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**City of Florence**  
**Planning Commission Meeting**  
**250 Hwy 101, Florence, OR 97439**  
**June 22, 2021**

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

Chairperson Phil Tarvin called the meeting to order at 5:30 PM.

Commissioners Present: (via videoconference) Chairperson Phil Tarvin, Vice Chairperson Sandy Young, Commissioner John Murphey, Commissioner Eric Hauptman, Commissioner Ron Miller, Commissioner Andrew Miller. Commissioner Jagoe approved absence

Staff Present: (via videoconference) Planning Director Wendy FarleyCampbell, Senior Planner Roxanne Johnston, Assistant Planner Dylan Huber-Heidorn, and Planning Technician Sharon Barker

At 5:30 PM, Chair Tarvin opened the meeting and Barker did a Roll call. All members were present except for Commissioner Jagoe with an excused absence. Commissioner Murphey led the salute to the Flag.

**1. APPROVAL OF THE AGENDA**

Start Time: 5:31PM

Action: Approved

Motion: R. Miller

Second: Comm. Hauptman

Vote: 6-0

There was no discussion on the agenda and it was approved unanimously.

**2. APPROVAL OF THE MINUTES OF May 25, 2021**

Start Time: 5:32

Action: Approved, with no changes proposed

Motion: Commissioner Murphey

Second: Vice Chair Young

Vote: 6-0

**3. PUBLIC COMMENTS FOR ITEMS NOT ON THE AGENDA**

No Speaker's cards were received nor public comments made. Chairperson Tarvin asked if any member wished to disclose a conflict of interest. No conflict of interest, ex-parte contacts nor biases were declared by any of the Commissioners. No ex-parte conflicts nor potential biases were provided.

4. **Resolutions PC 21 09 ANN 03 & PC 21 10 ZC 03 – Rannow Arch Street Annexation and Zone Change:**

Request from Bob Rannow to annex approximately .27 acres of property and apply a City of Florence zoning designation to annexed lands. The applicant's proposal consists of annexing property described as Assessors Map No. 18-12-04-13, Tax Lots 03103 and 03104. Public right-of-way would also be annexed, including portions of Falcon Street, Arch Street, and 2nd Avenue. The property is located in Block 26, Lots 7 and 8, of the Heceta Beach subdivision, at the southeast corner of the intersection of Arch St. and 2nd Avenue. The property and right-of-way are proposed to be zoned Medium Density Residential (MDR), with a portion of Falcon St. to be zoned Commercial and a portion of Arch St. to be zoned Open Space.

**Motion to approve postponement.**

**Chair:** City staff have requested the hearing be postponed until July 13, 2021. Do I have a motion to postpone the hearing for Resolutions PC 21 09 ANN 03 and PC 21 10 ZC 03?

Start Time: 5:37 PM

End Time: 5:39

Action: Motion Carried

Motion: Vice-Chair Young

Second: Commissioner Murphey

Vote: 6-0

5. **Resolution PC 21 11 EAP 01– Robbie Wright Request for Extension:** The Planning Commission will deliberate a request by Robby Wright, representing Stonefield Investments, LLC, for a one-year extension to the approval of AR 20 01 DR 01, which was to expire March 20, 2021. AR 20 01 DR 01 was conditionally approved on March 20, 2020, proposing construction of a two-story warehouse and office building on the subject property located at 3115 Kingwood Street, Florence, Map # 18-12-22-13, Tax Lot 400. The property is zoned Pacific View Business Park (PVBP) and designated on the Florence Comprehensive map as Business/Industrial Park.

Chair Tarvin opened the public hearing for Item 5 at 5:54 PM. Johnston provided the AIS overview on this discussion item and explained that an extension is a Type III procedure. The hearing notice was mailed and the property posted June 2<sup>nd</sup>, and referrals sent June 4. The media notice was posted June 5<sup>th</sup>. A one-time one-year extension is allowed per FCC 10-6-11. An aerial photo of the site was displayed. There was no public testimony received to date on this application. Johnston discussed the referral comments provided by the Oregon Department of Aviation. The request for an extension met the criteria for an extension as the request was made in writing prior to the expiration of the original approval. Additionally, Johnston explained, there are special and unusual circumstances that warranted an extension, being the Covid-19 pandemic, and there were no material changes of surrounding land uses or zoning. Johnston explained that the City Council had passed Ordinance No. 11, Series 2021 which provides a one-year automatic extension to certain land use decisions due to the Covid-19 pandemic and wildfire impacts on supply and demand issues. In combining this one-year extension and the Planning Commission's decision for an extension, the applicant would be provided a two-year extension in total.

Johnston recommended approval of the application with the following conditions outlined in Resolution PC 21 11 EAP 01: Any modification will require approval and submittal of Agreement of Acceptance prior to issuance of building permit. The applicant is to abide by applicable conditions of AR 20 01 DR 01 and this extension of approval shall expire one year after the final date of the extension by Ord. No. 11 Series 2021, ending on June 21, 2023. Modifications will need to be made to application AR 20 01 DR 01 due to an error in the packet, they will remove language in PC 21 11 EAP 01 findings and resolution related to Conditional Use Permit. There is no Conditional Use permit needed in this process. There were no questions

Commissioner Murphey motioned to approve the extension of Resolution PC 21 11 EAP 01, Commissioner Ron Miller Seconded.

Start Time: 5:40 PM  
End Time: 5:54  
Closed hearing: 5:56

Motion: Vice-Chair Young  
Second: Commissioner Murphey  
Vote: 6-0  
Action: Motion Carried

Applicant Robbie Wright was available via teleconference he said that he did not have any comments and that he had read and understood the application packet. He waived his right to hold the meeting open for an additional 7 days.

6. **WORKPLAN RECOMMENDATION & PRIOR YEAR ACTIVITIES REPORT**  
**Review DRAFT of work plan and Prior Year**

Chair: City staff states the City Council have moved this item to their August meeting and staff requests this item be carried over to July 13<sup>th</sup> to allow more time to prepare materials for Planning Commissions review, discussion and ultimate recommendation to Council.

There was no discussion.

Vote Workplan Recommendation moved to July 13, 2021 meeting.

Motion: Commissioner Murphey  
Second: Vice-Chair Young  
Vote: 6-0  
Action: Motion Carried

7. **Report ant Discussion items:**

FarleyCampbell explained that the work plan priorities would be brought to the City Council in August so that committees would have time to prioritize their year one items.

FarleyCampbell said that staff is currently working through 21 applications and touched on what those are and what applications could be upcoming.

FarleyCampbell provided information regarding the resignation of Commissioner Brian Jagoe. Vice Chair Young said she would like a card sent to Commissioner Jagoe thanking him for all the work that he has done on the Planning Commission. Chair Tarvin asked Vice Chair Young to draft a note; she said she would. FarleyCampbell said that she will provide Commissioner Jagoe's contact information.

A date was set for the tree planting honoring Michael Titmus, scheduled for Saturday 26, 2021 at 10:00 in Miller Park.

**8. Planning Commission Calendar:**

FarleyCampbell relayed future meeting items.

For July 13, 2021 the Planning Commission will be hearing the Driftwood Shores variance, application for Rannow Annexation and Zone change for PC 21 09 ANN 03 & PC21 10 ZC 03 and also the 2021/2023 City work plan memo FarleyCampbell will have prepared and drafted for the Commission. It will have Planning Commission priorities that were provided to staff at the workshop on June 8, 2021.

On July 27, she explained, the Driftwood Shores variance and Cannery Station extension request and plat could be reviewed.

Johnston commented that City Hall is now open to the public. The City is not having open meetings yet but City Hall is now open.

The meeting adjourned at 6:10 PM.

**ATTEST:**

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Phil Tarvin, Chairperson

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Sharon Barker, Planning Technician