

**CITY OF FLORENCE
PLANNING COMMISSION**

RESOLUTION PC 18 47 CUP 10

A REQUEST FOR A CONDITIONAL USE PERMIT AND DESIGN REVIEW, to change use from community performance/theater use with the existing church use to a private community center for the arts with church use, located at 509 Kingwood St., Florence, OR, Assessor's Map 18-12-27-43 TL 06100, in the Single Family Residential District.

WHEREAS, application was made by Kurt & Deborah Vander Bogart for a Conditional Use and Design Review as required by FCC 10-1-1-4, FCC 10-1-1-6-3, FCC 10-4-4, and FCC 10-6; and

WHEREAS, the Planning Commission/Design Review Board met in a public hearing on February 5, 2019 as outlined in Florence City Code 10-1-1-6-3, to consider the application, evidence in the record, and testimony received, and

WHEREAS, the Planning Commission/Design Review Board determined per FCC 10-1-1-6-3, FCC 10-4-5, and FCC 10-6,, after review of the application, findings of fact, testimony and evidence in the record, that the application meets the criteria through compliance with certain Conditions of Approval; and

NOW THEREFORE BE IT RESOLVED that the Planning Commission/Design Review Board of the City of Florence finds based on the Findings of Fact and evidence in record:

The request for Conditional Use and Design Review Permits to change use from community performance/theater use with the existing church use to a private community center for the arts with church use meets with conditions the applicable criteria in Florence City Code and the Florence Realization 2020 Comprehensive Plan. The Planning Commission approves the conditional use permit with the conditions listed below:

Conditions of Approval:

The application, as presented, meets or can meet applicable City codes and requirements, provided that the following conditions of approval are met.

1. Approval for shall be shown on:

- "A" Findings of Fact
- "B" Site Plan
- "C" Floor Plan
- "D" Landscape Plan
- "E" Bicycle & Transit
- "F" Application

Findings of Fact attached as Exhibit "A" are incorporated by reference and adopted in support of this decision. Any modifications to the approved plans or changes of use, except those changes

relating to Building Codes, will require approval by the Community Development Director or Planning Commission/Design Review Board.

2. Regardless of the content of material presented for this Planning Commission, including application text and exhibits, staff reports, testimony and/or discussions, the applicants agree to comply with all regulations and requirements of the Florence City Code which are current on this date, EXCEPT where variance or deviation from such regulations and requirements has been specifically approved by formal Planning Commission action as documented by the records of this decision and/or the associated Conditions of Approval. The applicants shall submit to the Community Development Department a signed "Agreement of Acceptance" of all conditions of approval prior to issuance of a building permit.
3. Should the church use occupancy stop for a period of 6 consecutive months it shall constitute abandonment and on-site parking shall be constructed in accordance with FCC 10-3 for any current occupancy.
4. The applicant is required to meet the buffering requirement through either planting vegetation to meet the 35' requirement or planting vegetation to meet the 15' requirement and install a 6' fence along the northern property line.
5. The applicant shall install an ADA parking space west of the building in accordance with FCC 10-3. A parking plan illustrating the proposed location, maneuvering area and striping plan shall be submitted to and approved by the city. Construction of the parking space and maneuvering area shall be completed within six months of this approval. The applicant shall procure any required public improvement permits from Public Works prior to construction.
6. The applicants shall provide a minimum of two bicycle parking spaces meeting the location, design, and security and lighting standards in 10-3-10.
7. Landscaping is required as indicated and reviewed below. A landscaping plan with the missing information in 10-34-3-2 shall be resubmitted, approved, and implemented prior to final building inspection.
8. If the site contains 8 trees and 48 shrubs within 20 feet of the street fronting property lines then no further landscaping is required except as needed for the northern residential use buffering. Alternatively, landscaping must be installed to meet the minimum 8 trees and 48 shrub requirements. Plantings shall cover a minimum of 70% of the required landscape area within 5 years of planting. New plants and trees shall be pocket-planted with a soil-compost blend to ensure healthy growth. The plants installed shall meet the sizing criteria of FCC 10-34-3-4 for all new plantings.
9. The applicants shall install landscaping prior to final occupancy of the building and it shall be maintained in accordance with 10-34-3-8.
10. Walkways shall connect to designated bicycle parking area in accordance with 10-35-2-9. The driveway curbcut on Rhody Dr. shall be brought up to current code. Facility permits are required prior to work in the public right-of-way.

11. The applicants shall install lighting meeting current code standards and bring all existing lighting fixtures up to current code standards, if they do not already meet the requirements of FCC 10-37. The applicants shall submit a lighting plan or photos illustrating the presence of soffit lighting with his building permit application. Any changes in lighting if proposed or required shall be illustrated on plans and indicate the type, brightness, height, and number of lamps and luminaires.
12. The applicants shall ensure the patrons, congregation, and artists are aware of the site's location within a residentially zoned area and ensure conduct and noise levels outside the building are in keeping with the intended residential character of the neighborhood.
13. All trash and recycling containers shall be stored indoors or be screened from the public by a solid fence, wall or landscaping.

Informational

1. If either the alley or the existing curbcut on Rhody Dr. are proposed to be used improvements to those facilities are required prior to their use. They shall meet current standards outlined in 10-35 & 10-36 and a facility application shall be made to Public Works prior to starting construction of their improvement.
2. In keeping with the set coastal theme applied to all design reviews, the building colors shall be compatible with the surrounding building colors and consist of muted neutral earth tones. Trim and roofing may be darker. Any repainting for the building in the future shall be reviewed and approved prior to commencement.

ADOPTED BY THE FLORENCE PLANNING COMMISSION/DESIGN REVIEW BOARD the 5th day of February 2019.

JOHN MURPHEY, Chairperson
Florence Planning Commission

DATE

**STAFF REPORT & FINDINGS
FLORENCE COMMUNITY DEVELOPMENT DEPARTMENT
Planning Commission
Exhibit "A"**

Public Hearing Date: February 5, 2019
Date of Report: January 29, 2019
Application: PC 18 47 CUP 10

Planner: Wendy FarleyCampbell

I. PROPOSAL DESCRIPTION

Proposal: An application for Conditional Use Permit to change use from community performance/theater use with the existing church use to a private community center for the arts with church use.

Applicants: Kurt & Deborah Vander Bogart

Property Owner: Kurt & Deborah Vander Bogart

Location: 509 Kingwood St.

Site: Map # 18-12-27-43, Tax Lot 06100

Comprehensive Plan Map Designation: Medium Density

Zone Map Classification: Single Family Residential

Surrounding Land Use/Zoning:

Site: Private community theater center / Single Family Residential (RS)

North: Single Family Residence / RS

South: Single Family Residence / RS

East: Retail Service(Survey & Massage Offices) / Mainstreet District, Area B

West: Duplex & Single Family Residence / RS

Streets/ Classification: South—Rhododendron Dr. / Collector, East—Kingwood St. / Collector, West—alley

II. NARRATIVE:

The applicants request a conditional use permit to change use from private community theater to a private community arts center. They propose to retain the pre-existing church use.

The building was constructed in 1979. In 2015 the site received a conditional use approval for a community theater use and 460 sq. ft. addition that included adding a utility room, men's, women's, and ADA restrooms and an expanded lobby. Pedestrian traffic accesses

the site from Kingwood St. and there is no vehicular parking on the site. The presence of continued church use has retained the pre-existing non-conforming parking situation. The previous owners (Lauria's) purchased the building from the Christian Science Society and continued the pre-existing church use of the building. The Vander Bogart's propose to continue use of the facility for church use in addition to remodeling the building to host a private community art center use. Churches and private recreational community centers are conditionally approved in the Single Family Residential District.

III. NOTICES & REFERRALS:

Notice: On January 15, 2019 notice was mailed to surrounding property owners within 300 feet of the property and a sign was posted on the property. Notice was published in the Siuslaw News on January 30, 2019.

As of the date of this report no written or verbal testimony was received.

Referrals: On January 16, 2018 referrals were sent to the Florence Building Department, Florence Police Department, Florence Public Works, ODOT and Siuslaw Valley Fire and Rescue and Central Lincoln PUD.

As of the date of this report no written or verbal testimony was received.

IV. APPLICABLE REVIEW CRITERIA

Florence City Code (FCC) Title 10:

(found at <http://www.ci.florence.or.us/council/title-10-zoning-regulations>)

- Chapter 1: Zoning Administration, Section 1-6-3
- Chapter 3: Off-Street Parking and Loading, Sections 3 through 10
- Chapter 4: Conditional Uses, Sections 5 through 11 and 12H
- Chapter 8: Nonconforming Lots & Uses
- Chapter 11: Single Family Residential District, Sections 3 through 5
- Chapter 34: Landscaping, Sections 3 and 5
- Chapter 35: Access and Circulation, Sections 2 through 4
- Chapter 37: Lighting, Sections 2 through 6

V. FINDINGS-Code criteria are listed in **bold**, with findings beneath. Only applicable criteria have been listed.

FLORENCE CITY CODE

TITLE 10: CHAPTER 8: NONCONFORMING LOTS & USES

10-8-1: PURPOSE: There were lots, structures and uses that were lawful before the effective date hereof, or amendment hereto, but which have become either

prohibited, regulated or restricted under the new terms and conditions of this Title. They shall hereafter be referred to as pre-existing, nonconforming uses or buildings.

It is recognized that significant expenditures of personal and financial energy may have been invested in the development of such uses and structures and that to dismiss these expenditures as no longer relevant would be harmful to the public welfare, both in regards to the community harmony and with respect to support that will be needed to improve the quality, esthetics and functional aspects of the community.

It is therefore the intent of this Chapter to allow these structures and uses that existed prior to the effective date hereof to continue, including normal maintenance, repair or replacement in case of damage due to fire or other disaster.

The church building was constructed in 1979 and does not have any on-site parking. For at least the last 25 years on-site parking has been required for non-residential uses. The absence of on-site parking is a pre-existing non-conforming use. A parking analysis later in the report finds that as many as 15 parking spaces would have been required for the church use. The applicant proposes to reduce the amount of space used for church use, reducing the amount of non-conforming parking spaces for the existing church use.

10-8-5: ABANDONMENT OF NONCONFORMING USE: The discontinuance of a nonconforming use for any six (6) consecutive months shall constitute abandonment. The pre-existing use shall be deemed to have been terminated and every building, structure and use occupying the premises thereafter shall conform to the regulations of the zoning district in which is located.

The Christian Science Society during the sale of the property and the 2015 theater owners and the current applicants since the purchase of the property have maintained church use within the building and have not let the pre-existing use to become discontinued for 6 consecutive months. Should the church use occupancy stop for a period of 6 consecutive months it shall constitute abandonment and on-site parking shall be constructed in accordance with FCC 10-3 for any current occupancy. (Condition 3)

10-8-6: CHANGE OF NONCONFORMING USES: A change from one nonconforming use to another nonconforming use requires a conditional use permit issued by the Planning Commission subject to the procedures and conditions in Chapter 4 of this Title.

The applicants propose to add a private community art center use to the existing church use. Both are permitted conditionally within the Single Family Residential District and thus the uses in and of themselves are not non-conforming, rather just the parking situation.

10-8-7: REMOVAL OF NONCONFORMING USES: If, after holding public hearings, the Planning Commission determines that the continuance of a nonconforming use is detrimental to the health, safety or welfare of a neighborhood, the nonconforming use shall be completely removed or converted to a conforming use within an amortization period prescribed by the City Council. The Planning Commission shall establish conditions for the operation of the nonconforming use during the

amortization period (not less than 5 years nor more than 40 years, depending upon the impact the nonconforming use has on the surrounding neighborhood). The Planning Commission shall then grant a conditional use permit subject to the procedures set forth in Chapter 4 of this Title.

The Planning Commission through the February 5th hearing will make a determination about whether the lack of on-site parking is detrimental to the welfare of the neighborhood. They may prescribe conditions and recommend an amortization period to remove or convert the non-conforming use to one which is conforming (provide a prescribed number of on-site parking, arrange for a parking agreement with near-by property). Alternatively the Planning Commission may call for a hearing as prescribed under FCC 10-4 to discontinue a conditional use permit if it is found that the use is a negative impact to the neighborhood.

TITLE 10: CHAPTER 11: SINGLE-FAMILY RESIDENTIAL DISTRICT (RS)

10-11-3: BUILDINGS AND USES PERMITTED CONDITIONALLY: The Planning Commission, subject to the procedures and conditions set forth in Chapter 4 of this Title, may grant a conditional use permit for the following:

I. Churches, except rescue missions or temporary revivals.

J. Public and private parks, playgrounds, community centers and recreation facilities.

The building has a pre-existing church use. The applicants propose to add a private art center use (classes, studio use, events) to the building which most resembles a private community center and which is also permitted conditionally requiring a conditional use permit.

10-11-4: LOT AND YARD PROVISIONS:

A. Minimum Lot Dimensions: To be designated a building site, a lot must be at least fifty feet wide and at least eighty feet in depth (50' x 80'). For new subdivisions and newly platted lots, the minimum width shall be sixty-five feet (65').

The site is composed of four 26' wide lots that are 136 feet deep meeting the minimum 50' width and 80' depth criteria.

B. Minimum Lot Area: To be designated a building site, a lot must be comprised of at least six thousand (6,000) square feet. For new subdivisions and newly platted lots, the minimum square feet shall be six thousand five hundred (6500).

The site's 104' width by 136' depth equates to 14,144 sq. ft. meeting the minimum 6000 sq. ft.

C. Lot Coverage: The maximum coverage by all enclosed buildings shall not exceed thirty five percent (35%) of the lot area. The maximum coverage by all structures, driveways, parking spaces and surfaced areas shall not exceed sixty five percent (65%) of the lot area.

The existing building includes 2214 sq. ft. of enclosed building space or 15.6% lot coverage meeting the maximum 35% enclosed building coverage criteria. No other impervious coverage is proposed.

D. Yard Regulations: Unless a variance is granted in accordance with Chapter 5 of this Title, minimum setbacks and yard regulations shall be indicated below:

1. **Front Yards:** No garage or parking structures shall be closer than twenty feet (20') from the front property line. All other buildings shall be set back at least twenty feet (20') in new subdivisions and twenty feet (20') in older, established neighborhoods.

2. **Side Yards:** A yard of not less than five feet (5') shall be maintained on each side of the lot. Corner side yards shall not be used for clotheslines, incinerators, permanent storage of trailers, boats and recreational vehicles or of any materials, nor shall said yard be used for the regular or constant parking of automobiles or other vehicles.

3. **Rear Yards:** Dwelling units shall be set back not less than ten feet (10') from the rear property line. Accessory buildings shall be set back not less than five feet (5') from the rear property line. All patio structures and swimming pools shall be a minimum of five feet (5') from any side or rear property line.

The building's front, rear and southern side yard setbacks are 26', 60', and 5'6" respectively.

10-11-5: SITE DEVELOPMENT PROVISIONS

A. Building or Structural Height Limitations:

3. Nonresidential Buildings: The maximum building or structural height shall not exceed twenty-eight feet (28').

No changes to the building height are proposed and the height is less than 20' meeting the 28' maximum height criterion.

B. Fences: See Code Section 10-34-5 of this Title.

Fences and buffers are required for all non-residential uses that abut a residential use. FCC 10-34-3-7-D states that a 15' foot landscaped buffer with 6' fence or 35' landscaped buffer (15/6/35) is required on the north property line abutting the single family use and a 15' landscape buffer with 6' fence or 25' landscaped buffer (15/6/25) is required on the west property line abutting the duplex.

The previous approval noted the presence of native vegetation along the northern property line ranging from 7' to 25' deep and required compliance with code if the vegetation was removed. The applicant has removed some of the vegetation along the northern property setback area. The applicant is therefore required to meet the buffering requirement through either planting vegetation to meet the 35' requirement or planting vegetation to meet the 15' requirement and install a 6' fence along the northern property line. **(Condition 4)**

The building abuts a duplex use 80' to the west (building setback and alley). There are hedges, shrubs and trees in the 60' rear yard between the building and the western property line. Unless the vegetation is removed the existing vegetation and 80' distance to the duplex use meet the intent of the 25' vegetated buffer. If the vegetation is removed then the site shall meet the 15/6/25 buffer requirements unless lesser is permitted by code (such as parking buffering) or PC approval. No additional fences, walls, hedges, screens are proposed or required. Staff finds that the application meets or is conditioned to meet the screening criteria found in FCC 10-6 & FCC 10-34.

C. Vision Clearance: Refer to Section 10-1-4 and 10-35-2-13 of this Title for definition, and requirements.

The applicants do not propose any changes to existing vision clearance areas (corner of Rhody and Kingwood). The vision clearance areas are free of visual obstructions; therefore, the proposal meets the criterion.

D. Off-Street Parking: Refer to Chapter 3 of this Title (Off-Street Parking and Loading)

TITLE 10: CHAPTER 3: OFF STREET PARKING

10-3-4: MINIMUM REQUIRED PARKING BY USE:

Site Situation: This site does not provide any on-site parking and its records related to land use and building permits are missing from the public record. It can be inferred based on the landscaping orientation and location that the curbcut on Rhody provided access to the area behind and west of the church. It would further appear that some sort of structure was located west of the shrubs located in the middle of the lot. If so it would make since that when the church use was approved that the westerly area was under different ownership or simply developed preventing the ability or opportunity to locate parking for the church use; as it simply does not make since even for 1979 to have not required on-site parking for any non-residential use unless land was not physically available or they were granted a variance or another type of waiver or parking arrangement.

Previous Church Use: Church approvals prior to at least 2000 required church uses provide one vehicular space for every eight feet of pew length, four fixed seats or 50 sq. ft. of assembly area. When the code changed around 2010 only the "50 sq. ft. of main assembly area or as determined by the design review board" criteria was retained. The assembly area used by the Christian Science Society was the same as the theater area approved in 2015, 29' by 24' (not including any lobby area or 8' of stage width area). This equated to 696 sq. ft. requiring 14 parking spaces under current code. The building had 60 fixed seats that were in use by the church, requiring 15 parking spaces under the previous code. The site has 14 or 15 vehicular parking spaces that are pre-existing non-conforming for the church use.

Previous Theater Use: The theater use was calculated at 1 space for every 4 seats requiring 15 parking spaces.

Proposed Church Use: The applicants propose to locate the church use to the classroom space in the northwest corner of the building. This space is around 300 sq. ft. requiring 6 parking spaces under church use criteria. However, the space would likely operate more like a meeting room which has a code requirement for 10 parking spaces for a room that size.

Proposed Art Center Use: Similar to the church use above, under FCC 10-3-4 the parking for private art center use can be classified under "Meeting rooms, private clubs and lodges". The space would operate different than a retail sales or service site, rather members would attend classes, meetings, and drop-in for studio time. The associated respective parking demands are 10 spaces initially and 1 for every 200' sq. ft. of space over a 1000 sq. ft. The building is 2,214 sq. ft. requiring 16 vehicular parking spaces (10 spaces + ((2214sq. ft.-- 1000 sq. ft.)/200) for the proposed use.

Public Assembly: Meeting room criterion requires 10 spaces plus 1 space per each 200 sq. feet of floor area over 1000 sq. ft., except that on-street parking in non-residential areas within 800 feet of the building may be used toward fulfilling the requirement. The pre-existing non-conforming church parking use totals 10 spaces with the change of use down from the 15 previously approved. The street area available to meet the parking count criteria of six required spaces (after subtracting the pre-existing 10 spaces from 16) would be east of Kingwood (as north, south and west are zoned Single Family Residential) within the Mainstreet District and not within the front lot line of any property (narrowest width) or along Highway 101 as the Mainstreet District permits both those sets of properties to count the parking in front of their lots for their uses. There is parking in sufficient quantity along Rhododendron Drive and 6th St. east of Kingwood within the 800' radius area. This criterion is met.

10-3-5: VEHICLE PARKING - MINIMUM ACCESSIBLE PARKING:

Table 10-3-2 requires 1 accessible parking space for every 1 to 25 parking spaces provided. As discussed previously there are no on-site parking spaces provided for this use and thus no ADA spaces. Building code required ADA compliance with an addition or alteration of 25% or more of the sq. ft. or upon certain changes in occupancy. The previous approval proposed an addition of 26% of the sq. ft. and was required to install an ADA parking space in compliance with International Building Code as directed by the Building Official. The previous remodel added an ADA restroom and therefore satisfied the ADA requirements of the building code. The applicant is remodeling the building with a revised floor plan that includes a kitchen and other room separations. The remodel triggers additional ADA compliance measures. The applicant shall install an ADA parking space west of the building in accordance with FCC 10-3. A parking plan illustrating the proposed location, maneuvering area and striping plan shall be submitted to and approved by the city. Construction of the parking space and maneuvering area shall be completed within six months of this approval. The applicant shall procure any required public improvement permits from Public Works prior to construction. **(Condition 5)**

10-3-10: BICYCLE PARKING REQUIREMENTS: All new development that is subject to Site Design Review, shall provide bicycle parking, in conformance with the standards and subsections A-H, below.

A. Minimum Size Space: Bicycle parking shall be on a two (2) feet by six (6) feet minimum.

B. Minimum Required Bicycle Parking Spaces. Short term bicycle parking spaces shall be provided for all non-residential uses at a ratio of one bicycle space for every ten vehicle parking spaces. In calculating the number of required spaces, fractions shall be rounded up to the nearest whole number, with a minimum of two spaces.

C. Long Term Parking. Long term bicycle parking requirements are only for new development of group living and multiple family uses (three or more units). The long term parking spaces shall be covered and secured and can be met by providing a bicycle storage room, bicycle lockers, racks, or other secure storage space inside or outside of the building; Multifamily= 1 per 4 units/ Group Living = 1 per 20 bedrooms/ Dormitory = 1 per 8 bedrooms.

D. Location and Design. Bicycle parking should be no farther from the main building entrance than the distance to the closest vehicle space other than handicap parking, or fifty (50) feet, whichever is less and shall be easily accessible to bicyclists entering the property from the public street or multi-use path.

E. Visibility and Security. Bicycle parking for customers and visitors of a use shall be visible from street sidewalks or building entrances, so that it provides sufficient security from theft and damage;

F. Lighting. For security, bicycle parking shall be at least as well lit as vehicle parking. Refer to Section 10-37 of this Title for requirements.

G. Reserved Areas. Areas set aside for bicycle parking shall be clearly marked and reserved for bicycle parking only.

H. Hazards. Bicycle parking shall not impede or create a hazard to pedestrians. Parking areas shall be located so as to not conflict with vision clearance standards. If bicycle parking cannot be provided safely, the Design Review Board or Community Development Director may waive or modify the bicycle parking requirements.

The use generates a need for 16 vehicular parking spaces, equating to provision of a minimum of two bicycle parking spaces meeting the location, design, security and lighting standards in 10-3-10. **(Condition 6)**

TITLE 10: CHAPTER 11: continued

E. Signs: Signs shall be in accordance with Title 4, Chapter 7 of this Code. (Ord. 4, 2011)

A sign exists at the southeast corner of the lot. Permits are not required to change the face of the sign. No signs are proposed at this time for the art center use. When signs are proposed they will be reviewed and permitted through the sign permit process with the Building Department.

F. Landscaping: Except for single-family and duplex dwellings, refer to Section 10-34 of this Title for requirements.

TITLE 10: CHAPTER 34: LANDSCAPING

10-34-3: LANDSCAPING

10-34-3-1: Applicability. Except for single-family and duplex dwelling uses, this Section shall apply to all new development as well as changes of use and expansions as described below, and shall apply in all districts except where superseded by specific zoning district requirements. These provisions shall be in addition to the provisions of FCC Title 9 Chapter 5 and where there are conflicts, the provisions of Title 9 Chapter 5 shall prevail.

B. For modifications or additions to existing development, landscaping shall be brought up to current code requirements in the same proportion as the increase in use and/or building size. (Ord. 4, 2011)

The site was developed long before the requirement for landscaping. The previous approval required landscape improvements proportionate to the 26 % percent increase. No increase in use is proposed so additional quantity or quality is required. However, the applicant has removed landscaping and removed native vegetation. The replacement material must equate or surpass the previous coverage and code count criteria for the proportionate increase required by the remodel.

10-34-3-2: Landscaping Plan Required. A landscape plan is required. All landscape plans shall include the following information:

A. The location and height of existing and proposed fences and walls, buffering or screening materials.

B. The location of existing and proposed terraces, retaining walls, decks, patios, shelters, and play areas.

C. The location, size, and species of the new proposed plant materials (at time of planting).

D. The location(s) of areas where existing vegetation will be cleared and the location(s) of areas where existing vegetation will be preserved, delineated on a recent aerial photo or site plan drawn to scale.

E. Existing and proposed building and pavement outlines.

F. Specifications for soil at time of planting, irrigation and anticipated planting schedule.

G. Other information as deemed appropriate by the City Planning Official.

The applicant provided a landscape plan. The plan illustrates fence, building, and pavement lines, the location of four types of planting beds and a list of the species to be planted. The plans are missing the size and specific location of proposed plant materials, specifications for soil, irrigation, and planting schedule. Landscaping is required as indicated and reviewed below. A landscaping plan with the missing information in 10-34-3-2 shall be resubmitted, approved, and implemented prior to final building inspection. (Condition 7)

10-34-3-3: Landscape Area and Planting Standards. The minimum landscaping area is 15% of the lot area, unless specified otherwise in the applicable zoning district for the proposed use. This required minimum landscaping area may be reduced if preservation credits are earned as specified in Section 10-34-2-4.

The site is covered with 16% building coverage. The majority of the remaining site is or will be landscaped with lawn, shrubs, hedges, and trees. The 15% landscape coverage is met.

A. Landscaping shall include planting and maintenance of the following:

- 1. One tree per 30 lineal feet as measured along all lot lines that are adjacent to a street.**
- 2. Six shrubs per 30 lineal feet as measured along all lot lines that are adjacent to a street.**
- 3. Living plant materials shall cover a minimum of 70 percent of the required landscape area within 5 years of planting.**
- 4. Except for preservation of existing significant vegetation, the required plant materials on-site shall be located in areas within the first 20 feet of any lot line that abuts a street. Exceptions may be granted where impracticable to meet this requirement or the intent is better served. Required trees may be located within the right-of-way and must comply with Section 10-34-4. Plant materials may be installed in any arrangement and do not need to be equally spaced nor linear in design. Plantings and maintenance shall comply with the vision clearance standards of FCC 10-35-2-13.**
- 5. Pocket-planting with a soil-compost blend around plants and trees shall be used to ensure healthy growth.**

The site is a corner lot and thus has 240' linear feet of street frontage, generating a requirement for 8 trees and 48 shrubs. Native vegetation was removed from the northern property line and landscaping was removed throughout the site by the applicant. The number of trees and shrubs removed is unknown. The applicant provided a landscaped plan that includes trees, shrubs and flowers. If the site contains 8 trees and 48 shrubs within 20 feet of the street fronting property lines then no further landscaping is required except as needed for the northern residential use buffering. Alternatively, landscaping must be installed to meet the minimum 8 trees and 48 shrub requirements. Plantings shall cover a minimum of 70% of the required landscape area within 5 years of planting. New plants and trees shall be pocket-planted with a soil-compost blend to ensure healthy growth.
(Condition 8)

10-34-3-4: Landscape Materials. Permitted landscape materials include trees, shrubs, ground cover plants, non-plant ground covers, existing native vegetation, outdoor hardscape features and storm water features, as described below.

A. Plant Selection. A combination of deciduous and evergreen trees, shrubs, and ground covers shall be used, consistent with the purpose of this Chapter. A

suggested Tree and Plant List for the City of Florence and the Sunset Western Garden Book are available at City Hall. The selection of plant and tree species shall be based upon site conditions such as wind and sun exposure, space limitations, water availability, and drainage conditions. The use of indigenous plants is encouraged, and may be required where exposure, slope or soil conditions warrant.

1. **Ground Cover.** Ground cover may consist of separate plants or mowed grass turf. Ground cover plant species shall meet the following minimum standards: plants from 4-inch pots shall be spaced a maximum of 18 inches measured on center, and 1-2 gallon size plants shall be spaced a maximum of 3 feet measured on center.

2. **Shrubs.** Shrub plant species shall be planted from 3 gallon containers unless otherwise specified in the Tree and Plant List for the City of Florence.

3. **Trees.** Evergreen and deciduous tree species shall meet the following minimum standards: deciduous trees shall be a minimum of 1 ¾ inch caliper (diameter) measured 6 inches above grade, and evergreen trees shall be a minimum of 5 feet tall (Nursery Grade 5/6).

4. **Non-plant Ground Covers.** Bark dust, chips, aggregate, or other non-plant ground covers may be used. Non-plant ground cover located adjacent to pedestrian ways shall be confined to the material within the planting bed to avoid safety hazards by edging 4 inches above-grade or recessing from grade. Non-plant ground covers cannot be a substitute for ground cover plants.

The plants installed shall meet the sizing criteria of FCC 10-34-3-4 for all new plantings. **(Condition 8)**

10-34-3-5: Irrigation. Permanent, underground irrigation is required for all landscaping, except existing native vegetation that is preserved in accordance with the specifications of Section 10-34-2-2 and new drought tolerant plants which must have temporary irrigation for plant establishment. All irrigation systems require an irrigation permit and shall be installed with a backflow prevention device per FCC 9-2-3-5.

10-34-3-8: Maintenance. If the plantings fail to survive, the property owner shall replace them with an equivalent specimen (i.e., native Rhododendron replaces native Rhododendron, evergreen shrub replaces evergreen shrub, deciduous tree replaces deciduous tree, etc.) within six (6) months of their dying or removal, whichever comes first. All man-made features required by this Code shall be maintained in good condition, or otherwise replaced by the owner within six (6) months of any such feature being removed or irreversibly damaged (whichever comes first).

New plantings shall be irrigated unless deemed a drought tolerant plant through the Tree and Plant List. The applicants shall perform temporary irrigation until the plant has become established or an irrigation system has been installed. The applicants shall install landscaping prior to final occupancy of the building and it shall be maintained in accordance with 10-34-3-8. **(Condition 9)**

G. Access and Circulation: Refer to Section 10-35 of this Title for requirements.

Pedestrian access is available from both Rhododendron Dr. and Kingwood St. Walkways shall connect to designated bicycle parking area in accordance with 10-35-2-9. The driveway curbcut on Rhody Dr. shall be brought up to current code. Facility permits are required prior to work in the public right-of-way. **(Condition 10)**

H. Public Facilities: Refer to Section 10-36 of this Title for requirements.

The existing structure has pre-existing utility services connected. Additionally, 5' sidewalks are provided along both street frontages. No additional services are required. If the applicants intend on using either the alley or the existing curbcut on Rhody Dr. improvements to those facilities are required prior to their use. They shall meet current standards outlined in 10-35 & 10-36 and a facility application shall be made to Public Works prior to starting construction of their improvement. **(Informational 1)**.

I. Lighting: Refer to Section 10-37 of this Title for requirements.

TITLE 10: CHAPTER 37: LIGHTING

10-37-2: APPLICABILITY: Section 10-37 applies to installation of all lighting fixtures as of the effective date of this Ordinance, except as exempted by provision of this Ordinance. Devices include but are not limited to, lights for: buildings and structures, recreational areas, parking lot and maneuvering areas, landscape areas, streets and street signs, product display areas, building overhangs and open canopies, holiday celebrations, and construction lights.

B. Major Additions or Alterations - If a major addition occurs on a property, lighting for the entire property shall comply with the requirements of this Code. For purposes of this section, the following are considered to be major additions:

- 1. Additions of 26 percent or more in terms of additional dwelling units, gross floor area, seating capacity, or parking spaces, either with a single addition or with cumulative additions after the effective date of this Ordinance.**
- 2. Single or cumulative additions, modification or replacement of 25 percent or more of installed exterior lighting luminaires existing as of the effective date of this Ordinance.**
- 3. Existing lighting on sites requiring a conditional use permit or variance after the effective date of this ordinance.**

C. Amortization - On or before 10 years from the effective date of this code, all outdoor lighting shall comply with this Code. Most outdoor lighting will be fully depreciated at the end of 10 years if not sooner. "Easy fixes" such as re-aiming or lowering lumen output of lamps is recommended in advance of the effective date of the ordinance. Where lighting is judged to be a safety hazard immediate compliance is required.

The proposed art center use is a conditional use. The applicants meet the criteria for the consideration of the entire site for lighting review. The applicants shall install lighting meeting current code standards and bring all existing lighting fixtures up to current code standards, if they do not already meet the requirements of FCC 10-37. **(Condition 11)**

10-37-3: LIGHTING PLANS REQUIRED: All applications for building permits and land use planning review which include installation of exterior lighting fixtures, not exempted, shall include the number of luminaires, the number of lamps in each luminaire, a photometric report for each type of luminaire and a site plan with the photometric plan of the lumen output.

The City shall have the authority to request additional information in order to achieve the purposes of this Ordinance.

The applicants shall submit a lighting plan or photos illustrating the presence of soffit lighting with his building permit application. Any changes in lighting if proposed or required shall be illustrated on plans and indicate the type, brightness, height, and number of lamps and luminaires. **(Condition 11)**

10-37-4: LIGHTING STANDARDS:

A. All exterior lighting fixtures subject to this code section must be designed as a full cut-off fixture or have a shielding method to direct light emissions downward below the horizontal plane onto the site and does not shine illumination or glare skyward or onto adjacent or nearby property.

B. Parking areas shall have lighting to provide at least two (2) foot-candles of illumination at any point in the entire lot with a maximum of five (5) footcandles over parking spaces and walkways. The Design Review Board may decrease the minimum if the applicant can provide documentation that the overall parking lot has adequate lighting. The Design Review Board may increase the maximum on a case-by-case basis, with no greater than 7 foot-candles measured directly under the light fixture.

C. Lighting in or adjacent to residential zones or residential uses shall not exceed twenty feet in height as measured from the adjacent grade to the top of the light fixture. Heights in other zoning districts shall not exceed 25 feet unless the Design Review Board adopts findings that the higher light fixtures are necessary to achieve proper illumination levels.

D. Main exterior lights for commercial, institutional, and industrial buildings, landscaping and parking lots shall be extinguished at end of business hours with a minimum lighting remaining for personal and building security and safety after hours.

E. A thirty-day review period beginning with the first day in business using the new lighting system shall be required to evaluate and adjust illumination levels of lighting. The City may ask for lighting to be adjusted in this time period based on public comments or staff inspections.

F. All externally lit commercial signs should shine from the top and point down toward the ground. Signs with uplighting must be shielded so that illumination is restricted to the sign face and glare is eliminated.

Any exterior lighting to include building and signage lighting shall meet the requirements of FCC 10-37-4.

TITLE 10: CHAPTER 6: DESIGN REVIEW

10-6-5: General Criteria: The Design Review Board may require any of the following conditions it deems necessary to secure the purpose and intent of this Chapter...The Board shall consider the following criteria reviewing applications and may set conditions or standards which regulate and limit the following: (Ord. 680, 1-11-83)

- A. Visual buffers, setbacks, yards, coverage, height, density and similar design features.**
- B. Lot area, dimensions and percentage of coverage.**
- C. Installation and maintenance of fences, walls, hedges, screens and landscaping according to standards set forth in FCC 10-34 Landscaping, and any requirements of the underlying zoning district.**
- D. The location and design of access and egress points for vehicles and pedestrians, including access points along State highways according to standards set forth in FCC 10-35 Access and Circulation, and any requirements of the underlying zoning district.**

All of the above criteria were discussed in section 10-11 above and either meets or were conditioned to meet the applicable criteria.

E. Noise, vibration, smoke, dust, odor, light intensity and electrical interference's.

The site is located on the eastern edge of the area's Single Family Residential District and borders the Mainstreet Area B District (a transition zone between residential and commercial). The existing church use and proposed art center are uses that should not cause vibration, smoke, dust, odor, light intensity, or electrical interferences inconsistent with a residential district. The applicants shall ensure the patrons, congregation, and artists are aware of the site's location within a residentially zoned area and ensure conduct and noise levels outside the building are in keeping with the intended residential character of the neighborhood. **(Condition 12)**

F. Parking and outside display areas, dimensions, surfacing and on-site traffic circulation according to standards set forth in FCC 10-3 Parking and Loading.

No storage, display or sale of used building materials, scrap or salvage, manufacturing, compounding, processing or treating of products for wholesales are proposed. No change producing dust, smoke, vibration or appearance is proposed.

G. Architectural quality and aesthetic appearance, including compatibility with adjacent buildings.

H. Color, building materials and exterior appearance in accordance with the policies established by the City in the Downtown Implementation Plan, and in applicable zoning districts.

The applicant is making minor repairs to the exterior of the building and they have repainted the building. The materials are lap siding and the colors are yellow and green. All are in keeping with the Downtown Implementation Plan and the Mainstreet District and Design Review criteria. Any repainting of the building in the future shall be reviewed and approved prior to commencement. **(Informational 2)**

I. Exterior lighting and security.

J. Public health, safety and general welfare.

The site plan does not illustrate the location of any trash enclosures. All trash and recycling containers shall be stored indoors or be screened from the public by a solid fence, wall or landscaping. **(Condition 13)** Staff has reviewed the public health, safety and general welfare in other parts of this report and has either made positive findings or conditions. No other public health, safety, or general welfare concerns are found.

K. Requiring a time period within which the proposed use or portions thereof shall be developed.

The design review approval remains valid for one year from the date of the Planning Commission's approval. If occupancy does not commence within one year the conditional use and design review shall expire. The applicants are advised to apply to the Planning Commission for an extension of time prior to that deadline if meeting it is of concern.

L. Requiring bonds to insure performance of special conditions. (Ord. 625, 6-30-80)

M. Such other conditions as are necessary to implement policies contained in the Florence Comprehensive Plan. (Ord. 680, 1- 11-83)

Staff finds that no bonds to insure performance of special conditions are needed.

REALIZATION 2020 FLORENCE COMPREHENSIVE PLAN

Chapter 1: Citizen Involvement, Policies 4 and 5

4. Official City meetings shall be well publicized and held at regular times. Agendas will provide the opportunity for citizen comment.

5. Records of all meetings where official action is taken shall be kept at City Hall and made available on request to the public.

The Planning Commission hearing was publicized in accordance with state and city requirements. The staff report, application materials and meeting minutes are or will be available at City Hall and are available to the public upon request.

TITLE 10-6-5: GENERAL CRITERIA (continued)

10-6-9: LAPSE OF DESIGN REVIEW APPROVAL: Authorization of a design review permit shall be void one (1) year after the date of approval of a design review application, unless a building permit has been issued and substantial construction pursuant thereto has taken place. Substantial construction shall be considered to be completion of a building foundation. The applicant may apply to the Planning Commission for a one-time extension of one (1) year maximum duration based on compliance with the following criteria:

A. The request for an extension is made in writing prior to expiration of the original approval.

B. There are special or unusual circumstances that exist which warrant an extension.

C. No material changes of surrounding land uses or zoning has occurred.

The Planning Commission may deny the request for an extension of a design review permit if new land use regulations have been adopted that affect the applicant's proposal.

These criteria are addressed above.

TITLE 10: CHAPTER 4: CONDITIONAL USES

10-4-10: GENERAL CRITERIA: A conditional use permit may be granted only if the proposal conforms to all the following general criteria: (Ord. 669, 5-17-82)

A. Conformity with the Florence Comprehensive Plan.

B. Compliance with special conditions established by the Planning Commission to carry out the purpose of this Chapter.

C. Findings that adequate land is available for uses which are permitted outright in the district where the conditional use is proposed. Available land can be either vacant land or land which could be converted from another use within the applicable zoning district. Land needs for permitted uses may be determined through projections contained in the Florence Comprehensive Plan or other special studies.

D. Conditional uses are subject to design review under the provisions of Chapter 6 of this Title, except single family and duplex residential use. (Ord. 625, 6-30-80) See Code Section 10-6-3 for Design Review requirements.

E. Adequacy of public facilities, public services and utilities to service the proposed development.

F. Adequacy of vehicle and pedestrian access to the site, including access by fire, police and other vehicles necessary to protect public health and safety. (Ord. 669, 5-17-82).

Applicable Comprehensive Plan policies are reviewed above. There are many vacant, under-developed, and run-down neglected residential properties in the immediate area of the proposed use. Continuing and expanding this use that brings people together in a shared experience of the arts or spirituality west of Highway 101 may bring some revitalization to the area and spur redevelopment of the area. The Design Review criteria

were reviewed above and included utilities, facilities, vehicle and pedestrian access. Both the Siuslaw Valley Fire and Rescue and the Florence Police were sent notification of this application. No concerns were received.

Compatibility-The applicants propose to continue the church use and add art center use. Past church parishioner counts are unknown but the city has no records of complaints or negative impacts to the neighboring properties because of the church use and their lack of on-site parking.

Access-Vehicular access to the site will be required and has been conditioned west of the building for the ADA space. No improvements to the pedestrian access are required.

Utilities- The necessary utility systems and public facilities are existing and operational. The Fire Marshal did not indicate a problem with fire access to or through the site. There is adequate public utility provision to the site

The proposed use will not produce additional noise, vibration, smoke, or dust. The previous applicant indicated that they met current dark sky standards with soffit lighting.

VI. ALTERNATIVES

- 1. Approve the application based on the findings of compliance with City regulations.**
- 2. Modify the findings, reasons or conditions, and approve the request as modified.**
- 3. Deny the application based on the Commission's findings.**
- 4. Continue the Public Hearing to a date certain if more information is needed.**

VII. CONCLUSIONS AND RECOMMENDATIONS

Staff finds that the proposed application meets the requirements of City Code with conditions, and recommends approval of the conditional use permit and design review subject to the following conditions.

VIII. CONDITIONS OF APPROVAL

The application, as presented, meets or can meet applicable City codes and requirements, provided that the following conditions of approval are met.

- 1. Approval for shall be shown on:**

- "A" Findings of Fact
- "B" Site Plan
- "C" Floor Plan
- "D" Landscape Plan

“E” Bicycle & Transit
“F” Application

Findings of Fact attached as Exhibit “A” are incorporated by reference and adopted in support of this decision. Any modifications to the approved plans or changes of use, except those changes relating to Building Codes, will require approval by the Community Development Director or Planning Commission/Design Review Board.

2. Regardless of the content of material presented for this Planning Commission, including application text and exhibits, staff reports, testimony and/or discussions, the applicants agree to comply with all regulations and requirements of the Florence City Code which are current on this date, EXCEPT where variance or deviation from such regulations and requirements has been specifically approved by formal Planning Commission action as documented by the records of this decision and/or the associated Conditions of Approval. The applicants shall submit to the Community Development Department a signed “Agreement of Acceptance” of all conditions of approval prior to issuance of a building permit.
3. Should the church use occupancy stop for a period of 6 consecutive months it shall constitute abandonment and on-site parking shall be constructed in accordance with FCC 10-3 for any current occupancy.
4. The applicant is required to meet the buffering requirement through either planting vegetation to meet the 35’ requirement or planting vegetation to meet the 15’ requirement and install a 6’ fence along the northern property line.
5. The applicant shall install an ADA parking space west of the building in accordance with FCC 10-3. A parking plan illustrating the proposed location, maneuvering area and striping plan shall be submitted to and approved by the city. Construction of the parking space and maneuvering area shall be completed within six months of this approval. The applicant shall procure any required public improvement permits from Public Works prior to construction.
6. The applicants shall provide a minimum of two bicycle parking spaces meeting the location, design, and security and lighting standards in 10-3-10.
7. Landscaping is required as indicated and reviewed below. A landscaping plan with the missing information in 10-34-3-2 shall be resubmitted, approved, and implemented prior to final building inspection.
8. If the site contains 8 trees and 48 shrubs within 20 feet of the street fronting property lines then no further landscaping is required except as needed for the northern residential use buffering. Alternatively, landscaping must be installed to meet the minimum 8 trees and 48 shrub requirements. Plantings shall cover a minimum of 70% of the required landscape area within 5 years of planting. New plants and trees shall be pocket-planted with a soil-compost blend to ensure healthy growth. The plants installed shall meet the sizing criteria of FCC 10-34-3-4 for all new plantings.

9. The applicants shall install landscaping prior to final occupancy of the building and it shall be maintained in accordance with 10-34-3-8.
10. Walkways shall connect to designated bicycle parking area in accordance with 10-35-2-9. The driveway curbcut on Rhody Dr. shall be brought up to current code. Facility permits are required prior to work in the public right-of-way.
11. The applicants shall install lighting meeting current code standards and bring all existing lighting fixtures up to current code standards, if they do not already meet the requirements of FCC 10-37. The applicants shall submit a lighting plan or photos illustrating the presence of soffit lighting with his building permit application. Any changes in lighting if proposed or required shall be illustrated on plans and indicate the type, brightness, height, and number of lamps and luminaires.
12. The applicants shall ensure the patrons, congregation, and artists are aware of the site's location within a residentially zoned area and ensure conduct and noise levels outside the building are in keeping with the intended residential character of the neighborhood.
13. All trash and recycling containers shall be stored indoors or be screened from the public by a solid fence, wall or landscaping.

Informational

1. If either the alley or the existing curbcut on Rhody Dr. are proposed to be used improvements to those facilities are required prior to their use. They shall meet current standards outlined in 10-35 & 10-36 and a facility application shall be made to Public Works prior to starting construction of their improvement.
2. In keeping with the set coastal theme applied to all design reviews, the building colors shall be compatible with the surrounding building colors and consist of muted neutral earth tones. Any repainting of the building in the future shall be reviewed and approved prior to commencement.

IX. EXHIBITS

"A" Findings of Fact
"B" Site Plan
"C" Floor Plan
"D" Landscape Plan
"E" Bicycle & Transit
"F" Application



509 Kingwood, Florence OR 97439

NORTH →

LOT LINES

NATURAL VEGETATION

TL 18-12-27-43-06100

06000

68'

36'

PORCH

5'6"

4'

4'

4'

ADA
RAMP

26' TO LOT LINE

PROPERTY
CORNERS

26'1"

6'6"

5'6"

SIDEWALK

12'

10/21/18

KINGWOOD STREET

4

EXHIBIT B

RHODODENDRON STREET

NATURAL VEGETATION

By: DHH

location of the church/religious use

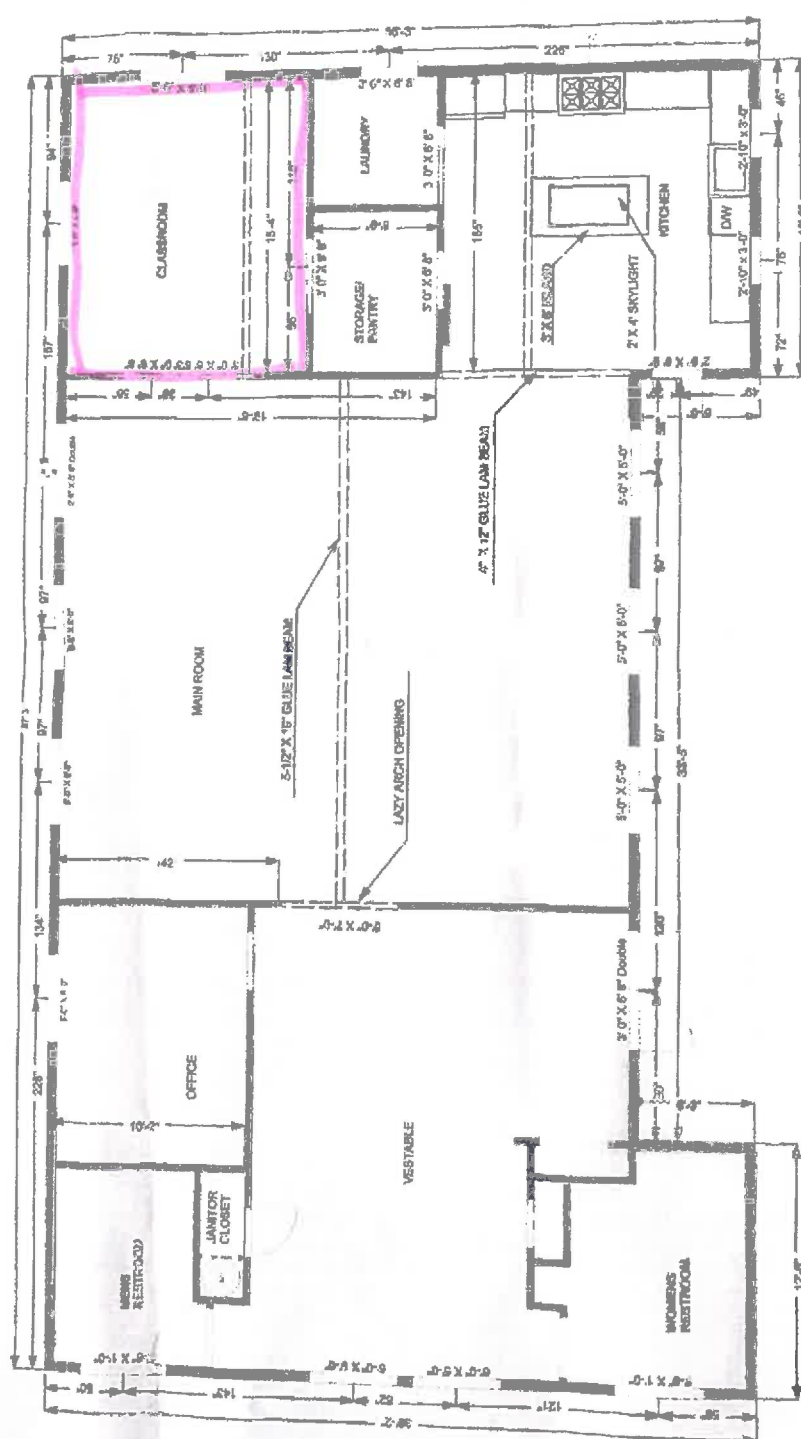


EXHIBIT C

No change needed to building footprint

DATE	4-22-2016	SHEET #	1
SCALE		DATE	4-22-2016
NAME	W. J. BOYD	SCALE	1" = 1' 0"
PROJECT	LOFT CONSTRUCTION & DESIGN	DATE	4-22-2016
LOCATION	P.O. BOX 1898 FLORENCE OREGON	SCALE	1" = 1' 0"
OWNER	THE MUSTARD SEED	DATE	4-22-2016
DESIGNER	554 KINGWOOD STREET	SCALE	1" = 1' 0"
CONTRACTOR	FLORENCE, OREGON 97139	DATE	4-22-2016
NOTES		SCALE	1" = 1' 0"

landscape •

The Mustard Seed
509 Kingwood, Florence, OR 97439

web: tms1720.com

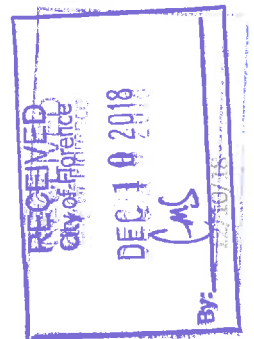


EXHIBIT D

TMS1720



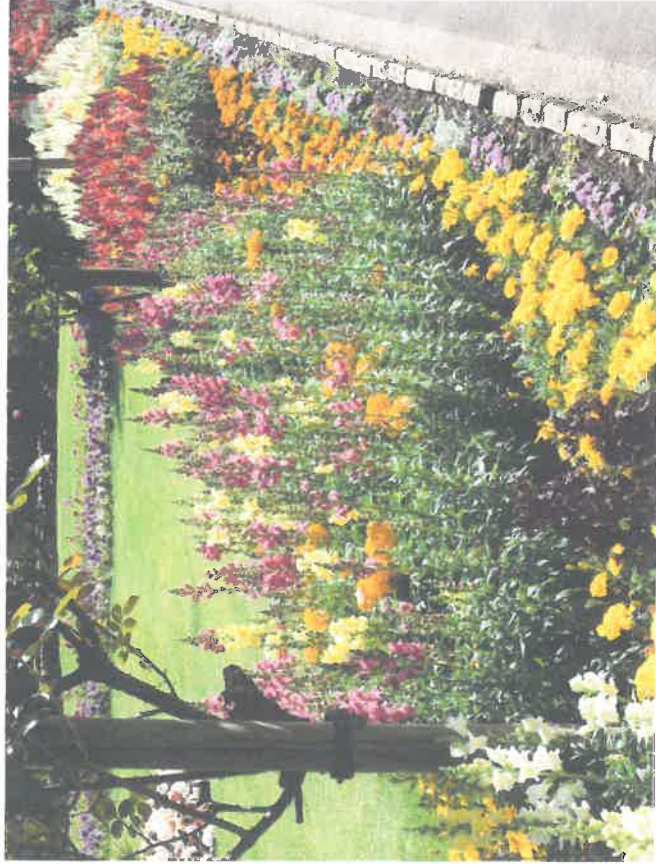
area 1 : examples



area 2 : examples



area 3 : examples



area 4 : examples



plant & trees

- pacific silver fir, abies amabilis
- oregon pine (sand, shore) pinus contorta
- red maple, acer rubrum
- japanese maple
- english holly, ilex aquifolium
- native rhododendron macrophyllum
- mcintosh apple tree (cortland or empire)
- heather
- native pacific northwest wildflowers
- lucifer crocosmia
- california lilacs
- starflowers
- other plants and flowers for the pacific northwest coastal climate

PARKING AND TRANSIT OPTIONS FOR THE SHOPPE



Plenty of street parking on Rhody Drive heading west and on Kingwood – both to the East and West

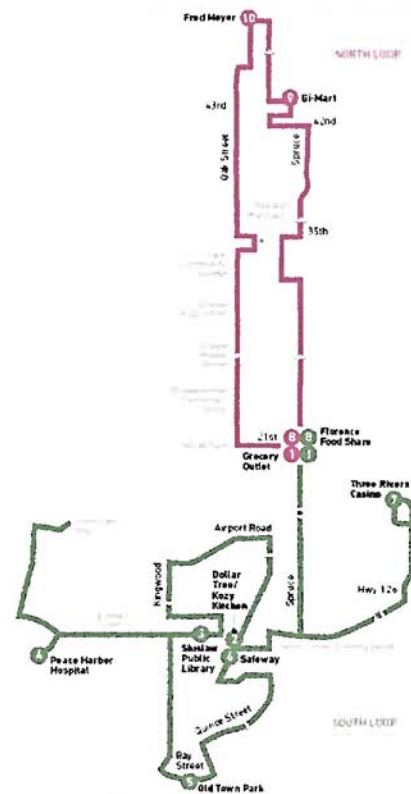


We have bike racks for our guests



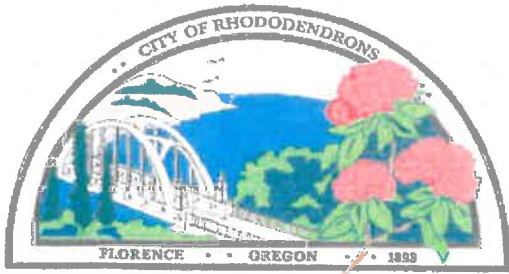
Many guests look forward to simply walking to us.

RHODY EXPRESS ☆



Welcome to the Rhody Express, your public transportation provider in Florence.

We have requested a new Rhody Express stop for our guests from LTD. And there are two stops already available within walking distance of the shoppe.



City of Florence
Community Development Department
250 Highway 101
Florence, OR 97439
Phone: (541) 997 - 8237
Fax: (541) 997 - 4109
www.ci.florence.or.us

Type of Request

THIS SECTION FOR OFFICE USE ONLY

☐ Type I ☐ Type II ☒ Type III ☐ Type IV

Proposal: PC 18 47 CUP 10 - MUSTARD SEED COMMUNITY CENTER

Applicant Information

Name: Kurt & Deborah Vander Bogart

Phone 1:

E-mail Address:

Phone 2:

Address:

Signature:

Date: 22 OCT 2018

Applicant's Representative (if any):

Property Owner Information

Name: Kurt & Deborah Vander Bogart

Phone 1:

E-mail Address:

Phone 2:

Address:

Signature:

Date: 22 OCT 2018

Applicant's Representative (if any):

NOTE: If applicant and property owner are not the same individual, a signed letter of authorization from the property owner which allows the applicant to act as the agent for the property owner must be submitted to the City along with this application. The property owner agrees to allow the Planning Staff and the Planning Commission onto the property. Please inform Planning Staff if prior notification or special arrangements are necessary.

For Office Use Only:

Received

OCT 22 2018

by: DHH

Approved

Exhibit

EXHIBIT F

Property Description

Site Address: 509 Kingwood

General Description: Currently known as the Class Act Theatre;
formerly the Christian Science Reading Room

Assessor's Map No.: 18 - 12 - 27 - 43

Tax lot(s): 6000 & 6100

Zoning District: single family

Conditions & land uses within 300 feet of the proposed site that is one-acre or larger and within 100 feet of the site that is less than an acre OR add this information to the off-site conditions map

(FCC 10-1-1-4-B-3): residential and commercial

Project Description

Square feet of new: no change to existing

Square feet of existing: 2400

Hours of operation: varies

Existing parking spaces: ample street parking

Is any project phasing anticipated? (Check One): Yes ☐ No ☒

Timetable of proposed improvements: Fall 2018

Will there be impacts such as noise, dust, or outdoor storage? Yes ☐ No ☒

If yes, please describe: _____

Proposal: (Describe the project in detail, what is being proposed, size, objectives, and what is desired by the project. Attach additional sheets as necessary)

Inside existing building modifications. Creation of level floor, classroom and education spaces for community services as discussed with Wendy Farley-Campbell, Planning Director in June 2018.

See attached documents for additional details.

For Office Use Only:

Paid

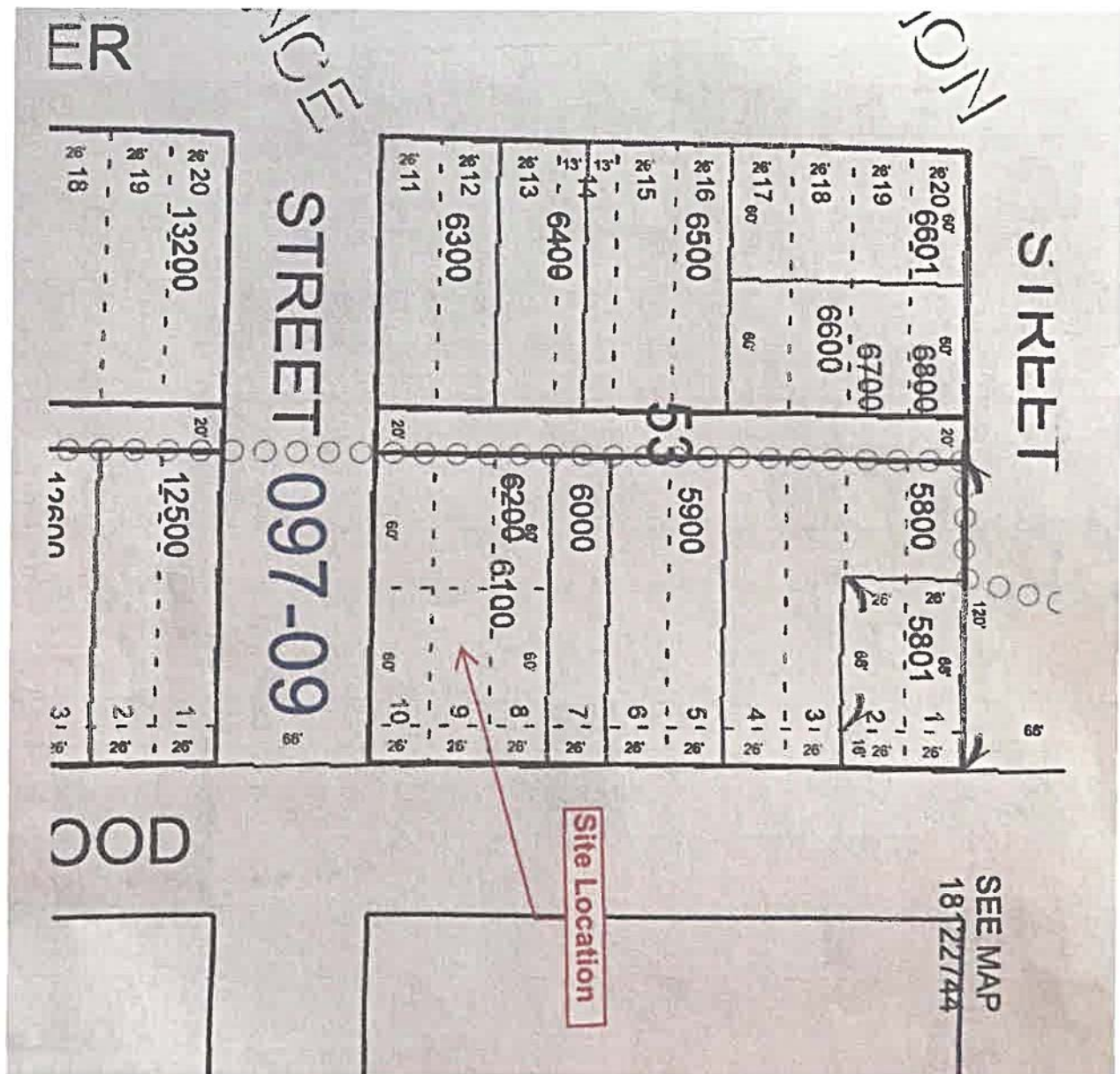
Date Submitted: _____ Fee: _____

Received by: _____

PARKING FACILITY	Parking facilities provide parking that is not accessory to a specific use. A fee may or may not be charged. A facility may be a surface parking lot or structured parking garage. A facility that provides both accessory parking for a specific use and regular fee parking for people not connected to the use is also classified as a Parking facility.
QUICK VEHICLE SERVICING	Quick Vehicle Servicing uses provide direct services for motor vehicles where the driver generally waits in the car before and while the service is performed. The development will include a drive-through facility, the area where the service is performed (different than Vehicle Repair). Some examples are car washes, quick lubrication services and gas stations.
RETAIL SALES	Retail Sales firms are involved in the sale, lease or rent of new or used products to the general public.
RETAIL ENTERTAINMENT	Retail Entertainment firms provide consumer-oriented entertainment, activities or games to the general public. Some examples are game arcades, theaters and health clubs.
RETAIL SERVICE AND REPAIR	Retail Service firms provide personal services and/or provide product repair for consumer and business goods. Some examples are photographic studios, dance classes, locksmith and upholsterer (different than Quick Vehicle Servicing and Vehicle Repair).
VEHICLE REPAIR	Firms servicing passenger vehicles, light and medium trucks and other consumer motor vehicles such as motorcycles, boats and recreational vehicles. Generally, the customer does not wait at the site while the service or repair is being performed (different than Quick Vehicle Servicing). Some examples are auto repair or body shop, auto detailing and auto tire sales and mounting.

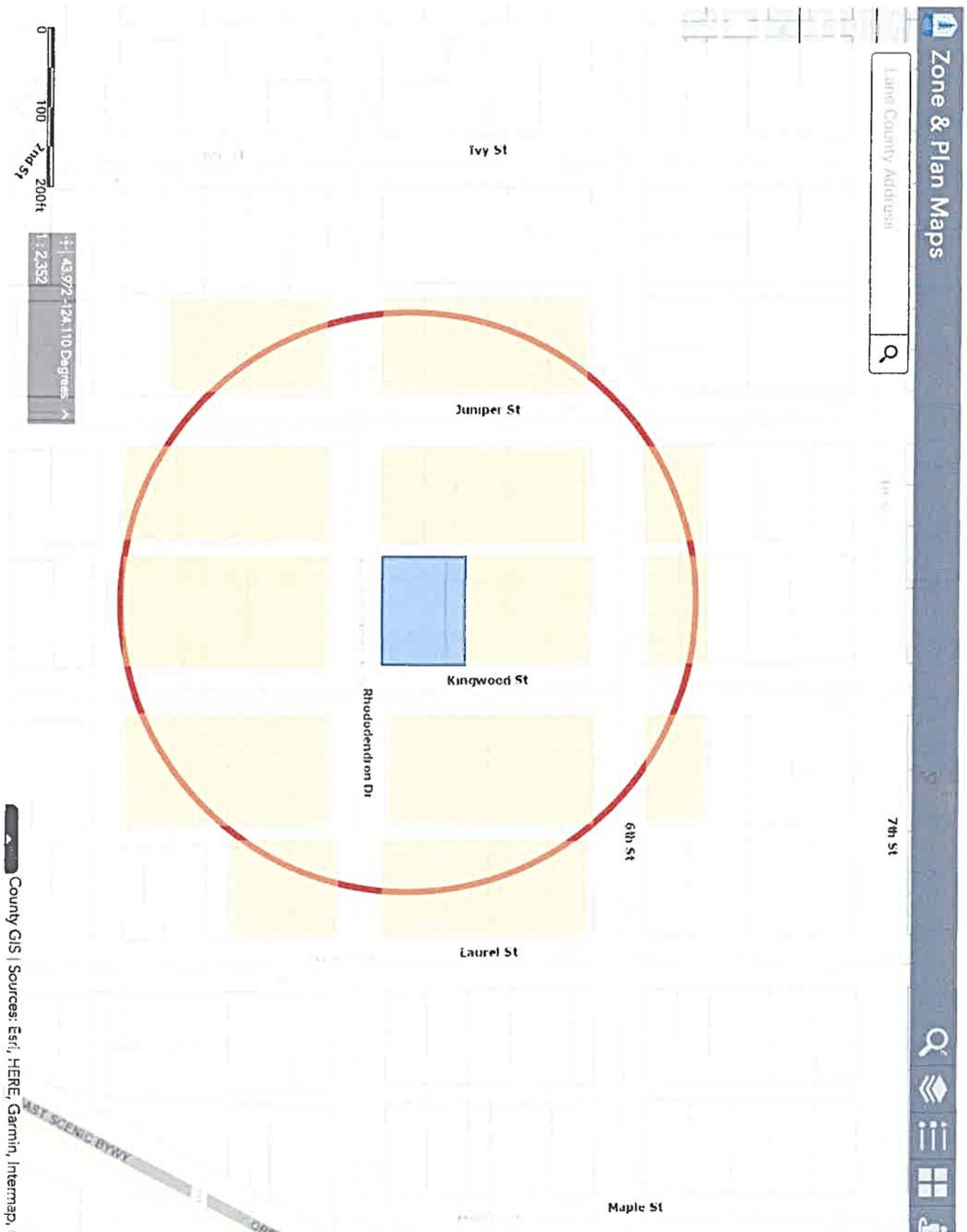
Institutional and Civic Use Categories

BASIC UTILITIES	Basic Utilities are infrastructure services that need to be located in or near the area where the service is provided. Basic Utility uses generally do not have regular employees at the site. Services may be public or privately provided. Some examples are electrical substations, water storage facilities, sewer pump stations and bus stops.
COMMUNITY SERVICES	Community Services are uses of a public, nonprofit, or charitable nature generally providing a local service to people of the community. Generally, they provide the service on the site or have employees at the site on a regular basis. The service is ongoing, not just for special events. Community centers or facilities that have membership provisions but are open to the general public to join at any time, (for instance, any senior citizen could join a senior center). The use may provide mass shelter or short term housing where tenancy may be arranged for periods of less than one month when operated by a public or non-profit agency. The use may also provide special counseling, education, or training of a public, nonprofit or charitable nature. Some examples are libraries, museums and social service facilities.
DAYCARE	Daycare use includes day or evening care of two or more children outside of the children's homes, for a fee. Daycare uses also include the daytime care of teenagers or adults who need assistance or supervision.



Property Tax Map

RECEIVED
City of Florence
OCT 22 2018
By: DHH



VICINITY MAP – 509 KINGWOOD

