

---

**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 35<sup>th</sup> 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.

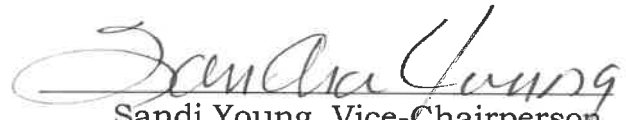
Discussion: The Planning Commission discussed...

- Upcoming Planning Commission meetings and agenda items.

Comments: All Commissioners present.

Meeting adjourned at 7:05 PM.

**ATTEST:**

  
Sandi Young, Vice-Chairperson

  
Sharon Barker, Planning Technician