create priorities for the 2019 and 2021 biennial cycle. These work plan priorities generally relate to long-term planning efforts to be considered, which include, but are not limited to the following:

- Housing Code Update
- FEMA Floodplain Map & Code Updates
- Transportation Systems Plan Update
- Various Code and Comprehensive Plan Updates

Planning Commission Members:		
John Murphey; Chairperson	Sandi Young; Vice-Chairperson	Ron Miller
Brian Jagoe	Eric Hauptman	Andrew Miller
Phil Tarvin		
City Staff and Ex-Officio Members:		
Wendy FarleyCampbell, Planning Director; Ex Officio Member- City Staff	Glen Southerland, AICP, Associate Planner; Ex-Officio Member- City Staff	
Dylan Huber-Heidorn, Planning Technician; City Support Staff	Vevie McPherran, Planning Administrative Assistant; City Support Staff	

Committee Priorities:

Housing Code Update:

The City Council has made housing their top priority for the 2019 – 2020 biennial. The Planning Commission is committed to implementing the City Council’s goals by working with City staff to adopt new residential housing codes that are more progressive and allow for a wider range of housing stock in the Florence area as well as other initiatives as they arise.

The next steps regarding housing for the Planning Commission are...

- Hold joint work session(s) with the City Council regarding housing code updates.
- Begin the adoption process and hold public hearings on the proposed updates.
- Take public feedback and implement suggestions where appropriate.
- Work with City Staff to assist with the implementation process as needed.
- Communicate and promote housing code changes to the community.

FEMA Floodplain Map & Code Updates:

FEMA and the Oregon Department of Geology and Mineral Industries (DOGAMI) began Floodplain Insurance Rate Map (FIRM) updates for coastal Lane County in 2018. These maps had not been previously updated since 1999. The Planning Commission will have the responsibility of reviewing and adopting Code and Comprehensive Plan updates to ensure that Florence maintains compliance with the National Flood Insurance Program and protects our residents and visitors.

The Planning Commission’s next steps regarding floodplain amendments are...

- Update Titles 4 and 10 of Florence City Code.
- Update the Florence Comprehensive Plan in support of FIRM updates.
- Champion and communicate city efforts regarding flood protection efforts.

Transportation Systems Plan Update:

The City Council has identified the need to update and correct the City’s Transportation System Plan in order to provide the most accurate information for development and identify projects to be included in the TSP. This process will involve...

- Working with staff to prepare and review updates to the TSP.
- Working with the Transportation Committee to audit the existing TSP and correct errors.
- Preparing updates to Florence City Code, Capital Improvement Plan, and Comprehensive Plan.
- Determining appropriate public outreach methods on the amendments.
- Hosting joint public hearings with the City Council.

Miscellaneous:

Other opportunities exist, not only for additional code and comprehensive plan housekeeping updates, but for general process changes by the Planning Commission. Those include...

- Researching and revising parking lot lighting standards and revising lighting code to reflect those standards.
- Complete mural code revisions after completing a joint work session with the City Council.
- Perform general housekeeping updates to Titles 10 and 11 not covered by other code update processes.
- Update the Florence Realization 2020 Comprehensive Plan in order to meet state requirements and community needs.

- Convert Planning Commission meeting materials to digital delivery systems.

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