

**City of Florence
Planning Commission Meeting Minutes
250 Hwy 101, Florence, OR 97439
April 8, 2025**

CALL TO ORDER - ROLL CALL - PLEDGE OF ALLEGIANCE

Meeting called to order at 5:30 PM.

Commissioners Present: Chair Debbie Ubnoske, Vice Chair Laurie Green,
Comm. Renee LoPilato, Comm. Marilyn Datzman,
Comm. Lucas McQuillan, Comm. Sandra Young

Commissioners Absent: Comm. Eric Hauptman

Staff Present: Planning Director Wendy Farley-Campbell, Planning Manager Jacob Foutz, Management Analyst Peighton Allen, Associate Planner Hanna Hutcheson, Admin Assistant Nancy Ervin

At 5:30 PM, Chair Ubnoske opened the meeting, Nancy Ervin took the roll call. Commissioner LoPilato led the flag salute.

1. APPROVAL OF THE AGENDA

Action: Approve Agenda as presented.
Motion : Comm. McQuillan
Second : Comm. Young
Vote: Unanimous

2. APPROVAL OF MINUTES for March 11, 2025

Action: Approve Minutes as presented.
Motion: Comm. Vice Chair Green
Second: Comm. Young
Vote: Unanimous

3. PUBLIC COMMENTS FOR ITEMS NOT ON THE AGENDA— none

PUBLIC HEARING

Chair Ubnoske read the land use process into the record for the hearing and asked if any member wished to disclose a conflict of interest, ex-parte contact, or biases and the right of the public to challenge any commissioner's ability to hear this matter.

- Co-Chair Green commented that she continues to walk her dog near the site daily.
- Debbie Ubnoske asks for any additional disclosures, and none are made.

Chair Ubnoske: Our fourth agenda item tonight is a Public Hearing for Resolution PC 24 41 TA 02

4. RESOLUTION PC 25 03 PUD 01 Elm Park Final PUD

The applicant is seeking Final Planned Unit Development (PUD) approval for the Elm Park project, which proposes an apartment complex with a child care facility. All findings and criteria in this staff report relate specifically to the standards and requirements applicable to the Final PUD, as outlined in Florence City Code Title 10, Chapter 23. This review does not include the design review or checks for the EPA or ELF buildings or the final plat. Those elements will be evaluated under separate processes at a later date.

Opened hearing:	5:40 PM
Close Hearing:	6:05 PM
Discussion:	As follows

The presentations made at the hearing included:

- A detailed staff report by Planning Manager Jacob Foutz.
- An explanation of the history of the application, the changes requested, and the applicable criteria.
- Written comments by Mike Miller, Director of Public Works were distributed to all present.
- Based on Mike Miller's comments, applicant Layne Morrill agreed to modifications.
- Planning Manager, Jacob Foutz made the recommendation and the Planning Commission updated the Resolution for PC 25 03 PUD 01 to include Mike Miller's recommendations as Condition of Approval number 12.

Public Testimony and Commissioner's Vote

- Chair Ubnoske opened the floor for public testimony, noting no one online wishes to speak.
- Layne Morrill, the applicant, responded to Commissioners' questions, and reviewed the landscape plan with them as well.
- A motion was made by Commissioner Vice-Chair Green and a second by Commissioner Datzman to. Staff polled the commission.

Vote:	Comm. Lopilato: yes
	Comm. Datzman: yes
	Comm. Young: yes
	Comm. McQuillan: yes
	Comm. Vice Chair Green: yes
	Comm. Chair Ubnoske: yes

Motion carried 6-0

5. REPORT & DISCUSSION ITEMS

- The meeting concluded with updates from Director Wendy Farley- Campbell for upcoming events including the

Volunteer Appreciation on April 23.

- The commission discussed the need for workshops and suggested that if no hearings are scheduled for the April 22nd meeting, they may work together in sub-committees during that time.

6. PLANNING COMMISSION CALENDAR

- The meeting concluded with a reminder of the next scheduled meeting and the potential applications to be considered later in May.
- The commission expresses gratitude for the staff's efforts and looks forward to continuing their work on future development projects.

7. **ADJOURN**

The meeting adjourned at 6:19 PM.

ATTEST:

 5/13/25

 5-13-25
Debbie Ubnoske, Chair Date