



City of Florence
A City in Motion

City of Florence Planning Commission Regular Session

Florence City Hall
250 Highway 101
Florence, OR 97439
541-997-8237
www.ci.florence.or.us

- Meeting materials including information on each agenda item are published at least 24 hours prior to the meeting at www.ci.florence.or.us/bc-pc and items distributed during the meeting and meeting minutes.
- To be notified of Planning Commission meetings via email, please visit the City's website at <http://www.ci.florence.or.us/newsletter/subscriptions>.

April 14, 2020

AGENDA

5:30 p.m.

Commissioners: John Murphey, Chairperson – Phil Tarvin, Vice-Chairperson
Eric Hauptman, Commissioner – Brian Jagoe, Commissioner
Andrew Miller, Commissioner – Ron Miller, Commissioner – Sandra Young, Commissioner

With 48-hour prior notice, an interpreter and/or TDY: 541-997-8237, can be provided for the hearing impaired.

Meeting is wheelchair accessible.

Proceedings are shown live and for rebroadcast on Cable Channel 191 and online at <https://video.ibm.com/channel/Hjzx9zagzZc> and are available for purchase.

COVID-19 UPDATE

Due to federal and state restrictions on public gatherings, Florence Planning Commission meetings shall be held via teleconference and shown live on Cable Channel 191 and online at <https://video.ibm.com/channel/Hjzx9zagzZc>.

It is strongly encouraged that the public not attend Planning Commission Meetings in person.

Citizens wishing to express their views may do so in one of the ways shown at the end of this agenda.

CALL TO ORDER – ROLL CALL

1. **APPROVAL OF THE AGENDA**
2. **APPROVAL OF THE MINUTES**
 - November 26, 2019 Regular Session

PUBLIC HEARINGS

Please see the end of this agenda for methods to provide comments on public hearing items.

3. **RESOLUTION PC 20 03 ZC 02 – Elks Lodge Zone Change**

- An application from Florence Elks Lodge #1858, seeking approval to re-zone the properties on which the Florence Elks Lodge is located, at 1686 12th Street (2 acres total; Map #18-12-26-32, Tax Lots 2100, 2200, and 2900), from High Density Residential to Commercial, in conformance with the Florence Realization 2020 Comprehensive Plan Map designation of "Commercial" for these properties.

*Senior Planner
Roxanne
Johnston*

4. **REPORT & DISCUSSION ITEMS**

- Planning Commission's Report & Discussion Items
- Director's Report & Discussion Items

*PD Wendy
FarleyCampbell*

5. **PLANNING COMMISSION CALENDAR**

Given amendments to public meetings procedures due to COVID-19, all meetings will be held via teleconference and shown live on Channel 191 or the at <https://video.ibm.com/channel/Hjzx9zagzZc> unless otherwise indicated

Date	Time	Description
April 28, 2020	5:30 PM	Regular Session

ADJOURN

UPDATED PUBLIC MEETINGS PROCEDURES – COVID-19

Given executive orders from Governor Brown concerning COVID-19 and social spacing requirements, the City of Florence has established temporary procedures for public meetings in order to protect our volunteers, public and staff.

Florence Planning Commission meetings shall not allow for verbal public comments on any item other than a mandatory public hearing. **It is strongly encouraged that the public not attend Planning Commission meetings in person.** Citizens wishing to express their views to the Planning Commission may do so by submitting written communications in one of the following ways:

1. Submit written comments via email to planningdepartment@ci.florence.or.us
2. Mail written comments to Florence City Hall, Attn: Planning Department, 250 Hwy 101, Florence, OR 97439
3. Drop off written comments to the City of Florence drop box located at Florence City Hall (250 Hwy 101) to the right of the main entrance

PUBLIC HEARING TESTIMONY

Those interested in providing testimony in a public hearing may do so via one of the following methods:

1. **Written Testimony:** It is **STRONGLY** encouraged that interested parties abstain from attending the meeting in person and provide testimony in writing prior to the meeting through one of the methods listed above. All written testimony received at least 2 hours prior to the Council meeting will be distributed to the City Council and made part of the record.
2. **Participation Via Conference Call:** Should it be necessary to provide verbal testimony; it is recommended that interested parties participate via a conference call line. To do so, please complete a speaker's card available online at <https://www.ci.florence.or.us/council/request-address-city-council-speakers-card> at least 2 hours prior to the start of the meeting (3:30 p.m. on Tuesday March 24, 2020). Speaker's cards must indicate your desire to participate in the meeting via conference call and include the speaker's name and phone number they seek to call into the meeting from. City staff will then contact the speaker to let them know the conference call line number and protocols.
3. **Participate in Person:** Although it is strongly encouraged that people not attend the meeting in person, the opportunity will still exist to participate in the meeting at Florence City Hall. Parties interested in attending in person must complete a speaker's card online at <https://www.ci.florence.or.us/council/request-address-city-council-speakers-card> or at the meeting. Speaker's cards are due at least 5 minutes prior to the meeting's start time. To protect safety and ensure social spacing only a limited number of audience members will be allowed to attend the meeting at any one time. Should it be necessary, opportunities to listen to the meeting will be provided in overflow areas. Please note, that in person meeting attendance will be subject to applicable regulations in place at the time of the meeting, which are subject to change.

PUBLIC HEARING PROCEDURE

The Planning Commission must make its decision based on facts. Prior to the hearing, staff will identify the applicable substantive criteria which have also been listed in the staff report. These are the criteria the Planning Commission must use in making its decision. All testimony and evidence must be directed toward these criteria or other criteria in the Plan or Land Use Regulations which you believe applies to the decision per ORS 197.763 (5). Failure to raise an issue accompanied by statements or evidence sufficient to afford the Planning Commission and parties involved an opportunity to respond to the issue may preclude an appeal based on that issue. Prior to the conclusion of the initial evidentiary hearing, any participant may request more time to present additional evidence, arguments or testimony regarding the application.

- A. Open Hearing
 - *Planning Commissioners declare any conflicts of interest, bias, ex-parte contacts and site visits.*
 - *Public may challenge a Commissioner's impartiality in making the decision.*
- B. Staff Report
- C. Applicant's Testimony
- D. Testimony

The Planning Commission will hear testimony from those in favor of the proposal, those against the proposal, and those that are neutral but have a comment. Copies of written testimony submitted for the hearing have been distributed to the Planning Commission. When testifying, if someone has made statements with which you agree, please come forward, just state that you agree with those comments. You do not need to restate the previous comments.

 - Proponents
 - Opponents
 - Neutral – Interested Persons
 - Rebuttal from Applicant
- D. Staff Response and Recommendation
- E. Close of Hearing
- F. Commission Deliberation - Direction to Staff or Decision
- G. 1st and 2nd on Motion
- H. Applicant's Opportunity to Respond to any New Conditions of Approval
- I. Discuss and Vote on Motion