



*City of Florence*  
**A City in Motion**

**City of Florence  
Planning Commission  
Regular Session**

Florence City Hall  
250 Hwy 100 Highway 101  
Florence, OR 97439  
541-997-8237  
[www.ci.florence.or.us](http://www.ci.florence.or.us)

Meeting materials including information on each agenda item are published at least 24 hours prior to the meeting and can be found at the City of Florence website at <https://www.ci.florence.or.us/calendar>

To be notified of Planning Commission meetings via email, please visit the City's website at <http://www.ci.florence.or.us/newsletter/subscriptions>.

**September 27, 2022**

**AGENDA**

**5:30 p.m.**

Commissioners: Sandra Young, Chairperson – Andrew Miller, Vice Chairperson  
Kevin Harris, Commissioner – Eric Hauptman, Commissioner  
Ron Miller, Commissioner – John Murphey, Commissioner – Phil Tarvin, Commissioner

**Florence Planning Commission meetings will be held in person and via videoconference.**

The public may attend in person or through the 'GoToWebinar' platform at the following link: <https://attendee.gotowebinar.com/register/8661070121685942544>. Meetings are also shown live on Cable Channel 191 and online at <https://www.ci.florence.or.us/citymanager/public-meetings-live>, and will be available after the meeting on the City's [Vimeo Site](#). With 48-hour prior notice, an interpreter and/or TTY can be provided for the hearing impaired. These services may not be available during meeting but may occur as a follow up service. To arrange for these services, contact Community Development Department at 541-997-8237. Meeting is wheelchair accessible.

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

**1. APPROVAL OF THE AGENDA**

**2. INTRODUCTION OF NEW PLANNING COMMISSIONER**

- Kevin Harris

**3. APPROVAL OF MINUTES**

- September 6, 2022

**4. PUBLIC COMMENTS – *Items not on the Agenda***

This is an opportunity for members of the audience to bring to the Commission's attention any item not otherwise listed on the Agenda. *Please see page two of the agenda for methods to provide comments on items not on the Planning Commission agenda.*

**PUBLIC HEARINGS:**

**RESOLUTION PC 22 04 SIR2 01 – 56 Shoreline Dr. Phase II Site Investigation Report:**

- 5. PUBLIC HEARING Continued from September 6, 2022:** A Phase II Site Investigation Report (SIR) submitted by Todd Larsen related to slope stability in order to build a single-family residence at 56 Shoreline Drive for property shown on the Lane County Assessor's Map # 18-12-16-41, TL 00700; in the Low Density Residential (LDR) District regulated by Florence City Code Title 10, Chapters 10 and 7.

*Planning  
Director  
Wendy  
Farley  
Campbell*

- 6. RESOLUTION PC 22 11 CUP 03 — Florence Christian Church First Step Temporary Housing Program.** An application from Paul Pearson and First Step of Florence, for a Temporary Conditional Use Permit for placement of three recreational vehicles on the northern portion of the existing parking lot of Florence Christian Church to serve as temporary housing. The site location is 990 W. Second Street, Assessor's Map 18-12-27-34, Tax Lot 10900 within the Medium Density Residential District, south of the intersection at Rhododendron Dr and Ivy St.

*Assistant  
Planner  
Clare  
Kurth*

## 7. REPORT & DISCUSSION ITEMS

- Planning Commission's Report & Discussion Items
  - Commissioner Tarvin discussion on vegetation clearing code update
- Director's Report & Discussion Items
  - Housing Implementation Plan: Public Open House, September 29, 2022

*Planning  
Director  
Wendy  
Farley  
Campbell*

## 8. PLANNING COMMISSION CALENDAR

Date	Time	Description
October 11, 2022	5:30 PM	Regular Session
October 25, 2022	5:30 PM	Regular Session

## 9. ADJORN

**The September 27, 2022 at 5:30 p.m. Planning Commission meeting will be held in person. Citizens wishing to view the meeting may do so through the following options:**

1. Attend in person at Florence City Hall – 250 Hwy 101, Florence, OR 97439.
2. Watch live through the GoToWebinar platform. To access the meeting via GoToWebinar please visit the following link: <https://attendee.gotowebinar.com/register/8661070121685942544> .
3. Watch live on Charter Cable Channel 191.
4. Watch online via Campbell productions at <http://video.ibm.com/channel/Hjzx9zagZc>

**Expressing Views to the Planning Commission:** Citizens wishing to express their views to the Commission may do so in both written testimony and verbal formats.

**Written Testimony:** Citizens wishing to express their views in writing may do so in one of the following ways:

- a. Submit written comments via email to the Community Development Department at [planningdepartment@ci.florence.or.us](mailto:planningdepartment@ci.florence.or.us).
- b. Mail written comments to Florence City Hall  
Attn: Planning Commission, 250 Hwy 101, Florence, OR 97439
- c. 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.

**\*\* Note:** Written comments received at least 2 hours prior to the meeting (September 27, 2022 at 3:30 p.m.) will be distributed to the Planning Commission, posted to the City of Florence website, and made part of the record.

**Verbal Testimony:** Citizens wishing to express their view verbally may participate in the meeting at Florence City Hall or via GoToWebinar: <https://attendee.gotowebinar.com/register/8661070121685942544> To do so, please complete a speaker's card in person or online at <https://www.ci.florence.or.us/bc-pc/request-address-planning-commission-speakers-card> at least 1 hour prior to the meeting (September 27, 2022). If participating via GoToWebinar staff will contact the speaker to let them know the process to participate in the meeting. Call the Community Development Department at 541-997-8237 at least 24 hours prior to the hearing if you would prefer to arrange participation over the phone.

- a. **Public Comments on items not on the agenda:** General public comments (on items not on the Planning Commission agenda) will be allowed at each Planning Commission meeting during the public comment agenda item. Comments will be limited to three (3) minutes per person, with a maximum of 15 minutes for all items. In practicality, this means no more than five individuals will be allowed to comment verbally. There is no limit on written public comments.

- b. Public Hearing Testimony: Testimony on public hearing items will be allowed when a public hearing is held. Verbal comments will be allowed on public hearing items after staff has given their report and have allowed time for initial Commission questions.
- c. Public Comments on Action Items: Public Comments will be allowed on each action item on the Planning Commission agenda. Verbal comments will be allowed on action items after staff has given their report and have allowed time for initial Commission questions. Comments will be limited to three (3) minutes per person, with a maximum of 15 minutes for all comments on each action item. In practicality, this means no more than five (5) individuals will be allowed to comment verbally. There is no limit on written public comments.

**For more information on the City of Florence's Temporary Public Meeting Policies, visit the City of Florence website at <https://www.ci.florence.or.us/em/public-meeting-during-covid-19>.**

## **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, 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. 1<sup>st</sup> and 2<sup>nd</sup> on Motion
- H. Applicant's Opportunity to Respond to any New Conditions of Approval
- I. Discuss and Vote on Motion