



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

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>.

December 13, 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/4098483896217315168>. 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. APPROVAL OF THE MINUTES

- o November 8, 2022
- o November 22, 2022

3. 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 18 COU 02 – 2686 Hwy 101 – Donnelly Food Truck POD

4. An application from Matt Donnelly requesting a Change of Use at 2686 Hwy 101, located southeast of Hwy 101 and 27th St. to allow for operation of a Food Truck POD. The vacant warehouse space is proposed to be remodeled as indoor storage, food prep area, dishwashing, and indoor beer garden and gathering area. Proposed outdoor changes include outdoor dining, additional ADA and bicycle parking, and water and electric connections for the food trucks.

*Assistant
Planner
Clare Kurth*

5. **Chapter 6 – Vegetation Preservation Review Title 4**

Commissioners and EMAC Sub-Committee members will identify and discuss deficiencies

*Commissioner
Phil Tarvin*

6. **2021-2023 Planning Commission Work Plan- Phase II** – Status of current workplan items and recommendations for 2023-2025.

*Planning
Director
Wendy Farley
Campbell*

7. REPORT & DISCUSSION ITEMS

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

*Planning
Director
Wendy Farley
Campbell*

8. PLANNING COMMISSION CALENDAR

Date	Time	Description
December 27, 2022	5:30 PM	Regular Session
January 10, 2023	5:30 PM	Regular Session
January 24, 2023	5:30 PM	Regular Session - tentative
9. ADJORN		

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/4098483896217315168>
3. Watch live on Charter Cable Channel 191.
4. Watch online via Campbell productions at <http://video.ibm.com/channel/Hjzx9zagzZc>

Citizens wishing to express their views and provide testimony may do so in one of the following ways:

Written Testimony: (1) Submit written comments via email to the Community Development Department at planningdepartment@ci.florence.or.us. (2) Mail written comments to Florence City Hall, Attn: Planning Commission, 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. (4) Provide verbal testimony at the hearing. (5) Provide written testimony submitted in-person at the hearing.

**** Note:** Written testimony not submitted at the hearing must be received at least 2 hours prior to the meeting (December 13, 2022 at 3:30 p.m.) in order to 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/4098483896217315168>. 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 (December 13, 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.

Testimony not submitted in compliance with the above procedures, will not be included in the record.

Testimony time limits:

1. **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 (5) individuals will be allowed to comment verbally. There is no limit on written public comments.
2. **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. Written testimony will not be read into the record by staff.
3. **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.

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. 1st and 2nd on Motion

H. Applicant's Opportunity to Respond to any New Conditions of Approval

I. Discuss and Vote on Motion