



**City of Florence
Planning Commission
Regular Session**
Florence City Hall
250 Hwy101
Florence, OR 97439
541-997-8237
www.ci.florence.or.us

Meeting materials including information on each agenda item are published at least 24 hours prior to the meeting and can be found at the City of Florence website at <https://www.ci.florence.or.us/calendar>

To be notified of Planning Commission meetings via email, please visit the City's website at <http://www.ci.florence.or.us/newsletter/subscription>

January 28, 2025

AGENDA

5:30 p.m.

Commissioners:

Debbie Ubnoske, Chairperson
Laurie Green, Vice Chairperson – Eric Hauptman, Commissioner
Renee LoPilato, Commissioner – Sandra Young, Commissioner

In addition to attending in person, members of the public can listen and view the meeting through the 'GoToWebinar' platform at the following link: <https://attendee.gotowebinar.com/register/8313550798944650325>. Meetings are also shown live on Cable Channel 191 and online at <https://www.ci.florence.or.us/citymanager/public-meetings-live>. With 48-hour prior notice, an interpreter and/or TTY can be provided for the hearing impaired. These services may not be available during meetings but may occur as a follow-up service. To arrange for these services, contact the Community Development Department at 541-997-8237. The meeting is wheelchair accessible.

CALL TO ORDER – ROLL CALL – PLEDGE OF ALLEGIANCE

1. APPROVAL OF THE AGENDA

2. APPROVAL OF THE MINUTES: August 8, 2023 & August 22, 2023

3. PUBLIC COMMENTS – *Items not on the agenda.*

This is an opportunity for members of the audience to bring to the Commission's attention any item not otherwise listed on the agenda. *Please see page two of the agenda for methods to provide comments on items not on the Planning Commission agenda.*

ACTION ITEM:

4. Voting on Public Testimony Time Limit: Voting on Changing the Public Testimony Time Limit from 3 Minutes to 5 Minutes.

PUBLIC HEARINGS:

5. **RESOLUTION PC 24 27 PUD 01– Elm Park PUD & PC 24 28 SUB 01 Elm Park Replat:**

The PUD proposal and replat applications consist of combining the 20 existing lots in Block 57 into three and forming a Planned Unit Development consisting of 32 affordable housing units and an early learning facility with associated parking, landscaping, stormwater management, open space, and recreation space. The proposal includes reduced setbacks, modifying buffering requirements, and establishing a preference for families earning up to 60% of the area median income. The development is proposed for 1.47 acres of property as shown on the Lane County Assessor's Map Ref 18-12-27-31, Tax Lots 01100 and 01200, located on near Greenwood St. between 10th and 11th Sts.

*Planning Manager
Jacob Foutz*

6. **RESOLUTION PC 24 38 DR 12 Early Learning Facility:** The Design review application consists of constructing an early learning facility with associated parking, landscaping, and stormwater management. The development is proposed to be located northwest of the intersection of Greenwood and 10th Sts. as shown on the Lane County Assessor’s Map Ref 18-12-27-31, Tax Lot 01100.

*Planning Manager
Jacob Foutz*

7. **RESOLUTION AR 24 04 DR 03 Apartments:** The Design review application consists of constructing 32 affordable housing units in 5 buildings with associated parking, landscaping, stormwater management, open space, and recreation space. The development is proposed to be located southwest of the intersection of the Greenwood and 11th Sts. as shown on the Lane County Assessor’s Map Ref 18-12-27-31, Tax Lots 01100 and 01200.

*Planning Manager
Jacob Foutz*

8. **REPORT & DISCUSSION ITEMS:**

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

*Community Dev. Dir.
Wendy FarleyCampbell*

PLANNING COMMISSION CALENDAR

Date	Time	Description
February 11, 2025	5:30 PM	Regular Session
February 25, 2025	5:30 PM	Regular Session
March 11, 2025	5:30 PM	Regular Session

9. **ADJOURN**

Citizens wishing to view the meeting may do so through the following options:

1. Attend in person at Florence City Hall – 250 Hwy 101, Florence, OR 97439.
2. Watch live online via GoToWebinar here: <https://attendee.gotowebinar.com/register/8313550798944650325>
3. Watch replay and online at the City’s [Vimeo Site](#).
4. Watch live and replay on Charter Cable Channel 191.
5. Watch live and replay online via Campbell Productions at <http://video.ibm.com/channel/Hjzx9zagzZc>

Public Hearing Participation: Citizens wishing to express their views and provide testimony for a public hearing must do so in one of the following ways:

- (1) Submit written comments via email to the Community Development Department at planningdepartment@ci.florence.or.us.
 - (2) Mail written comments to Florence City Hall, Attn: Planning Commission, 250 Hwy 101, Florence, OR 97439. **
 - (3) Drop off written comments to the City of Florence drop box located at Florence City Hall (250 Hwy 101) to the right of the main entrance. **
 - (4) Provide written testimony submitted in-person at the hearing. **
- Note: Written testimony not submitted at the hearing must be received at least 2 hours prior to the meeting (January 28, 2025 at 3:30 p.m.) in order to be distributed to the Planning Commission, posted to the City of Florence website, and made part of the record.
- (5) Provide verbal testimony at the hearing either in person or via GoToWebinar. If participating remotely please complete a speaker’s card request in person or online at <https://www.ci.florence.or.us/bc-pc/request-address-planning-commission-speakers-card> at least 1 hour prior to the meeting (January 28, 2025). Staff will contact the speaker to let them know the process to participate in the meeting. Verbal comments will be allowed on public hearing items after staff has given their report and have allowed time for initial Commission questions.

Public Comments for Items not on the Agenda:

Citizens wishing to express their views during “Public Comments” may do so following the procedures above.

Speaking time limits:

1. **Public Comments on items *not* on the agenda:** General public comments (on items not on the Planning Commission agenda) will be allowed at each Planning Commission meeting during the public comment agenda item. Comments will be limited to three (3) minutes per person, with a maximum of 15 minutes for all items. In practicality, this means no more than five (5) individuals will be allowed to comment verbally. There is no limit on written public comments.
2. **Public Hearing Testimony:** Testimony on public hearing items will be allowed when a public hearing is held. Testimony will be limited to three (3) minutes per person, with no limit to the number of speakers.
3. **Public Comments on Action Items:** Public Comments will be allowed on each action item on the Planning Commission agenda, except for land use decisions for which the public hearing is closed. Verbal comments will be allowed on action items after staff has given their report and have allowed time for initial Commission questions. Comments will be limited to three (3) minutes per person, with a maximum of 15 minutes for all comments on each action item. In practicality, this means no more than five (5) individuals will be allowed to comment verbally. There is no limit on written public comments.

PUBLIC HEARING PROCEDURE

The Planning Commission must make its decision based on facts. Prior to the hearing, staff will identify the applicable substantive criteria which have also been listed in the staff report. These are the criteria the Planning Commission must use in making its decision. All testimony and evidence must be directed toward these criteria or other criteria in the Plan or Land Use Regulations which you believe applies to the decision per ORS 197.763 (5). Failure to raise an issue accompanied by statements or evidence sufficient to afford the Planning Commission and parties involved an opportunity to respond to the issue may preclude an appeal based on that issue. Prior to the conclusion of the initial evidentiary hearing, any participant may request more time to present additional evidence, arguments or testimony regarding the application.

- A. Open Hearing
 - *Planning Commissioners declare any conflicts of interest, bias, ex-parte contacts and site visits.*
 - *Public may challenge a commissioner's impartiality in making the decision.*
- B. Staff Report
- C. Applicant's Testimony
- D. Testimony

The Planning Commission will hear testimony from those in favor of the proposal, those against the proposal, and those that are neutral but have a comment. Copies of written testimony submitted for the hearing have been distributed to the Planning Commission. When testifying, if someone has made statements with which you agree, just state that you agree with those comments. You do not need to restate the previous comments.

 - Proponents
 - Opponents
 - Neutral – Interested Persons
 - Rebuttal from Applicant
- E. Staff Response and Recommendation
- F. Applicant Accept or Waive Final Written Argument
- G. Close Hearing
- H. Commission Deliberation - Direction to Staff or Decision
- I. 1st and 2nd on Motion
- J. Applicant's Opportunity to Respond to any New Conditions of Approval
- K. Discuss and Vote on Motion