



City of Florence  
Planning Commission  
Regular Session  
Florence City Hall  
Video Conference  
250 Highway 101  
Florence, OR 97439  
541-997-8237  
[www.ci.florence.or.us](http://www.ci.florence.or.us)

December 14, 2021

AGENDA – republished 12/9/2021

5:30 p.m.

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

**COVID-19 UPDATE**

Due to federal and state restrictions on public gatherings, the Florence Planning Commission meetings shall be held via videoconference. The public can listen and view the meeting through the 'GoToWebinar' platform at the following link: <https://attendee.gotowebinar.com/register/6533402965390467600>. 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 TDY: 541-997-3437, can be provided for the hearing impaired.

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

**1. APPROVAL OF THE AGENDA**

**2. APPROVAL OF MINUTES**

- September 28, 2021, October 12, 2021, November 9, 2021, and November 23, 2021

**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 & three of the Agenda for methods to provide comments on items not on the Planning Commission agenda.*

**4. RESOLUTION PC 21 32 CUP 03– Conditional Use Permit to allow for Single-Family Development**

An application was received by Robert Leturno requesting a Conditional Use Permit for a single-family residential development in a Commercial District. Development proposed includes nine lots and improvements to Vine St. for detached single-family units up to two-stories. Property is 1.15-acres located at 54398 Hwy 126, approximately 450 ft. SW of the intersection of Hwy 126 and Xylo St. and shown on Assessor's Map # 18-12-26-31, Tax Lot 02300. The Commercial District is regulated by Florence City Code Title 10, Chapter 15.

Senior Planner  
Roxanne Johnston

**5. RESOLUTIONS PC 21 28 PUD 01 –Final Planned Unit Development (PUD) and AR 21 21 SIR 14 (Site Investigation Report).**

Application from Ashlee Sorber, on behalf of APIC Florence Holdings, LLC, seeking approvals for a final PUD and associated SIR for Rhododendron Arbor. Preliminary PUD and a Tentative Subdivision Plan were approved on November 9, 2020. This project includes 31 single-family detached dwellings, 49 single-family attached dwellings, two apartment buildings with 40 total units and associated private street, lanes and open space. The properties are comprised of approx. 9.28 ac. as shown on Assessor's Map 18121533 Tax Lot 0700; Map 18121534, Lots 3800, 3900, 4000, 4100 & 4200; & Map 18122221, Lot 1900, located at the NE intersection of Rhododendron Dr. and 35th St., northwest of Siano Loop and south of Royal St. George, zoned Mobile/Manufactured Home Residential District (RMH) & regulated by Florence City Code Title 10, Chapter 10.

Senior Planner  
Roxanne Johnston

6. **REPORT & DISCUSSION ITEMS**
- Planning Commission's Report & Discussion Items
  - Director's Report & Discussion Items

*Planning  
Director  
Wendy  
FarleyCampbell*

7. **PLANNING COMMISSION CALENDAR**

Date	Time	Description
December 28, 2021	5:30 PM	Tentative
January 11, 2022	5:30 PM	Regular Session
January 25, 2022	5:30 PM	Regular Session

**ADJOURN**

**UPDATED PUBLIC MEETINGS PROCEDURES – COVID-19**

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

**In person attendance is not allowed at Planning Commission meetings.**

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

1. **Written Testimony:**

- Submit written comments via email to the Community Development Department at [planningdepartment@ci.florence.or.us](mailto:planningdepartment@ci.florence.or.us).
- Mail written comments to Florence City Hall  
Attn: Planning Commission, 250 Hwy 101, Florence, OR 97439
- 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 must be received at least 2 hours prior to the meeting (December 14, 2021 at 3:30 p.m.) to be distributed to the Planning Commission, posted to the City of Florence website, and made part of the record.

2. **Verbal Testimony:** Citizens wishing to express their views to Planning Commission may participate in the meeting via GoToWebinar platform at the following link: <https://attendee.gotowebinar.com/register/6533402965390467600>  
To do so, please complete a speaker's card 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 14, 2021). City staff will then 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.

- 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.
- 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.
- 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