

**City of Florence  
Planning Commission Meeting Minutes  
250 Hwy 101, Florence, OR 97439  
June 10, 2025**

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

Meeting called to order at 5:35 PM.

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

Commissioners Absent: none

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

At 5:45 PM, Chair Ubnoske opened the meeting, Nancy Ervin took the roll call. Vice Chair Green led the flag salute.

**1. APPROVAL OF THE AGENDA**

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

**2. RETIREMENT OF COMMISSIONER ERIC HAUPTMAN**

PRESENTATION BY Community Development Director, Wendy Farley-Campbell

**3. WELCOME COMMISSIONER PHIL TARVIN**

**4. RE-ELECTION OF NEW PLANNING COMMISSION CHAIRS – Approved Unanimously**

**5. PUBLIC COMMENTS FOR ITEMS NOT ON THE AGENDA– *none***

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**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 sixth agenda item tonight is a Public Hearing for Resolution PC 25 02 CUP 01 & PC 25 01 DR 01 – SOS Continued from May 13<sup>th</sup>.

## **6. RESOLUTION PC 25 02 CUP 01 & PC 25 01 DR 01 - SOS**

The applicant has requested an additional continuation to July 8<sup>th</sup>, 2025 Planning Commission Meeting.

Opened hearing:	5:45 PM
Close Hearing:	5:50 PM
Discussion:	As follows

The presentations made at the hearing included:

- The request for continuation to July 8, 2025 as presented by Associate Planner Hanna Hutcheson

### **Public Testimony and Commissioner's Vote**

- Chair Ubnoske opened the floor for public testimony, noting no one online wishes to speak.
- The applicant was not present to speak
- A motion was made by Commissioner Young and a second by Vice Chair Green. 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
	Comm. Tarvin: yes

Motion carried 7-0

## **7. RESOLUTION PC 25 04 TA 01 – 1150 Bay Street Zoning Text Amendment**

An application from Chris Leturno on behalf of A & D Bay Street LLC to amend FCC 10-19-4-F.10 to allow nonconforming structures to be used for nonconforming uses in the Development Estuary ("DE") District until such time the structure is converted to a conforming use.

The proposal does not change the boundary of the Comprehensive Plan Designation, the MU DE designation, or the zoning districts, so it does not impact the coastal resources inventory.

Opened hearing:	5:56 PM
Close Hearing:	6:27 PM
Discussion:	As follows

The presentations made at the hearing included:

- Planning Manager, Jacob Foutz, presented the Supplements to Exhibits E and F
- Discussion of Applicable Criteria with Updates as presented in packet
- Staff Recommendation & Alternatives

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**A Motion was made, and hearing was closed at 6:27**

### **Public Testimony and Commissioner's Vote**

- Chair Ubnoske opened the floor for public testimony, noting no one online wishes to speak.
- The applicant was not present to speak
- A motion was made by Commissioner Tarvin and a second by Comm. McQuillan. Staff polled the commission.

Vote:

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

Motion carried 7-0

### **8. Resolution PC 25 08 TA 02 to the Florence City Code Title 4 Chapter 4**

Flood Damage Prevention. The proposal to consider a recommendation to City Council for adoption of amendments proposed to protect habitat and achieve no net loss measures that will avoid, minimize, and mitigate impacts in the floodplain areas.

Opened hearing: 6:42 PM  
Close Hearing: 8:44 PM  
Discussion: As follows

The presentations made at the hearing included:

- Presentation by Director Wendy Farley-Campbell to propose amendments to protect habitat and avoid, minimize, and mitigate flood plain areas.
- Discussion of Florence City Code Title 2 Chapter 4 as presented in packet
- Updates from the City Council Meeting
- Findings of Fact
- Recommendations

### **Public Testimony and Commissioner's Vote**

- Chair Ubnoske opened the floor for public testimony, noting no one online wishes to speak.
- One Public Comment from Ron Moore
- A motion was made by Vice Chair Green and a second by Commissioner Young . Staff polled the commission.

Vote:

Comm. Tarvin: yes  
Comm. Lopilato: yes  
Comm. Young: yes  
Comm. McQuillan: yes  
Comm. Datzman: yes  
Comm. Vice Chair Green: yes

Comm. Chair Ubnoske: yes

Motion carried 7-0

## **9. REPORT & DISCUSSION ITEMS**

- Commissioner Young praised the group for being so well-functioning and well informed.
- Director Wendy Farley-Campbell shared that EMAC is meeting tomorrow – Hanna has coordinated the Transportation Committee and will meet next week. July 18<sup>th</sup> is the Community Block Party.

## **10. PLANNING COMMISSION CALENDAR**

- The meeting concluded with a reminder of the next scheduled meetings and the potential applications to be considered in July, as presented by Planning Manager, Jacob Foutz..

## **10. ADJOURN**

The meeting adjourned at 8:50 PM.

ATTEST:

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Debbie Ubnoske, Chair

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Date