*This document is supplemented by agenda packet materials and electronic audio recording of the meeting. These supplemental materials may be reviewed upon request to the City Recorder.*

## City of Florence

# Planning Commission Meeting Minutes

# 250 Hwy 101, Florence, OR 97439

# June 14, 2022

Commissioners Present: Chairperson Phil Tarvin, Commissioner Eric Hauptman, Commissioner Andrew Miller, Commissioner John Murphey, and Commissioner Clare Kurth.

Commissioners Absent: Commissioner Ron Miller. Vice-Chairperson Sandi Young arrived at 5:45 p.m. *(via Videoconference)*.

Staff Present: Planning Director Wendy FarleyCampbell, Management Analyst Peighton Allen, and Planning Technician Sharon Barker.

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

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

###### 1. APPROVAL OF THE AGENDA

Start Time: 5:31 p.m.

Action: Approve agenda as presented.

Motion: Commissioner Murphey

Second: Commissioner Andrew Miller

Vote: Unanimous 5-0

###### 2. APPROVAL OF MINUTES

* February 22, 2022

Start Time: 5:32 p.m.

Action: Approve minutes with noted correction of the word ‘bold’ to ‘bond.’

Motion: Commissioner Andrew Miller

Second: Chair Tarvin

Vote: Unanimous 5-0

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

Start Time: 5:33 p.m.

Commenter 1: Michael Allen – Florence, OR

Handout: Speaker’s Card and Written Comments

Discussion: Mr. Allen discussed...

* Planning Commission taking a lead role in making our city a climate city.

###### 4. Work Plan Item: Title 4 Chapter 6 Vegetation Preservation

* Staff introduces topic
* Sub-committee Update and Planning Commission Input
* Public Input Session
* Closing Remarks

Start Time: 5:38 p.m.

Handout: Staff Presentation

Discussion: PD FarleyCampbell presented the topic recap.

Start Time: 5:43 p.m.

Discussion: Chairperson Tarvin presented the Staff Presentation and discussed...

* Requesting community input from residents and businesses.
* Florence City Code 4-6 first round modifications.
* Develop native vegetation replanting and soil remediation/guidelines.
* Develop permit application guidelines/requirements for inventory of pre-existing native vegetation.
* Develop guidelines/requirements for clearing vegetation to control trespassing and camping.

Discussion: The Planning Commission discussed...

* Making guidelines and penalties clearer.
* Importance to have the ability to enforce guidelines/requirements.
* Using Police Auxiliary in place of Code Enforcement Officer to deal with mundane issues.
* Suggesting survey/review of property before issuing permit in order to know what is in place on property before allowing clearing.
* Making penalties stronger.
* Using drones to provide overview of properties.
* Looking to accomplish receiving enough information from the public and Planning Commission to get a sense for the first draft of this Vegetation Preservation.

Comments: All Commissioners present.

Discussion: Staff discussed...

* Requiring Notice to Proceed before bringing equipment on site.
* Revamping penalties.
* Other communities have code enforcement staff assigned for general code enforcement and the Building and Planning divisions have their own Code Enforcement staff.
* Understanding the definition of normal clearing/trimming.
* Addressing hazard trees in the code.
* Addressing mowing of shrubs.
* Requiring noxious weed abatement.
* Flagging preservation areas.
* Understanding Forest Clearing permits.
* Instances of clearing being done before obtaining permit; needs instant penalty/fine.

Comments: PD FarleyCampbell and PT Barker.

Action: Planning Commission to give consensus to subcommittee to move forward with preliminary draft and take into consideration Planning Commission comments.

Motion: Commissioner Murphey

Vote: Unanimous 5-0

Discussion: Staff discussed...

* Videos of meetings are posted the morning after meeting and can be viewed for reviewing comments and suggestions given during meeting.

Comments: PT Barker.

Start Time: 6:33 p.m.

Commenter 1: Michael Allen – Florence, OR

Discussion: Mr. Allen discussed...

* Native vegetation that supports wildlife.
* Difficulty of removing noxious plants such as Scotch broom and blackberries.
* People dumping on vacant properties, example 35th Street and Rhododendron Drive.

Start Time: 6:40 p.m.

Commenter 2: Ivy Medow – Florence, OR

Discussion: Ms. Medow discussed...

* Using existing vegetation as sound barriers for new developments instead of removal.
* Using trees to provide windbreaks and shade.
* Thinking ahead before removing vegetation.
* Scotch broom removal.

Start Time: 6:33 p.m.

Commenter 3: Fire Marshall Tony Miller – Florence, OR

Discussion: Fire Marshall Miller discussed...

* Increase in call volume to warming and unattended cooking fires in uninhabited areas.
* 50-60 annual complaints about fire danger.
* Working with local authorities including the Forest Service and local code enforcement.
* Fire season is starting earlier than in previous years.
* Understanding potential of wildfires.
* Utilizing Lane County Fire Wise.

**5.** **REPORT & DISCUSSION ITEMS**

* Planning Commission’s Report & Discussion Items
* Director’s Report & Discussion Items

Start Time: 6:54 p.m.

Discussion: Planning Commission discussed...

* Thanking all contributors for their ideas and suggestions.

Comments: All Commissioners present.

Start Time: 6:54 p.m.

Discussion: PD FarleyCampbell discussed...

* Attending Police Chief Turner’s memorial service.
* Officers from all over the state participated to honor former Lane County Sheriff and Florence Police Chief Turner.
* Upcoming HIP SAT meeting at the Florence Events Center.
* Notice to proceed for updating Transportation System Plan (TSP).
* Utilizing contract personnel for planning assistance and in process for hiring a planner.

Comments: All Commissioners Present

Discussion: Planning Commission discussed...

* Appointing Commissioners Kurth, Murphey, and Andrew Miller to Short Term Rentals Ad-Hoc Committee.

Comments: All Commissioners Present.

**6. PLANNING COMMISSION CALENDAR**

Start Time: 7:05 p.m.

Discussion: The Planning Commission discussed...

* Upcoming Planning Commission meetings and agenda items.

Comments: All Commissioners present.

Meeting adjourned at 7:05 PM.

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**ATTEST:** Sandi Young, Vice-Chairperson

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Sharon Barker, Planning Technician