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**City of Florence  
Planning Commission Meeting  
250 Hwy 101, Florence, OR 97439  
January 28, 2020**

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Commissioners Present: Chairperson John Murphey, Vice Chairperson Sandra Young, Commissioner Phil Tarvin, Commissioner Eric Hauptman, Commissioner Ron Miller, Commissioner Andrew Miller, and Commissioner Brian Jagoe

Commissioners Absent: None.

Staff Present: Planning Director Wendy FarleyCampbell, Planner Hailey Sheldon, and Assistant Planner Dylan Huber-Heidorn.

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

Meeting called to order at 5:30 p.m.

**1. APPROVAL OF THE AGENDA**

Start Time: 5:32 p.m.  
Action: Approve agenda as presented.  
Motion: Commissioner Young  
Second: Commissioner Ron Miller  
Vote: Unanimous 7-0

**2. APPROVAL OF MINUTES**

- **October 8, 2019, October 22, 2019, and November 18, 2019**

Start Time: 5:32 p.m.  
Action: Approve minutes as amended.  
Motion: Commissioner Ron Miller  
Second: Commissioner Jagoe  
Vote: Unanimous 7-0

**3. PUBLIC COMMENTS -Items Not on the Agenda**

Start Time: 5:34 p.m.

Commenter 1: Ms. Kilgore - Florence, OR

Handout: Speaker's Card and Written Comments

Discussion: Ms. Kilgore discussed...

- Status of machinery being used for compacting sand at Cannery Station site.
- Developer being allowed to keep piles of uncovered sand during winter months.

Start Time: 5:29 p.m.

Commenter 1: Mr. Dane Base - Florence, OR

Handout: Speaker's Card and Written Comments

Discussion: Mr. Base discussed...

- Concerns about vegetation clearing operations bordering Florentine Estates on the Cannery Station development.

Start Time: 5:44 p.m.

Commenter 1: Mr. Michael Allen - Florence, OR

Handout: Speaker's Card and Written Comments

Discussion: Mr. Allen discussed...

- Angry about land clearing at Cannery Station.

5. **RESOLUTION PC 19 29 CUP 09 – 87637 Highway 101 Sand and Gravel CUP**

An application for a Conditional Use Permit and Design Review for 87637 Highway 101, Assessor's Map 18-12-11-33, Tax Lot 1400 to locate a volumetric concrete company consisting of associated truck storage and outdoor sand and rock bins. The property is zoned Service Industrial District, regulated by Florence City Code Title 10, Chapter 31.

Start Time: 5:46 p.m.

Process Reading: Chairperson Murphey read the Public Hearing Script and officiated the procedures.

Handouts: Public Hearing Script

Public Challenges: No public challenges were received.

No Commissioner declared a conflict of interest, ex-parte contact, or bias.

Public Hearing: Opened at 5:48 p.m.

Start Time: 5:49 p.m.

Handout: Staff Presentation

Discussion: Planner Hailey Sheldon presented the staff presentation. She presented the staff recommendation that the application could meet the requirements of Florence City Code with

conditions. Planner Sheldon outlined the approval conditions as follows...

- Driveway to be paved for first fifty feet.
- Applicant enter into an Easement Agreement for driveway portion.
- Requiring applicant to consult with Fire Department regarding access turnaround for driveway.
- Making sure fire hydrant connections are sufficient for putting out a fire.
- Extending sewer line when extending driveway.
- Conditions for future improvement...
  - Non-remonstrance Agreement for future access on Spruce Street.
  - Agreement for when traffic signal is installed at Spruce Street and Munsel Lake Road intersection.
  - Agreement for potential sidewalk improvements on Highway 101.
- Conditions related to screening and fencing...
  - Applicant should install and maintain a 6 to 8-foot tall solid wood or brick wall extending from the eastern boundary of subject property (abutting Spruce Street), 250 feet to the west along the northern and southern lot lines within 3 years of approval of this Conditional Use Permit and Design Review (Condition 13).
- Condition adding no stopping or no parking signs on initial drive entrance.
- Proposed silo may require variance.

Commissioner Hauptmann discussed...

- Zoning of Mr. Gesik's property (northern property) is Suburban Residential by Lane County and southern property (vacant) is Suburban Residential by Lane County.
- Why does City have this strip between two county properties?

PD FarleyCampbell discussed...

- When Marie Covey requested annexation, invitation letter was sent to everyone else along the Highway because sewer was being installed. Claudia Hale and family submitted Petition for Annexation (southern property) and Gesik property (northern property) does not want to annex.
- Anticipated zoning will be Service Industrial.

Chairperson Murphey discussed...

- Intending to use future Spruce Street for trucks instead of Highway 101?

Planner Sheldon discussed...

- If they built an access driveway to Spruce Street, they could. Plan allows for a future driveway on Spruce Street.

PD FarleyCampbell discussed...

- Comp Plan encourages connection to Spruce Street to get traffic off of the Highway. If Spruce Street was in, applicant would be connecting to Spruce Street.

Planner Sheldon discussed...

- Commercial vehicle access is for one sand and gravel truck. Design is not intended for more than one vehicle.
- Condition stating that any driveway access will require consultation with ODOT for access off of Highway 101.

Commissioner Young discussed...

- Screening requirement for Spruce Street.

Planner Sheldon discussed...

- Extending Spruce Street to run along the eastern border or if the property is partitioned, the property owner shall obtain a variance for the setback from Spruce Street and either maintain a visual buffer or improve the building to the standards set forth for non-residential design requirements for commercial buildings.

Commissioner Young discussed...

- Concerned that screening abutting other lots is much, much stricter. Prefer stricter screening be required for residential lots.

PD FarleyCampbell discussed...

- Cement mixing will not be done at this site, just loading of material.

Chairperson Murphey discussed...

- Proposing office building or just a shop? Reasoning for ADA parking?

Planner Sheldon discussed...

- Will be a garage for storage.
- Requirement in industrial parking code that requires two parking spaces and one ADA space.

PD FarleyCampbell discussed...

- Clarifying that building will be used as a shop facility specifically for storing equipment. No employee activities will be conducted in the building.
- Thus, building code does not require installation of a rest room. Applicant is proposing installing a port-a-potty.

Applicants Deacon Matthews and Frank Romero discussed...

- Business concept is where you just pay for the concrete you use.
- Using trucks to service their Sand Ranch subdivision.
- Requesting to reduce parking to one ADA and one alternative space.
- Defining volumetric cement truck – batches cement at customer's site.
- Intending to rehab existing house on property to be used as a rental.
- Proposing 6:00 a.m. opening time for business.
- Sand and gravel will always be sprayed with water, with minimal dust impact.
- Understanding approval as proposed.

Public Testimony: No public testimony received.

Planner Sheldon discussed...

- Parking will be available on both sides of Spruce Street. That parking counts towards business parking requirement.
- Staff recommends approval of conditional use permit with design review subject to conditions.

Public Hearing: Closed at 6:28 p.m.

The Planning Commission discussed...

- Adding additional buffering.
- Reducing parking requirement to one parking space and one ADA space.
- Restricting hours of operation of construction equipment from 10:00 p.m. to 7:00 a.m. due to noise sensitive units.

Action: Approval of the resolution and conditional use permit as discussed with amendments of addition of vegetation when Spruce Street is developed with minimum of 5' width allowing for insurance and 20' height requirement and only one parking space and ADA requirement until Spruce Street is developed.

Motion: Chairperson Murphey  
 Second: Commissioner *(inaudible)*  
 Vote: Unanimous (7-0)

## **REPORT ITEMS**

### **6. PLANNING COMMISSION REPORT & DISCUSSION ITEMS**

Start Time: 6:09 p.m.

Discussion: No discussion.

### **7. DIRECTOR'S REPORT & DISCUSSION ITEMS**

### **Floodplain Amendments**

Amendments to the Florence Realization 2020 Comprehensive Plan and Florence City Code Title 10 to adopt and implement a new FEMA Flood Insurance Study and Flood Insurance Rate Maps.

Start Time: 6:09 p.m.

Discussion: PD FarleyCampbell discussed...

- New FEMA Flood Insurance Study and Insurance Rate Maps.
- Updating of maps.
- Proposed changes affect Florence Realization Comp Plan Chapter 7.
- Minor code amendments related to this.
- 2019 Activity Report sharing building permits up to 58 housing units which is a significant increase.
- An overview of upcoming applications.
- New code enforcement software.
- Code enforcement processing 720 violations in 2019 which is 22% increase over previous year.
- Status of appeal for housing code.
- Update on planner vacancy.

Meeting reopened at 6:57 p.m.

Start Time: 6:57 p.m.

Discussion: PD FarleyCampbell discussed...

- Update on Cannery Station sand management and vegetation clearing.

Meeting adjourned at 7:06 PM.

**ATTEST:**

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John Murphey, Chairperson

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Wendy Farley Campbell, Planning Director