
**City of Florence
Planning Commission Meeting
250 Hwy 101, Florence, OR 97439
June 9, 2020**

Commissioners Present: *(via teleconference)* Chairperson John Murphey, Vice Chairperson Phil Tarvin, Commissioner Brian Jagoe, Commissioner Ron Miller, and Commissioner Sandra Young.

Commissioners Absent: Commissioners Eric Hauptmann and Andrew Miller.

Staff Present: *(in person and via teleconference)* Planning Director Wendy FarleyCampbell, Senior Planner Roxanne Johnston, and Assistant Planner Dylan Huber-Heidorn.

CALL TO ORDER - ROLL CALL - PLEDGE OF ALLEGIANCE

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

2. APPROVAL OF THE AGENDA

Start Time: 5:31 p.m.
Action: Approve agenda as presented.
Motion: Commissioner Ron Miller
Second: Commissioner Brian Jagoe
Vote: Unanimous 5-0

3. APPROVAL OF MINUTES

• **April 14, 2020**

Start Time: 5:33 p.m.
Action: Approve minutes as presented.
Motion: Commissioner Sandra Young
Second: Commissioner Brian Jagoe
Vote: Unanimous 5-0

PUBLIC HEARINGS

4. **RESOLUTION PC 20 20 16 PUD 02 – DevNW Airport Road Final Development Plan for Planned Unit Development (PUD)**
RESOLUTION PC 20 17 SUB 02 – DevNW Airport Road Final Subdivision (SUB) Plat

- Applications from Josh Shafer, Stonewood Construction, on behalf of DevNW for final SUB Plat and PUD Plan approval for the property located at Assessor’s Map 18-12-27-10, Tax Lot 15400, at the SW intersection of Airport Road and Nopal Street. Proposal is located in the High Density Residential District regulated by Florence City Code Title 10, Chapter 10. Applicant received Tentative SUB approval and Preliminary PUD on November 19, 2019.

Start Time: 5:34 p.m.

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

Handouts: Public Hearing Script

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

Public Challenges: No public challenges were received.

Public Hearing: Opened at 5:37 p.m.

Start Time: 5:37 p.m.

Handout: Staff Presentation

Discussion: Senior Planner Roxanne Johnston presented the staff presentation. She presented the staff recommendation that the proposed application meets the requirements of Florence City Code with conditions. SP Johnston outlined the approval conditions as follows...

1. 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. Applicant agreeing to comply with all regulations and requirements of 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 associated Conditions of Approval. Applicant shall submit to the CDD a signed “Agreement of Acceptance” of all conditions of approval prior to issuance of a building permit.
3. Upon encountering any cultural or historic resources during construction, the applicant shall immediately contact the State Historic Preservation Office and the Confederated Tribes of Coos, Lower Umpqua, and Siuslaw

- Indians. Construction shall cease immediately and shall not continue until permitted by either a SHPO or CTCLUSI representative.
4. Amending the Landscaping Plan to (a) include landscaping/irrigation notes for the 10' buffer area between the western property boundary and the parking lot and (b) provide vegetation in Tract C of the proposed development in order to retain the slope. Such vegetation shall be plantings that quickly establish root systems to ensure stability of the slope.
 5. Due to a recent discovery regarding how rooftop drainage is conveyed to Airport Road/15th Street, the stormwater leaving the private on-site facilities shall reflect that it will collect in a facility in the public right-of-way. The applicant shall submit a draft Memorandum of Understanding for responsibility of the surface and subsurface maintenance and future relocation of this private stormwater facility. The CC&R's shall also reflect the responsibility of the future HOA in maintaining the public stormwater facility. Such Memorandum shall be submitted to the Planning Department and recorded with Lane County Deeds and Records.
 6. Then labeling of the recently approved Murrelet Lane name, and to be located in Tract B of the final plat draft, shall be added to the final plat.
 7. Condition 32 in Exhibit "N" addresses capping a sewer lateral: "Locate and cap the two existing sanitary sewers laterals that serviced the former Senior Center and the undeveloped area to the east." Changes to the final plan include reusing the existing sewer lateral located in the undeveloped area to the east. The plans note to cap the sanitary sewer lateral that serviced the former Senior Center. One lateral not referenced in the condition will connect to the sewer main located in the emergency access turnaround at the south end of Nopal Street. The updated plan does not show that these are to be used, so they shall be capped.
 8. The applicant shall have the photometric plans amended to illustrate that lighting remains internal to the development.
 9. Field investigation has changed the requirements of Condition 31, which is outlined in Resolution PC 19 22 PUD 03, Resolution PC 23 SUB 04 and Resolution PC 19 05 CUP, (Exhibit "N"). The following changes shall be noted on the as-built drawings: The proposed fire hydrant is in the correct location, but shall be connected to a new 'T' that will be cut into the existing water main. From the point continuing to the east to the connection for the water main that loops through the development, the contractor shall re-section the water main in order to remove a cross and install a new 'T' and the valve cluster (the three water main line valves). The plans shall be updated and approved by City Staff.
 10. The applicant shall have the final plat draft amended to reflect the location of private stormwater drainage easements as stated in the CC&R's. Additionally, in order to satisfy Condition 38 of Resolution PC 19 22 PUD 03, Resolution PC 23 SUB 04 and Resolution PC 19 05 CUP 01 (Exhibit "N"), the final plat (Exhibit "D") shall describe the areas specifically

reserved as open space and common space, and that residential building/s except for storage are not allowed on Tracts A and C.

Commissioner Brian Jagoe discussed...

- Seeking clarification on drainage system, where water currently goes.
- Concerns about extra runoff from roof drains than current vacant lot where it drains into the sand.

PW Director Mike Miller discussed...

- Storm drainage at 15th Street and Airport Road will convey the same way that it currently is. It will be along the new gutter line.
- Conflict with water line that is too shallow, is to allow roof drainage (infiltration gallery) in the area between the back of the curb and the front of the sidewalk. Street drainage will remain in the street.
- If the roadway is extended or expanded in the future, we will deal stormwater at that time.
- Soils in that area percolate very well. Existing storm facilities immediately infiltrate into the soil.

Commissioner Phil Tarvin discussed...

- Does landscape plan include schedule of planting?

PD Farley Campbell discussed...

- Planting schedule can be added as a condition of approval.

Commissioner Sandra Young discussed....

- Clarification on emergency access. No referral comments from fire department.

SP Johnston discussed...

- No input was received from fire department.
- Area was widened from original plan.
- Blanket easement is called out in the CC&R's.

Applicants Josh Schaefer of Stonewood Construction and Renee Cross of Branch Engineering discussed...

- Mailbox location has been added to plan.
- Stormwater is a blanket easement which covers the entire tract.
- Requested clarity on CC&R's.
- Condition 11 regarding the water main, requested design changes have been made and have added construction to the late addition plans sent to the City.
- Lighting plan that shows a demarcation of different lighting levels has been sent to Planner. Going from two-foot candles in the parking area to zero light ten feet area at the property line is a difficult standard to meet. Light fixtures do have a shield. Hoping Planning Commission will empower staff

to work with us on this plan to determine compliance and not needing to bring back to Planning Commission for another review. Requesting direction for how to balance minimum two-foot candle requirement and the request not to allow light across the property line.

- Condition 7 regarding sewer line, intent is to utilize existing lateral line sewer line or to cap them.
- The houses on the west side that could be affected by lighting, the light poles are twenty feet tall. Light poles will be well below the neighboring windows to the west. Specified fixture allows for shielding. Confident that there won't be any lighting impact on the western neighbors while maintaining the minimum foot candle for the parking and driveway areas.
- Regarding Condition 10, the non-profit attorney is addressing the stormwater right-of-way conditions in the CC&R's.
- Modifying landscaping drawings to propose a location appropriate blown in seeded compost mix to apply a slope stabilizing grass. Intent is not to irrigate. Seed mix has been recommended by Lane Forest Products as a no mow, wild slope stabilizing grass to be seeded no later than October 15, 2020. In the interim, a thick layer of mulch ground from the clearing has been applied for retaining the slope.
- Landscape plan provides for nicely appointed landscape of lawn, community garden, and playground areas.
- Understanding approval as proposed.

Public Testimony: None

SP Johnston discussed...

- Staff recommends approval to conditions rewording the condition regarding structures on Tract C to not include residences but storage buildings; and the landscaping plan on timeline of applicant's timeline.

Public Hearing: Closed at 6:45 p.m.

The Planning Commission discussed...

- No discussion.

Action: Approval of the resolution and Phase 2 Site Investigation Report as modified with conditions as stated by staff to require lighting on the west side of the parking lot be installed so that no light shines into adjacent properties including the words "are not allowed" in Condition 10.

Motion: Commissioner Tarvin

Second: Commissioner Ron Miller

Vote: Unanimous (5-0)

REPORT ITEMS

5. REPORT & DISCUSSION ITEMS

- Planning Commission's Report and Discussion Items
- Director's Report and Discussion Items

Start Time: 6:51 p.m.

Discussion: The Planning Commission discussed...

- No discussion.

Start Time: 6:51p.m.

Discussion: PD Farley Campbell discussed...

- Representative from Department of Land Conservation and Development (South Coast representative) is watching the meeting to see how Planning Commission handles public hearings.
- City consented to extension request submitted by Ms. Brenda Gilmer for LUBA appeal. Appeal was for Housing Code update.
- Requesting availability for go-to-webinar training to have video feed for public hearings.
- New flood maps are available and effective June 5th.

6. PLANNING COMMISSION CALENDAR

Start Time: 6:55 p.m.

Discussion: The Planning Commission discussed...

- Upcoming Planning Commission meetings and agenda items.

Comments: All Commissioners present.

Meeting adjourned at 6:55 p.m.

ATTEST:

John Murphey, Chairperson

Wendy Farley Campbell, Planning Director