

**CITY OF FLORENCE PLANNING COMMISSION**  
**August 22, 2017 \*\* MEETING MINUTES \*\***

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

Chairperson John Murphey called the meeting to order at 7:00 p.m. Roll call: Chairperson John Murphey, Commissioner Brian Jagoe, Commissioner Clarence Lysdale, Commissioner Michael Titmus, Commissioner Sandi Young and Commissioner Ron Miller were present. Vice Chairperson Robert Bare was absent and excused. Also present: Planning Director Wendy FarleyCampbell and Associate Planner Glen Southerland.

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**APPROVAL OF AGENDA**

Commissioner Titmus motioned to approve the agenda. Commissioner Lysdale seconded. By voice, all ayes. The motion passed.

**APPROVAL OF MINUTES**

Commissioner Young motioned to approve the minutes of July 25, 2017. Commissioner Miller seconded. By voice, all ayes. The motion passed.

**PUBLIC COMMENTS**

*This is an opportunity for members of the audience to bring to the Planning Commission's attention any items **NOT** otherwise listed on the agenda. Comments will be limited to **three minutes per person**, with a maximum time of 15 minutes for all items.*

There were no public comments.

**PUBLIC HEARING**

*Chairperson Murphey announced there was one public hearing before the Planning Commission that evening. The hearing would be held in accordance with the land use procedures required by the City in Florence City Code Title 2 Chapter 10 and the State of Oregon. Prior to the hearing(s) tonight, 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 of this decision based on that issue. Prior to the conclusion of the initial evidentiary hearing, any participant may request an opportunity to present additional evidence, arguments or testimony regarding the application. Failure of the applicant to raise constitutional or other issues relating to proposed conditions of approval without sufficient specificity to allow the Planning Commission to respond to the issue that precludes an action for damages in circuit court. Any proponent, opponent, or other party interested in a land use matter to be heard by the Planning Commission may challenge the qualifications of any Commissioner to participate in such hearing and decision. Such challenge must state facts relied upon by the party relating to a Commissioner's bias, prejudgment, personal interest, or other facts from which the party has concluded that the Commissioner will not make a decision in an impartial manner.*

Chairperson Murphey asked if any of the Planning Commissioners wished to declare any conflicts of interest, ex parte contacts, site visits, or bias. There were no declarations. There were no challenges from the audience. Chairperson Murphey opened the public hearing at 7:04 p.m.

**RESOLUTION PC 17 18 CUP 07 – Florence Food Share Addition:** An application from Eddie Osorio, on behalf of Florence Food Share, for a Conditional Use Permit, seeking approval to construct a 688 square foot addition to the existing building. The site is located at 2190 Spruce Street, Map #18-12-23-34, Tax Lots 03700, in the Restricted Residential District, regulated by Florence City Code Title 10, Chapter 10.

PD FarleyCampbell presented the staff report (see attachment). PD FarleyCampbell stated the proposal met the applicable criteria of City code and the comprehensive plan and recommended approval with conditions of approval and modification to the resolution. Condition 3.1 stated the parking spaces and access aisles that currently do not meet City code would be brought up to meet code when restriped. PD FarleyCampbell explained Condition 4.4 regarding the options to add the 3<sup>rd</sup> architectural feature. Condition 5.4 & 5.5 regarding landscaping carryover would be removed from the resolution.

Commissioner Jagoe asked if a skylight would satisfy the architectural feature requirement and PD FarleyCampbell replied that it would not.

**Applicant – Eddie Osorio, Florence**

Mr. Osorio had no presentation and there were no questions. Chairperson Murphey asked Mr. Osorio if he read the staff report and understood the conditions of approval as proposed. Mr. Osorio stated that he did.

There was no public testimony received.

Staff recommended approval with the removal of Conditions 5.4 and 5.5 from the resolution as indicated by staff and a change to the findings of fact regarding notification procedure requirements from 10-1-1-5 to 10-1-6-3.

Mr. Osorio asked if the requirement for 4-inch trim could be modified so that the standard lumber stock 3 ½-inch trim could be used. PD FarleyCampbell indicated that the 4-inch trim was a carryover from the Old Town / Mainstreet District and it was Commissioner prerogative to allow the modification. The Commissioners agreed to allow the 3 ½-inch trim.

Chairperson Murphey closed the public hearing at 7:26 p.m.

Commissioner Jagoe motioned to approve Resolution PC 17 18 CUP 07 – Florence Food Share Addition with the corrections stated by staff. Commissioner Miller seconded.

There was no Commission discussion.

By roll call vote: Commissioner Jagoe, “yes”; Commissioner Miller, “yes”; Commissioner Titmus, “yes”; Commissioner Young, “yes”; Commissioner Lysdale, “yes”; Chairperson Murphey, “yes”. Vice Chairperson Bare was absent and excused. Motion passed 6-0.

**PLANNING COMMISSION DISCUSSION ITEMS**

There were none.

**CALENDAR**

PD FarleyCampbell presented details of the project file log that was delivered on the dais and explained the new fee increases. She reported that there had been no recent movement on the City Hall remodel project. She stated that staff wanted to schedule a brief work session on accessory dwelling units, possibly before the Tuesday, September 26<sup>th</sup> meeting and followed by a scheduled joint work session with City Council. Dates would be confirmed. PD FarleyCampbell concluded and stated that the next HEOP meeting scheduled for October 10<sup>th</sup> would have a strong public component. Location would be confirmed. Commissioner Lysdale noted that the Driftwood Shores containers had not been painted and PD FarleyCampbell indicated that she would look into it.

Chairperson Murphey adjourned the meeting at 7:34 p.m.

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Chairperson, John Murphey  
Florence Planning Commission

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Date



### INTRODUCTION

- ✱ Construct 688 sq. ft. expansion on main building
- ✱ New Office, ADA restrooms, work counters, and reception
- ✱ Demo previous office and remove wall to expand reception
- ✱ Application received July 12, 2017.
- ✱ Deemed complete as of July 12, 2017.

### CRITERIA

Florence City Code, Title 10, Chapters:

- ✱ 1: Zoning Administration, Section 1-6-3
- ✱ 3: Off Street Parking & Loading, Sections 3 through 5 & 7 through 11
- ✱ 4: Conditional Uses, Sections 3 through 11
- ✱ 10: Restricted Residential District, Sections 3 through 5
- ✱ 35: Access & Circulation, Section 3
- ✱ 37: Lighting, Sections 2 through 5

### AERIAL OF SITE

Spruce Street

Grocery Outlet

Proposed Expansion Location

Florence Food Share Gardens and Buildings

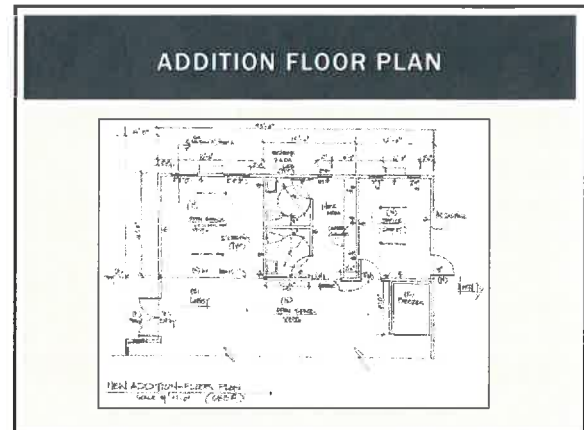
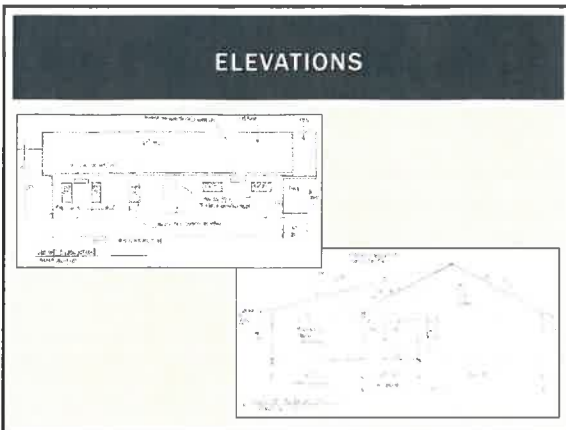
New Life Lutheran Church

20th Street

### SITE PHOTOS (2012)

### SITE PLAN

- 688 Sq. Ft. Addition
- Main Building West Wall
- 26% Expansion



### TESTIMONY

**Public Testimony:**

- Norma Barton, August 2, 2017
  - Food Share Mission
  - Programmatic Changes from Food for Lane County

**Referral Comments:**

- None Received

### STAFF RECOMMENDATION

■ Application meets the applicable criteria of City Code and the Florence Realization 2020 Comprehensive Plan and **recommends approval** of the application with the following conditions of approval and modifications:

### CONDITIONS OF APPROVAL

- Parking**
  - Parking spaces and access aisles to meet code when restriped.
- CUP & Design Review Requirements**
  - CUP authorization August 22, 2018 exp.
  - Conditions to be completed within 6 mos.
  - Design Review August 22, 2018 exp.
  - Modify Building Elevation to add 3<sup>rd</sup> architectural feature

### CONDITIONS OF APPROVAL

- Landscaping**
  - Site plan illustrating location of 130 shrubs, 33 required.
  - Separation between west building face and service driveway via a 5' wide raised design feature
  - Screening of trash receptacles from Spruce St.
- Lighting**
  - Lighting to come into compliance with 10-37.

### ALTERNATIVES

1. Approve the application;
2. Deny the application;
3. **Modify the findings, reasons, or conditions and approve the proposal; (remove conditions 5.4 & 5.5), or**
4. Continue the Public Hearing to a date certain if more information is needed.

### Questions