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**City of Florence**  
**Planning Commission Meeting Minutes**  
**250 Hwy 101, Florence, OR 97439**  
**April 26, 2022**

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

Chairperson Phil Tarvin called the meeting to order at 5:30 PM.

Commissioners Present: (VideoConference) Chairperson Phil Tarvin, Vice Chairperson Sandi Young, Commissioner Eric Hauptman, Commissioner Andrew Miller, Commissioner Ron Miller, Commissioner John Murphey, and Commissioner Clare Kurth

Staff Present: (In House) Planning Director Wendy FarleyCampbell, Senior Planner Roxanne Johnston, Administrative Asst. Peighton Allen, and Sarah Moehrke, Economic Development Analyst.

At 5:30 PM, Chair Tarvin opened the meeting, Sarah Moehrke did roll call. All members present. Flag salute was given.

**1. APPROVAL OF THE AGENDA**

Start Time: 5:31PM

Action: Approved

Motion: Commissioner A. Miller

Second: Commissioner R. Miller

Vote: 7-0

There was no discussion on the agenda and it was approved unanimously.

**2. APPROVAL OF THE MINUTES: Minutes were approved for January 25, 2022**

Start Time: 5:32 PM

Motion: Commissioner Andrew Miller

Second: Commissioner Ron Miller

Action: Approved

**3. PUBLIC COMMENTS FOR ITEMS NOT ON THE AGENDA:**

None were noted

No Speaker's cards were received nor public comments made.

Chairperson Tarvin relayed basic instructions regarding the proceedings and asked if any member wished to disclose a conflict of interest, ex-parte contact, or biases. No citizens present wished to challenge any Commissioner.

Chair Tarvin asked the Commissioner's if they would like to declare a conflict of interest. There were no declarations of conflict of interest. There were no ex-parte contacts nor biases declared. No citizens present wished to challenge any Commissioner.

4. Chair Tarvin: For our 4<sup>th</sup> Item on the Agenda

**RESOLUTION PC 22 06 CUP 01 – 1458 1<sup>st</sup> Street – HomeGrown Brewery**

An application from Scott and Elaine McMillan, of Hg541 Brewery, for a Conditional Use Permit and Change of Use for manufacturing beer with related retail uses including beer sales for off-premise consumption at 1458 1st Street, Assessor's Map 18-12-34-11, Tax Lot 07200 within Old Town District Area A, regulated by Florence City Code Title 10, Chapter 17.

Hearing opened: 5:38pm

Johnston presented the staff report. Johnston explained that the application is a Conditional Use permit with a change of use and with manufacturing and sale of beer for off-site consumption. Introduction slide was shown with an explanation. The site is located at 1458 1<sup>st</sup> Street, the name of the new business will be name Hg541 Brew and is just west of Lovejoy's. Criteria slide was shown and explained. Slide for the floor plan was shown and explained. The entire building is 2,250 sq ft and the brewery portion is about 500 sq ft which includes the bathroom. The remainder of the building will be the retail area, which is still the art gallery and a photography studio. As it is to be a microbrewery, it was explained that noxious odors were not going to occur, only a yeasty smell much like and baking bread, but that would not happen very often. The building is the Studios building and everything will be happening inside which did not trigger a design review. Background of the business was explained. Conditions of approval are: The CUP shall be void one year after the date of approval, April 26, 2023, unless plumbing/electrical permit is issued and substantial internal reconstruction has taken place. If additional City services are needed the applicant shall be responsible for the upsizing of these utilities. If future design changes are planned or outdoor activities are purposed applicant will need to apply for and receive approval for a design review and modification to CUP. Hours of operation are set by the OLCC. Conditions of Approval shall be completed 6 months prior to the issuance of the final building inspection. Staff found that the application met the requirements of City Code with conditions. Alternatives were shown and explained.

Comm. Hauptman asked if would be on street parking or in the parking lot beside building.

Johnston: It did not trigger a parking review, and that they can use the parking lot - the applicant does not have to count parking spaces, what would trigger that is if they plan to expand outdoors or a Change of Use.

FarleyCampbell explained that the application is going from retail to manufacturing which has less of a parking demand.

Comm. Kurth asked that it is going to be for off-site consumption, and there is no tasting room at this time, but at which point does it become a tasting room if they offer tastes of their brew?

Johnston: Nothing is open (for drinking) on premises per OLCC.

Comm Kurth asked if applicant is selling closed containers or are they selling growler fills?

Johnston answered that the current restaurant on the corner (Homegrown) is going to be purchasing the brew to sell the brew. It is all about the licensing.

Applicant testimony:

Scott and Elaine McMillian, applicants, were present.

Elaine McMillian said that she was there to answer any questions from the Commission.

Comm Hauptman asked if there were different owners of the restaurant.

Elaine explained that they are the owners of the restaurant also, and (the brewery) has their own corporate identity.

Chair Tarvin asked if the applicant has read the staff report, staff report and resolution and if they understand.

Applicant answered that she understood.

There was no public testimony.

Staff recommendations are that the proposed application meets the requirements of City Code with conditions, and recommends approval of the Condition Use Permit and Change of Use, subject to conditions, as previously discussed.

Hearing closed: **5:52pm**

Chair Tarvin asked if applicant waived their right to submit new written argument.

Applicant waived their right.

The Commissioners did not have any additional deliberations on this item.

**Motion:**

Comm. Murphey: motioned that we pass Resolution PC 22 06 CUP 01 at 1458 1<sup>st</sup> Street for Homegrown Brewery as presented with the conditions of approval as presented.

Comm. Hauptman seconded the motion.

**Vote:**

**Comm Ron Miller: yes**

**Comm Andrew Miller: yes**

**Comm John Murphey: yes**

**Comm Clare Kurth: yes**

**Comm Eric Hauptman: yes**

**Vice Chair Sandra Young: yes**

**Chair Person Phil Tarvin: yes**

**Motion passes 7-0**

**5. Reports and Discussion items:**

Comm Murphey discussed the architectural guidelines for the Old Town District, there is a clothing store that rolls out bamboo covering the whole front of their business. He would like that to be researched because it doesn't fit the surrounding store fronts.

Staff said they will look into the use of bamboo.

**6. Director's Report.**

FarleyCampbell: 3 items tonight, #1 the City Council is recruiting for 3 positions on the Boards and Committees, also EMAC is recruiting and the Public Arts Committee. Also mentioned that Andrew Miller's position is up and may be available and that Lindsey will look for the paperwork. #2 – update to the Planning and technical assistance project, the 28<sup>th</sup> of April is the first stake holder advisory team meeting. The reps from PC are Chair Tarvin and Vice Chair Young. The team will be looking at ways to implement a housing plan. They will be charting a path on what needs to be done to get recommendations implemented. #3 – A look at our code to make sure it meets all the new statute changes that the state made. An IGA has been signed with Department of Transportation TGM program for the TSP update project, we are waiting on a notice to proceed. The Commissioners on this project are Comm. Andrew Miller and Vice Chair Sandi Young.

**The Calendar:**

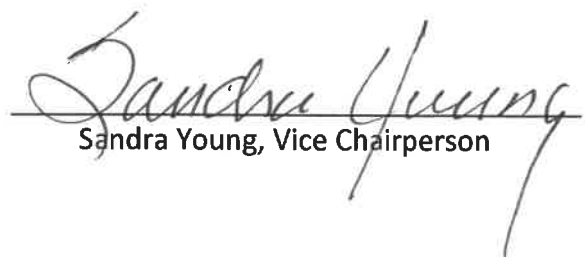
May 10<sup>th</sup> is a regular session with 1 item that we have noticed for and is similar in complexity as tonight's meeting.

The meeting adjourned at 6:05 PM.

**ATTEST:**



Sharon Barker, Planning Technician



Sandra Young, Vice Chairperson