



# PLANNING COMMISSION



PLANNING COMMISSION MEETING  
JANUARY 28, 2025



# PLANNING COMMISSION



**CITIZENS WISHING TO EXPRESS THEIR VIEWS MAY SUBMIT COMMENTS IN WRITING.**

**FOR MORE INFORMATION, VISIT THE CITY OF FLORENCE WEBSITE AT:**

[BIT.LY/FLORENCEPCSPEAKERS](https://bit.ly/florencepcspeakers)

CALL [541-997-8237](tel:541-997-8237)

OR EMAIL [PLANNINGDEPARTMENT@CI.FLORENCE.OR.US](mailto:planningdepartment@ci.florence.or.us)





# PLANNING COMMISSION



# ROLL CALL



# PLEDGE OF ALLEGIANCE





# PLANNING COMMISSION



# APPROVAL OF THE AGENDA



# PLANNING COMMISSION



# PUBLIC COMMENTS





WRITTEN COMMENTS:

EMAIL TO [PLANNINGDEPARTMENT@CI.FLORENCE.OR.US](mailto:PLANNINGDEPARTMENT@CI.FLORENCE.OR.US)

MAIL TO FLORENCE CITY HALL, ATTN: PLANNING COMMISSION, 250 HWY 101, FLORENCE, OR 97439

DROP OFF AT FLORENCE CITY HALL (250 HWY 101) DROP BOX  
*(TO THE RIGHT OF THE MAIN ENTRANCE)*

NOTE: COMMENTS MUST BE RECEIVED AT LEAST 2 HOURS PRIOR TO START OF MEETING.

COMMENTS DISTRIBUTED: TO PLANNING COMMISSION, POSTED TO CITY OF FLORENCE WEBSITE, AND MADE PART OF THE RECORD. (1 HOUR PRIOR TO MEETING)

VERBAL COMMENTS:

SPEAKER'S CARD: COMMENTERS MUST COMPLETE A SPEAKER'S CARD AVAILABLE ONLINE AT [HTTPS://WWW.CI.FLORENCE.OR.US/BC-PC/REQUEST-ADDRESS-PLANNING-COMMISSION-SPEAKERS-CARD](https://www.ci.florence.or.us/bc-pc/request-address-planning-commission-speakers-card)

NOTE: CARDS MUST BE RECEIVED AT LEAST 1 HOUR PRIOR TO MEETING START

TIME LIMITS: GENERAL COMMENTS (NOT A PUBLIC HEARING) ARE LIMITED TO 3 MINUTES PER PERSON, WITH A MAXIMUM OF 15 MINUTES FOR ALL ITEMS.

**PUBLIC COMMENTS –  
3 MINUTE COUNT DOWN TIMER**

**2 Minutes Left**

**1 Minute Left**

**30 Seconds Left**

**Time is Complete**





# PLANNING COMMISSION



**VOTING ON PUBLIC TESTIMONY TIME LIMIT**



# PLANNING COMMISSION



# PUBLIC HEARING PROCESS



# PUBLIC HEARING PROCESS



1. PUBLIC HEARING PROCESS READING
2. PLANNING COMMISSION DECLARATIONS
3. STAFF REPORT & QUESTIONS
4. PUBLIC HEARING

*SPEAKERS WILL BE CALLED IN THE FOLLOWING ORDER: APPLICANT, THEN EACH APPELLANT, THEN IN ALTERNATING ORDER PROPONENTS, OPPONENTS, AND THEN ALL THOSE THAT ARE NEUTRAL.*

5. STAFF RESPONSE & PLANNING COMMISSION QUESTIONS
6. APPLICANT RESPONSE
7. DECISION TO CLOSE OR LEAVE OPEN PUBLIC HEARING



# PLANNING COMMISSION



# PUBLIC HEARING





# PLANNING COMMISSION



**RESOLUTIONS PC 24 27 PUD 01  
PC 24 28 SUB 01**

# Elm Park Planned Unit Development (PUD) & Replat(SUB)

...

**PC 24 27 PUD 01**

**PC 24 28 SUB 01**



# ORS 197A.460

- **197A.460 Residential use of commercial lands for affordable housing. (1)**  
Notwithstanding an acknowledged comprehensive plan or land use regulations, within an urban growth boundary a local government shall allow, on lands zoned to allow only commercial uses and not industrial uses, the siting and development of:
  - (a) Residential structures subject to an affordable housing covenant as provided in ORS 456.270 to 456.295 making each unit affordable to a household with income less than or equal to 60 percent of the area median income as defined in ORS 456.270; or
  - (b) Mixed use structures with ground floor commercial units and residential units subject to an affordable housing covenant as provided in ORS 456.270 to 456.295 making the properties affordable to moderate income households, as defined in ORS 456.270.
- (2) The local government may only apply those approval standards, conditions and procedures under ORS 197A.200 and 197A.400, that would be applicable to the residential zone of the local government that is most comparable in density to the allowed commercial uses.

# ORS 329A.440

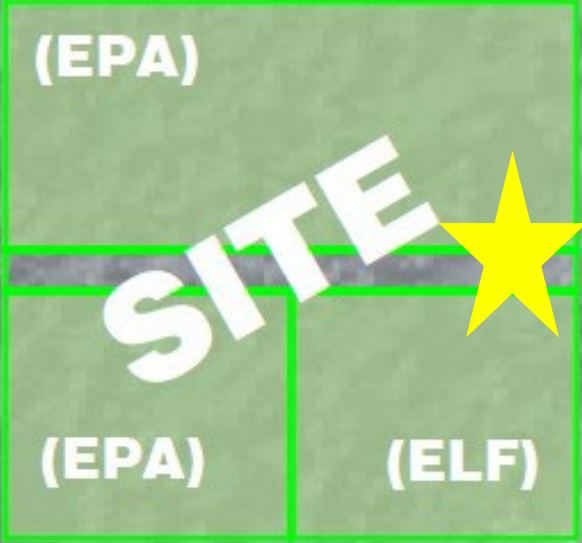
As updated in 2021, ORS329A.440 requires local jurisdictions to allow child care more broadly in residential, commercial, and industrial zones:

- Requires local governments to allow child care centers as a permitted use in all areas zoned for commercial or industrial use, except areas specifically designated by the local government for heavy industrial use.
- Prohibits local governments from imposing land use regulations, special fees, or conditions on the establishment or maintenance of a child care facility in an allowed zone if they are more restrictive than those imposed for other uses in the same zone. Notwithstanding this clause, the statute allows counties to impose “reasonable conditions” on the establishment of family child care homes in farm zones.



# Aerial of Site





**Greenwood Street**

**9th Street**



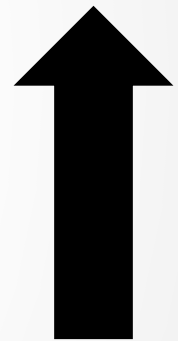


# Site Zoning



## 10-25-4: DEVELOPMENT STANDARDS:

- A. Minimum lot area: The minimum lot area shall be 15,000 square feet.
- B. Minimum lot dimensions: The minimum lot width shall be 100 feet.
- C. Minimum residential density achievable through a planned unit development (PUD).
  - 1. Five (5) dwelling units per acre.
  - 2. Minimum lot size for PUD is one acre.



N



Open Space



Professional Office/  
Institutional

# Preliminary PUD & Replat Criteria

## **Title 10: Zoning Regulations**

- Chapter 1: Zoning Administration, Sections 1-4, 1-5, & 1-6-3
- Chapter 3: Off-Street Parking, Section 3, 4, 5, 8, 9, & 10
- Chapter 7: Special Development Standards, Section 4
- Chapter 10: Residential Districts, Sections 2, 4, 5, & 9
- Chapter 23: Planned Unit Development, Sections 2, 4, 5, 6, & 11 through 14
- Chapter 34: Landscaping, Section 2 through 5
- Chapter 35: Access and Circulation, Sections 2 through 3
- Chapter 36: Public Facilities, Sections 2 through 9
- Chapter 37: Lighting, Sections 2, 3, 4B, & 5R

## **Title 9: Utilities**

- Chapter 5: Stormwater Management, Sections 1 through 7

## **Title 11: Subdivision Regulations**

- Chapter 3: Subdivision Tentative Plan Procedure

# Timeline

- **June 26, 2024** – Pre-Application Meeting for all four applications
- **July 31, 2024** – PUD and Replat Application Submitted
- **September 1, 2024** – EPA and ELF Design Reviews submitted
- **September 13, 2024** – NOIC Issued for PUD and Replat
- **September 26, 2024**– Applicant Response to NOIC for PUD and additional materials submitted
- **October 18, 2024** – NOIC for Replat and EPA Design Review
- **October 21, 2024** – NOIC for ELF Design Review
- **November 1, 2024** – Applicant Response to NOIC for Replat, EPA, and additional materials submitted
- **November 4, 2024** – Applicant Response to NOIC for ELF and additional materials for Design Review submitted
- **November 26, 2024** – All four are deemed complete. 120-day timeline starts
- **December 6, 2024** – Additional materials for PUD
- **December 17, 2024** – Planning Commission Hearing for all four applications
- **January 28, 2025** – Date applications were continued to
- **March 26, 2025** – 120-day timeline ends



# Planned Unit Development 10-23-5H

The project shall meet the development standards for the underlying zone including but not limited to height, density, coverage, setbacks, lot area. However, the applicant may propose modifications to those standards as part of the PUD application without the need for a separate variance of adjustment application subject to FCC 10-5. For all proposed modifications, the applicant shall submit application and show how the proposed modification achieves the following:

1. High quality building design using of Old Town and Mainstreet Architectural Standards or higher standard.
2. Incorporation of unique land forms into the final PUD design
3. More recreation space than the minimum required.
4. On-site amenities reflecting the value for both active and passive recreational facilities.
5. Natural resource protection, where identified as part of a preliminary site investigation report.
6. A mix of dwelling unit types and densities.
7. A mix of residential, commercial, and recreational uses, where zoning permits.

# PUD Modifications Requested

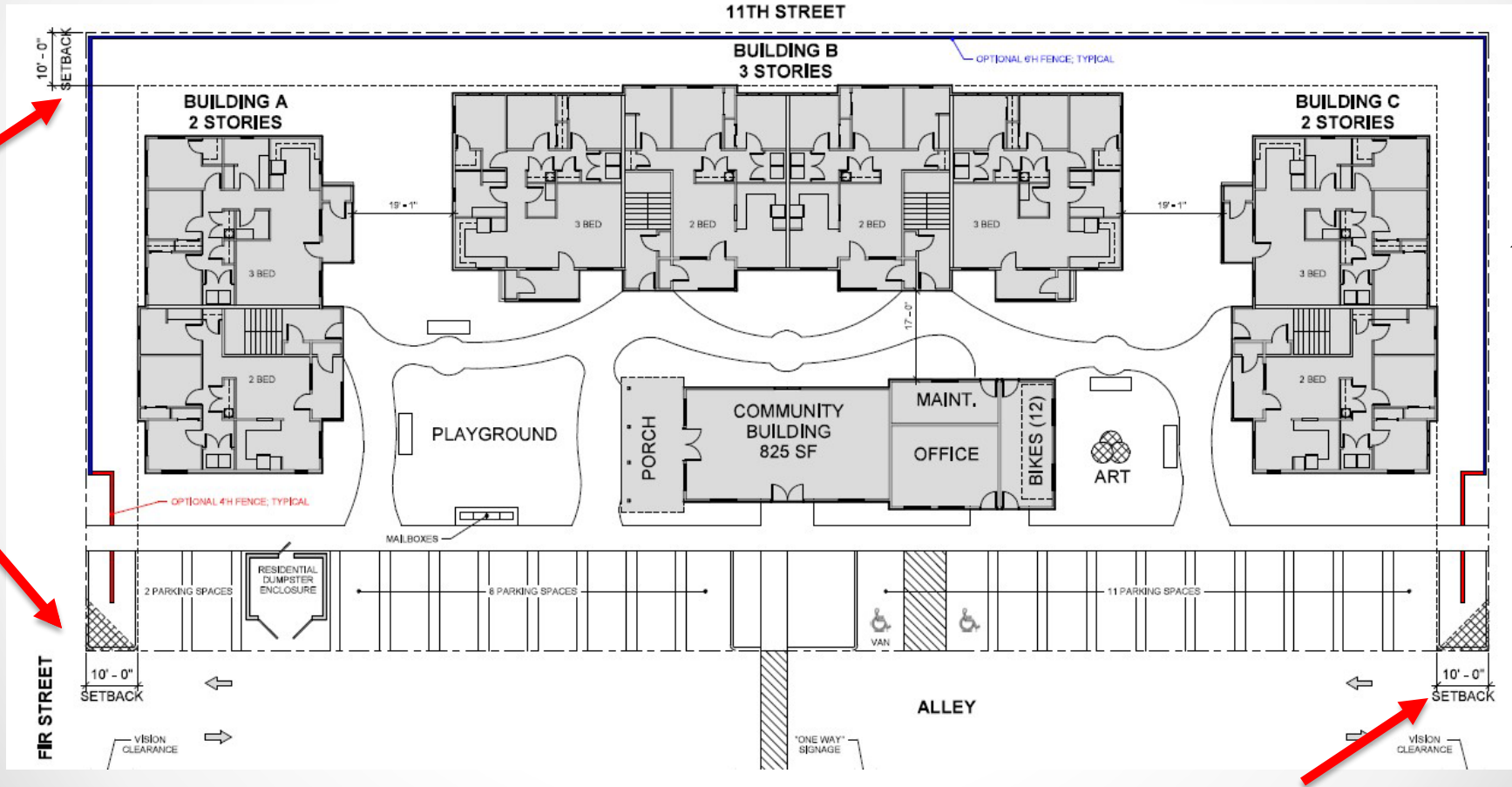
- Setback Reductions
- Building Orientation
- Wall/Fence Heights
- Open Space Reduction
- Buffering and Screening
- Riparian Buffer
- Parking Reduction
- Lighting Standards

# 1. Setback Reduction

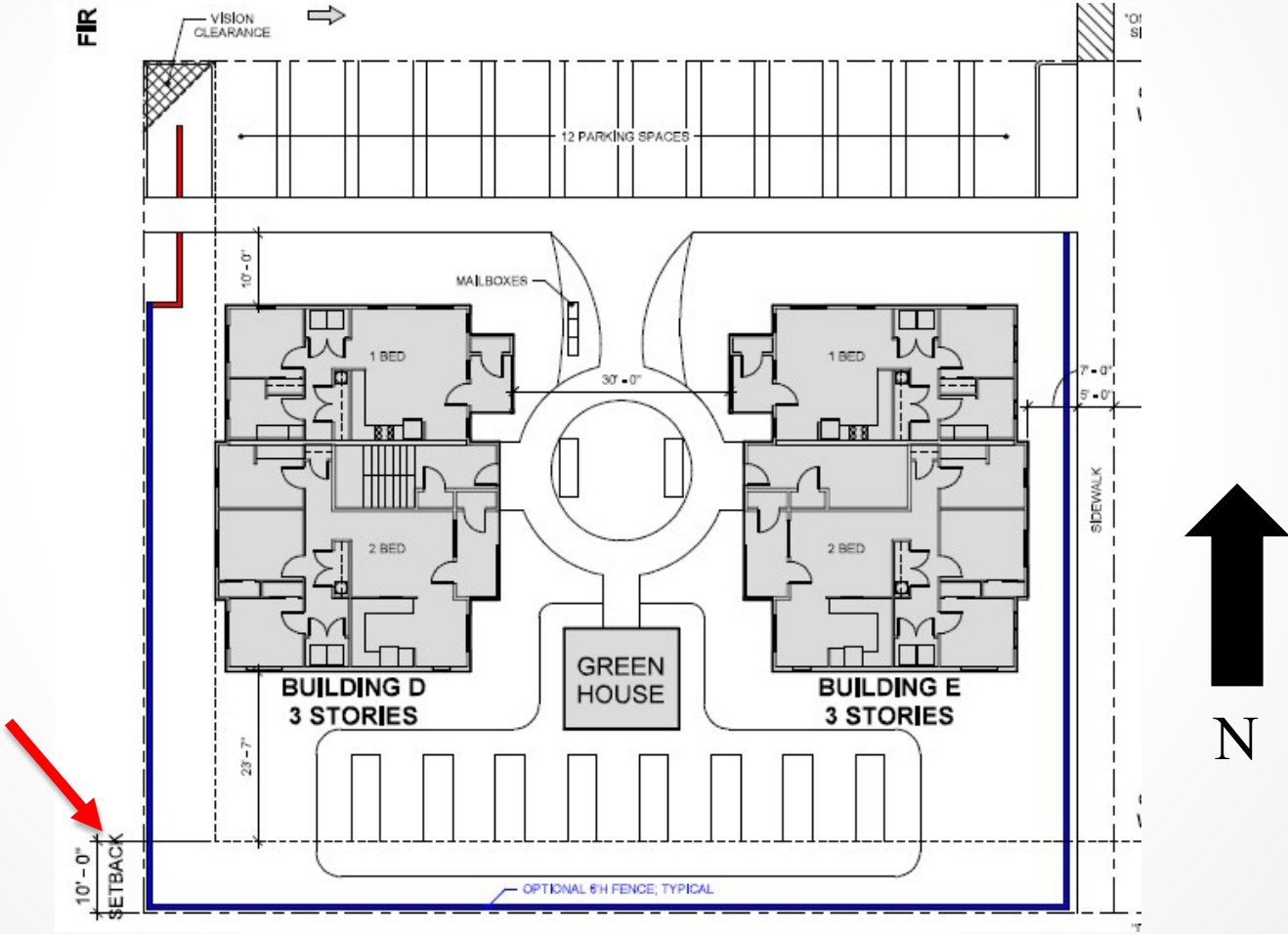
- 1. Reduce front and street-side yards from 20 feet to 10 feet for Lots 1, 2, and 3. This reduction permits an additional 9,000 square feet for dwelling units.**



# 1. Setback Reduction



# 1. Setback Reduction



# 1. Setback Reduction





# 1. Setback Reduction

- Staff recommends approval of Modification # 1

# PUD Modifications Requested

Staff recommendation:

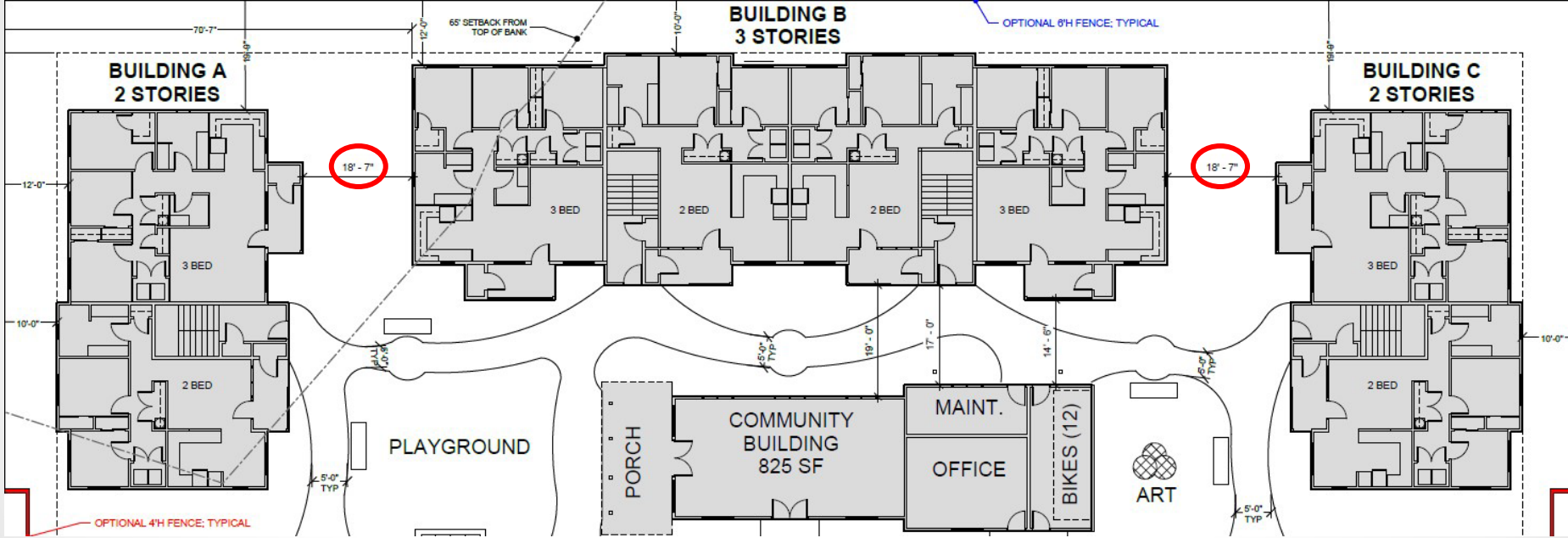
●	Setback Reductions	Approval
●	Building Orientation	
●	Wall/Fence Heights	
●	Open Space Reduction	
●	Buffering and Screening	
●	Riparian Buffer	
●	Parking Reduction	
●	Lighting Standards	

## 2. Building Orientation

1. Allow buildings to be closer together. For example, the distance between Buildings A, B, and C would be reduced from 30 feet to about 18.5 feet.



# 2. Building Orientation



## 2. Building Orientation

- While the applicant has submitted evidence to interpret the code as applied to each individual building, staff believe the Multi-Unit Dwelling code section applies to the entire development, as the entire development is over five units.
- Staff believes that a modification approval as part of the PUD application will achieve the same result as the applicant's request, avoiding a precedent of viewing developments building by building rather than the entire development wholistic.

## 2. Building Orientation

- Staff recommend approval of Modification # 2

# PUD Modifications Requested

Staff recommendation:

●	Setback Reductions	Approval
●	Building Orientation	Approval
●	Wall/Fence Heights	
●	Open Space Reduction	
●	Buffering and Screening	
●	Riparian Buffer	
●	Parking Reduction	
●	Lighting Standards	



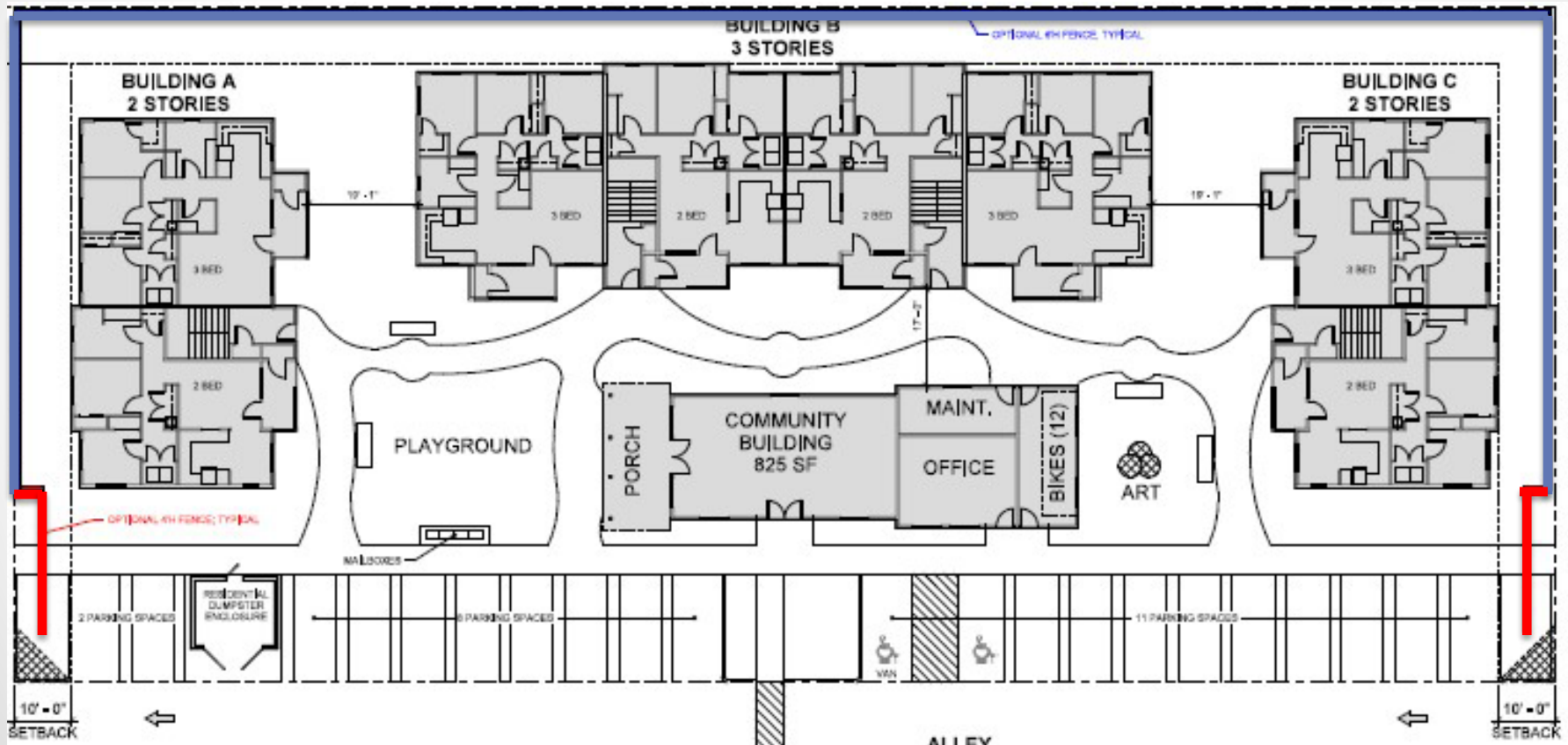
# 3. Wall/Fence Heights

Fences and walls to be of different heights, depending on where they are:

- Lot 1: Front fences start at 4 feet tall but increase to 6-8 feet further back. Side and rear walls are also 6-8 feet tall, except for one spot, which will stay at 4 feet.
- Lot 2: Front fences are 4 feet tall near the alley and 6-8 feet further back. Other sides are 6-8 feet tall.
- Lot 3: All front fences along the eastern side would be 4 feet tall. Other than the fence surrounding the playground, it is proposed at 6 feet.

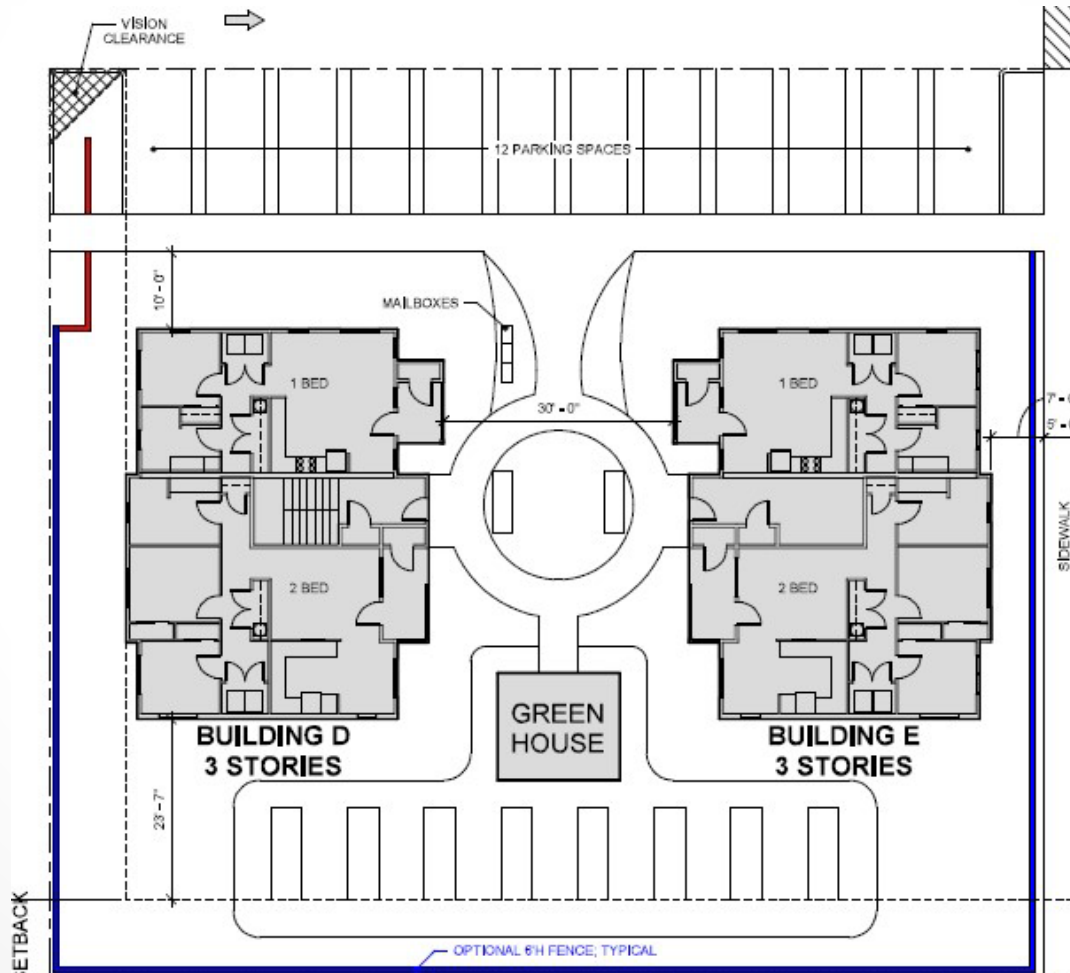
# 3. Wall/Fence Heights

- Lot 1: Front fences start at 4 feet tall but increase to 6-8 feet further back. Side and rear walls are also 6-8 feet tall, except for one spot, which will stay at 4 feet.



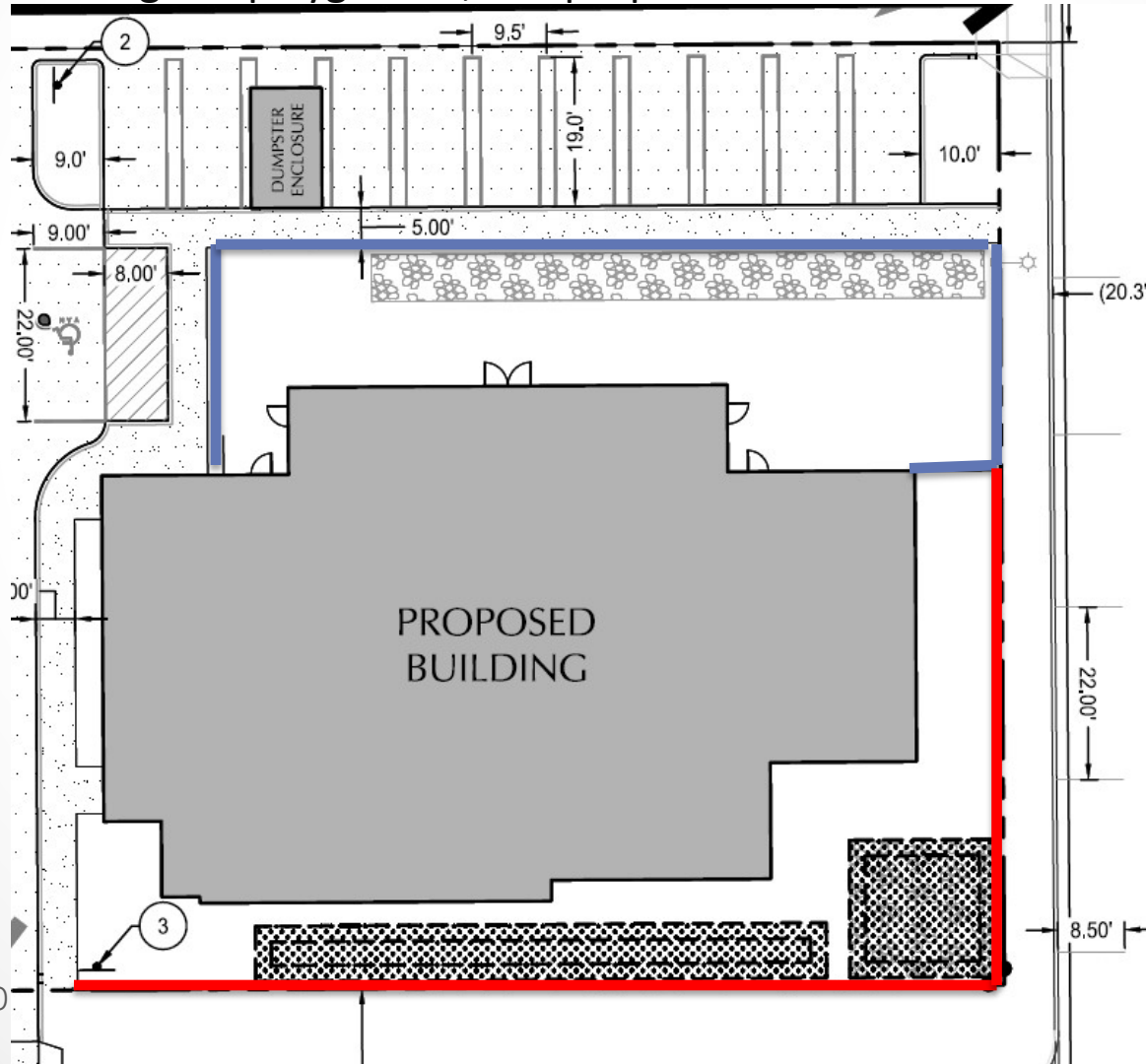
# 3. Wall/Fence Heights

- Lot 2: Front fences are 4 feet tall near the alley and 6-8 feet further back. Other sides are 6-8 feet tall.



# 3. Wall/Fence Heights

- Lot 3: All front fences along the eastern side would be 4 feet tall. Other than the fence surrounding the playground, it is proposed at 6 feet.





# 3. Wall/Fence Heights

- Staff recommend approval of Modification # 3

# PUD Modifications Requested

Staff recommendation:

●	Setback Reductions	Approval
●	Building Orientation	Approval
●	Wall/Fence Heights	Approval
●	Open Space Reduction	
●	Buffering and Screening	
●	Riparian Buffer	
●	Parking Reduction	
●	Lighting Standards	

# 4. Open Space Reduction

The applicant wants to provide less open space than normally required—about 16% instead of 20%. However, they plan to make up for this by paying a fee in lieu as well as with extra recreation space than is required(25%) like a playground, garden, and community room for residents. Proposing 69% of recreation.

# 4. Open Space Reduction

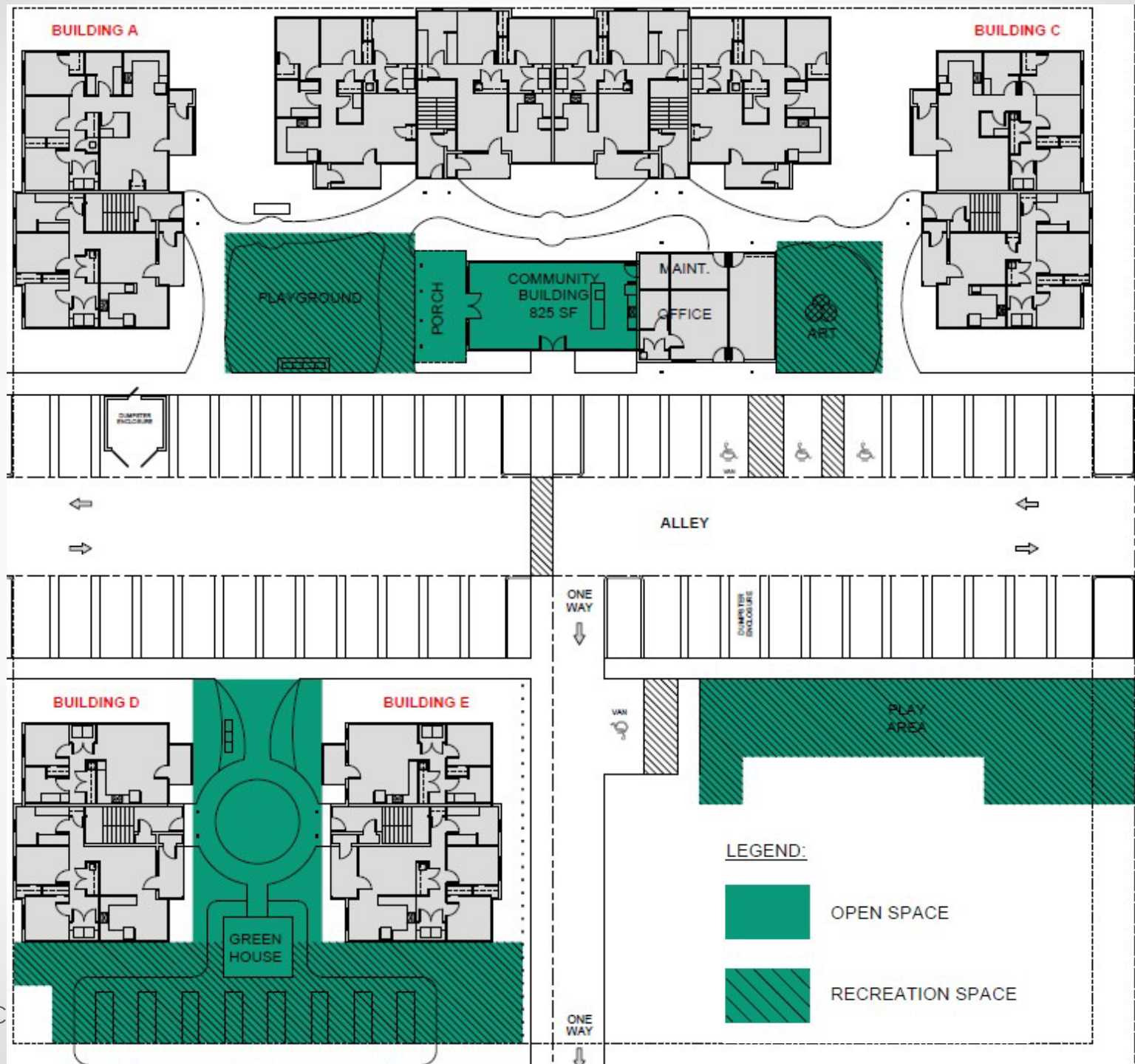
## OPEN SPACE:

NET DEVELOPMENT AREA = 63,990 SF  
OPEN SPACE = 10,123 SF  
OPEN SPACE / NET DEVELOPMENT AREA = 15.8%  
RECREATION SPACE = 7,010 SF  
RECREATION SPACE / OPEN SPACE = 69.2%

## LEGEND:







# 4. Open Space Reduction

## OPEN SPACE:

NET DEVELOPMENT AREA = 63,990 SF  
OPEN SPACE = 10,123 SF  
OPEN SPACE / NET DEVELOPMENT AREA = 15.8%  
RECREATION SPACE = 7,010 SF  
RECREATION SPACE / OPEN SPACE = 69.2%

## LEGEND:

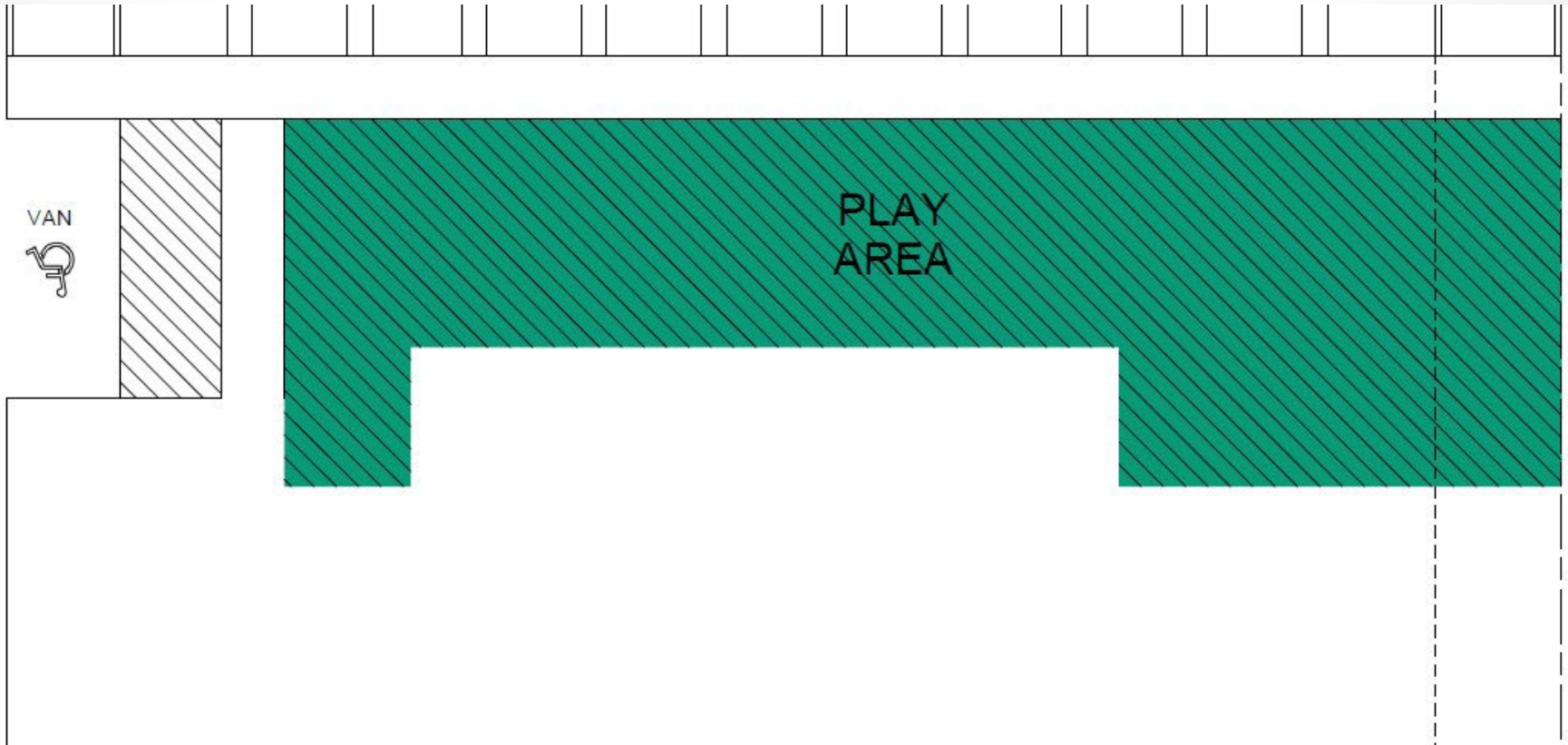


OPEN SPACE



RECREATION SPACE

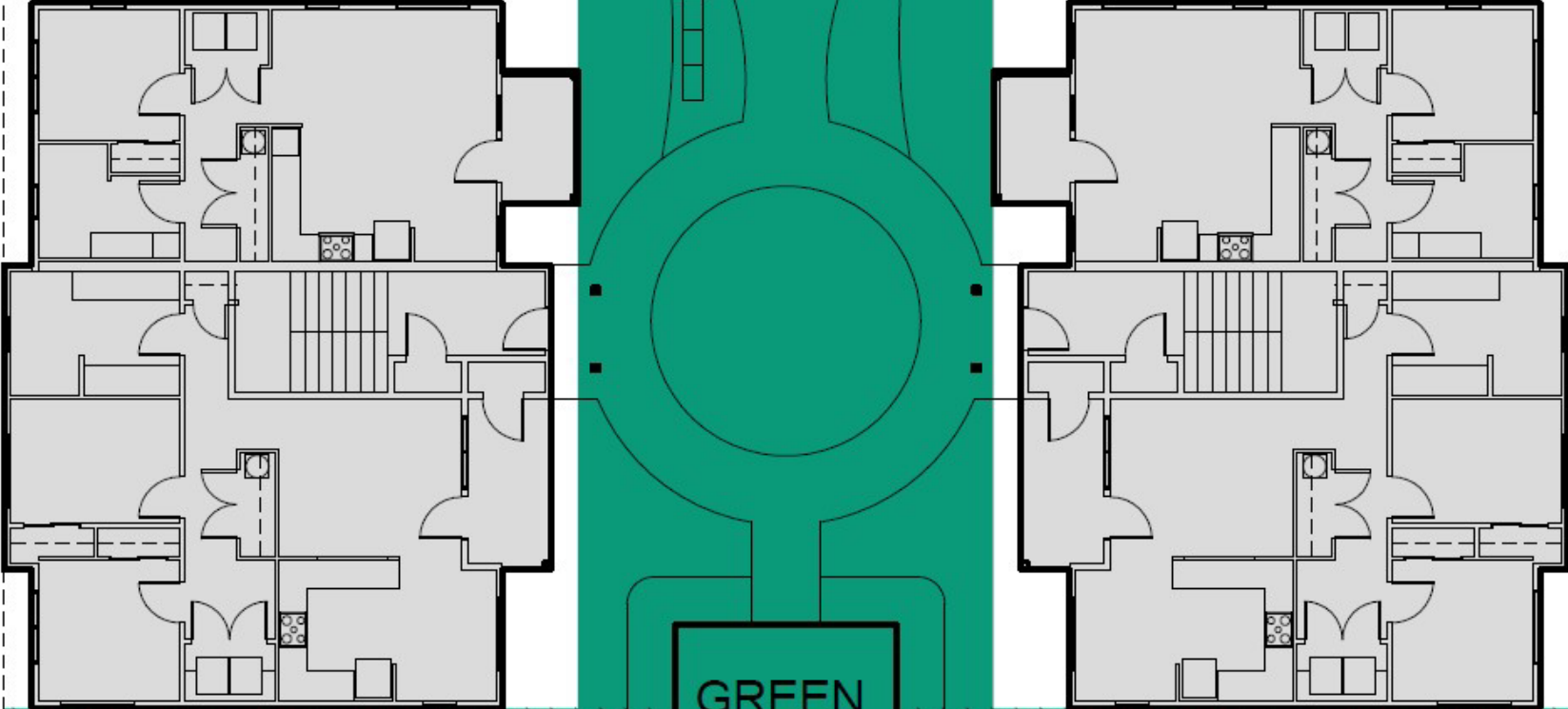
V





**BUILDING D**

**BUILDING E**



**GREEN  
HOUSE**

# 4. Open Space Reduction

## OPEN SPACE:

NET DEVELOPMENT AREA = 63,990 SF  
OPEN SPACE = 10,123 SF  
OPEN SPACE / NET DEVELOPMENT AREA = 15.8%  
RECREATION SPACE = 7,010 SF  
RECREATION SPACE / OPEN SPACE = 69.2%

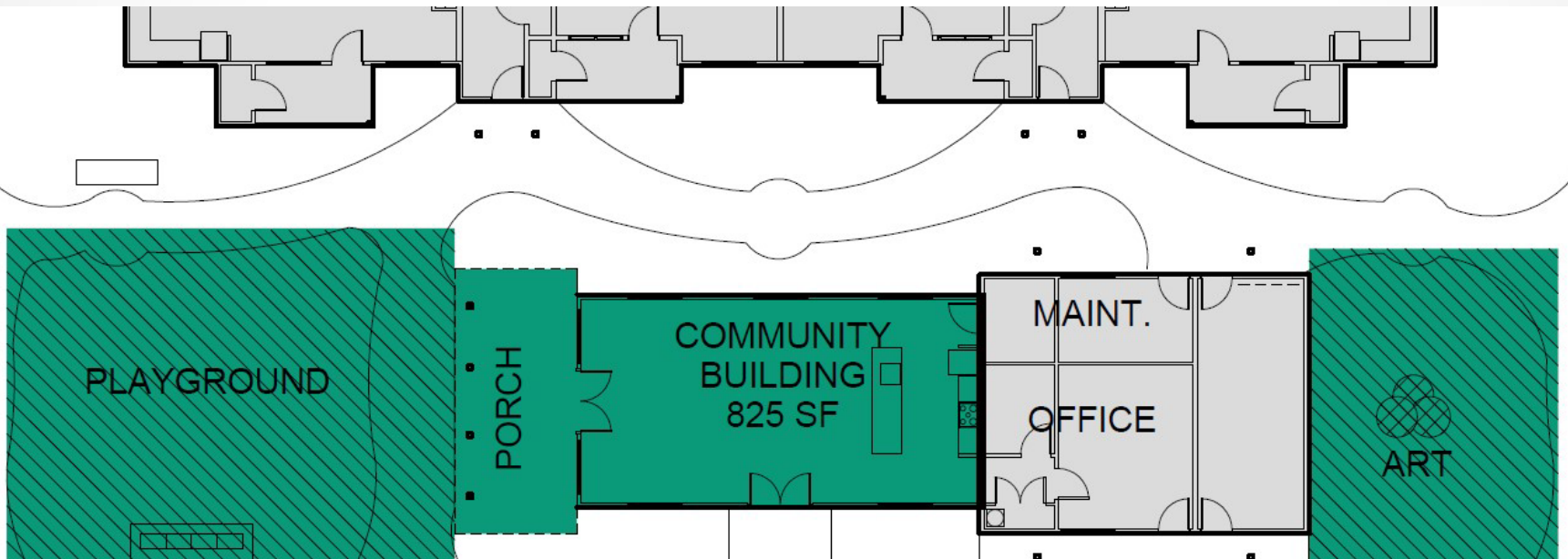
## LEGEND:



OPEN SPACE



RECREATION SPACE





# 4. Open Space Reduction

- Staff recommend approval of Modification # 4

# PUD Modifications Requested

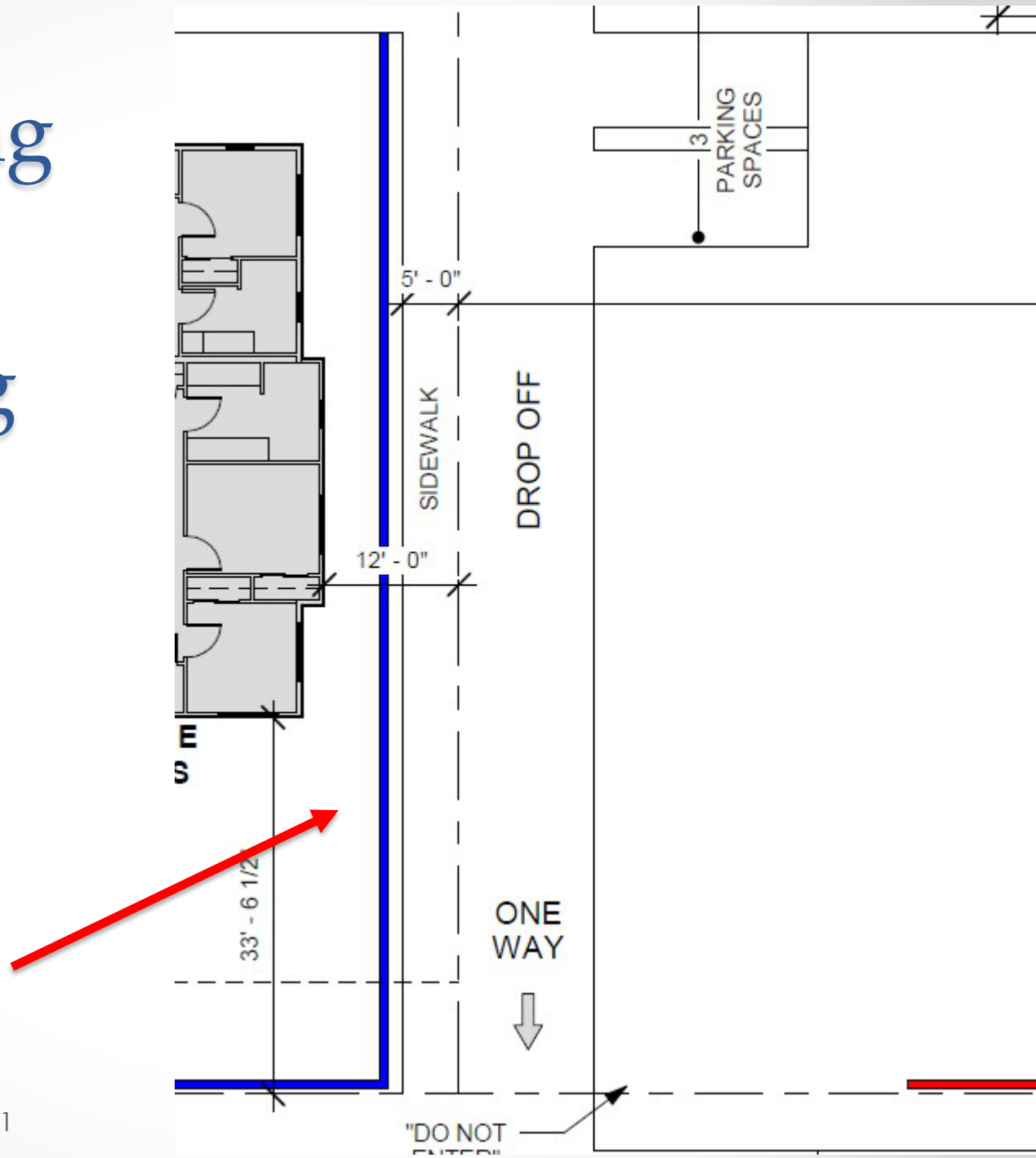
Staff recommendation:

●	Setback Reductions	Approval
●	Building Orientation	Approval
●	Wall/Fence Heights	Approval
●	Open Space Reduction	Approval
●	Buffering and Screening	
●	Riparian Buffer	
●	Parking Reduction	
●	Lighting Standards	

# 5. Buffering and Screening

The applicant plans to add a buffer between the ELF and Apartment Building E. This buffer includes a driveway, sidewalk, and a 6-foot wood fence. They also want the option to use a hedge instead of the fence without needing extra approval.

# 5. Buffering and Screening





# 5. Buffering and Screening

- Staff recommend approval of Modification #5

# PUD Modifications Requested

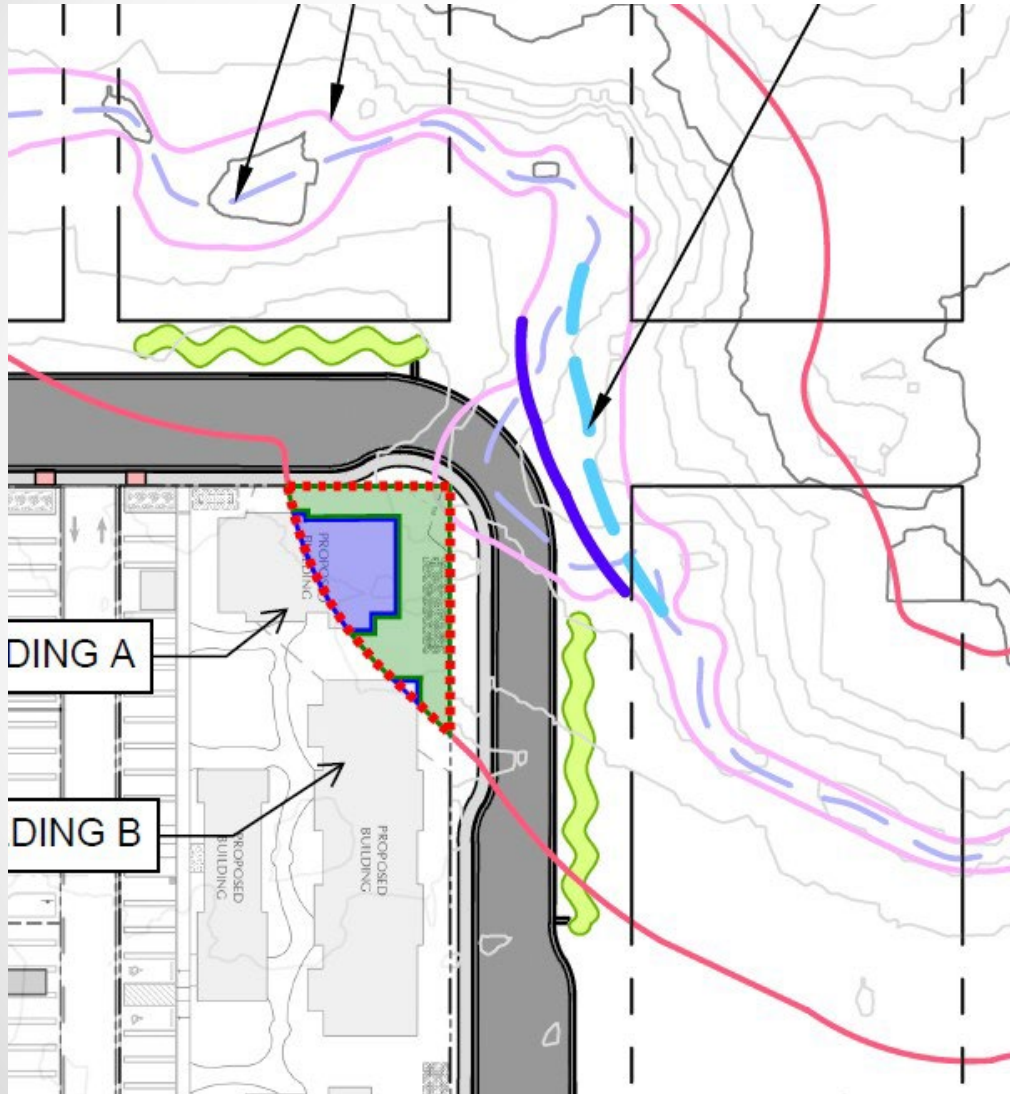
Staff recommendation:




●	Setback Reductions	Approval
●	Building Orientation	Approval
●	Wall/Fence Heights	Approval
●	Open Space Reduction	Approval
●	Buffering and Screening	Approval
●	Riparian Buffer	
●	Parking Reduction	
●	Lighting Standards	

## 6. Riparian Buffer

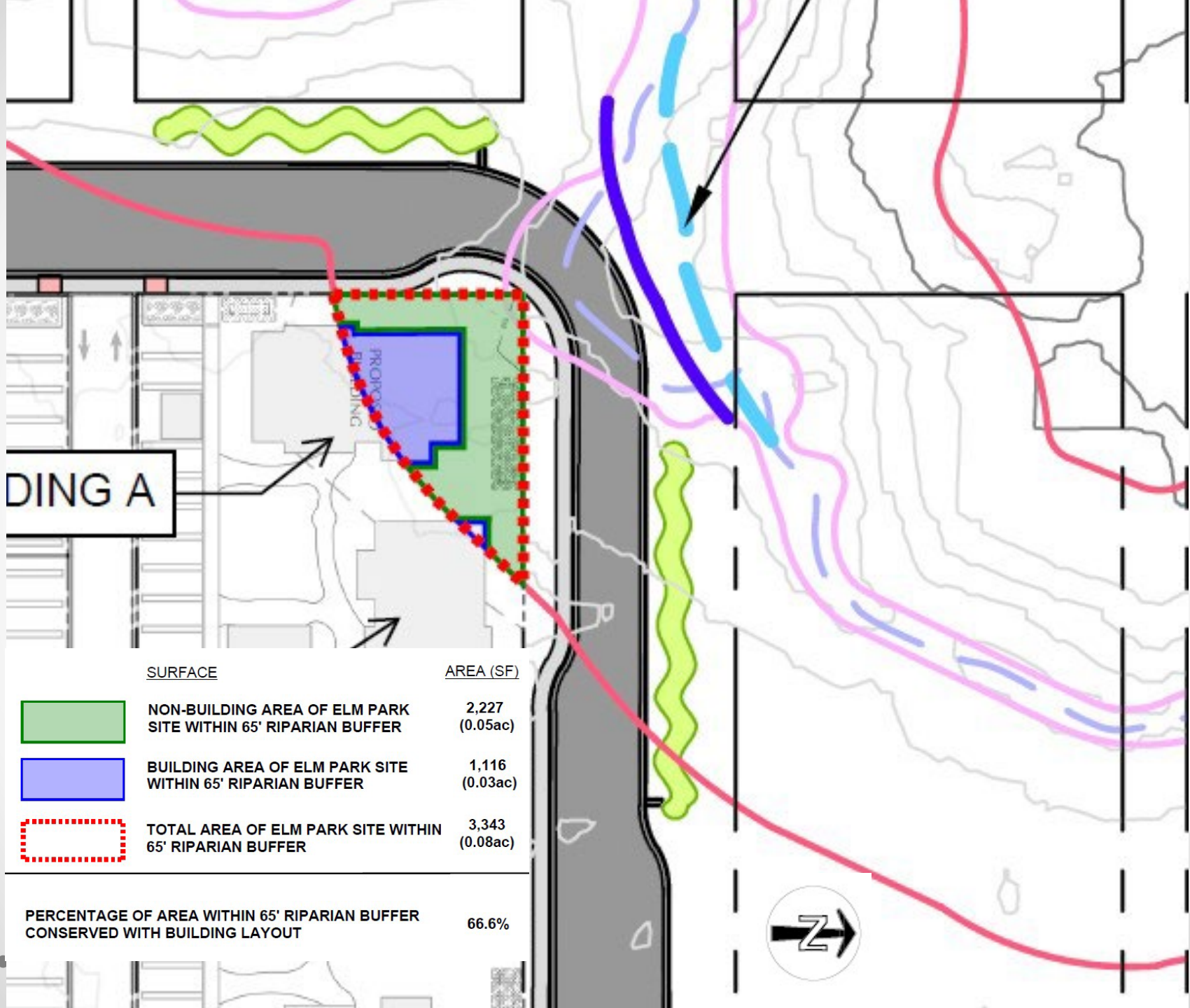
The applicant wants permission to build closer to the protected stream area. They say the city's planned infrastructure improvements will protect the area from harm.

# 6. Riparian Buffer






SURFACE		AREA (SF)
	NON-BUILDING AREA OF ELM PARK SITE WITHIN 65' RIPARIAN BUFFER	2,227 (0.05ac)
	BUILDING AREA OF ELM PARK SITE WITHIN 65' RIPARIAN BUFFER	1,116 (0.03ac)
	TOTAL AREA OF ELM PARK SITE WITHIN 65' RIPARIAN BUFFER	3,343 (0.08ac)
PERCENTAGE OF AREA WITHIN 65' RIPARIAN BUFFER CONSERVED WITH BUILDING LAYOUT		66.6%





**BUILDING A**

PROPOSED BUILDING

SURFACE	AREA (SF)
 NON-BUILDING AREA OF ELM PARK SITE WITHIN 65' RIPARIAN BUFFER	2,227 (0.05ac)
 BUILDING AREA OF ELM PARK SITE WITHIN 65' RIPARIAN BUFFER	1,116 (0.03ac)
 TOTAL AREA OF ELM PARK SITE WITHIN 65' RIPARIAN BUFFER	3,343 (0.08ac)

PERCENTAGE OF AREA WITHIN 65' RIPARIAN BUFFER CONSERVED WITH BUILDING LAYOUT 66.6%



## 6. Riparian Buffer

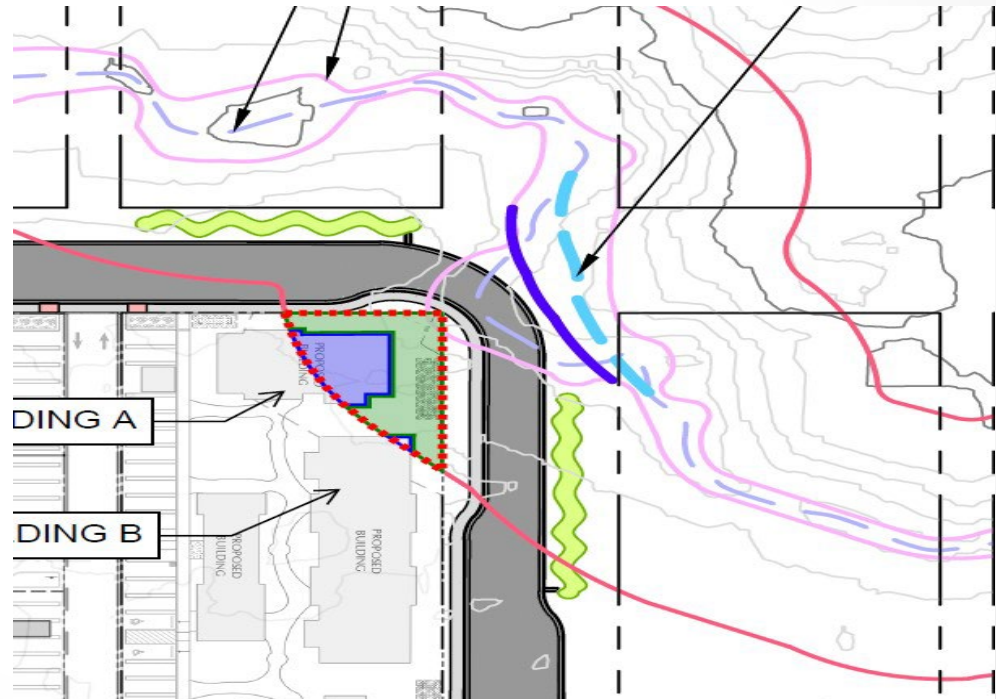
- With the approval of the Streets Resolution, the City will install between the EPA Site and the relocated 5-foot channel:
  - a 5-foot sidewalk
  - curb and gutter
  - two 11-foot paved travel lanes,
  - another curb and gutter, related utilities, stormwater facilities, and
  - an armored south bank.

# 6. Riparian Buffer

- City Code Defines Buffer Area in 10-2:
- A physical setback from a sensitive area used to protect the water quality, the aquatic and riparian wildlife communities, and the habitat value within the sensitive area.

# 6. Riparian Buffer

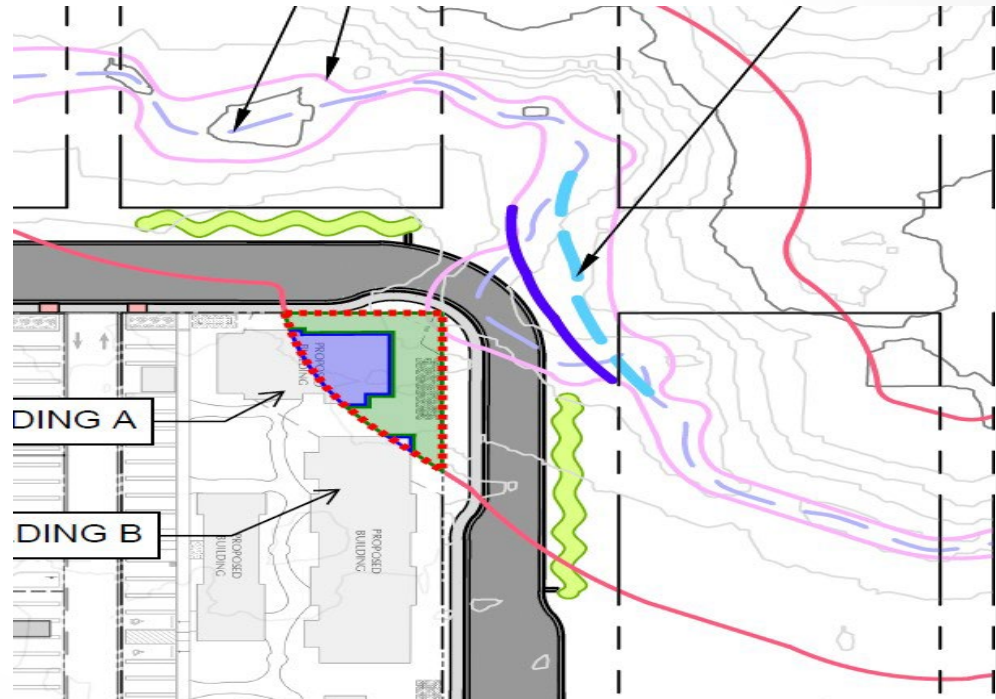
- Physical setback from a sensitive area used to protect the water quality, the aquatic and riparian wildlife communities, and the habitat value within the sensitive area.





# 6. Riparian Buffer

- Do flora and fauna cross the road to access a buffer area that is surrounded by apartments?



# 6. Riparian Buffer

- Staff recommend approval of Condition #6, but the commission must decide if the intent of the code has been satisfied by the street's application mitigation efforts, and if a buffer area meant for preservation next to the stream is still applicable when intersected by infrastructure.

# PUD Modifications Requested

Staff recommendation:

●	Setback Reductions	Approval
●	Building Orientation	Approval
●	Wall/Fence Heights	Approval
●	Open Space Reduction	Approval
●	Buffering and Screening	Approval
●	Riparian Buffer	Approval
●	Parking Reduction	
●	Lighting Standards	

# 7. Parking Reduction EPA

**Reduce the minimum parking requirement from 50 spaces to 41 spaces for the EPA. This reduction is supported by a parking demand analysis and transit-related factors.**

# 7. Parking Reduction EPA

FCC 10-3-3(C): The minimum number of parking spaces may also be determined through a parking demand analysis prepared by the applicant and approved by the Planning Commission. This parking demand analysis may include an acceptable proposal for alternate modes of transportation, including a description of existing and proposed facilities and assurances that the use of the alternate modes of transportation will continue to reduce the need for on-site parking on an ongoing basis.

Examples of alternate modes include but are not limited to:

1. Transit-related parking reduction. The number of minimum parking spaces may be reduced by up to 10% if:
  - a. The proposal is located within a  $\frac{1}{4}$  mile of an existing or planned transit route, and;
  - b. Transit-related amenities such as transit stops, pull-outs, shelters, park-and-ride lots, transit-oriented development, and transit service on an adjacent street are present or will be provided by the applicant.



# 7. Parking Reduction EPA

19.14% Reduction

	<u>Dwelling</u> <u>Units</u>	<u>Bedrooms</u>	<u>BR Per Max</u> <u>Parked Vehicles</u>	<u>Max Occupied</u> <u>Spaces</u>	<u>Max Desired</u> <u>Occupancy</u>	<u>Parking Space</u> <u>Demand</u>	<u>Minimum</u> <u>Per Table</u>	<u>% of Min.</u>
Shore Pines at Munsel Creek	68	136	1.94	70	85.00%	82	102	80.86%
Revised Elm Park Apartments	32	68	1.94	35	85.00%	41	50	82.47%

PUD request due to more than 10%

17.53% Reduction

# 7. Parking Reduction EPA

Staff Recommend approval of Modification # 7

# PUD Modifications Requested

Staff recommendation:

●	Setback Reductions	Approval
●	Building Orientation	Approval
●	Wall/Fence Heights	Approval
●	Open Space Reduction	Approval
●	Buffering and Screening	Approval
●	Riparian Buffer	Approval
●	Parking Reduction	Approval
●	Lighting Standards	Approval

# 8. Lighting Standards

1. Due to discussions between the applicant and planning commission at the December 17, 2024 meeting, the applicant requests a modification of the lighting standards to permit:
  - A.** Outdoor lighting of less than two footcandles and greater than five but not more than seven footcandles in the parking area
  - B.** Wall pack lighting adjacent to the residential doors no greater than 315 lumens.

# 8. Lighting Standards

- **Applicant Narrative:** It was suggested that we avoid the outdoor lighting standards issue that had to be addressed after the fact at Oak Manor Apartments. Therefore, we request a modification under the PUD ordinance of the lighting standards to permit (a) outdoor lighting of less than two footcandles and greater than five but not more than seven footcandles in the parking area and (b) wall pack lighting adjacent to the residential doors no greater than 315 lumens.



# 8. Lighting Standards

- Staff recommend approval of modification # 8

# PUD Modifications Requested

Staff recommendation:

●	Setback Reductions	Approval
●	Building Orientation	Approval
●	Wall/Fence Heights	Approval
●	Open Space Reduction	Approval
●	Buffering and Screening	Approval
●	Riparian Buffer	Approval
●	Parking Reduction	Approval
●	Lighting Standards	Approval

# Planned Unit Development 10-23-5H

The project shall meet the development standards for the underlying zone including but not limited to height, density, coverage, setbacks, lot area. However, the applicant may propose modifications to those standards as part of the PUD application without the need for a separate variance of adjustment application subject to FCC 10-5. For all proposed modifications, the applicant shall submit application and show how the proposed modification achieves the following:

1. High quality building design using of Old Town and Mainstreet Architectural Standards or higher standard.
2. Incorporation of unique land forms into the final PUD design
3. More recreation space than the minimum required.
4. On-site amenities reflecting the value for both active and passive recreational facilities.
5. Natural resource protection, where identified as part of a preliminary site investigation report.
6. A mix of dwelling unit types and densities.
7. A mix of residential, commercial, and recreational uses, where zoning permits.

# Planned Unit Development 10-23-5H

1. High quality building design using of Old Town and Mainstreet Architectural Standards or higher standard.

*Staff believe this has been met through the design of buildings to an Old town Standard*

# Planned Unit Development 10-23-5H

2. Incorporation of unique land forms into the final PUD design

*Staff have not identified and unique land forms on the site.*



# Planned Unit Development 10-23-5H

3. More recreation space than the minimum required.

*Staff believe this met, the required recreation space is 25%, the applicant proposes 69.2%*

# Planned Unit Development 10-23-5H

4. On-site amenities reflecting the value for both active and passive recreational facilities.

*Staff believe this met, with playground for small children, gardening area, community room and art proposed.*

# Planned Unit Development 10- 23-5H

5. Natural resource protection, where identified as part of a preliminary site investigation report.

*Staff believe this met, with no natural resource identified on the property.*

# Planned Unit Development 10-23-5H

6. A mix of dwelling unit types and densities.

*Staff believe this met, with 1-, 2-, and 3-bedroom dwelling units proposed, and differing densities on the lots, lot 1 has a 40% coverage, whereas, lot 2 has a 23% coverage.*

# Planned Unit Development 10-23-5H

7. A mix of residential, commercial, and recreational uses, where zoning permits.

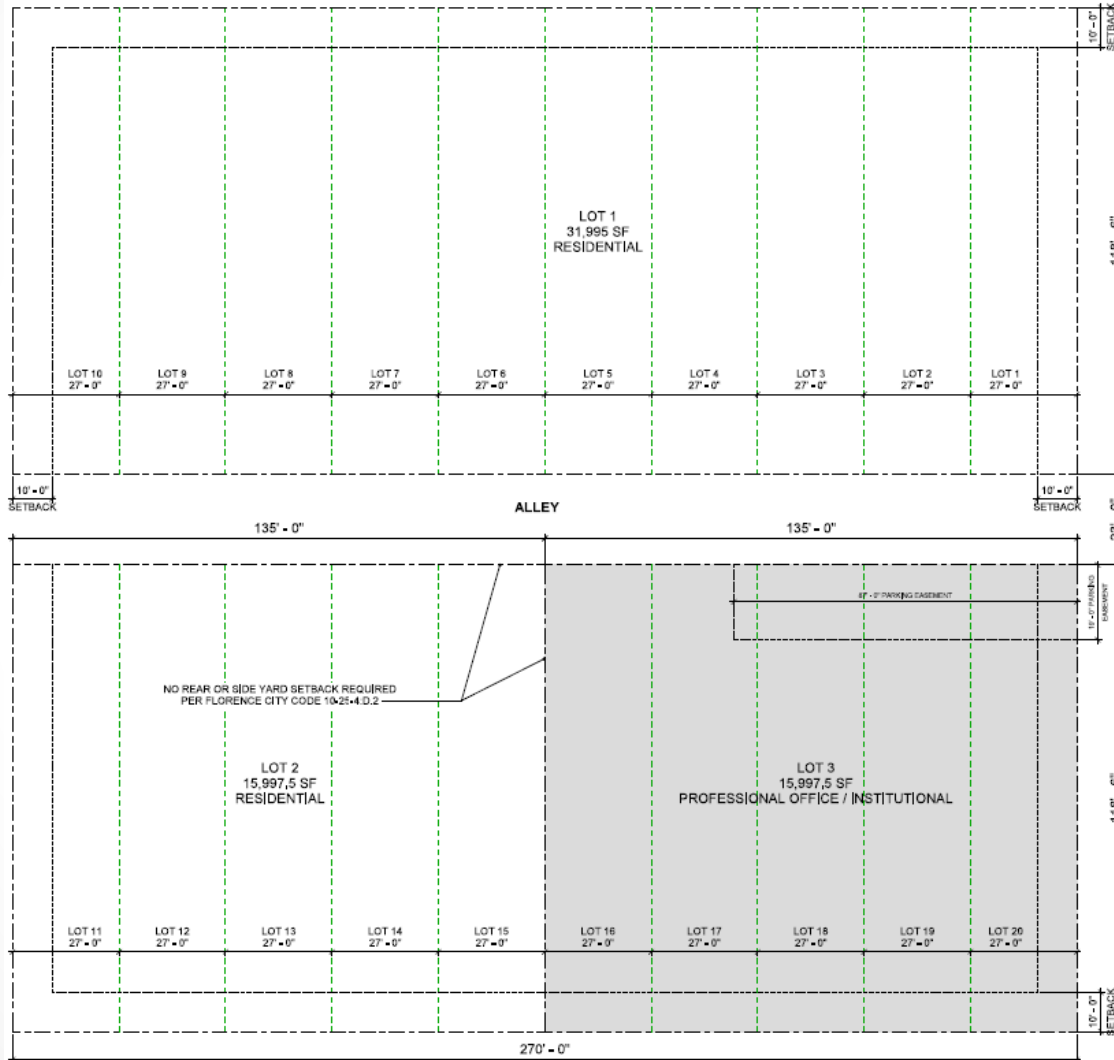
*Staff believe this to be met, with 32 residential units, a 5,500 early learning facility, and recreational opportunities provided.*



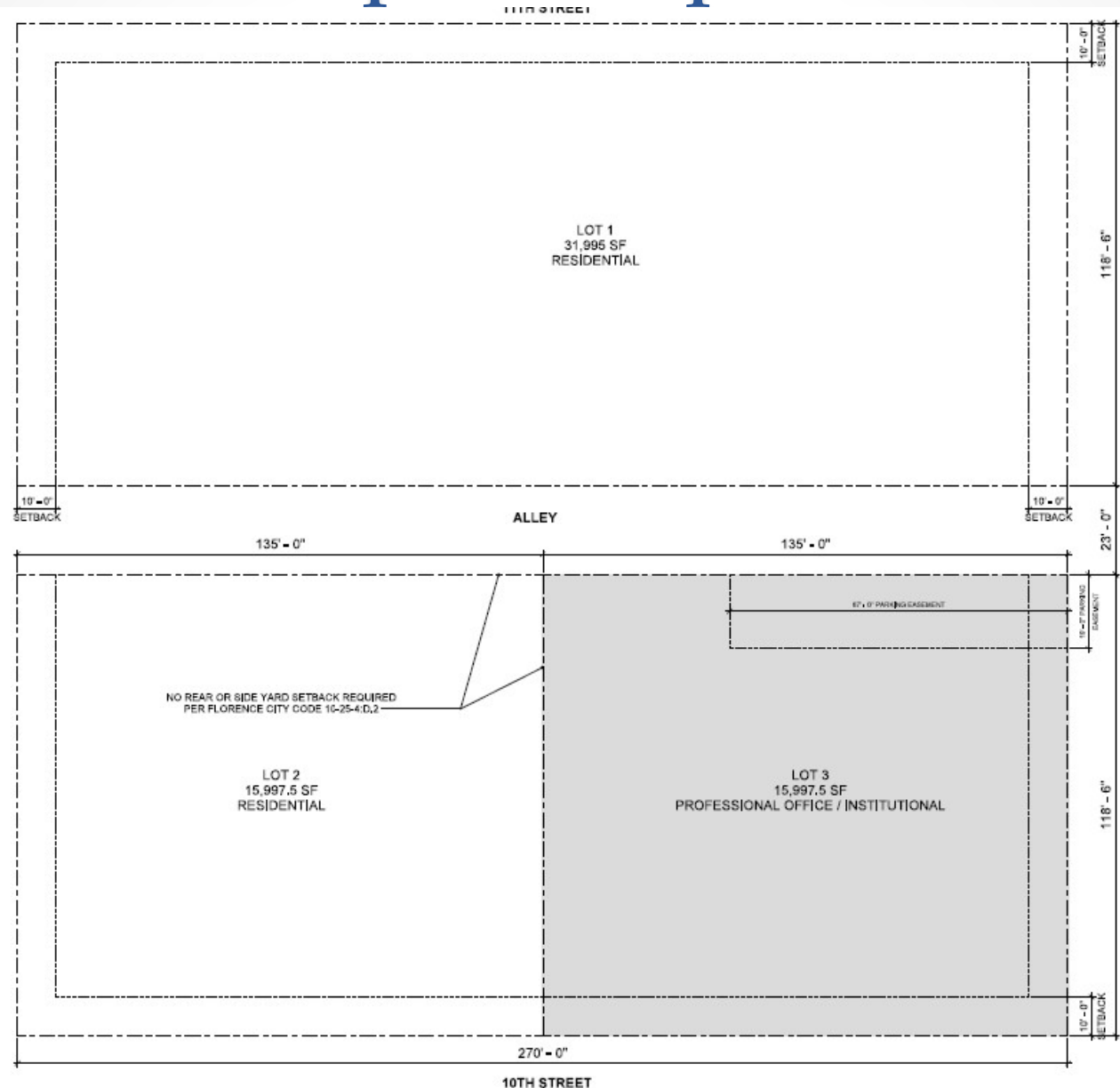
# Replat (SUB):

- **Replat:** A replat adjusts the layout of lots, parcels, or easements within an already recorded subdivision or partition. It can change the shape, size, or number of lots to better fit the needs of the development.
- The replat application rearranges the lot boundaries to ensure they meet zoning rules and fit into the overall plan for the PUD.

# Replat Request



# Replat Request



# Replat Request

- Director Mike Miller Comments:
- “Due to the type of development that is being proposed, the alley between Fir and Greenwood will be functioning exclusively to the benefit of the Elm Park PUD and the Early Learning Center. The City does not have the resources to provide for the on-going maintenance responsibilities of the alley. Therefore, since there really is no public benefit as proposed (basically the alley is providing access to private parking) Public Works is recommending that the alley be vacated. “
- Staff recommend adding a Condition of Approval requiring the replat to vacate the alley between fir and greenwood.

# Alternatives

1. Approval of **PC 24 27 PUD 01 & PC 24 28 SUB 01** based on the Commission's findings that the application meets the requirements of City Code subject to conditions,
2. Denial of **PC 24 27 PUD 01 & PC 24 28 SUB 01** based on the Commission's findings that the application does not meet the requirements of the City Code.
3. Partial approval of **PC 24 27 PUD 01 & PC 24 28 SUB 01** based on the Commission's findings that the application for modifications meets some, but not all, requirements of the City Code.
4. Continue deliberations & continue hearing to a date certain if additional information is required to issue a decision.

# Staff Recommendation

1. Approval of **PC 24 27 PUD 01 & PC 24 28 SUB 01** based on the Commission's findings that the application meets the requirements of City Code subject to conditions



# Questions?



**PUBLIC TESTIMONY –  
5 MINUTE COUNT DOWN TIMER**

**2 Minutes Left**

**1 Minute Left**

**30 Seconds Left**

**Time is Complete**

# Early Learning Facility (ELF)

...

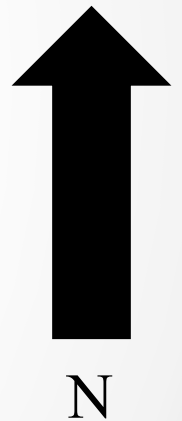
**PC 24 38 DR 12**



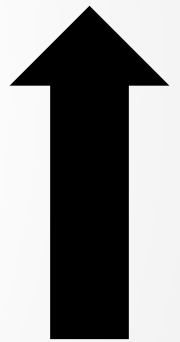
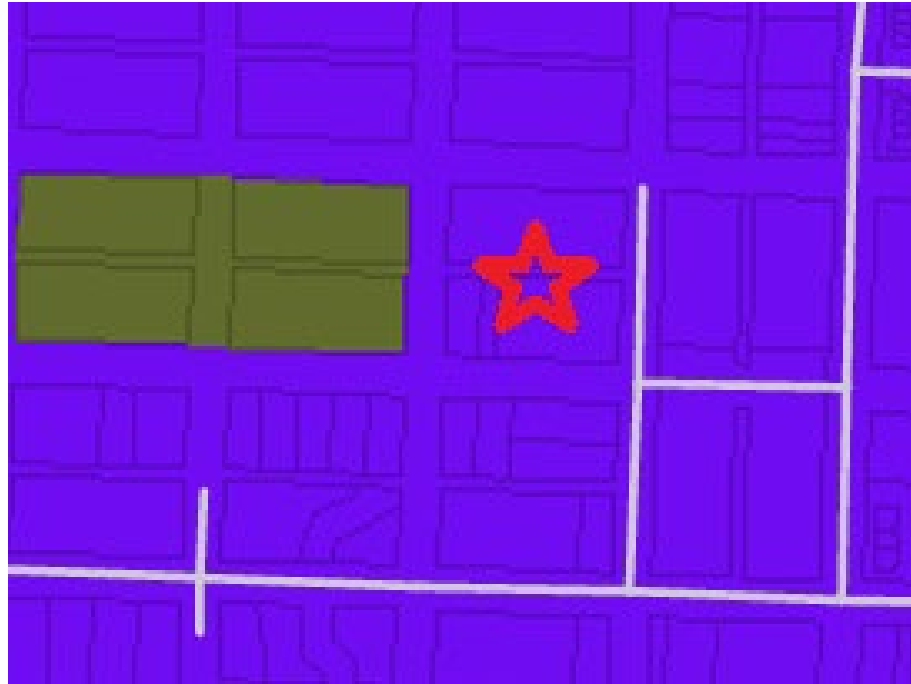
# ELF Design Review

- The ELF will offer early learning and childcare for up to 80 children, including school-day and after-school care. The 0.37-acre site (15,997.5 square feet) will house a 5,500-square-foot building and a 2,250-square-foot outdoor play area. The facility will include:
  - Two classrooms for Head Start and Early Head Start programs, run by Head Start of Lane County, for families with incomes below the federal poverty line.
  - Two classrooms leased to community childcare providers for children not eligible for Head Start.The outdoor play area will be divided for children aged 3 to 5 years and 18 months to 3 years.

# Aerial of Site



# Site Zoning



N



Open Space



Professional Office/  
Institutional



# Design Review Criteria

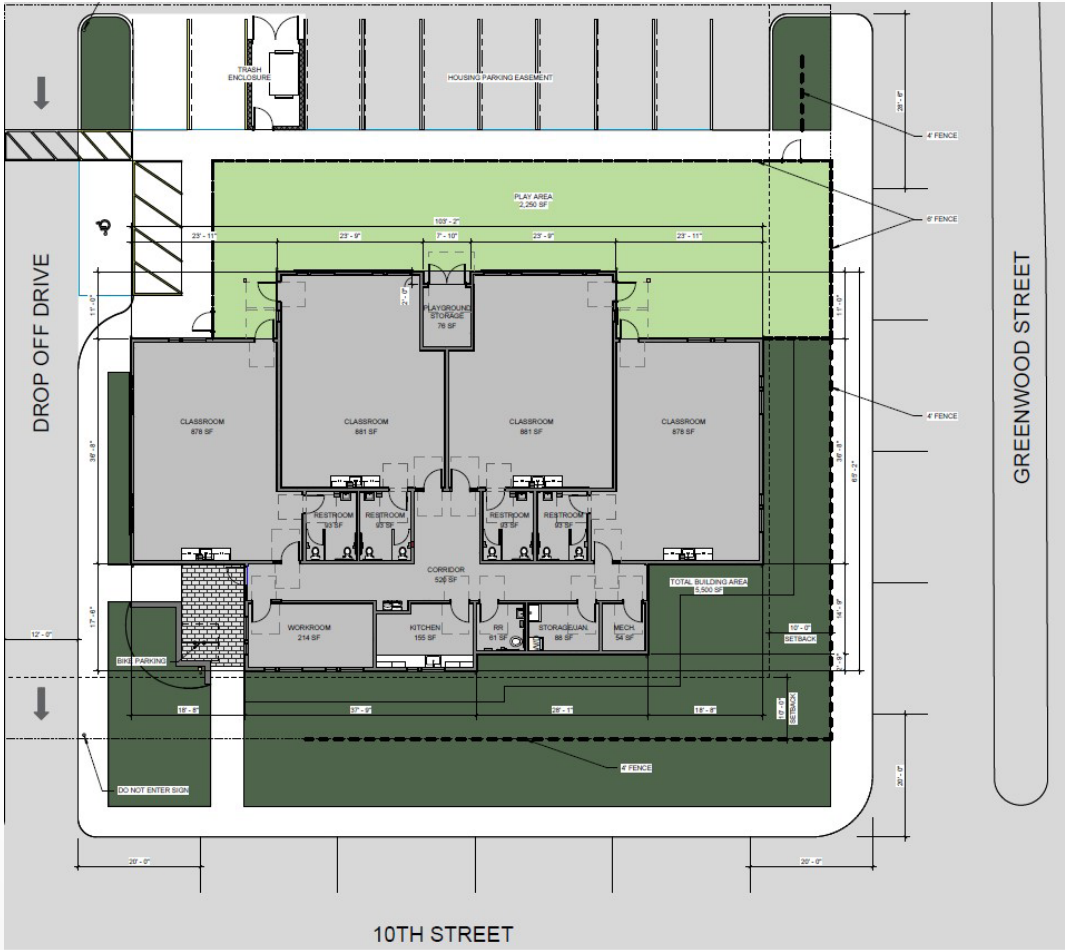
## **Florence City Code, Title 10: Zoning Regulations**

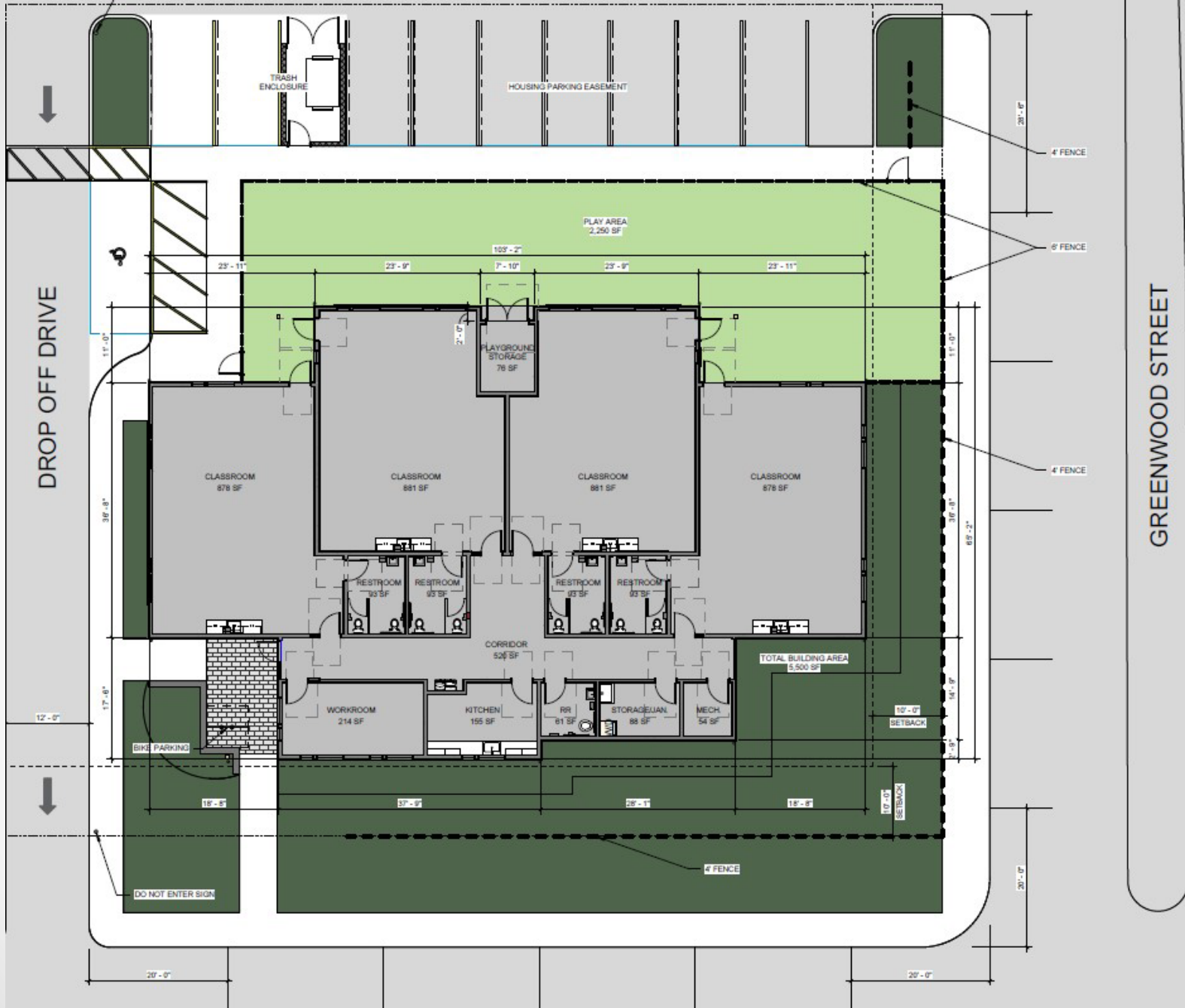
- Chapter 1: Zoning Administration, Sections 1-4, 1-5; 1-6-3
- Chapter 3: Off-Street Parking and Loading, Sections 3, 4, 5, 8, 9, 10
- Chapter 7: Special Development Standards, Section 4
- Chapter 10: Residential Districts, Sections 2,4, 5, and 7\*(EPA only)
- Chapter 25: Professional Office/Institutional District, Sections 3, 4, and 5.
- Chapter 34: Landscaping, Sections 2 through 5
- Chapter 35: Access and Circulation, Sections 2 through 3
- Chapter 36: Public Facilities, Sections 2 through 9
- Chapter 37: Lighting, Sections 2, 3, 4B, and 5R

## **Florence City Code, Title 9: Utilities**

- Chapter 5: Stormwater Management Requirements, Sections 1 through 7

# Site Plan





# Modifications from PUD applicable

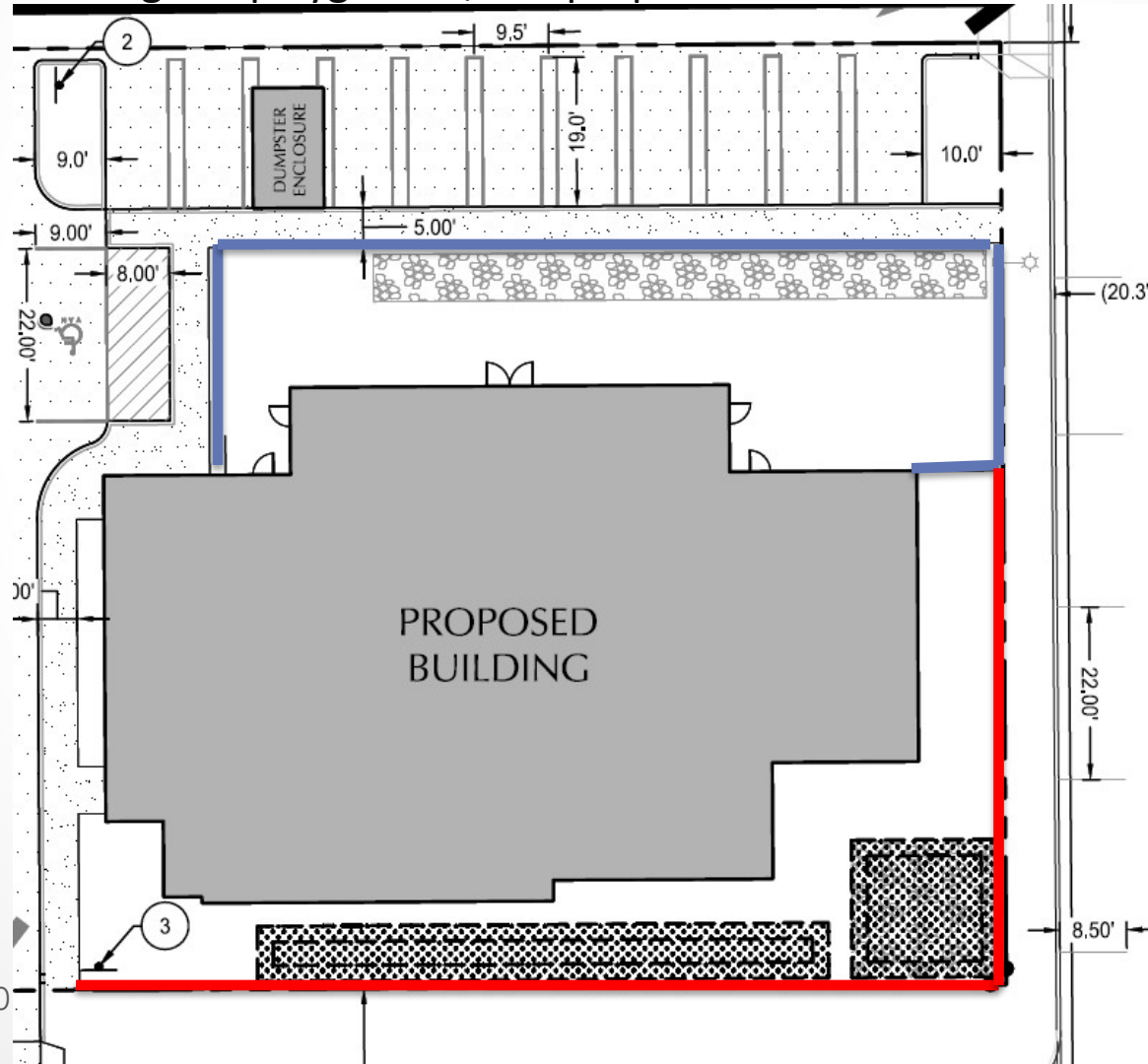
1. Set back reductions
3. Wall/Fence Heights
4. Open Space Reduction
5. Buffering and Screening
8. Lighting Standards

# 1. Setback Reduction



# 3. Wall/Fence Heights

- Lot 3: All front fences along the eastern side would be 4 feet tall. Other than the fence surrounding the playground, it is proposed at 6 feet.





# 4. Open Space Reduction

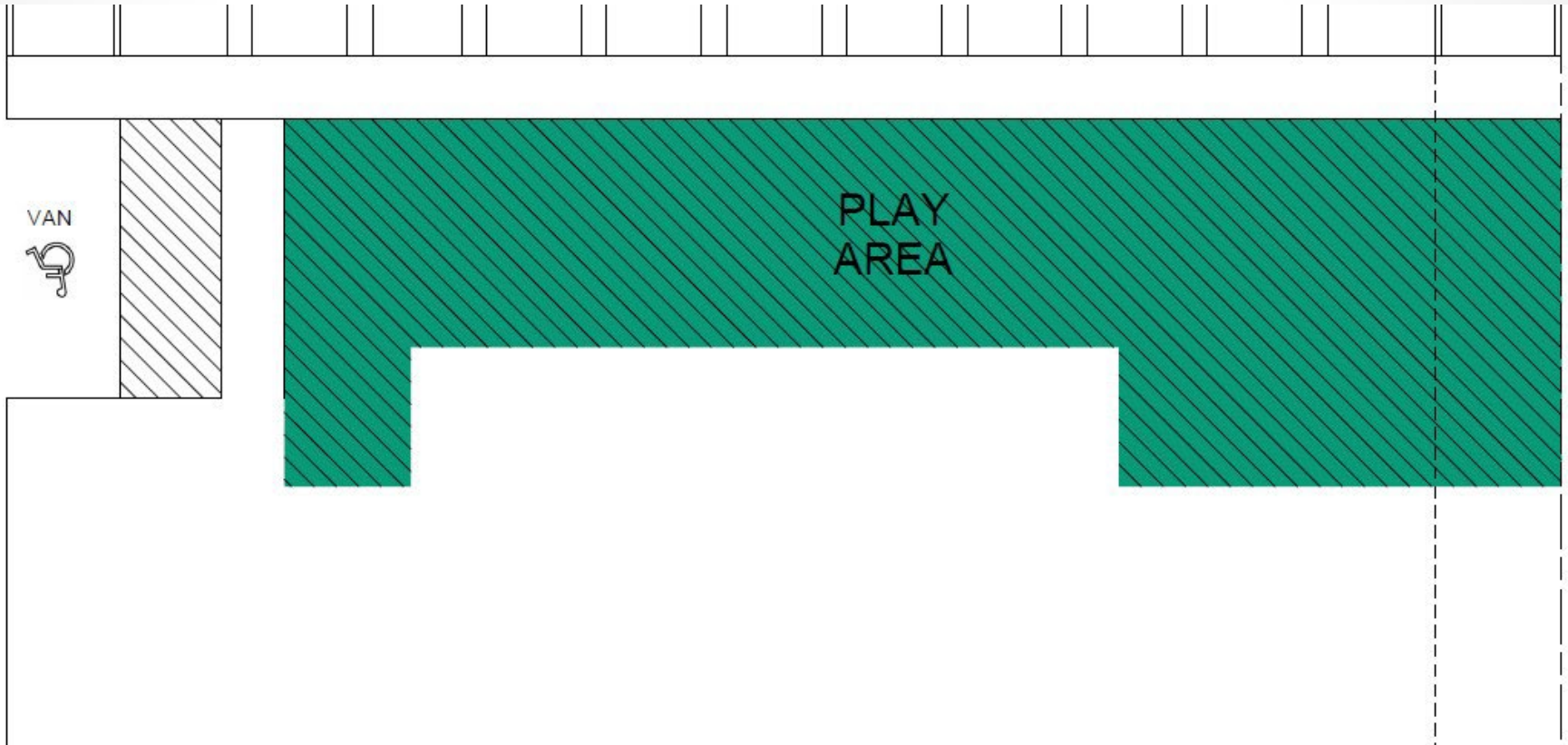
## OPEN SPACE:

NET DEVELOPMENT AREA = 63,990 SF  
OPEN SPACE = 10,123 SF  
OPEN SPACE / NET DEVELOPMENT AREA = 15.8%  
RECREATION SPACE = 7,010 SF  
RECREATION SPACE / OPEN SPACE = 69.2%

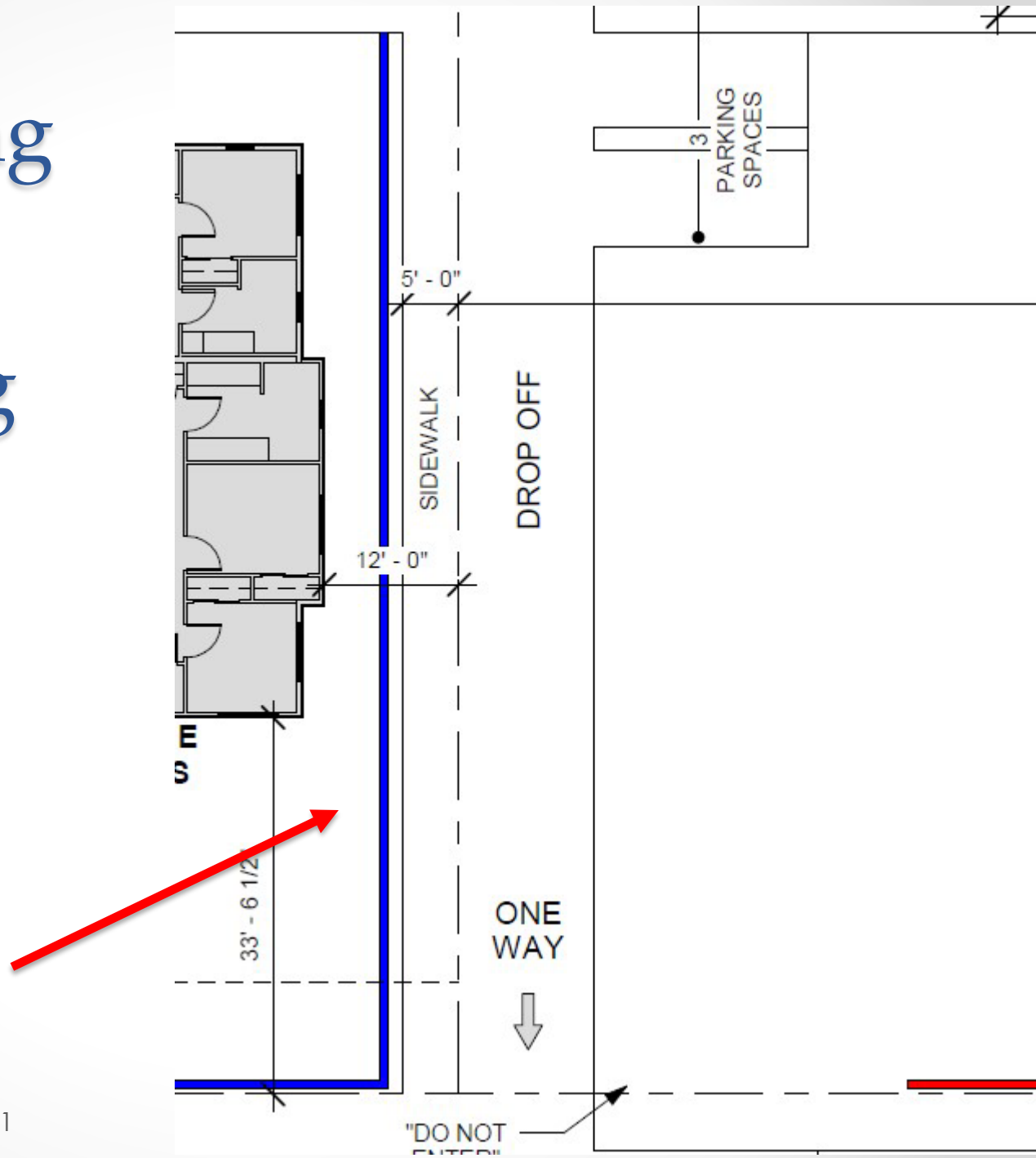
## LEGEND:



v



# 5. Buffering and Screening



# 8. Lighting Standards

- **Applicant Narrative:** It was suggested that we avoid the outdoor lighting standards issue that had to be addressed after the fact at Oak Manor Apartments. Therefore, we request a modification under the PUD ordinance of the lighting standards to permit (a) outdoor lighting of less than two footcandles and greater than five but not more than seven footcandles in the parking area and (b) wall pack lighting adjacent to the residential doors no greater than 315 lumens.

# Applicant's updates since 12-17

1. A full-time receptionist is cost prohibitive. Entrance doors will be controlled by a video phone so patrons can contact practitioners, who can then open doors as necessary. At drop-off and pick-up times, the main entrance door will be staffed for the check-in and check-out operation in the entry area. Head Start of Lane County prefers no designated reception area.

# Applicant's updates since 12-17

2. The restrooms are all-gender restrooms. Practitioners must be present when children are in the restroom, and they cannot leave children in classrooms unattended. Restrooms have been modified to remove pass-through ability, which aligns more with DELC's preference.

# Applicant's updates since 12-17

3. We remain convinced that the drop-off lane is the safest approach to dropping off and picking up children, as children need not cross traffic. Many children will reside in Elm Park Apartments and will not arrive by car.

However, for parents who wish to park and enter the facility, there will be:

- (a) the eight parallel spaces adjoining the ELF,
- (b) additional parallel spaces on the south side of 10th Street,
- (c) any unoccupied apartment parking north of the ELF, and
- (d) public parking spaces at the Justice Center directly across the street to the east which usually has many empty spaces.

HSOLC and our likely care provider for the community classrooms have agreed on this approach.



# Applicant's updates since 12-17

4. A mop sink has been added to the janitor's closet/storage room.

# Applicant's updates since 12-17

5. The playground surface will be either wood chips or poured-in-place rubber, which are permeable and safe for kids. Softened fall zones will surround playground equipment.

# Applicant's updates since 12-17

6. The fence surrounding the playground will be 6' tall, with two egress gates. The remaining fences on the east and south property lines will be 4' tall.

# Applicant's updates since 12-17

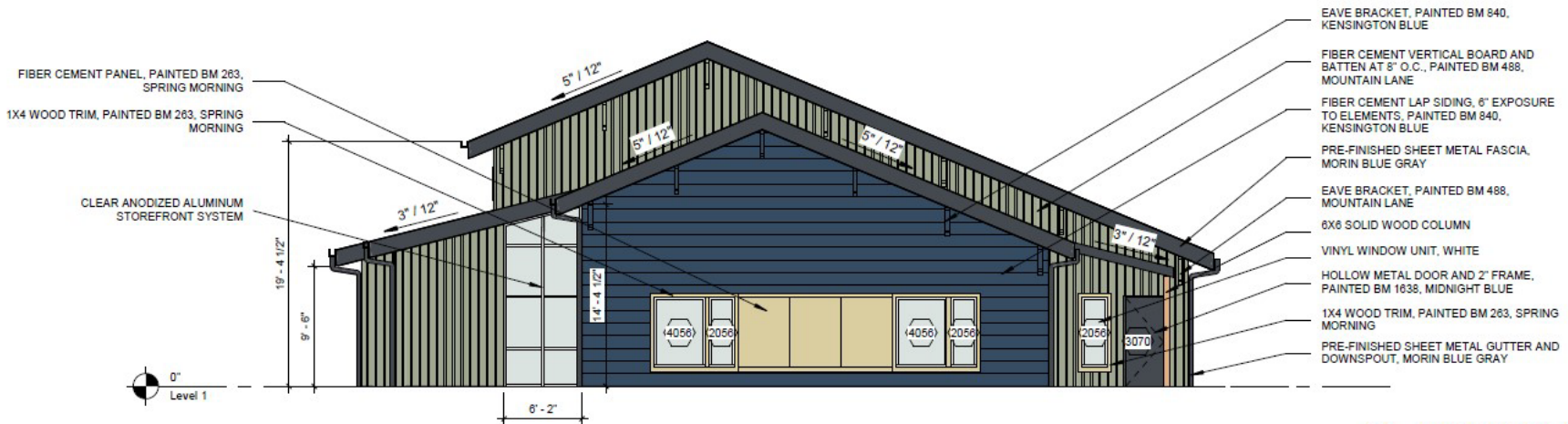
7. A crosswalk has been added across the one-way lane between the sidewalks on the east boundary of Lot 2 and the ELF.

# Elevations



**1** NORTH ELEVATION  
1/8" = 1'-0"

# Elevations



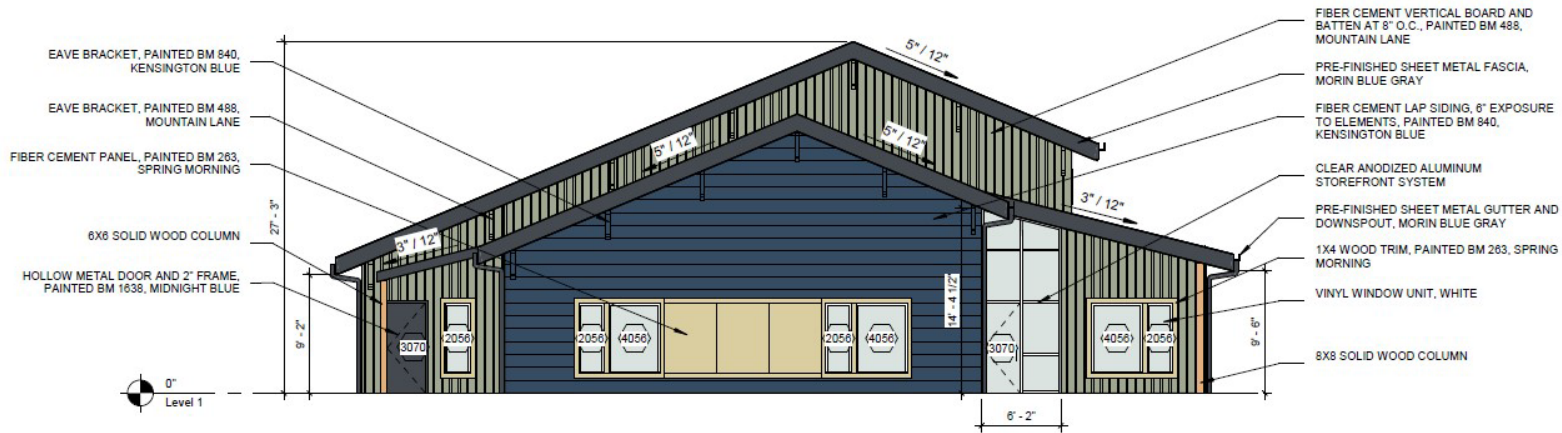
**2 EAST ELEVATION**  
1/8" = 1'-0"



# Elevations



# Elevations



**4 WEST ELEVATION**  
1/8" = 1'-0"



## PERSPECTIVE VIEW

ELM PARK EARLY LEARNING CENTER

# Alternatives

1. Approval of **PC 24 38 DR 12**, based on the Commission's findings that the application meets the requirements of City Code subject to conditions,
2. Denial of **PC 24 38 DR 12** based on the Commission's findings that the application does not meet the requirements of the City Code.
3. Partial approval of **PC 24 38 DR 12** based on the Commission's findings that the application for modifications meets some, but not all, requirements of the City Code.
4. Continue deliberations & continue hearing to a date certain if additional information is required to issue a decision.

# Staff Recommendation

Approval of **PC 24 38 DR 12**, based on the Commission's findings that the application meets the requirements of City Code subject to conditions



# Questions?



PERSPECTIVE VIEW  
ELM PARK EARLY LEARNING CENTER



**PUBLIC TESTIMONY –  
5 MINUTE COUNT DOWN TIMER**

**2 Minutes Left**

**1 Minute Left**

**30 Seconds Left**

**Time is Complete**

# Elm Park Apartments (EPA)

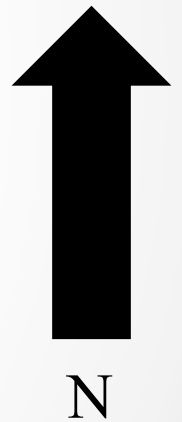
...

**AR 24 04 DR 03**

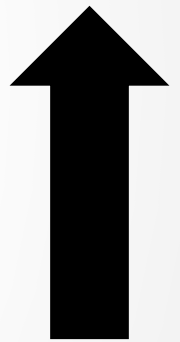
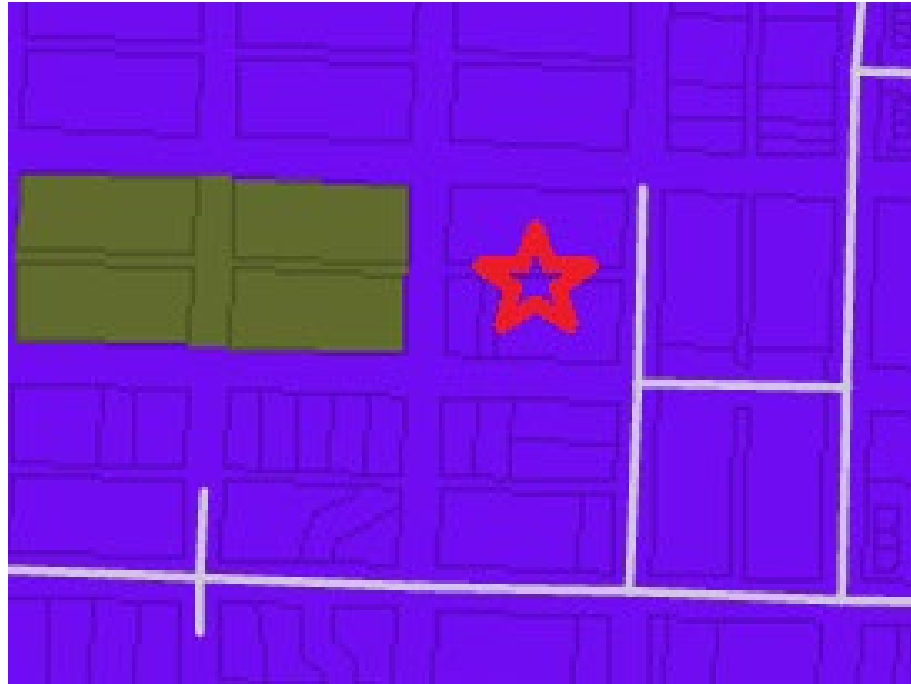
# EPA Design Review

- This Design Review is for the Elm Park Apartments (EPA). The EPA is a 32-unit affordable housing project on a 1.10-acre site (47,992.5 square feet). The units are spread across five buildings: three 3-story buildings and two 2-story buildings. The breakdown includes six 1-bedroom units, sixteen 2-bedroom units, and ten 3-bedroom units. All units will be reserved for families earning at or below 60% of the area median income (AMI), with a mix of incomes under 60% of AMI to align with Head Start eligibility.
- The project is funded through Oregon Housing and Community Services under the new Oregon Centralized Application process (funding letter received 1/15/25). The buildings will feature an attractive design with variations in wall placement, rooflines, entries, and materials.

# Aerial of Site



# Site Zoning



N



Open Space



Professional Office/  
Institutional

# Design Review Criteria

## **Florence City Code, Title 10: Zoning Regulations**

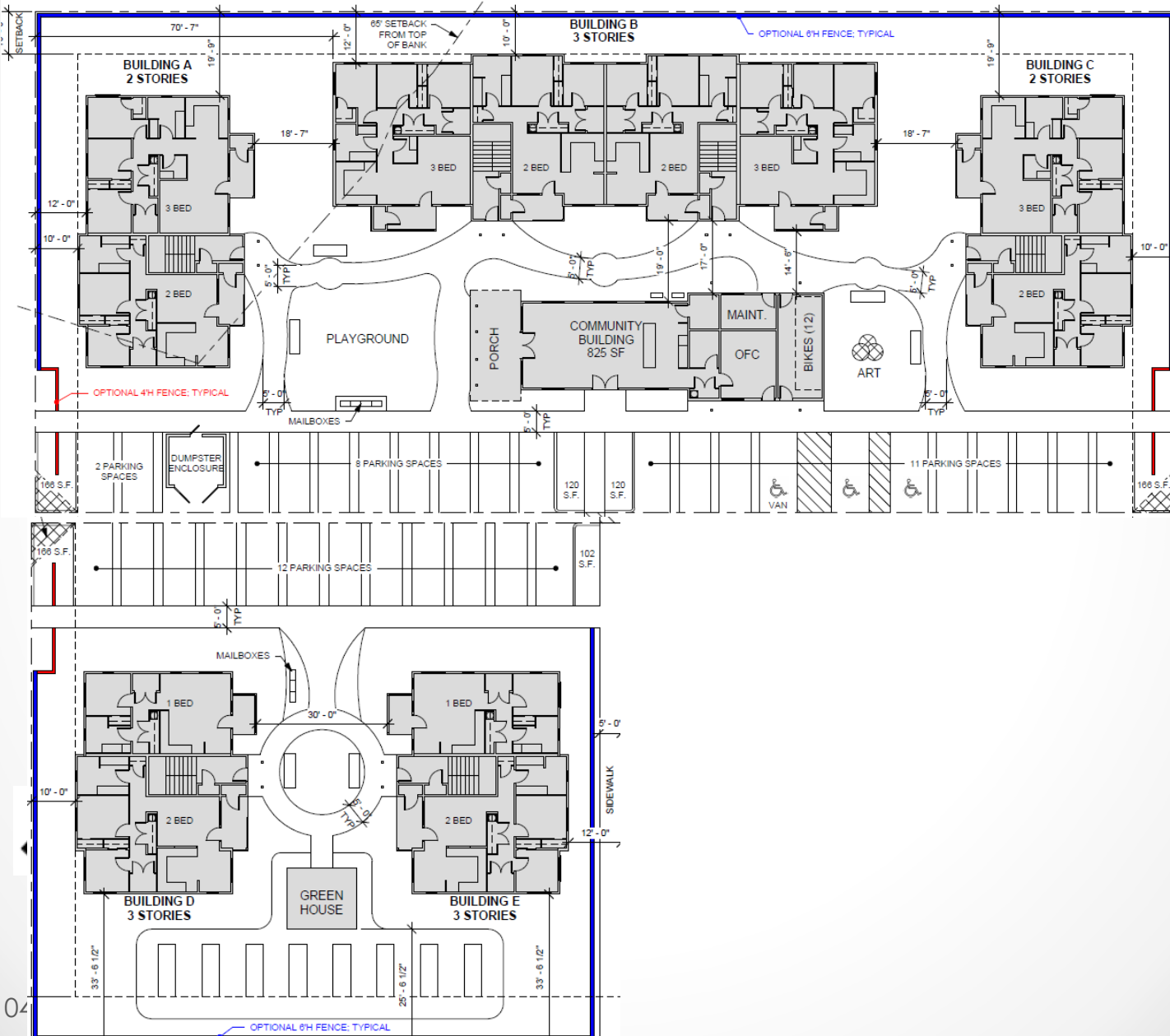
- Chapter 1: Zoning Administration, Sections 1-4, 1-5; 1-6-3
- Chapter 3: Off-Street Parking and Loading, Sections 3, 4, 5, 8, 9, 10
- Chapter 7: Special Development Standards, Section 4
- Chapter 10: Residential Districts, Sections 2,4, 5, and 7\*(EPA only)
- Chapter 25: Professional Office/Institutional District, Sections 3, 4, and 5.
- Chapter 34: Landscaping, Sections 2 through 5
- Chapter 35: Access and Circulation, Sections 2 through 3
- Chapter 36: Public Facilities, Sections 2 through 9
- Chapter 37: Lighting, Sections 2, 3, 4B, and 5R

## **Florence City Code, Title 9: Utilities**

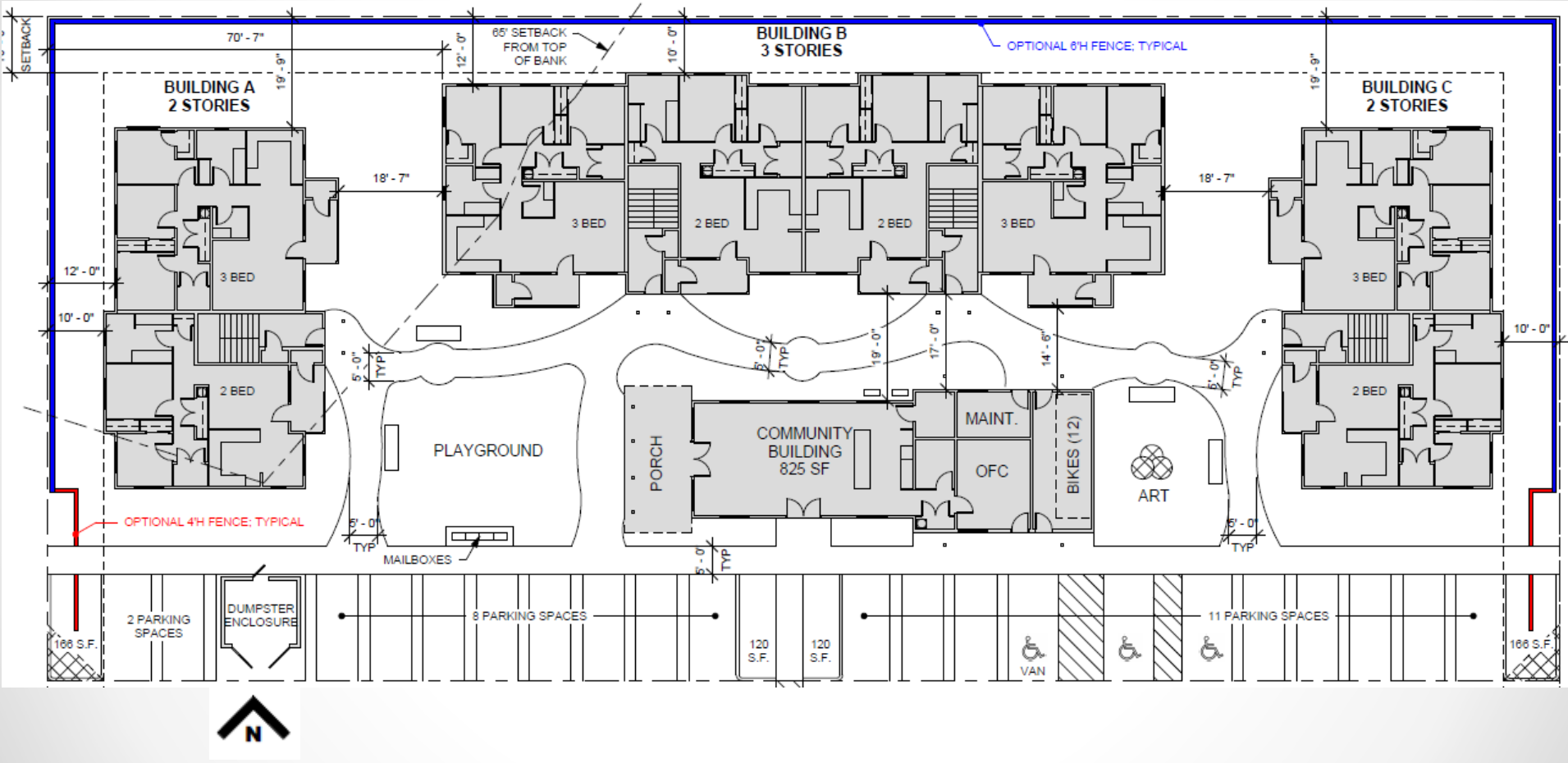
- Chapter 5: Stormwater Management Requirements, Sections 1 through 7



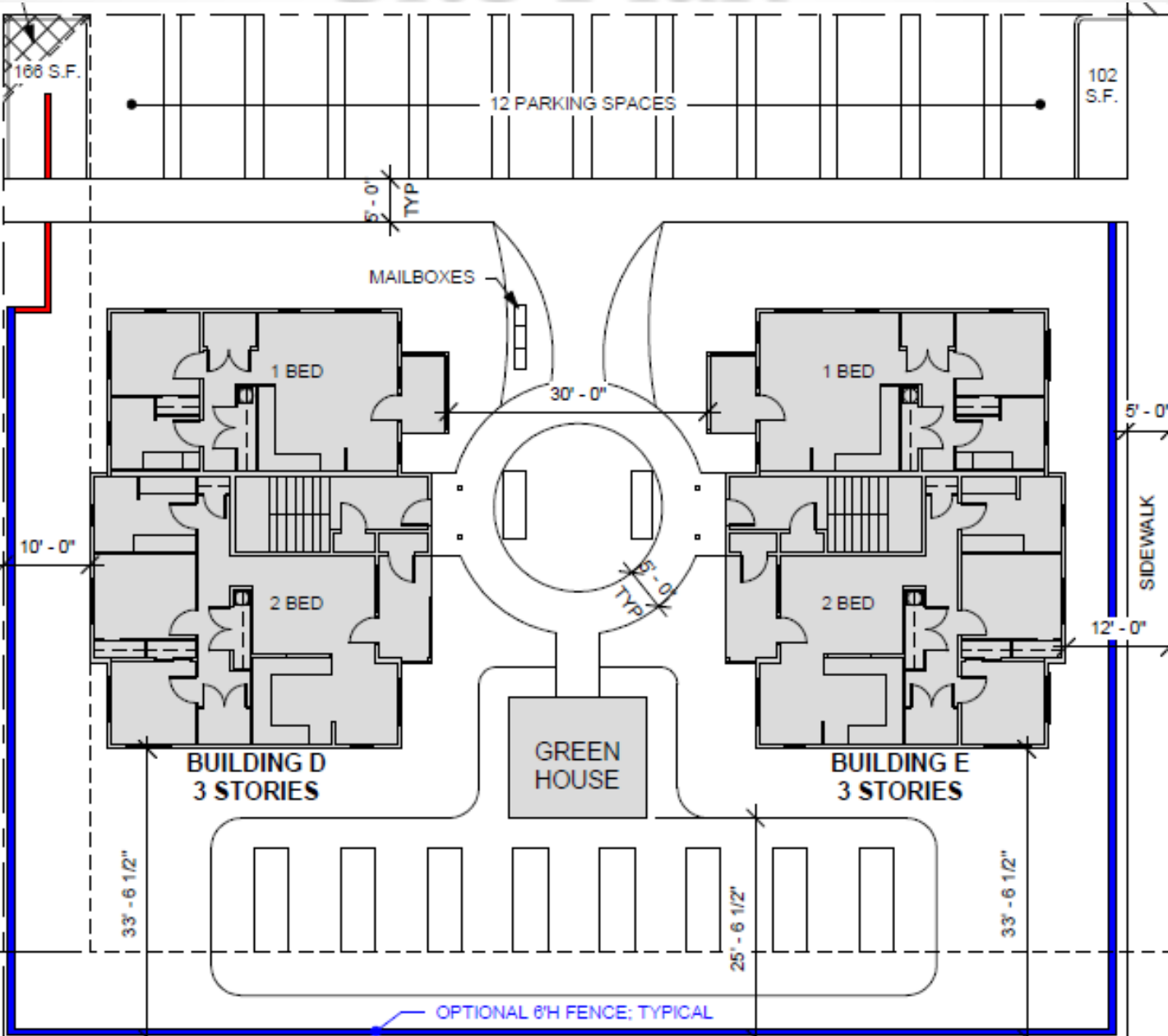
# Site Plan



# Site Plan



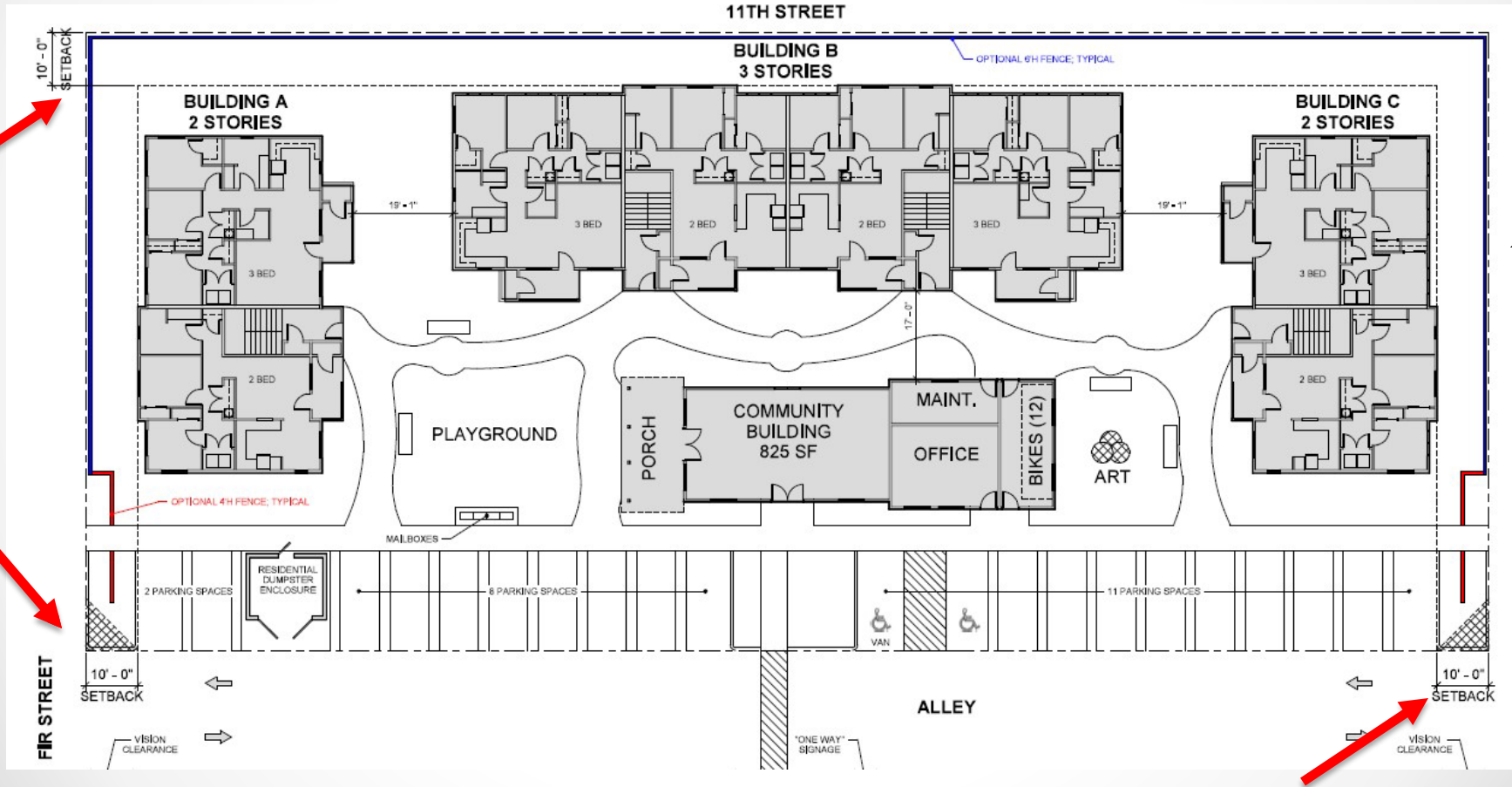
# Site Plan



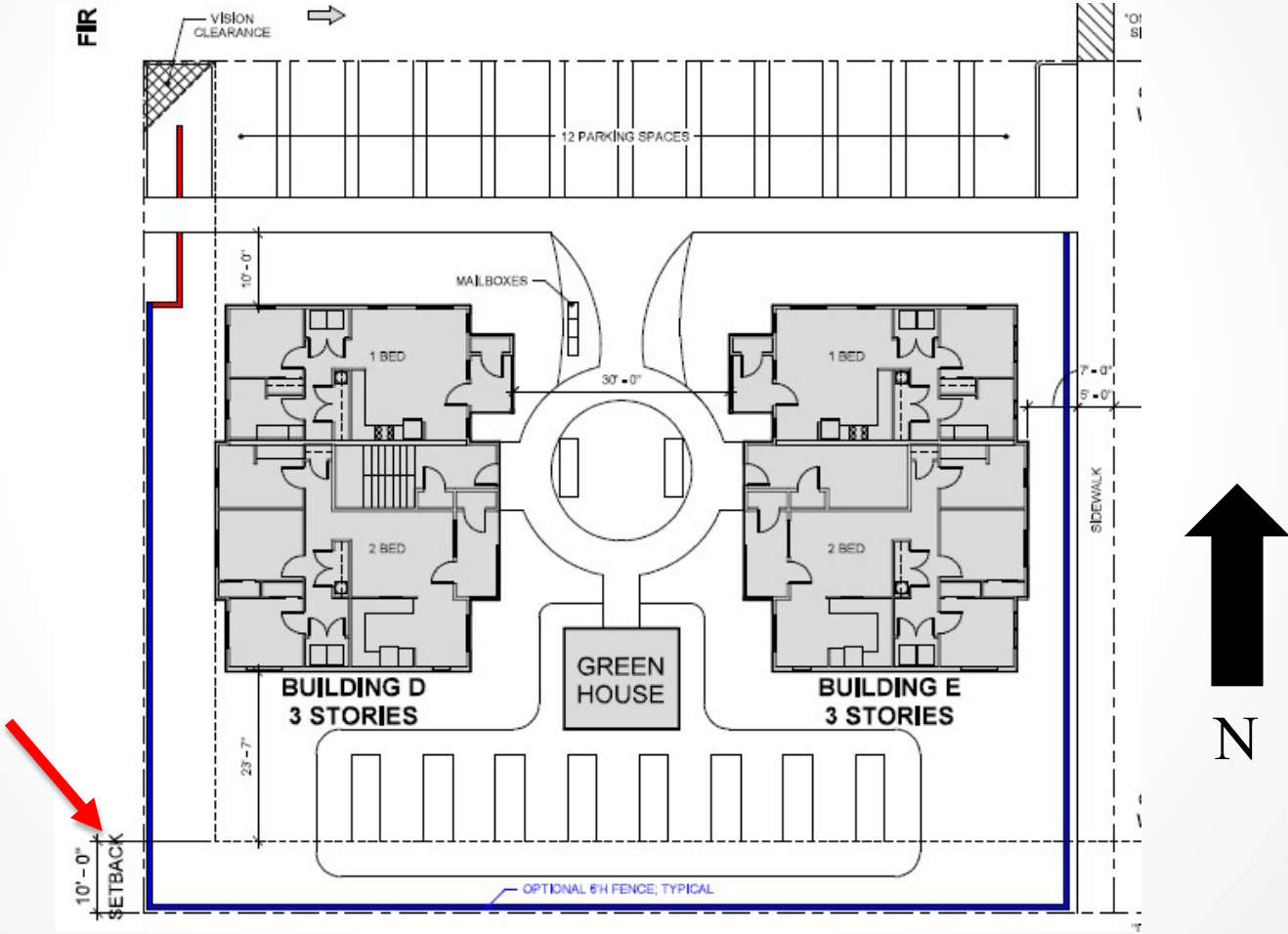
# Modifications from PUD applicable

1. Set back reductions
2. Building Orientation
3. Wall/Fence Heights
4. Open Space Reduction
5. Buffering and Screening
6. Riparian Buffer
7. Parking Reduction
8. Lighting Standards

# 1. Setback Reduction

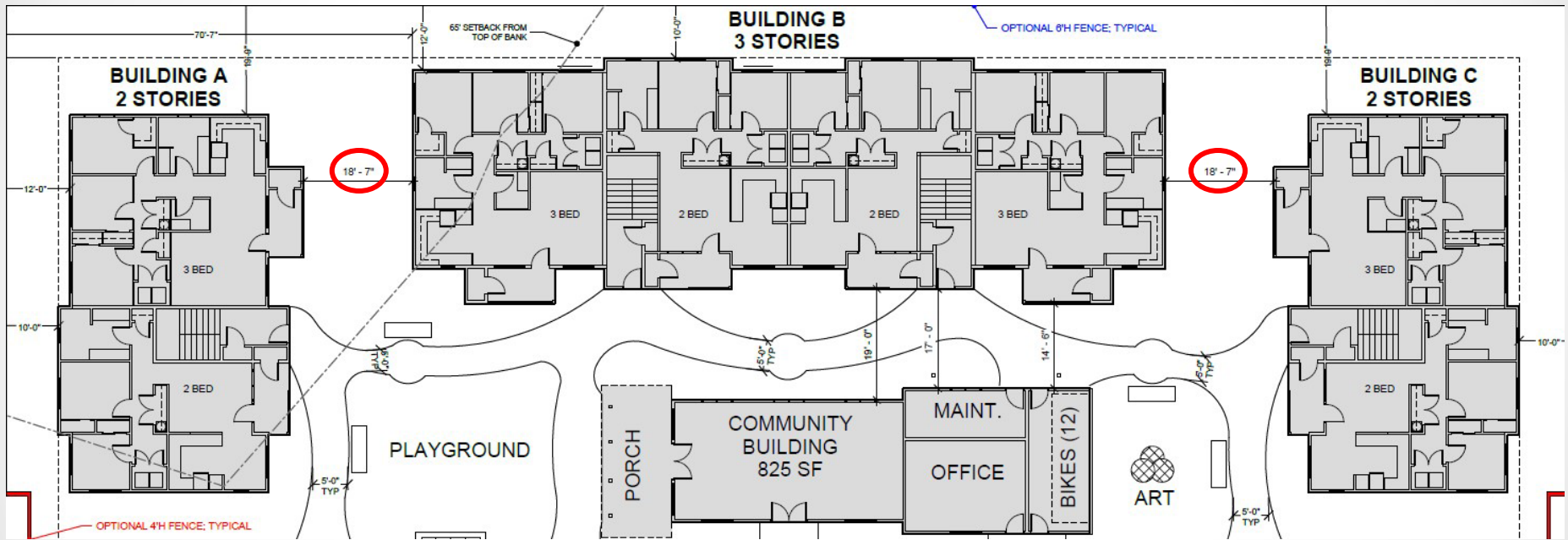


# 1. Setback Reduction



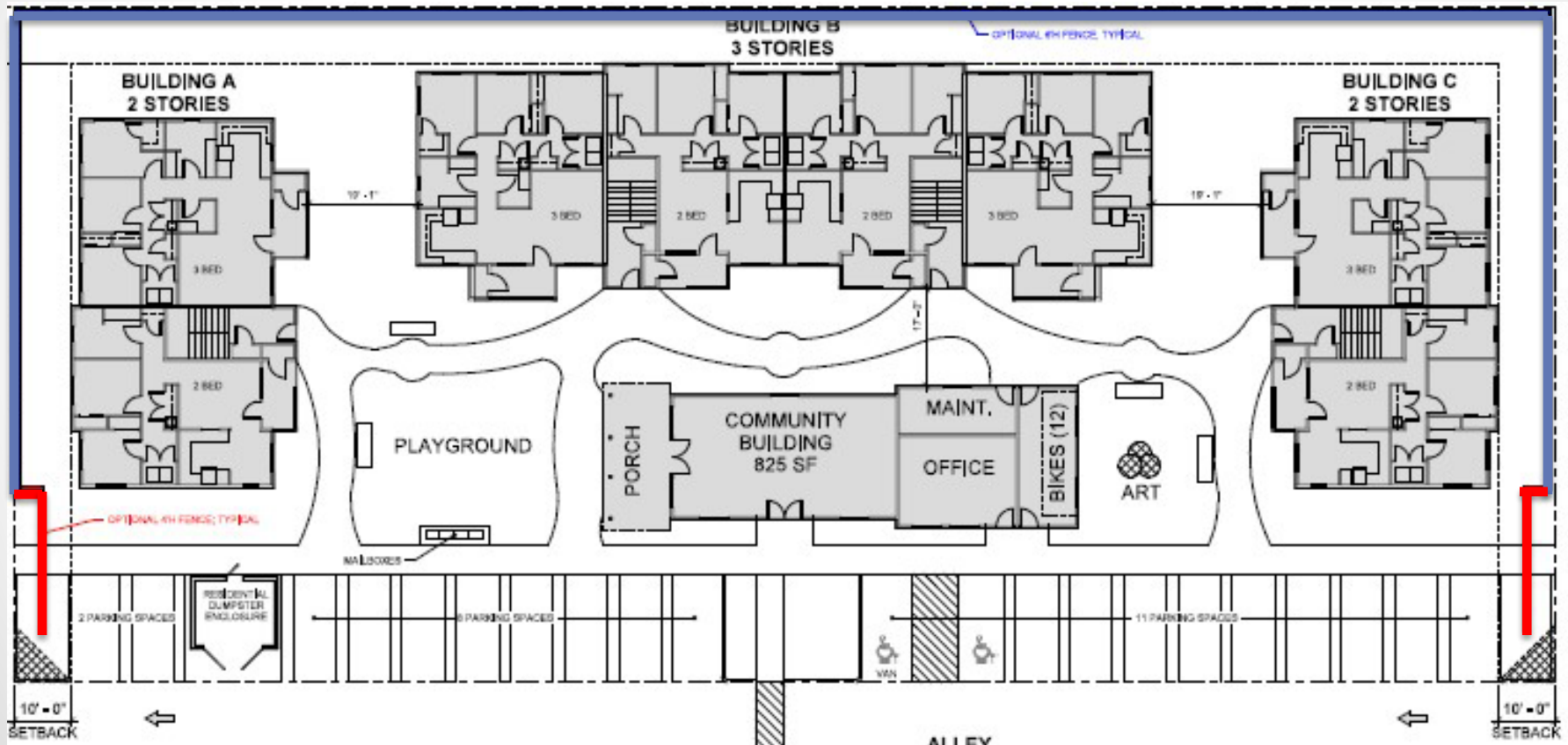


# 2. Building Orientation



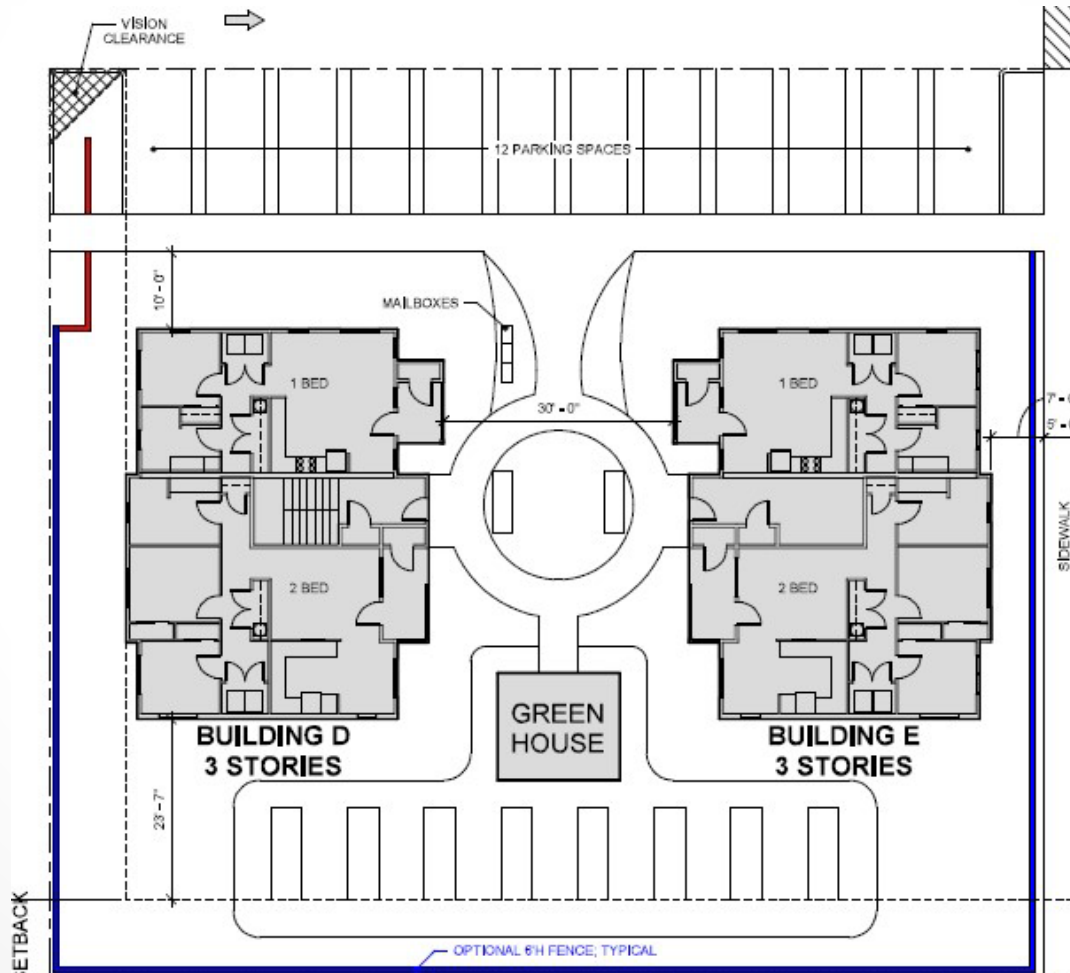
# 3. Wall/Fence Heights

- Lot 1: Front fences start at 4 feet tall but increase to 6-8 feet further back. Side and rear walls are also 6-8 feet tall, except for one spot, which will stay at 4 feet.



# 3. Wall/Fence Heights

- Lot 2: Front fences are 4 feet tall near the alley and 6-8 feet further back. Other sides are 6-8 feet tall.



# 4. Open Space Reduction

## OPEN SPACE:

NET DEVELOPMENT AREA = 63,990 SF  
OPEN SPACE = 10,123 SF  
OPEN SPACE / NET DEVELOPMENT AREA = 15.8%  
RECREATION SPACE = 7,010 SF  
RECREATION SPACE / OPEN SPACE = 69.2%

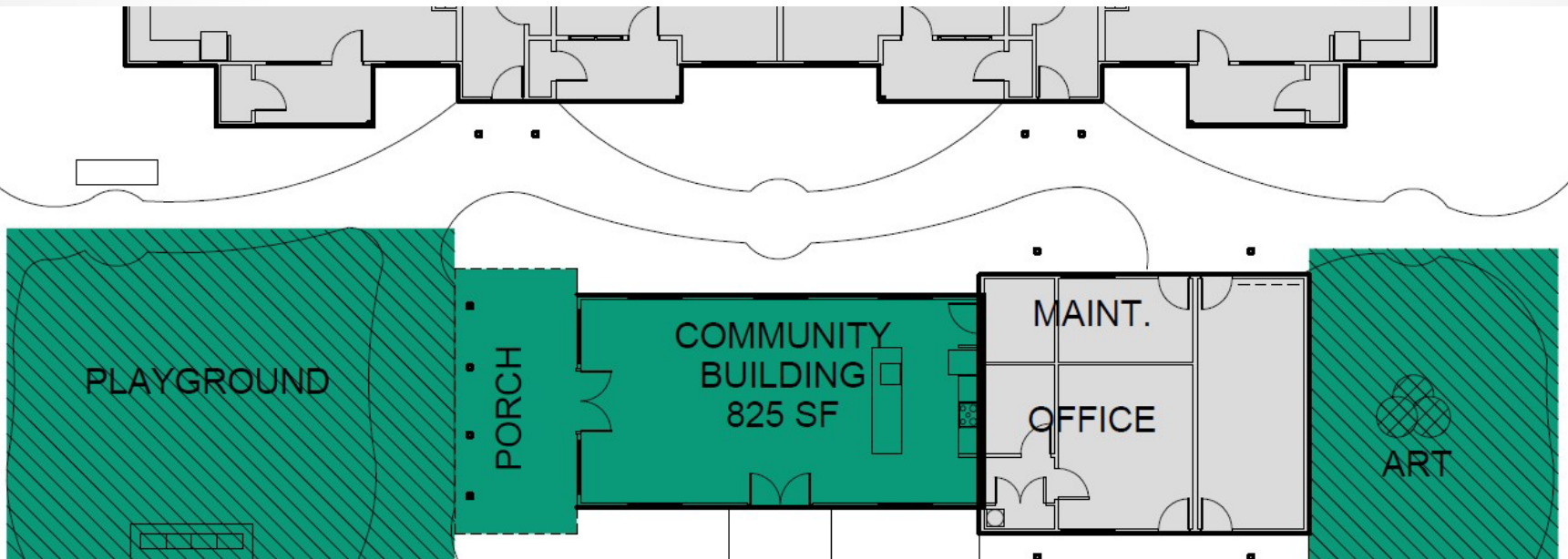
## LEGEND:



OPEN SPACE



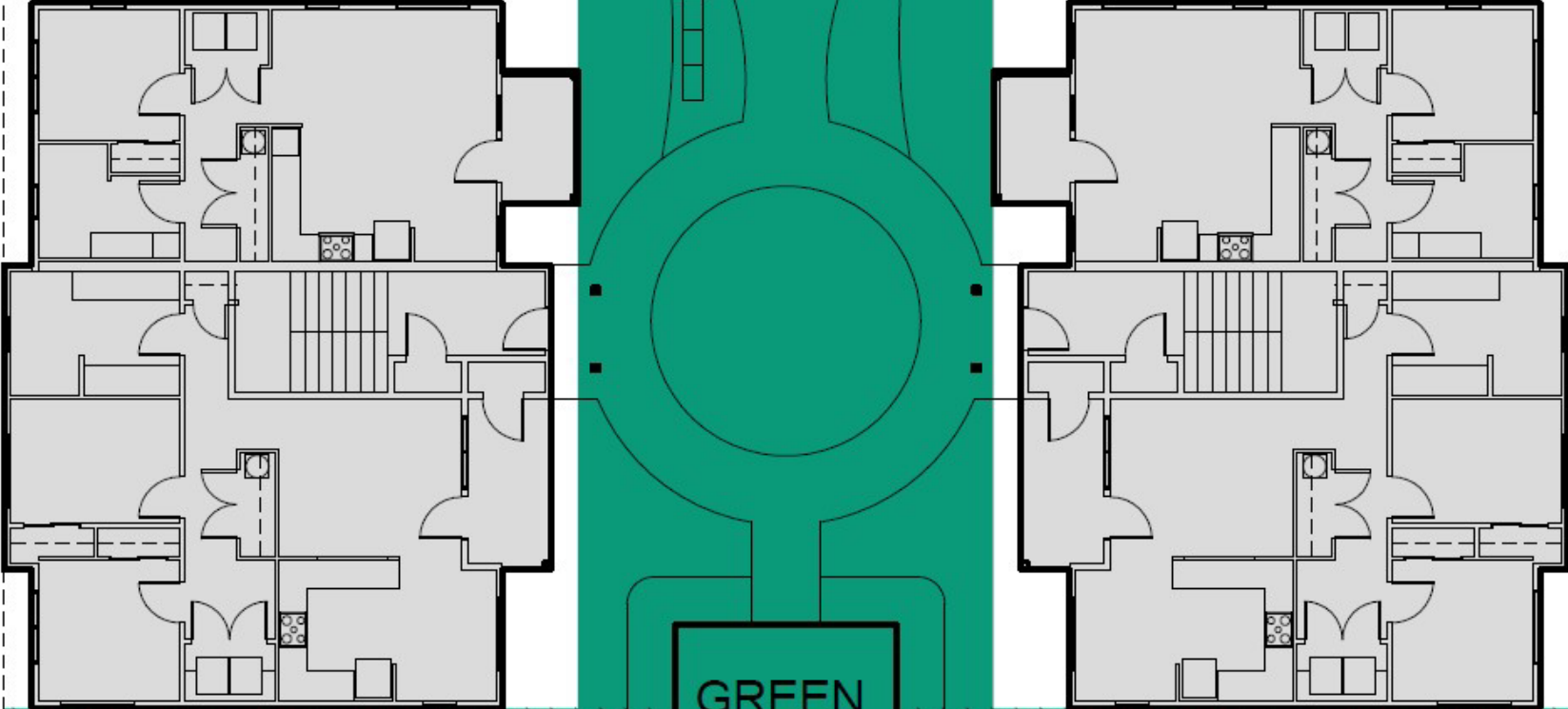
RECREATION SPACE





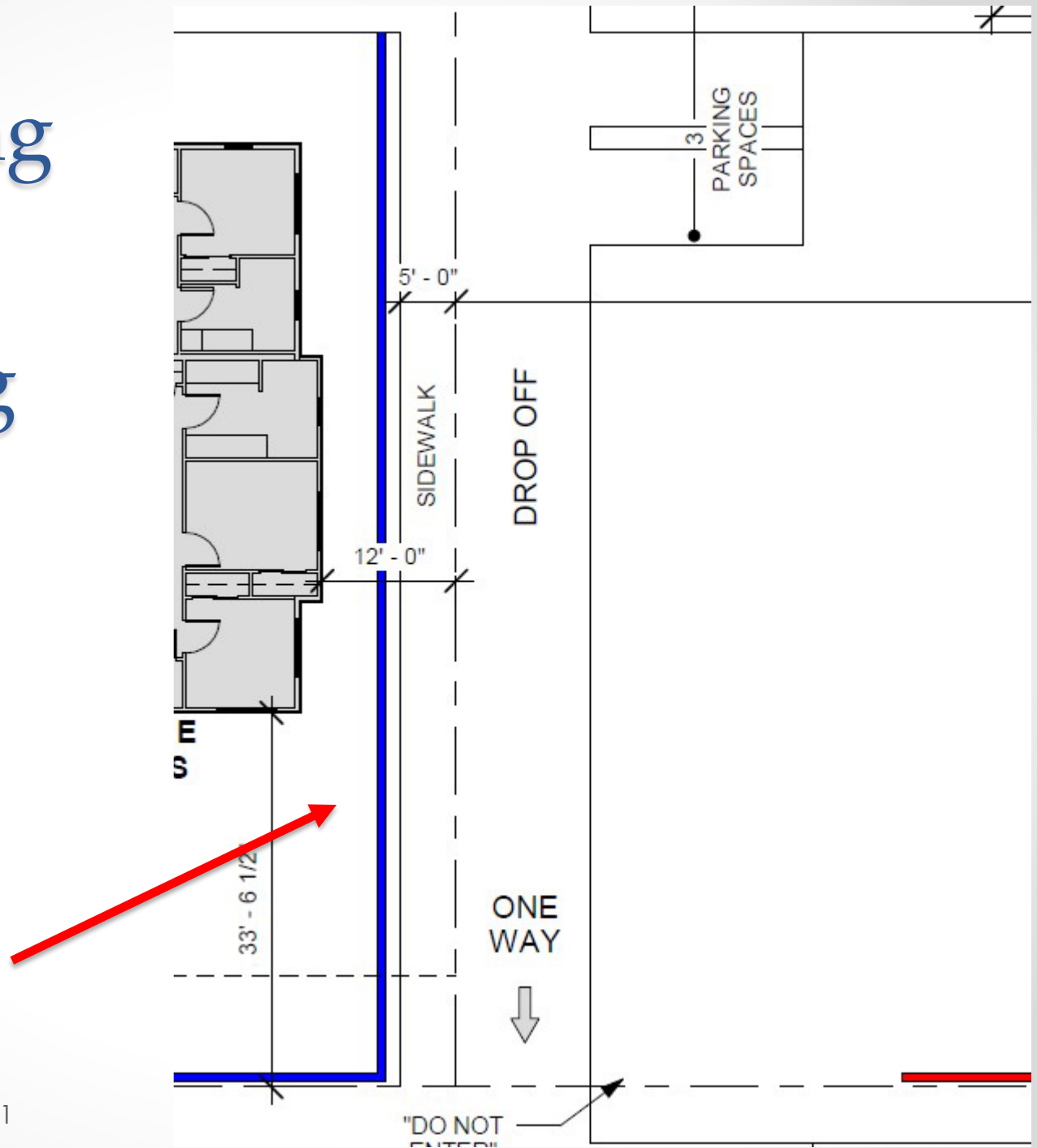
**BUILDING D**

**BUILDING E**



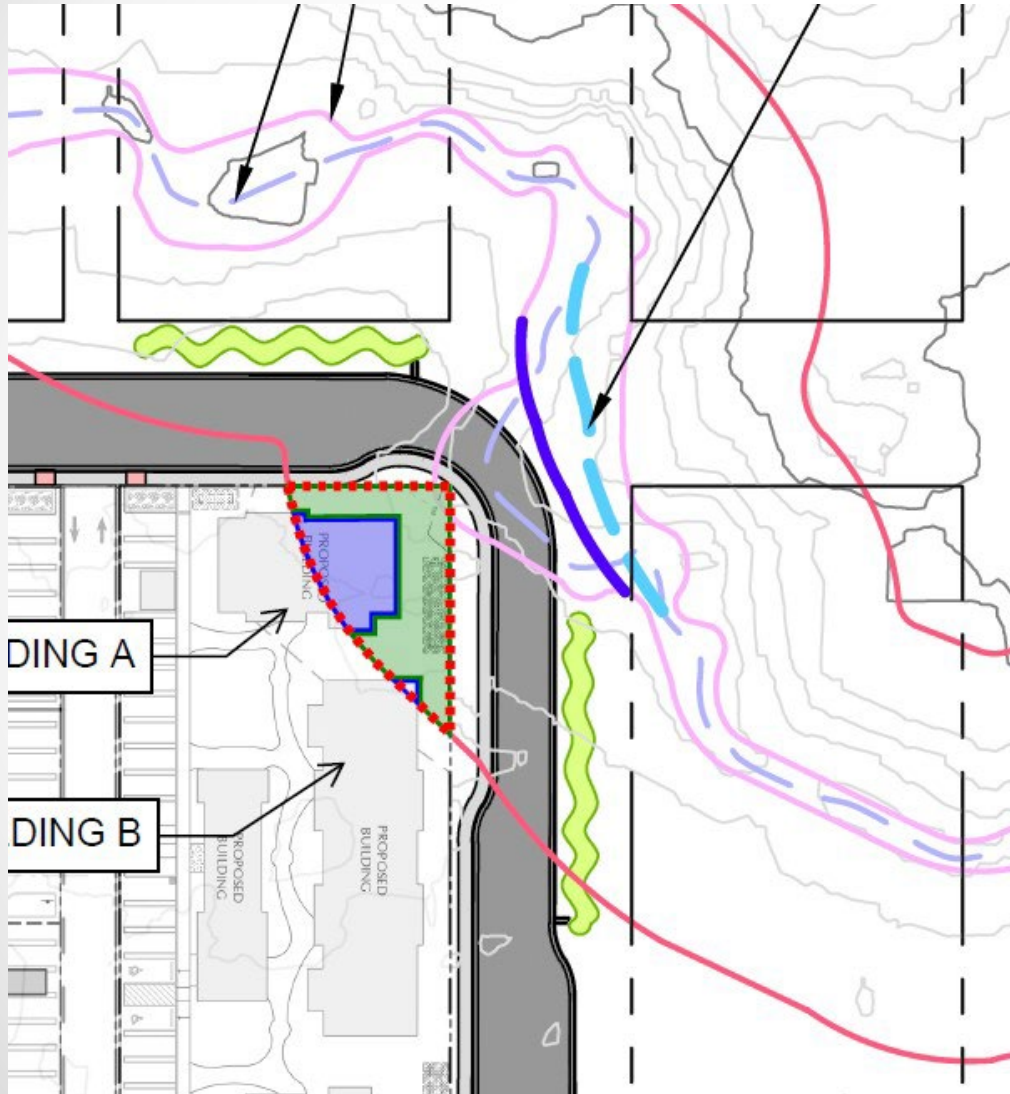
**GREEN  
HOUSE**




# 5. Buffering and Screening





# 6. Riparian Buffer



SURFACE		AREA (SF)
	NON-BUILDING AREA OF ELM PARK SITE WITHIN 65' RIPARIAN BUFFER	2,227 (0.05ac)
	BUILDING AREA OF ELM PARK SITE WITHIN 65' RIPARIAN BUFFER	1,116 (0.03ac)
	TOTAL AREA OF ELM PARK SITE WITHIN 65' RIPARIAN BUFFER	3,343 (0.08ac)
PERCENTAGE OF AREA WITHIN 65' RIPARIAN BUFFER CONSERVED WITH BUILDING LAYOUT		66.6%



# 7. Parking Reduction EPA

FCC 10-3-3(C): The minimum number of parking spaces may also be determined through a parking demand analysis prepared by the applicant and approved by the Planning Commission. This parking demand analysis may include an acceptable proposal for alternate modes of transportation, including a description of existing and proposed facilities and assurances that the use of the alternate modes of transportation will continue to reduce the need for on-site parking on an ongoing basis.

Examples of alternate modes include but are not limited to:

1. Transit-related parking reduction. The number of minimum parking spaces may be reduced by up to 10% if:
  - a. The proposal is located within a  $\frac{1}{4}$  mile of an existing or planned transit route, and;
  - b. Transit-related amenities such as transit stops, pull-outs, shelters, park-and-ride lots, transit-oriented development, and transit service on an adjacent street are present or will be provided by the applicant.

# 7. Parking Reduction EPA

19.14% Reduction

	<u>Dwelling</u> <u>Units</u>	<u>Bedrooms</u>	<u>BR Per Max</u> <u>Parked Vehicles</u>	<u>Max Occupied</u> <u>Spaces</u>	<u>Max Desired</u> <u>Occupancy</u>	<u>Parking Space</u> <u>Demand</u>	<u>Minimum</u> <u>Per Table</u>	<u>% of Min.</u>
Shore Pines at Munsel Creek	68	136	1.94	70	85.00%	82	102	80.86%
Revised Elm Park Apartments	32	68	1.94	35	85.00%	41	50	82.47%

PUD request due to more than 10%

17.53% Reduction

# 8. Lighting Standards

- **Applicant Narrative:** It was suggested that we avoid the outdoor lighting standards issue that had to be addressed after the fact at Oak Manor Apartments. Therefore, we request a modification under the PUD ordinance of the lighting standards to permit (a) outdoor lighting of less than two footcandles and greater than five but not more than seven footcandles in the parking area and (b) wall pack lighting adjacent to the residential doors no greater than 315 lumens.

# Applicant's updates since 12-17

1. According to our architect, who owns two e-bikes, there are some challenges to an ebike charging station in the interior bike storage. First, there is no standard charger:

Each bike has its own charger that plugs into a standard 110 outlet, and each brand has a slightly different plug for the charger on the bike itself. Second, e-bikes are expensive, and owners may not be comfortable leaving them in shared storage, as unlike the bikes themselves, the proprietary chargers are impossible to secure. We will include adequate 110 outlets in the room to accommodate the chargers.

# Applicant's updates since 12-17

2. Additional architectural enhancements on the north elevations of Buildings A and C



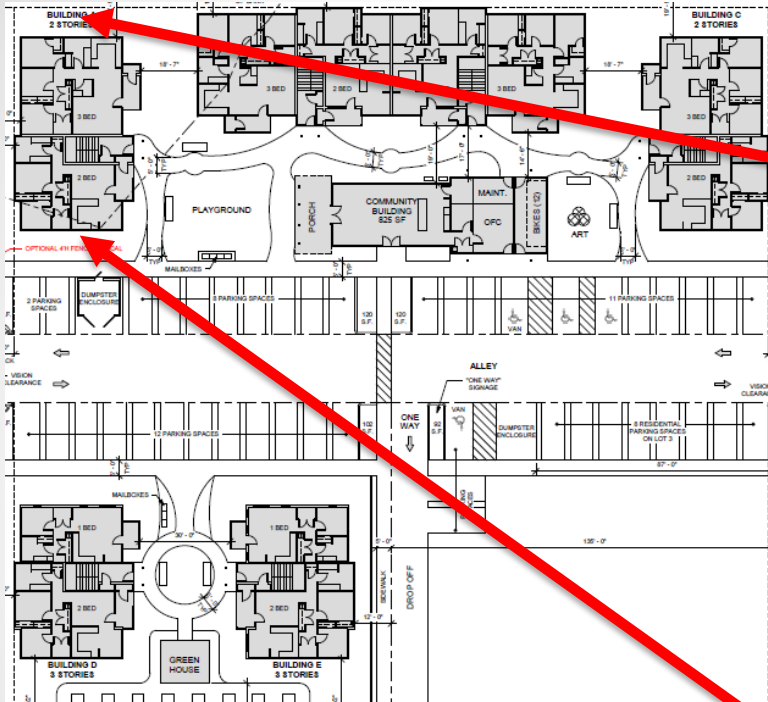
④ BUILDING A - NORTH ELEVATION (FROM 11TH STREET)  
1/8" = 1'-0"



③ BUILDING C - NORTH ELEVATION (FROM 11TH STREET)  
1/8" = 1'-0"



# Elevations

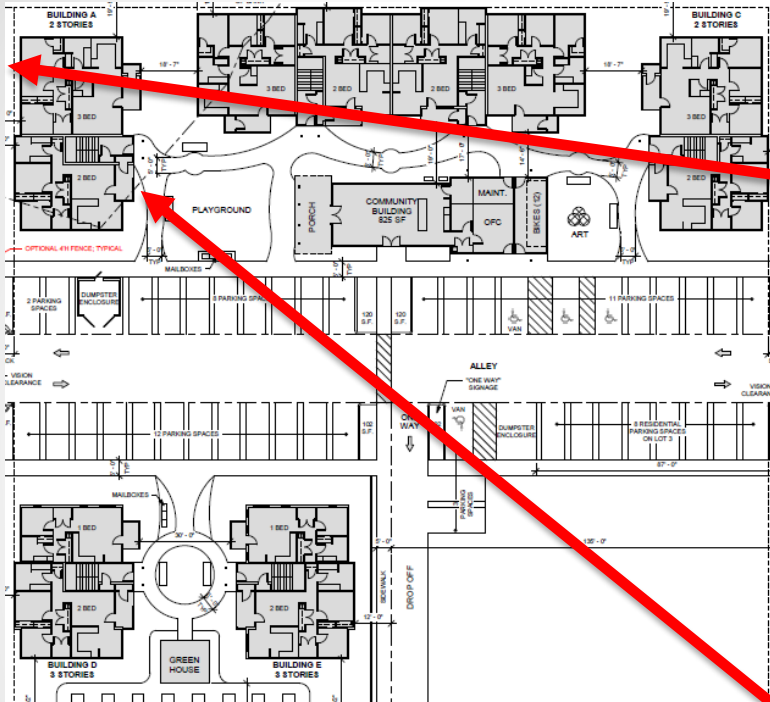


④ BUILDING A - NORTH ELEVATION (FROM 11TH STREET)  
1/8" = 1'-0"



③ BUILDING A - SOUTH ELEVATION (FROM ALLEY)  
1/8" = 1'-0"

# Elevations



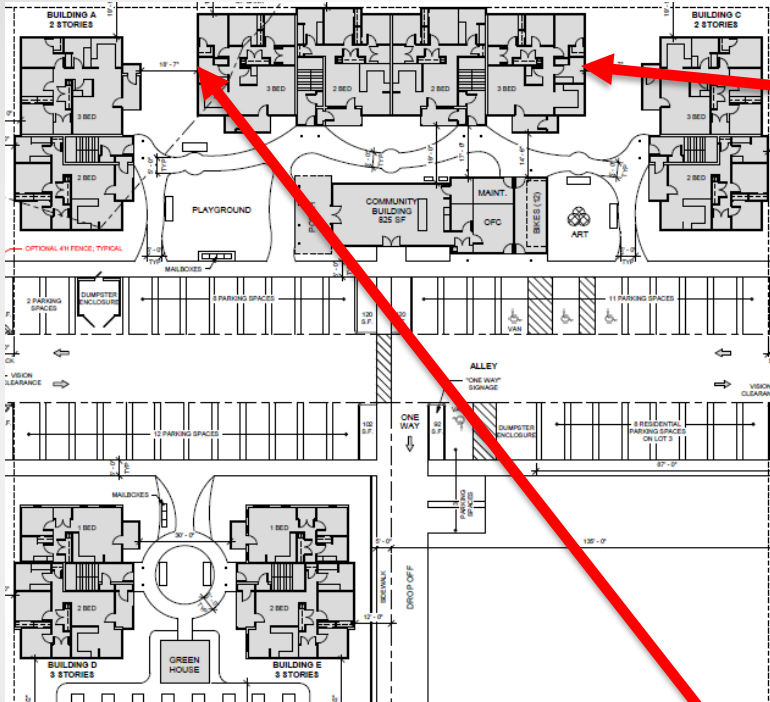
BUILDING A - WEST ELEVATION (FROM  
 ② FIR STREET)  
 1/8" = 1'-0"



BUILDING A - EAST ELEVATION (FROM  
 ① COURTYARD)  
 1/8" = 1'-0"

STEEL RAILING POWDER  
 COATED GRAY; TYPICAL

# Elevations

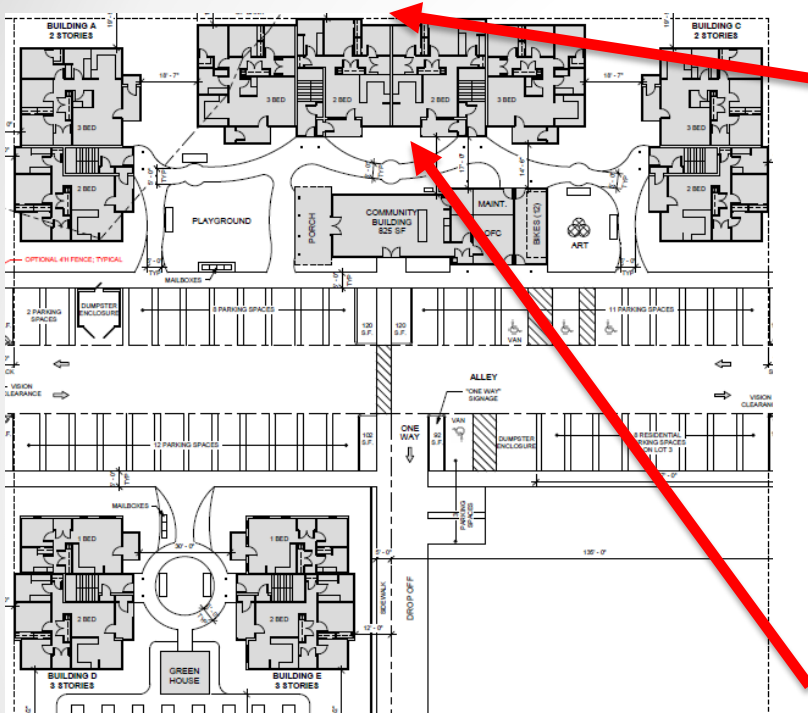


④ BUILDING B - EAST ELEVATION  
1/8" = 1'-0"



③ BUILDING B - WEST ELEVATION  
1/8" = 1'-0"

# Elevations



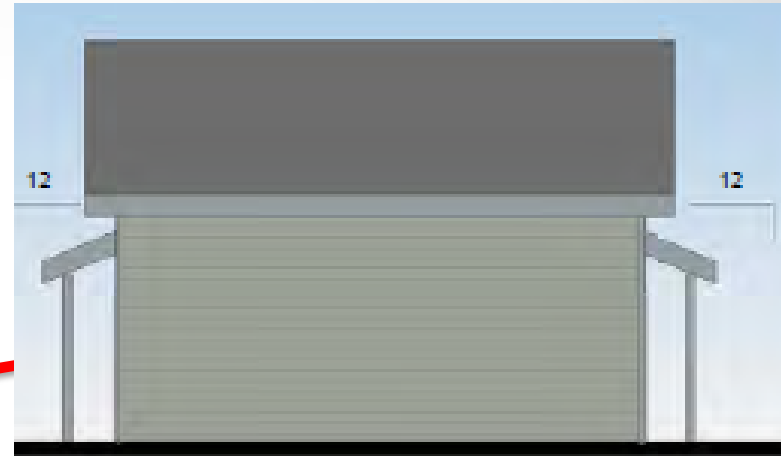
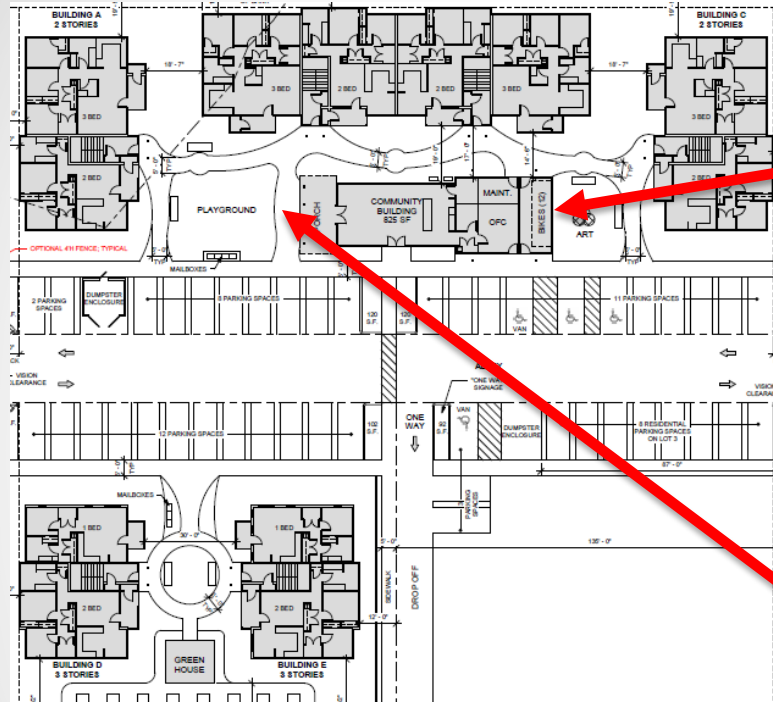
BUILDING B - NORTH ELEVATION (FROM  
② 11TH STREET)  
1/8" = 1'-0"



BUILDING B - SOUTH ELEVATION (FROM  
① COURTYARD)  
1/8" = 1'-0"

STEEL RAILING POWDER  
COATED GRAY, TYPICAL

# Elevations



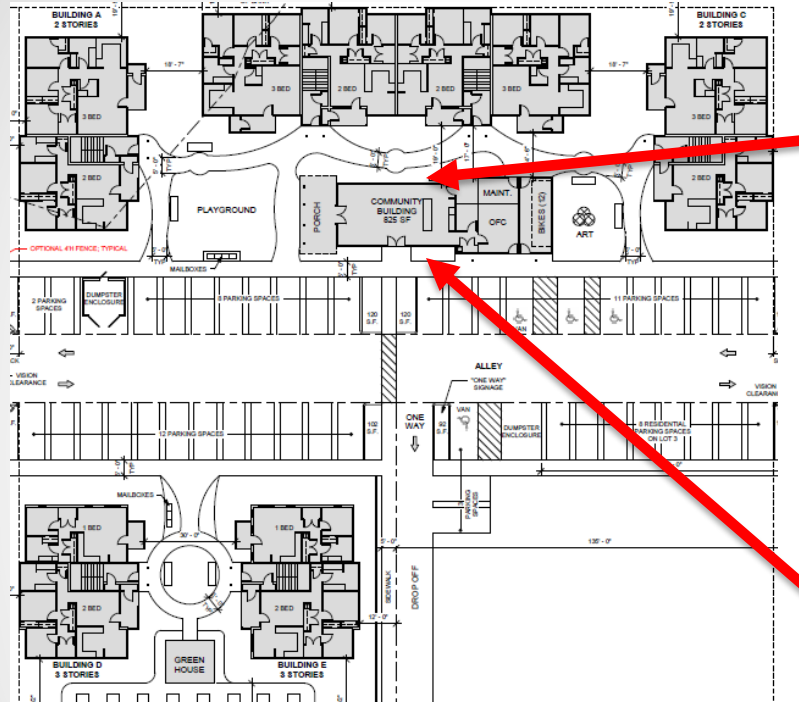
8 COMMUNITY BUILDING - EAST  
ELEVATION  
1/8" = 1'-0"



7 COMMUNITY BUILDING - WEST  
ELEVATION  
1/8" = 1'-0"



# Elevations



COMMUNITY BUILDING - NORTH  
ELEVATION  
⑥ 1/8" = 1'-0"

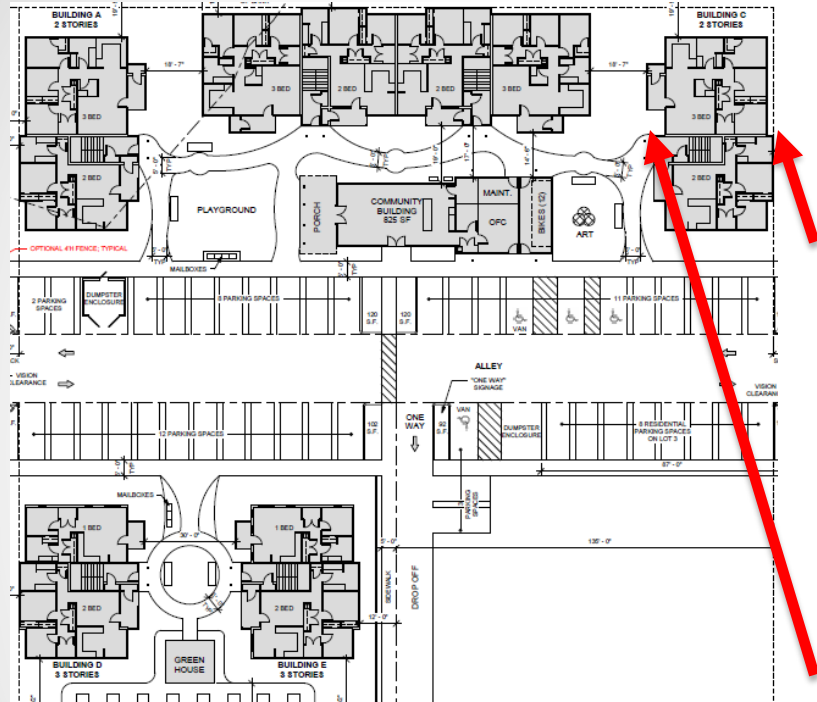
MECHANICAL CONDENSING UNIT, 35"W x 13"D x 35"H



COMMUNITY BUILDING - SOUTH  
ELEVATION (FROM ALLEY)  
⑤ 1/8" = 1'-0"



# Elevations



BUILDING C - EAST ELEVATION (FROM GREENWOOD STREET)

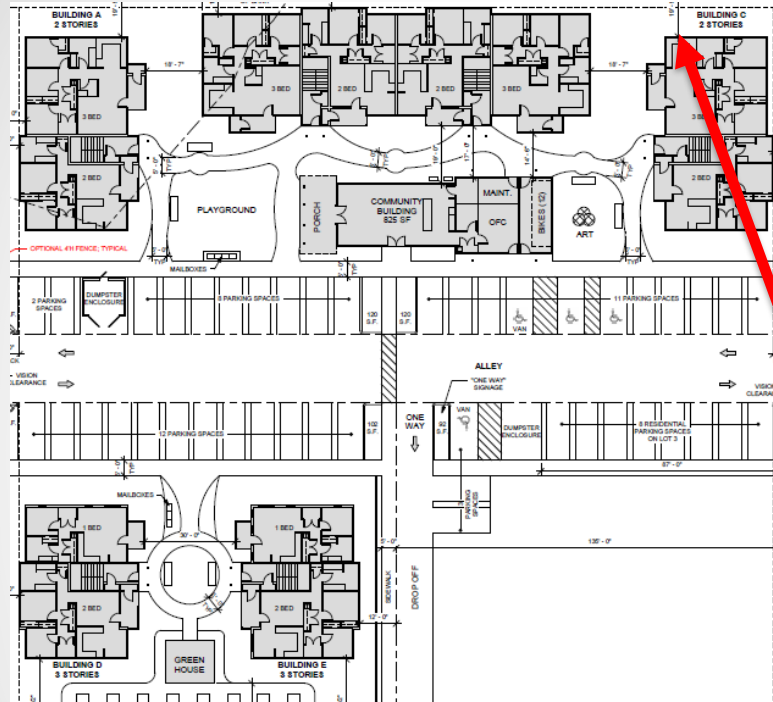
② 1/9" = 1'-0"



BUILDING C - WEST ELEVATION (FROM COURTYARD)

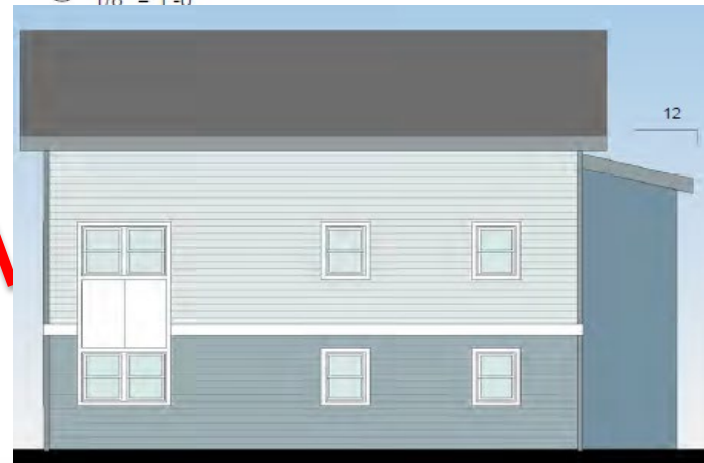
① 1/8" = 1'-0"

# Elevations



BUILDING C - SOUTH ELEVATION (FROM ALLEY)

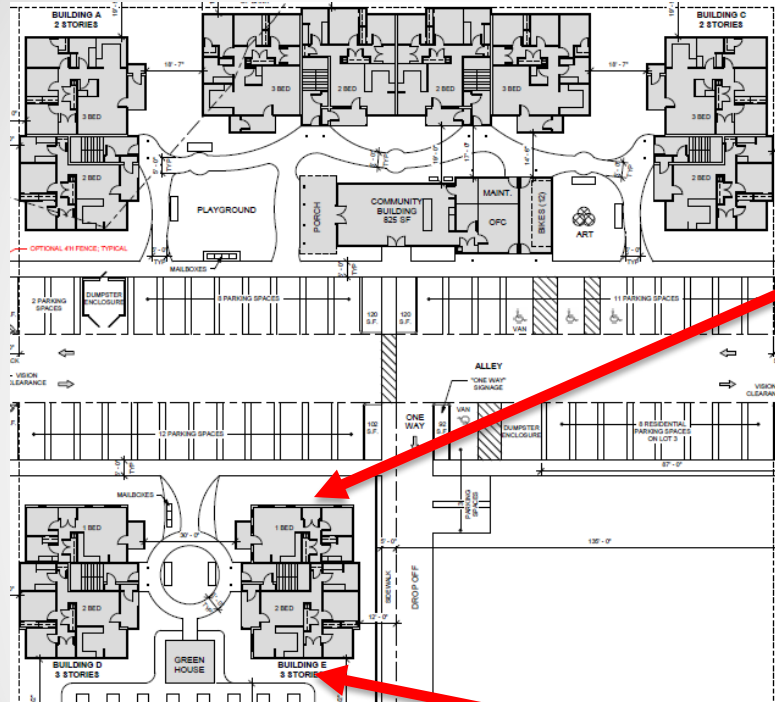
④ 1/8" = 1'-0"



BUILDING C - NORTH ELEVATION (FROM 11TH STREET)

③ 1/8" = 1'-0"

# Elevations

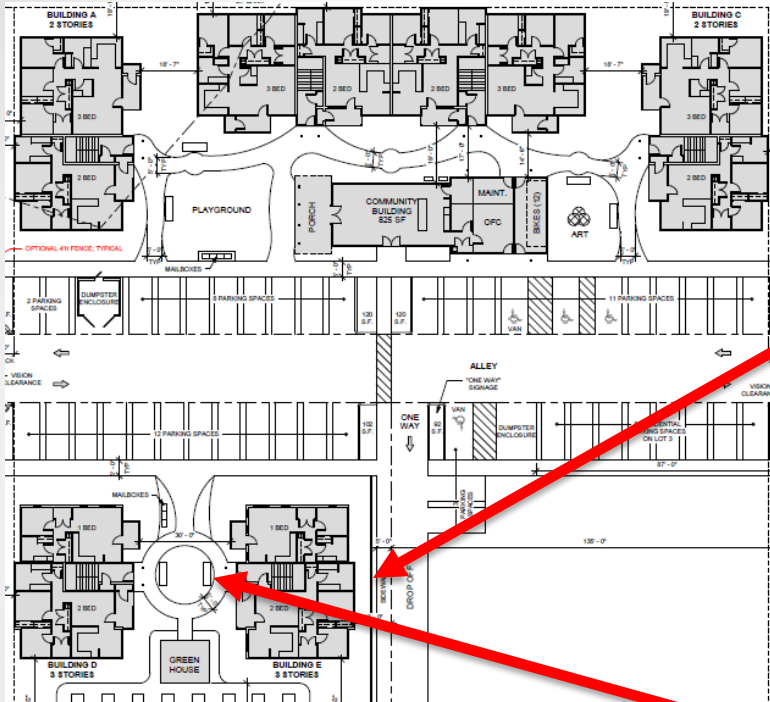


BUILDING E - NORTH ELEVATION FROM  
 ③ ALLEY  
 1/8" = 1'-0"



BUILDING E - SOUTH ELEVATION (FROM  
 ④ 10TH STREET)  
 1/8" = 1'-0"

# Elevations



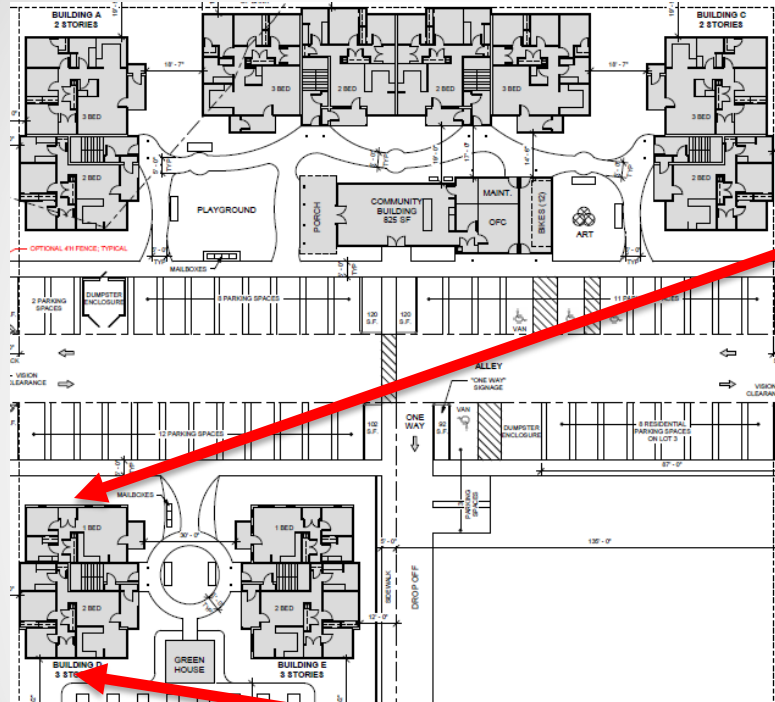
BUILDING E - EAST ELEVATION (FROM  
 ② ELF)  
 1/8" = 1'-0"



BUILDING E - WEST ELEVATION (FROM  
 ① COURTYARD)  
 1/8" = 1'-0"



# Elevations

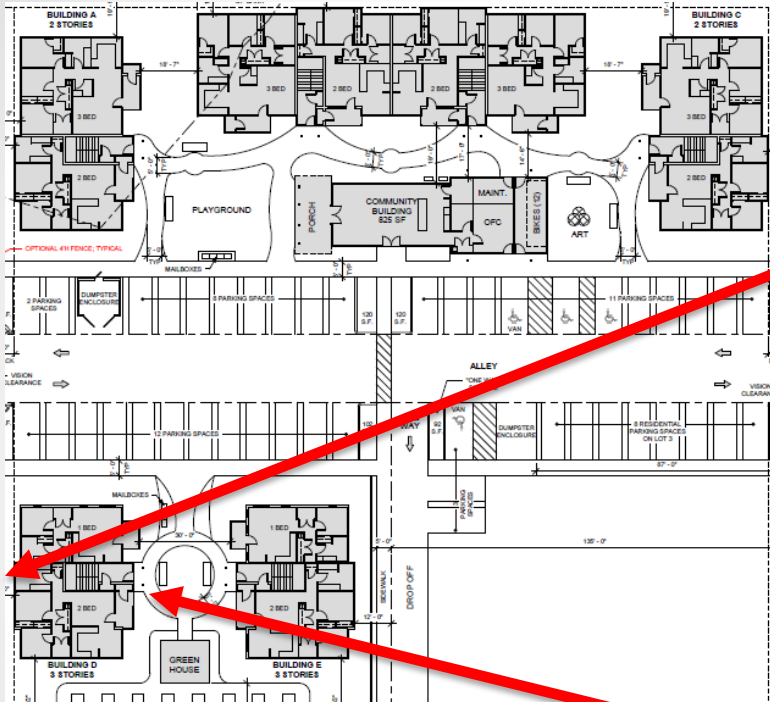


4 BUILDING D - NORTH ELEVATION (FROM ALLEY)  
1/8" = 1'-0"



3 BUILDING D - SOUTH ELEVATION (FROM 10TH STREET)  
1/8" = 1'-0"

# Elevations



BUILDING D - WEST ELEVATION (FROM FIR STREET)  
 ② 1/8" = 1'-0"



BUILDING D - EAST ELEVATION (FROM COURTYARD)  
 ① 1/8" = 1'-0"  
 STEEL RAILING POWR COATED GRAY; TYPIC



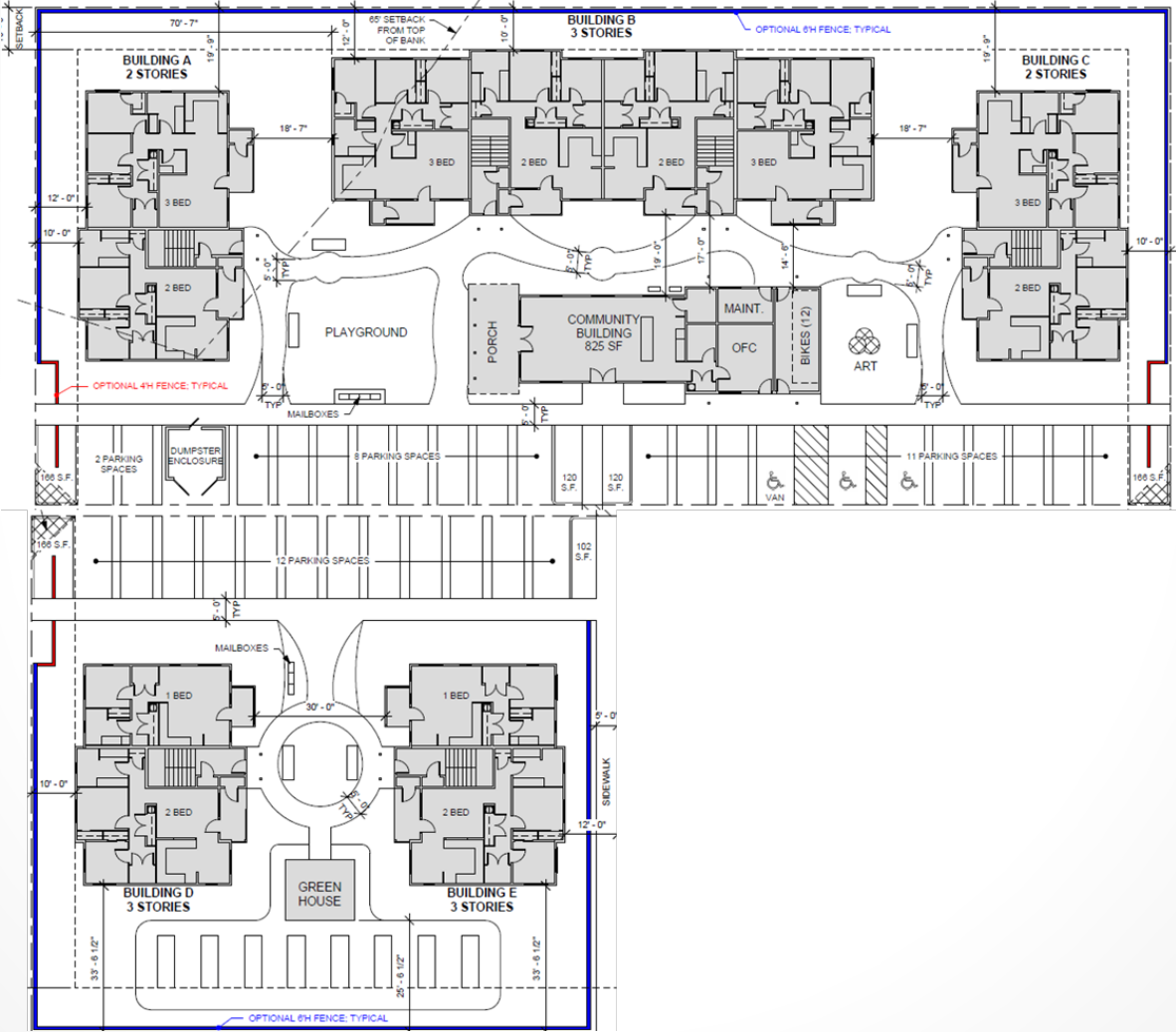
# Alternatives

1. Approval of **PC 24 38 DR 12**, based on the Commission's findings that the application meets the requirements of City Code subject to conditions,
2. Denial of **PC 24 38 DR 12** based on the Commission's findings that the application does not meet the requirements of the City Code.
3. Partial approval of **PC 24 38 DR 12** based on the Commission's findings that the application for modifications meets some, but not all, requirements of the City Code.
4. Continue deliberations & continue hearing to a date certain if additional information is required to issue a decision.

# Staff Recommendation

Approval of **PC 24 38 DR 12**, based on the Commission's findings that the application meets the requirements of City Code subject to conditions

# Questions?



**PUBLIC TESTIMONY –  
5 MINUTE COUNT DOWN TIMER**

**2 Minutes Left**

**1 Minute Left**

**30 Seconds Left**

**Time is Complete**



# PLANNING COMMISSION



**RESOLUTION PC 24 38 DR 12**





# PLANNING COMMISSION



**RESOLUTION AR 24 04 DR 03**





# PLANNING COMMISSION



## REPORT & DISCUSSION ITEMS

- PLANNING COMMISSION REPORT & DISCUSSION ITEMS
- DIRECTOR'S REPORT & DISCUSSION ITEMS



# PLANNING COMMISSION



## 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





# PLANNING COMMISSION



**THANK YOU!**