

STAFF REPORT & FINDINGS OF FACT
FLORENCE COMMUNITY DEVELOPMENT DEPARTMENT
Exhibit "A"

Date of Report: October 29, 2021 **Planner:** Roxanne Johnston
Application: AR 21 11 DR 02

I. PROPOSAL DESCRIPTION

Proposal: Administrative Design Review Land Use Application for the development of Oak Manor Apartments. This proposal consists of four 3-story buildings altogether containing 24-units for affordable workforce housing with outdoor amenities to be located on 1.24 acres at Assessor's Map 18-12-14-33, Tax Lot 01302, approximately 360 ft north of the NE intersection of Oak St. and 38th Loop. This property is zoned Highway District.

Applicant: Our Coastal Village, Inc., Layne Morrill

Property Owners: Koning & Cooper Construction Inc./Terrace Homes, Inc.

Location: 1.24 +/- acres approximately 360 ft. north of the NE intersection of Oak St. and 38th Loop.

Site: Map# 18-12-14-33, Tax Lot 01302

Comprehensive Plan Map Designation: Highway

Zone Map Classification: Highway District

Surrounding Land Use / Zoning:

Site: Vacant property / Highway District
North: Mini Storage Buildings & Auto Repair/ Highway District
South: Vacant Property & Motel / Highway District
East: Vacant Property/Highway District
West: Residential/High Density Residential

Streets / Classification:

West: Oak St. – Collector; North – None; East – None; South – None

II. NARRATIVE

On July 28, 2021, applicant Layne Morrill, representative for My Coastal Village, Inc, applied for a Type III design review with a conditional use permit. Because there was no merit for a conditional use permit as the use was permitted outright, staff deemed the application as qualifying for an administrative review in accordance with FCC Title 10, Ch.2. The application itself was complete as of August 26, 2021.

The proposal focuses on affordable workforce housing containing a total of 24 units within four 3-story apartment buildings that will reach a maximum height of 35', all accessible from Oak St. Units include 6 one-bedroom units; 9 two-bedroom units; and 9 three-bedroom units. Six of these apartment units will be set aside for households with incomes at or below 30% of area median income and eighteen units will be set aside for households with incomes at or below 80% of area median income. Two units are proposed to be ADA accessible: a one-bedroom unit and a two-bedroom unit. A 352 sq ft apartment office is also proposed.

In addition to affordable workforce housing, the proposal offers outdoor amenities including a covered ramada for picnicking and barbequing, a community garden, and basketball court that also functions as a turnaround for emergency service equipment.

The property total site contains approximately 53,836.62 sq. ft. Of this area, impervious surfaces are estimated to total approximately 31,149 sq. ft. with pervious surfaces projected to cover approximately 22,603 sq. ft.

III. NOTICES & REFERRALS

Notice: On Sept. 7, 2021, notice of the application was mailed to surrounding property owners within 100 feet of the property. Notice was posted to the property itself on Sept. 8.

At the time of this report, the City had received one public testimony email in opposition to the development from Janet Walton (Exhibit L), area resident. Her concerns centered around her perception that the property was too small for the proposed density, that off-street parking would allow vehicles to park on Oak St., that home values would go down., and *"We just don't need another low income complex in this area. Can't you find another area to build these apartments. How would you like this in your neighborhood?"* She was also concerned about road traffic, noise and trees being removed.

Staff sent a reply email to Walton, which is included in Exhibit L clarifying that parking would be internal to the site and not be allowed along Oak St.

Referrals: On September 17, 2021, referrals were sent to the Florence Building Department, Florence Public Works, Florence Utility Billing Department, Northwest Code Professionals, Central Lincoln PUD, Heceta Water District, and Siuslaw Valley Fire and Rescue,

On September 8, 2021, the City received written comments regarding the applicant's stormwater plan from Civil West Engineering Services, Inc., the City's engineer of record. The following items will need to be submitted in order to satisfy requirements for the stormwater review:

1. Provide an existing conditions/topographic map or direction of pre-developed stormwater flows.
2. Provide depth to groundwater testing results/geotechnical report.
3. Show or note curb heights.
4. Label the storm drain line sizes that are provided in the key but not on the utility plan.
5. Tabulate pre and post development flows that have been discussed so that they are easy to read and compare as shown in Example Table 2 from Appendix A.3.

6. Provide a "Designer's Certificate and Statement."
7. Provide an O&M Form (Appendix A.4) which includes the wording "Entity responsible for long-term fiscal responsibilities of O&M."
8. A list of required permits is not required.
9. Provide a vicinity map.
10. Provide a permit number on the cover sheet.

These comments will be conditioned later in these findings.

IV. APPLICABLE REVIEW CRITERIA
(Code in place at time of application)

- Florence City Code, Title 10: Zoning Regulations (found at <http://www.ci.florence.or.us/council/title-10-zoning-regulations>)
- Chapter 1: Zoning Administration, Sections 1-4, 1-5, and 1-6-3
 - Chapter 3: Off-Street Parking and Loading, Sections 3 through 11
 - Chapter 6: Design Review, Sections 3 B.1a.ii, 4, 5-2, 6-4 & 5, and 8
 - Chapter 10: Residential Districts, Sections 2, 4, 5, and 9
 - Chapter 16: Highway District, Sections 2, 4, 5, and 7
 - Chapter 34: Landscaping, Sections 3 through 5
 - Chapter 35: Access and Circulation, Sections 2-2 & 3, 2-8 & 9, 2-12 through 2-14, and 3-1 through 3- 4
 - Chapter 36: Public Facilities, Sections 2-1- B through 2-5, Section 2-17 &18, Section 2-22 through 3-8
 - Chapter 37: Lighting, Sections 2 through 6
- Florence City Code, Title 9: Utilities (found at <https://www.ci.florence.or.us/council/title-9-utilities>)
- Chapter 5: Stormwater Management, Section 3

V. PROPOSED FINDINGS

Code criteria are listed in **bold**, with staff response beneath. Only applicable criteria have been listed.

FLORENCE CITY CODE

TITLE 10: CHAPTER 1: ZONING ADMINISTRATION

- 10-1-1-4: Application**
- A. Applications and Petitions required by Title 10 and 11 of this Code shall be on forms prescribed by the City and include the information requested on the application form.**
 - B. Applicability of Review Procedures: All land use and development permit applications, petitions, and approvals shall be decided by using the procedures contained in this chapter. The procedure**

type assigned to each application governs the decision making process for that permit or approval. There are four types of approval procedures as described in subsections 1-4 below. Table 10-1-1 lists some of the City's land use and development approvals and corresponding review procedures. Others are listed within their corresponding procedure sections.

[...]

2. Type II (Administrative) Review Procedure (Administrative/Staff Review with Notice). Administrative decisions are made by the City Planning Director, with public notice and an opportunity for appeal to the Planning Commission. Alternatively the City Planning Director may refer an Administrative application to the Planning Commission for its review and decision in a public meeting;

The applicant provided an application in accordance with FCC 10-1-1-4 A. The application is being processed as a Type II administrative review procedure because it meets the requirements of this review, as discussed below.

10-1-1-6-2: TYPE II REVIEWS – ADMINISTRATIVE REVIEWS:

A. The Planning Director, or designated planning staff may make administrative decisions (limited land use). The Type II procedure is used when there are clear and objective approval criteria and applying City standards requires limited use of discretion.

Administrative Design Reviews of proposals for multi-family development without the need for a conditional use permit, nor any variance or variances, are permitted outright in any zoning district per FCC10-6-3 B 1ii.as detailed later in these Findings.

D. Notice - Information:

1. Type II Decisions: The City will post a notice on the subject property and provide Notice of Application to owners of property within 100 feet of the entire contiguous site for which the application is made. The list of property owners will be compiled from the most recent property tax assessment roll.

a. Notice shall also be provided to the airport as required by ORS 227.175 and FCC 10-21-2-4 and any governmental agency that is entitled to notice under an intergovernmental agreement with the City or that is potentially affected by the proposal. For proposals located adjacent to a state roadway or where proposals are expected to have an impact on a state transportation facility, notice of the application shall be sent to the Oregon Department of Transportation.

2. Property Owner Notice shall:

- a. **Provide a 14 day period of submission of written comments prior to the decision;**
- b. **List applicable criteria for the decision;**
- c. **Set forth the street address or other easily understood geographical reference to the subject property;**
- d. **State the place, date and time that comments are due, and the person to whom the comments should be addressed;**
- e. **State that copies of all evidence relied upon by the applicant are available for review at no cost, and that copies can be obtained at a reasonable cost;**
- f. **Include the name and phone number of local government representative to contact and the telephone number where additional information may be obtained.**

Notification of the administrative review was mailed on September 7, 2021, to all property owners within 100 feet of the subject property. The property was posted on September 8, 2021. These notification procedures meet the requirements of FCC 10-1-1-6-2.

The notice mailed to surrounding property owners as described above contained information regarding the nature of the application and uses proposed; criteria applying to the issue; an easily understood geographical reference to the subject property; stated the place, date, and time that comments on the proposal were due; and stated that the application and criteria were available for inspection at no cost and would be provided at reasonable cost. The application was properly noticed and these criteria are met.

TITLE 10: CHAPTER 3: OFF-STREET PARKING AND LOADING

10-3-2: GENERAL PROVISIONS:

- A. **The provision for and maintenance of off-street parking and loading spaces are continuing obligations of the property owners. No building or other permit shall be issued until plans are presented that show property that is and will remain available for exclusive use as off-street parking and loading space.**
- B. **At the time of new construction or enlargement or change in use of an existing structure within any district in the City, off-street parking spaces shall be provided as outlined in this Chapter, unless requirements are otherwise established by special review or City Council action. Additional parking spaces shall meet current code.**

- C. If parking space has been provided in connection with an existing use or is added to an existing use, the parking space shall not be eliminated if elimination would result in less space than is required by this Chapter.
- D. Required parking spaces shall be available for the parking of passenger automobiles of residents, customers, patrons and employees, and shall not be used for storage of materials of any type.
- E. Ingress and egress for parking and loading shall not endanger or impede the flow of traffic.

The proposed project will include a total of 39 parking spaces for residents and visitors. Of these, 3 spaces are ADA accessible, with one of these spaces being van accessible.

Per FCC 10-3-2 C and D, the parking spaces shall be maintained, shall not be eliminated, nor used for the storage of materials of any type. **[Condition 4]**

10-3-3: MINIMUM STANDARDS BY USE: The number of required off-street vehicle parking spaces shall be determined in accordance with the standards in Table 10-3-1. Where a use is not specifically listed in this table, parking requirements are determined by finding that a use is similar to one of those listed in terms of parking needs, or by estimating parking needs individually using the demand analysis option described below:

- A. Parking that counts toward the minimum requirement is parking in garages, carports, parking lots, bays along driveways, and shared parking. Parking in driveways does not count toward required minimum parking.

The applicant has proposed all parking within a paved surface parking lot. This criterion is met.

10-3-4: MINIMUM REQUIRED PARKING BY USE: During the largest shift at peak season, fractional space requirements shall be counted as the next lower whole space (rounded down). Square footages will be taken from the gross floor area (measurements taken from exterior of building). Applicants may ask the Design Review Board for a reduction for parking spaces as part of their land use application. The applicant will have to provide the burden of evidence to justify the reduction proposed. The Design Review Board and/or staff may require the information be prepared by a registered traffic engineer. Table 10-3-1 lists the minimum parking spaces required by use, with a minimum no less than two (2) spaces, plus additional spaces(s) as needed to meet the minimum accessible parking requirement.

Table 10-3-1, Minimum Required Parking by Use:

A. Residential and Commercial Dwelling Types:

Multiple-family dwelling	1 space per unit
Studio & one bedroom units	1 1/2 spaces per unit
Two-bedroom units	1 1/2 spaces per unit

Three-bedroom units or larger	2 spaces per unit
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Below is a table that shows the proposed parking spaces based on apartment unit size versus the required parking spaces based on Table 10-3-1 A, above:

Amount & Unit Type:	Required Spaces:
6 one-bedroom	6
6 two-bedroom	9
9 three-bedroom	18
Total Spaces	33

As evidenced from the table above, 33 parking spaces are required. The applicant has proposed a total of 39 spaces, demonstrating that the applicant has provided an additional 6 spaces over the required amount. Therefore, the parking space requirement criterion are met.

10-3-5: VEHICLE PARKING – MINIMUM ACCESSIBLE PARKING:

- A. Accessible parking shall be provided for all uses in accordance the standards in Table 10-3-2; parking spaces used to meet the standards in Table 10-3-2 shall be counted toward meeting off-street parking requirements in Table 10-3-1;
- B. Such parking shall be located in close proximity to building entrances and shall be designed to permit occupants of vehicles to reach the entrance on an unobstructed path or walkway;
- C. Accessible spaces shall be grouped in pairs where possible;
- D. Where covered parking is provided, covered accessible spaces shall be provided in the same ratio as covered non-accessible spaces;
- E. Required accessible parking spaces shall be identified with signs and pavement markings identifying them as reserved for persons with disabilities; signs shall be posted directly in front of the parking space at a height of no less than 42 inches and no more than 72 inches above pavement level. Van spaces shall be specifically identified as such.

Table 10-3-2 – Minimum Number of Accessible Parking Spaces <small>Source: ADA Standards for Accessible Design 4.1.2(5)</small>			
Total Number of Parking Spaces Provided (per lot)	Total Minimum Number of Accessible Parking Spaces (with 60” access aisle, or 96” aisle for vans*)	Van Accessible Parking Spaces with min. 96” wide access aisle	Accessible Parking Spaces with min. 60” wide access aisle

26 to 50	2	1	1
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Although 2 accessible parking spaces are required per Table 10-3-3, the applicant has proposed 3 ADA accessible parking spaces, (Exhibit D). All three spaces are located in close proximity to Buildings A and B and are grouped together along the south side of the parking area. An important note is that Building A contains the complex’s office, so accessibility has conveniently been provided for that use. Criteria A through C have been met. Criterion D does not apply since no covered parking is proposed for any of the parking spaces. It is possible that the Building Official will require that one of these ADA parking spots be located near buildings D and E. **(Informational 1)**

Prior to final permitting, and in accordance to FCC 10-3-5 E, the applicant shall provide signage and pavement markings designating the required accessible parking spaces as reserved for persons with disabilities. Signage shall be posted directly in front of the parking spaces at a height between 42” and 72” above pavement level. The ADA van accessible parking space shall also be signed as a Van Accessible parking space. Furthermore, parking areas and accessible parking spaces shall conform to the Americans with Disabilities Act and other federal guidelines. **[Condition 5]**

10-3-8: PARKING AREA IMPROVEMENT STANDARDS: All public or private parking areas, loading areas and outdoor vehicle sales areas shall be improved according to the following: All required parking areas shall have a durable, dust free surfacing of asphaltic concrete, cement concrete, porous concrete, porous asphalt, permeable pavers such as turf, concrete, brick pavers or other materials approved by the City. Driveways aprons shall be paved for the first fifty feet (50’) from the street.

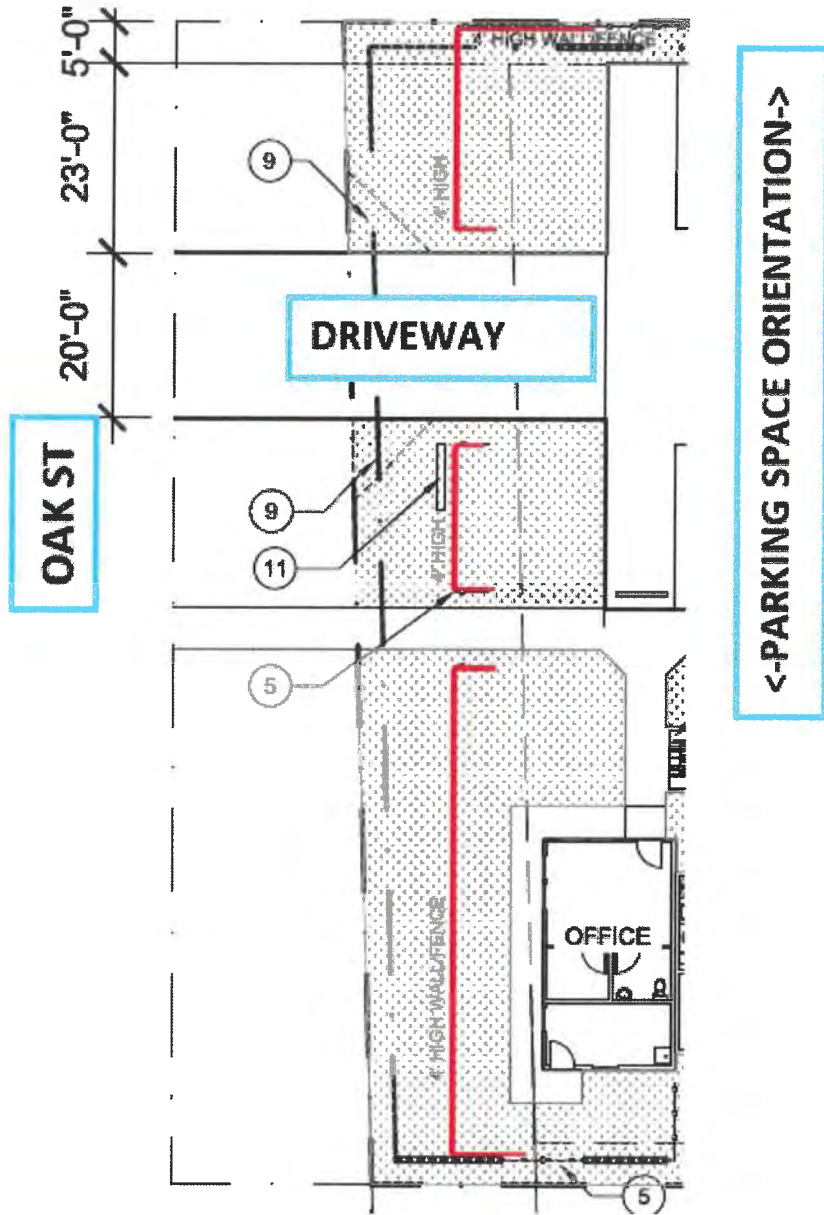
C. All parking areas except those required in conjunction with a single-family, duet or duplex dwelling shall be graded so as not to drain storm water over public sidewalks. Parking lot surfacing shall not encroach upon a public right of way except where it abuts a concrete public sidewalk, or has been otherwise approved by the City.

The parking areas are internal to the property and are located more than 20 feet from the public ROW on Oak St. Criterion met.

D. Parking spaces shall be located or screened so that headlights do not shine onto adjacent residential uses.

Parking spaces are situated whereby headlights would be directed either to the north or south of the property. Sections of 4’ fencing (shown in red, below) are planned to be located interior to the west property line, providing additional shielding towards Oak St. and residents on the west side of Oak St. as evidenced on the excerpt of Exhibit E, below:

Exhibit E Excerpt



The 4' fencing will also be constructed along the north property line to a point where it reaches a 6' fence located on the NW side of building D. More 6' fencing is planned intermittently along the east and south property lines providing privacy to first story residents, respectively. Where headlights would shine southward between buildings, the fencing would serve as a buffer. Additionally, a raised linear landscaping area along the north fence line is proposed to contain a hedge of Escallonia Dwarf shrubs. A mix of deciduous and evergreen trees are planned to flank the south property line.

There are residential uses within 120' to the west of the development, however for the purposes of this section, the orientation of the internal parking spaces facing toward the fencing and shrubbed areas to the north and those facing southwards towards buildings A, B and C should prevent headlights from shining on any residential areas. Only vehicle lighting exiting the development will cause light to shine westward momentarily through the driveway towards the residential development west of Oak St. This criterion is met.

E. Except for parking areas required in conjunction with a single-family attached or detached, duet, duplex dwelling; or tri-plex, quad-plex, or cluster housing development that provides off-street parking through a carport or garage, all parking areas shall provide:

- 1. A curb of not less than six inches (6") in height near abutting streets and interior lot lines. This curb shall be placed to prevent a motor vehicle from encroaching on adjacent private property, public walkways or sidewalks or the minimum landscaped area required in paragraph E2 of this subsection.**

Curb height has not been demonstrated with the applicant's materials. The applicant shall provide plans demonstrating that curbs not less than six inches in height near Oak St. and its associated walkway are installed per FCC 10-3-8 E. **[Condition 6]**

- 2. Except for places of ingress and egress, a five foot (5') wide landscaped area wherever it abuts street right-of-way. In areas of extensive pedestrian traffic or when design of an existing parking lot makes the requirements of this paragraph unfeasible, the Planning Commission may approve other landscaped areas on the property in lieu of the required five foot (5') landscaped area. See also FCC 10-34-3-6 and -7 for parking lot landscaping standards.**

The proposed landscaped areas oriented north and south between the parking lot, office, and Oak St. are wider than 5'. This criterion is met.

F. No parking area shall extend into the public way except by agreement with the City.

No parking area has been proposed which extends into the public right-of-way (ROW). This criterion is met.

H. Lighting: Refer to Section 10-37 of this Title for requirements.

Lighting criteria will be addressed below as part of FCC 10-37.

- I. Except for single-family, duet and duplex dwellings, groups of more than two (2) parking spaces shall be so located and served by a driveway that their use will require no backing movements or other maneuvering within a street right of way other than an alley.**

The parking lot is separated from the Oak St. ROW and served by a driveway so that no maneuvering will be necessary in a street ROW. This criterion is met.

- J. Unless otherwise provided, required parking and loading spaces shall not be located in a required front or side yard.**

Proposed parking is not located in a required front or side yard. The proposal meets this criterion.

- K. Planning review is required for all parking lot construction or resurfacing.**

- L. A plan, drawn to a suitable scale, indicating how the off- street parking and loading requirements are to be met shall accompany an application for a building permit. The plan shall indicate in detail all of the following:**

- 1. Individual parking and loading spaces.**
- 2. Circulation area.**
- 3. Access to streets and property to be served.**
- 4. Curb cut dimensions.**
- 5. Dimensions, continuity and substance of screening, if any.**
- 6. Grading, drainage, surfacing and subgrading details.**
- 7. Obstacles, if any, to parking and traffic circulation in finished parking areas.**
- 8. Specifications for signs, bumper guards and curbs.**
- 9. Landscaping and lighting.**

The applicant has provided a parking plan showing the details necessary for review. These criteria are met.

10-3-9: PARKING STALL DESIGN AND MINIMUM DIMENSIONS: All off-street parking spaces (except those provided for a single-family; duet, duplex dwelling; or tri-plex, quad-plex, or cluster housing development that provides off-street parking through a carport or garage) shall be improved to conform to City standards for surfacing, stormwater management, and striping and where provisions conflict, the provisions of FCC Title 9 Chapter 5 shall prevail. Standard parking spaces shall conform to minimum dimensions specified in the following standards and Figures 10-3(1) and Table 10-3-3:

- A. Motor vehicle parking spaces shall measure nine (9) feet and six (6) inches wide by nineteen (19) feet long.**

- B. Each space shall have double line striping with two feet (2') wide on center.
- C. The width of any striping line used in an approved parking area shall be a minimum of 4" wide.
- D. All parallel motor vehicle parking spaces shall measure eight (8) feet six (6) inches by twenty-two (22) feet;
- E. Parking area layout shall conform to the dimensions in Figure 10-3(1), and Table 10-3-3, below;

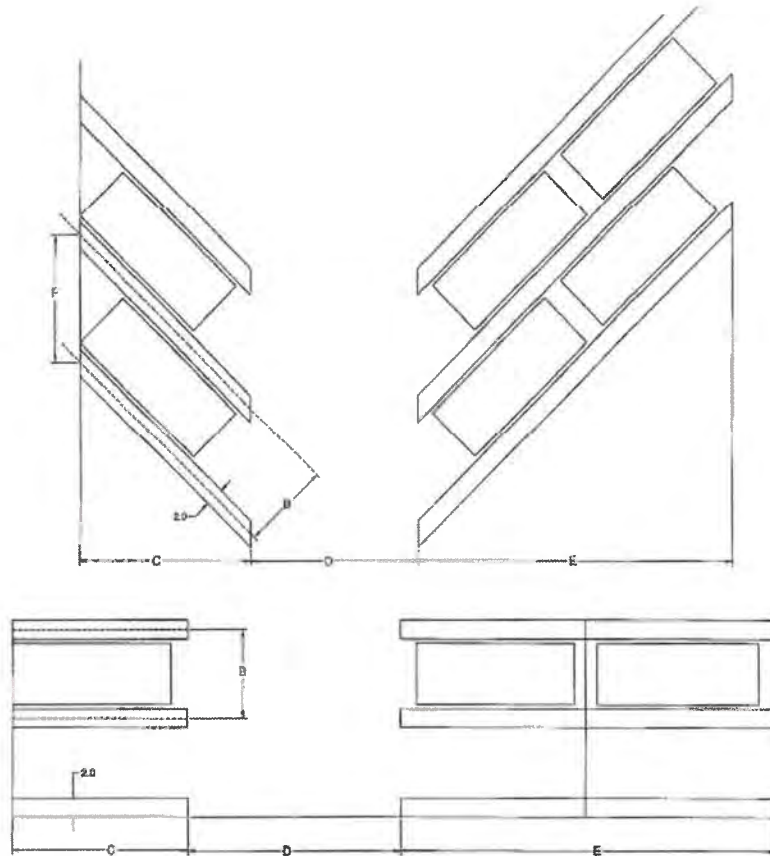


FIGURE 10-3 (1)

Table 10-3-3 – Parking Area Layout							
Space Dimensions in feet	Parking Angle α	Stall Depth		Aisle Width		Stall width (B)	Curb Length (F)
		Single (C)	Double (E)	One Way (D)	Two Way (D)		
	30°	15.6	26.7	12	18	9.5	19.0
	45°	18.4	33.4	13	18	9.5	13.4
	60°	20	38.8	17	18	9.5	11.0
	70°	20.3	40.6	18	19	9.5	10.1
	80°	20	41.2	22	22	9.5	9.6
	90°	19	40.5	23	23	9.5	9.5

The submitted parking plan meets the parking stall requirements of FCC 10-3-9. Each of the standard spaces are sized and striped appropriately for the 90-degree parking angle. The aisle width is 26' wide exceeding the minimum 23' width for two-way travel.

- F. Parking areas shall conform to Americans With Disabilities Act (ADA) standards for parking spaces (dimensions, van accessible parking spaces, etc.). Parking structure vertical clearance, van accessible parking spaces, should refer to Federal ADA guidelines.**

Parking areas and accessible parking spaces shall conform to the Americans with Disabilities Act and other federal guidelines. This has been conditioned above.

10-3-10: BICYCLE PARKING REQUIREMENTS: All new development that is subject to Site Design Review, shall provide bicycle parking, in conformance with the standards and subsections A-H, below.

- A. Minimum Size Space: Bicycle parking shall be on a two (2) feet by six (6) feet minimum.**
- B. Minimum Required Bicycle Parking Spaces. Short term bicycle parking spaces shall be provided for all non-residential uses at a ratio of one bicycle space for every ten vehicle parking spaces. In calculating the number of required spaces, fractions shall be rounded up to the nearest whole number, with a minimum of two spaces.**
- C. Long Term Parking. Long term bicycle parking requirements are only for new development of group living and residential uses of three or more units. The long term parking spaces shall be covered and secured and can be met by providing a bicycle storage room, bicycle lockers, racks, or other secure storage space inside or outside of the building; Tri-plex, Quad-plex, Cluster Housing or Multi-Family = 1 per 3 units/ Group Living = 1 per 20 bedrooms/ Dormitory = 1 per 8 bedrooms.**

Although not required for residential uses, the applicant is providing 8 short-term covered bicycle parking spaces in addition to the 8 required long-term spaces ($24/3=8$). As each bicycle parking area hosts 4 parking spaces, each requires at least 6 ft. 8 ft. in area dimension. These spaces appear to meet the 2'X6' individual dimensions as required in FCC 10-3-10 A. While the narrative states the outdoor bicycle areas will contain stands, the plans demonstrates that these are covered. This is important in terms of lighting and will be discussed under FCC 10-37, Lighting.

- D. Location and Design. Bicycle parking should be no farther from the main building entrance than the distance to the closest vehicle space other than handicap parking, or fifty (50) feet, whichever is less and shall be easily accessible to bicyclists entering the property from the public street or multi-use path.**

One of the two outdoor covered bicycle parking areas is situated between the proposed office entrance and a section of parking lot. The remaining outdoor bicycle parking area is situated near the entrance of Building D as shown in Exhibit D. Both of these areas are connected (but not within) the adjacent sidewalk. The long term bicycle parking areas located within Buildings B and C have access from the parking lot and thus are closer than the nearest vehicular spaces. The criteria are met.

- E. Visibility and Security. Bicycle parking for customers and visitors of a use shall be visible from street sidewalks or building entrances, so that it provides sufficient security from theft and damage;**

The outdoor bicycle parking areas meet the criteria: both are positioned near to front doors – one near the office and one to the entrance of Building D (Exhibit D) which enable visibility from these buildings and parking lot.

- F. Lighting. For security, bicycle parking shall be at least as well lit as vehicle parking. Refer to Section 10-37 of this Title for requirements.**

Comments related to bicycle lighting is reviewed under FCC 10-37 of these Findings.

- G. Reserved Areas. Areas set aside for bicycle parking shall be clearly marked and reserved for bicycle parking only.**

Prior to the issuance of the final Certificate of Occupancy, the applicant shall submit a signage plan for the bicycle storage to the Florence Building Department in compliance with FCC 10-3-10(G). [[Condition 7](#)]

- H. Hazards. Bicycle parking shall not impede or create a hazard to pedestrians. Parking areas shall be located so as to not conflict with vision clearance standards. If bicycle parking cannot be provided safely, the Design Review Board or Community Development Director may waive or modify the bicycle parking requirements.**

The submitted plans allocated sufficient bicycle parking located off and out of the sidewalk areas and should not impede or create a hazard to pedestrians or vision clearance standards. The criteria are met.

TITLE 10: CHAPTER 6: DESIGN REVIEW

10-6-3: GENERAL APPLICABILITY:

B. The Planning Director or designee shall:

- 1. Unless otherwise directed by the underlying zoning district, review the following through a Type II process consistent with FCC 10-1-1-6-2 prior to issuance of a building permit:**

- ii. Multi-family Housing in any zone.**

This application is being processed as a Type II because no variances nor exceptions have been requested. The criterion is met.

10-6-5: GENERAL APPROVAL CRITERIA:

10-6-5-2: GENERAL STANDARDS FOR RESIDENTIAL DEVELOPMENT: Residential projects and mixed-use buildings with a residential component shall meet the following standards. The Planning Director shall approve or approve with conditions the proposed development based on compliance with the following standards:

- A. Setbacks, yards, height, density, lot area, dimensions, percentage of coverage, and similar design features according to the underlying zoning district.**

The underlying zoning district is the Highway District. Regulations pertaining to this development are discussed in FCC 10-16 of these findings.

- B. Design standards set forth in FCC 10-10 for the proposed residential type, if applicable, except buildings with residential uses in the Old Town or Main Street Districts shall meet Downtown Architectural Design Standards of 10-6-6 subsections: 3-C, 4 and 5 as implemented by the Comprehensive Plan, Multi-family dwellings and mixed-use buildings with a residential component located in any zone other than Old Town or Mainstreet Districts shall comply with the Multi-Family Dwelling Standards in FCC 10-10-9.**

These standards are reviewed under FCC 10-10-9.

- C. Installation and maintenance of fences, walls, hedges, screens and landscaping according to standards set forth in FCC 10-34 Landscaping, and any requirements of the underlying zoning district.**

These standards are reviewed under FCC 10-34.

- D. The location and design of access and egress points for vehicles and pedestrians, including access points along State highways according to standards set forth in FCC 10-35 Access and Circulation, and any requirements of the underlying zoning district.**

Proposed access into and out of the site are from a driveway connecting to Oak St. The driveway is discussed further under FCC 10-35 in these findings.

- E. Parking and outside display areas, dimensions, surfacing and on-site traffic circulation according to standards set forth in FCC 10-3 Parking and Loading.**

Parking has been discussed under FCC 10-3 of these findings. No loading space is required.

- F. Exterior lighting according to the standards set forth in FCC 10-37 Lighting.**

- G. Provision of public facilities and infrastructure according to standards set forth in FCC 10-36 Public Facilities, or issuance of a performance bond or suitable substitute as agreed upon by the City has been filed with the City in an amount sufficient to assure the completion of all required public facilities and infrastructure.**

These design elements are reviewed under the respective code sections within these Findings of Fact.

10-6-6-4: PERMITTED VISIBLE BUILDING MATERIALS: Building materials which have the same or better performance may be substituted for the materials below provided that they have the same appearance as the listed materials.

A. Exterior Building Walls:

- 1. Lap siding, board and batten siding, shingles and shakes. Metal siding and vinyl siding shall not be permitted.**
- 2. Brick or stone masonry with a minimum 2 ½” deep solid veneer material.**
- 3. Cement-based stucco.**
- 4. Secondary materials: Any of the materials listed above as permitted may also be used as secondary materials or accents. In addition, the materials listed above are allowed as secondary materials, trims, or accents (e.g., flashing, wainscoting, awnings, canopies, ornamentation) when non-reflective and compatible with the overall building design, subject to approval. Secondary materials may be used on up to 30% of the façade.**

No metal siding nor vinyl siding is proposed. Beginning on page 10 of the applicant’s narrative (Exhibit C), the applicant provides the following information:

“(a) walls will be lap siding, board and batten siding, or shingles and shakes; (b) trash enclosure walls and ramada columns will be two-sided split face masonry block; the fencing located 20’ from the front lot line and near the side and rear lot lines will be either cedar or two-sided split-face masonry block; (c) roofs will be composition asphalt shingles; (d) gutters and downspouts will be coated metal; (d) windows will be vinyl; (d) doors will be wood, fiberglass, or sliding glass; (e) balconies will be powder coated aluminum with built in drainage; (f) railings will be stainless steel or powder coated metal. (g) any buffering walls will be split-face concrete block or cedar; and (h) retaining walls will be concrete or concrete block.”

B. Roofs, Awnings, Gutters, and Visible Roofing Components:

- 1. Composition shingles, concrete, slate or cedar shingles, or concrete or clay tiles. Red composition shingle similar to the Kyle Building are encouraged.**
- 2. Standing seam roofing: copper, terne metal or coated metal.**
- 3. Gutters and downspouts: copper, terne metal, or coated metal.**
- 4. Single or multi-ply roofing, where visibly concealed.**
- 5. Glass, steel, wood or canvas fabric awnings.**
- 6. Skylights: metal and wood framed glass and translucent polymer.**

The color of the proposed composition asphalt shingle (described above and explained in Exhibit C) is unknown. The same applies to the gutters and downspouts, which are proposed

to be composed of coated metal. The applicant is being conditioned later in these findings to provide the Community Development Department the required color palette.

C. Chimney Enclosures: Brick, cement-based stucco, stone masonry or wood shingles.

Chimneys are not proposed. Criterion does not apply.

D. Windows, Entrances, and Accessories:

1. **Wood, vinyl or pre-finished metal frames and sashes.**
2. **Glazed and unglazed entry doors shall be wood, pre-finished or coated metal or fiberglass.**
3. **Solid wood or fiberglass shutters.**
4. **The use of decorative detailing and ornamentation around windows (e.g., corbels, medallions, pediments, or similar features) is encouraged.**

Vinyl windows, and wooden, fiberglass or sliding doors have been proposed.

E. Trellises, Decks, Stairs, Stoops, Porches, and Balconies

1. **Architectural concrete, brick and stone masonry, solid wood or fiberglass columns, posts, piers and arches.**

Non-incised treated posts are being proposed for the balcony supports and the balcony rails are to be powder coated aluminum. The balcony railing appears to measure approx.3' in height and span approximately 9' and are proposed to be comprised of stainless steel or powder aluminum coated metal.

2. **Wood, brick, concrete and stone masonry decks, stoops, stairs, porches, and balconies.**

These will be evaluated during the permitting phase.

3. **Solid wood, painted welded steel or iron trellises.**
4. **Railings, balustrades, and related components shall be solid wood, painted welded steel or iron**

The applicant's narrative (Exhibit C) cites balconies will have powder coated aluminum rails with built in drainage, that railings, as mentioned earlier, indicate a conflict in metals as the narrative (Exhibit C, P. 10) states they will be stainless steel or powder coated metal. Both look similar and are acceptable

F. Landscape/Retaining Walls and Fences: Shall be subject to the FCC 10-34 and the following requirements:

1. **Brick and stone masonry or precast concrete.**
2. **Architecturally finished exposed concrete.**
3. **Cement-based stucco over masonry or concrete substrate.**
4. **Solid wood pickets, lattice and boards.**
5. **Painted welded metal or iron.**

The trash enclosure walls and ramada columns are proposed to be two-sided split face masonry block; the fencing located 20' from the front lot line and near the side and rear lot lines will be either cedar or two-sided split-face masonry block.

G. Building and Site Material Colors: Color finishes on all building exteriors shall be approved by the City and be of a muted coastal Pacific Northwest palette. Reflective, luminescent, sparkling, primary, and “day-glow” colors and finishes are prohibited. The Planning Commission/Planning Commission or their designee may approve adjustments to the standards as part of a site Design Review approval.

The applicant explains that FCC 10-6-6-4 G regarding approval of colors for exterior finishes does not apply to their proposal (Exhibit C). Although not stated, the reason for the exemption is found in FCC 10-10-9 4 which states: **“Multi-family building must meet all applicable design criteria of FCC 10-6-6-4 and 10-6-6-5 with the following exceptions:**

a. **10-6-6-4. G**

10-6-6-5: MATERIAL APPLICATIONS AND CONFIGURATIONS:

A. Building Walls:

1. For each building, there shall be one single, clearly dominant exterior wall material and finish.

According to Exhibit F, Sheets A101, A102 and A103, the dominant exterior wall for all buildings is to be composed of Hardie lap 8” exposure. The applicant narrative (Exhibit C, p. 10) indicates that the walls will be lap siding, board and batten siding, or shingles and shakes. As this is a Design Review application, the applicant shall, with building permit submittal, provide updated plans indicating which exterior wall materials the applicant is proposing to meet 10-6-6-5-A-1 [Condition 8]

2. Brick and stone front façades shall return at least 18” around side walls.

No brick or stone facades are proposed. Criterion does not apply.

3. Building walls of more than one materials shall change along horizontal lines only, with a maximum of three materials permitted per façade.

Proposed building walls incorporate Hardie lap and Hardie shingles, separated by a 5/4 X 8” belly band. The proposed windows, doors, balconies, powder covered aluminum railings, non-incised treated support posts for the balconies, and the stairwells further serve as design features to their respective building sides. Materials change only on the horizontal lines and only two wall materials per façade are proposed. This criterion is met.

4. Heavier materials, such as stone, shall only be used below lighter materials, such as siding.

Heavier materials have not been proposed. Criterion does not apply.,

5. Siding and shingles shall have a maximum 6” to the weather.

6. 4” minimum width corner, skirt, rake and eave trim shall run the full height of each façade, flush, or protrude beyond the surrounding wall surface.

7. Board and batten siding: battens shall be spaced a maximum of 8” on center.

Trim widths as listed were not provided on the plans. The building permit submittal shall provide updated plans indicating the trim widths proposed to meet 10-6-6-5-A-6. Board and batten is not illustrated on the plans but if used shall meet the maximum 8" batten spacing. [Condition 9]. Lap siding is not available in the 6" dimension listed and has been waived by PC under other applications.

B. Roofs, Awnings, Gutters and Roofing Accessories:

1. Visibly sloped roofs shall pitch a minimum of 5:12 to a maximum 12:12 with symmetrical gable or hip configuration.

FCC 10-6-5-2-B states that the design standards of FCC 10-10 for the proposed residential type apply. FCC 10-10-5 whereby multi-family proposals, which are the same as High Density Residential, allows a 3:12 roof pitch as outlined in FCC 10-10-5 A5.: **"Structures in the HDR, LDR, MDR and RMH shall have a minimum roof pitch of 3:12...."**

Given the conflict between the 5:12 and 3:12 roof pitch, the intent of the Code clarifies in FCC 10-10-9 A that the 3:12 roof pitch is allowed: **Applicability: Developments of five (5) or more attached residential units are subject to all of the applicable sections of this Title. Where there is a conflict between these standards and standards elsewhere in the code, the Multi-Family Dwelling standards shall apply."**

2. Eaves shall be continuous except at sheds and dormers.
3. Shed roofs shall attach to the main building wall or roof ridge with minimum 3:1 slope.
4. Flat roofs shall be concealed by cornices or parapets.
5. Gutters shall be round or ogee profile. Leaders shall be round or square.
6. All roof-mounted components such as mechanical equipment shall not be visible from streetlevel public rights-of-way.
7. Sloped roof eaves shall overhang exterior wall planes at least 12" and shall be visibly supported by exposed rafter ends or other compatible architectural detailing.

Although the applicant has provided information confirming the sloped roof eaves overhang the exterior wall planes by 124", it is unknown what materials are used as rafter ends or other compatible architectural detailing as defined here.

Full plans have not been submitted. The applicant shall provide an updated design review per FCC 10-6-6-5 B and 10-6-6-5 G 1. [Condition 10]

Sheet A102 in Exhibit E provides that the roof sloping meets the minimum 3:12 ratio of FCC 10-10-9, which supersedes the requirement here for a minimum 5:12 roof pitch (as discussed under FCC 10-6-6-4 G). Eaves are planned to extend 2' from the building walls. Flat roofs are not proposed. Even so, the applicant's sheets illustrating exterior elevations do not provide the specific detail necessary with section. The applicant shall amend Sheets A102 and A103, or equivalent sheets, that provide evidence that the requirements of FCC 10-6-6-5A, B & D are met. [Condition 11]

C. Towers:

The applicant is not proposing towers.

D. Visible Windows, Glazing, and Entrances:

1. Windows shall be square and/or vertical rectangular shape with straight, bow, or arch tops.
2. 10% of total windows maximum on the public façade may be circular, hexagonal, octagonal or other window configurations.
3. Bay windows shall have visible bracket support.
4. Overhead doors shall not face the building's primary street façade or a major public right-of-way.
5. Door and window shutters shall be sized to cover the entire window.
6. Exterior shutters shall be solid wood or fiberglass.
7. No single lite or glass panel visible from the street shall be greater than 24 square feet in area except in storefront glazing systems.
8. Multiple vertical windows may be grouped in the same horizontal opening provided they are separated by 4" minimum width vertical trim.
9. Windows and doors in exterior walls shall be surrounded with 2 ½" minimum width trim applied flush or projecting beyond the finished wall surface.
10. Profiles of window mullions shall extend out beyond the exterior glass surface. Windows shall have muntins which create True Divided Lights or a similar simulated appearance.

E. Visible Decks and Balconies: All balconies and decks attached to building faces, whether cantilevered or supported below or above, shall be visibly supported by vertical and horizontal elements such as brackets, columns or beams. Exterior posts and columns, solid or encased, shall be a minimum of 5 ½" in cross-section.

Decks are proposed to be supported by non-incised treated posts. Sheet A101 of Exhibit E indicates that these posts meet the criteria including the 5 ½" cross section.

F. Visible Landscape/Retaining Walls and Fences:

1. Freestanding concrete and masonry walls shall be minimum 8" nominal thickness with a finished top course, cap, or other compatible termination.
2. Site wall materials should generally match or provide compatibility with the adjoining building materials.

This subsection is not applicable per 10-10-9 B4 b.

3. Metal and iron fencing shall be configured in predominately vertical elements.

G. Mechanical Equipment:

1. Building walls. Where mechanical equipment, such as utility vaults, air compressors, generators, antennae, satellite dishes, or similar equipment, are permitted on a building wall that abuts a public right-of-way or civic space, it shall be screened pursuant with FCC 10-34. Standpipes, meters,

vaults, and similar equipment need not be screened, but shall not be placed on a front elevation when other practical alternatives exist; such equipment shall be placed on a side or rear elevation where practical.

2. Rooftops. Except as provided below, rooftop mechanical units shall be setback and/or screened behind a parapet wall so that they are not visible from any public right-of-way or civic space. Where such placement and screening is not practicable, the City decision body may approve painting of the mechanical units in lieu of screening; such painting shall meet the standards of FCC 10-6-6-4-G above and shall make the equipment visually subordinate to the building and adjacent buildings, if any. These regulations do not apply to solar photovoltaic and solar thermal energy systems as allowed by HB 3516 on properties not listed in the Comprehensive Plan's Historic Inventory.

Mechanical units of any kind have not been included in the materials submitted in this design review and have been conditioned earlier in these findings.

3. Ground-Mounted. Ground-mounted equipment, such as generators, air compressors, trash compactors, and similar equipment, shall be limited to side or rear yards and screened with fences or walls constructed of materials similar to those on adjacent buildings per FCC 10- 34-3-7. The City may require additional setbacks and/or noise attenuating equipment for compatibility with adjacent uses.

This criterion is not applicable per FCC 10-10-9 B 4.

10-6-8: DRAWING SUBMITTAL: In addition to information required by FCC 10-1-1-4, the owner or authorized agent shall submit the following drawings to the City for review:

A. A site plan, drawn to scale, showing the proposed layout of structures and other improvements including, where appropriate, driveways, pedestrian walks, off-street parking and off-street loading areas, landscaped areas, locations of entrances and exits, the direction of traffic flow into and out of off-street parking space and loading berth, and areas for turning and maneuvering vehicles. The site plan shall indicate how utility services and drainage are to be provided.

The applicant provided a site plan (Exhibit D), with accompanying sheets in Exhibit F which contain most of the information required by this code. Prior to issuance of the final Condition of Approval, the applicant shall supply the Planning Department an amended Site Plan illustrating the direction of traffic flow into and out of off-street parking spaces per FCC 10-6-8 A. **[Condition 12]**

B. A landscape plan, drawn to scale, in conformance with FCC 10-34-3-2.

The applicant has included a Landscape Plan that includes the required elements (Exhibit K). Criterion met.

C. Architectural drawings or sketches, drawn to scale, including floor plans in sufficient detail to permit computation of yard requirements and showing all elevations of the proposed structures as they will appear upon completion. All exterior surfacing materials and colors shall be specified.

As seen in Exhibit E, the applicant submitted the required architectural drawings. The general materials have been included and conditioned elsewhere in these findings as applicable; FCC 10-10-6-4 G exempt the development from providing a color pallet.

D. Additional information may be required by the City if necessary to determine whether the purposes of this Chapter are being carried out or may authorize omission of any or all the drawings required by this Chapter if they are not necessary. The City shall specify the number of copies of each drawing to be submitted.

The applicant provided electronic plans and a hard copy plan. The criteria are met.

10-6-11: LAPSE OF DESIGN REVIEW APPROVAL: Authorization of a design review permit shall be void one (1) year after the date of approval of a either a Type II or III design review application, unless a building permit has been issued and substantial construction pursuant thereto has taken place. Substantial construction shall be considered to be completion of a building foundation. The applicant may apply to the Planning Commission for a one-time extension of one (1) year maximum duration based on compliance with the following criteria:

- A. The request for an extension is made in writing prior to expiration of the original approval.**
- B. There are special or unusual circumstances that exist which warrant an extension.**
- C. No material changes of surrounding land uses or zoning has occurred.**

The Planning Commission may deny the request for an extension of a design review permit if new land use regulations have been adopted that affect the applicant's proposal. (Ord 26, 2008)

The request for Design Review approval shall expire on October 29, 2022, unless substantial construction has taken place. [\[Condition 13\]](#)

TITLE 10: CHAPTER 10: RESIDENTIAL DISTRICTS

10-10-9: MULTI-FAMILY DWELLINGS:

- A. Applicability: Developments of five (5) or more attached residential units are subject to all of the applicable sections of this Title. Where there is a conflict between these standards and standards elsewhere in the code, the Multi-Family Dwellings standards shall apply.**

The applicant proposes six attached residential units per each of the four three-story buildings. As such, this criterion (FCC 10-10-9) supersedes specific Code throughout Title 10, such as subsections of FCC 10-6 and FCC 10-16 as discussed in these findings.

B. Siting and Design Criteria:

1. Separation Between Buildings: The minimum separation between multiple-family buildings shall be thirty feet (30') except where buildings are arranged end to end. Except In such a case, there shall be at least a ten foot (10') separation and no doorway or entry may open into the space between the buildings.

The distance between Building A and Building B is 20' (twenty feet). The buildings are situated end to end. The distance between Building B and C is 70' (seventy feet). These buildings are also situated end to end. The distance between Building C and Building D, which are not situated end to end, is approximately 40' (forty feet) to the nearest points of each building. The criterion is met.

2. Public Facilities: In addition to requirements listed in Section 10-36 of this Title, the developer of a multi-family dwelling shall have full financial responsibility for the utilities needed on the building site. The developer shall also have partial or full financial responsibility, as determined by the City, for extra capacity utilities required to serve the building site.

The developer will have full financial responsibility for the utilities needed to service the site. The applicant shall submit to the Public Works Director draft engineering and utility plans for review and approval by Public Works and the City's engineer of record and update the drafts as required. [Condition 14]

3. Open Space: Developments of five (5) or more units shall provide and maintain at least one common open space for the use of all occupants. The open space shall have the following characteristics:

a. Not less than ten feet (10') in width or depth at any point.

The project offers a shared outdoor garden measuring 40' X 30.25'. Also provided is a picnic shelter which exceeds the 10 feet minimum width and depth and a basketball half court which doubles as an emergency service turnaround (hammerhead). The criterion is met.

b. Located on land with less than a five percent (5%) slope.

Slope is shown in on Sheet C1 of Exhibit F and demonstrates that there will be less than a five percent slope post-development.. The criterion is met.

c. Cleared sufficiently of trees, brush and obstructions so that intended recreational use proposed is possible.

The site is thickly vegetated. The applicant's Landscaping Plan (Exhibit J) demonstrates that 12 existing trees will be retained and the recreational spaces will be cleared and/or

landscaped for use. Furthermore, the basketball/hammerhead will be paved. The criterion is met.

d. Not used for temporary or regular parking of automobiles or other vehicles.

Although emergency vehicles will be able to park in the hammerhead/basketball area, as a recreational use, the area is an extra bonus use for recreation as the recreational area requirements are met by the provision of the community garden space and picnic shelter.

e. Includes at least one hundred (100) square feet of area for each dwelling unit. (Ord. 625, 6-30-80)

The requirement for recreational area for the 24 apartment units equals 2,400 square feet. The community garden and picnic area combined equal a total of 6,708 square feet, thereby exceeding the criterion.

f. Includes one or more of the following: indoor or outdoor recreation area, protection of sensitive lands (e.g., trees or bank vegetation preserved), play fields, outdoor playgrounds, outdoor sports courts, swimming pools, walking fitness courses, pedestrian amenities, or similar open space amenities for residents.

Included in the site plan is a picnic area with a gazebo, a community garden and greenhouse, a lawn measuring more than a 20' x 40' area, and benches. Again, the basketball area doubles as part of the emergency services hammerhead, but in reality, this will area will be used much more frequently as a basketball court than a turnaround. The basketball court will be raised above the parking area it adjoins by a mountable curb.

4. Design Standards: Multi-family buildings must meet all applicable design criteria of FCC 10- 6-6-4 and 10-6-6-5, with the following exceptions:

a. 10-6-6-4. G.

b. 10-6-6-5. F. 2.

c. 10-6-6-5. G. 3.

d. Vinyl siding may be permitted if it meets the following standards:

1. The style emulates lap siding, board and batten siding, shingles and/or shakes.

2. The vinyl is ultraviolet- and heat-stabilized.

3. Panels are a minimum thickness of 0.044 inches.

4. Soffit panels are a minimum thickness of 0.050 inches.

5. Siding is installed with corrosion-resistant fasteners such as aluminum or galvanized nails.

6. Siding is installed with sufficient space at openings, stops and nailing slots to allow for expansion and contraction of the material without warping, buckling or cracking.

These elements have been reviewed earlier.

5. Off-Street Parking: Multi-family development must meet all of the applicable standards outlined in Section 10-3 of this Title.

Parking requirements have been addressed in these findings under FCC 10-3.

6. Fences: Multi-family development must meet all of the applicable standards outlined in Section 10-34-5 of this Title.

Fencing has been discussed earlier in these findings and will also be addressed later in FCC 10-34-5.

TITLE 10: CHAPTER 16: HIGHWAY DISTRICT (H)

10-16-2: PERMITTED BUILDINGS AND USES: The following uses shall be permitted only upon affirmative findings by the Planning Commission that the proposed use meets the general criteria in Section 10-16-4 herein.

B. Multiple-family residential, tri-plex and four-plex

A multiple-family development such as the Oak Manor development is a permitted use in the Highway District. The proposed development is a 24-unit apartment complex that will be comprised of four buildings: Buildings A through D. The dwelling units will be a mix of one, two and three-bedrooms. Criterion met.

10-16-4: GENERAL CRITERIA: Before a building or use is established within the Highway District, the petitioner must demonstrate to the City that the proposed development will meet the following criteria:

A. The operating characteristics and intensity of land use will be compatible with and will not adversely affect the development potential of adjacent properties.

The proposed development is in keeping with adjacent properties. The subject property is adjacent to other residential uses, including a gated single-family residential community to the west. The proposal could create a buffer between the less intensive residential use to the west and the more commercial uses along the west side of Highway 101. Proposed fencing along the north property line for Oak Manor will also serve as a buffer to the mini-storage facility to the north, however, it is notable that the fencing is not continuous and will not prevent people from walking on and off the property at locations where there is no fencing. The same applies to the east and south neighboring properties, but fencing proposed along the south lot line will serve as a buffer to whatever future development occurs on the vacant lot. A fence has not been proposed along the eastern lot line. The property immediately to the east is also vacant. Fencing at this location will be the responsibility of the developer to the east. This criterion is met.

B. The site planning and building design will be as attractive as the nature of the use and the setting will allow.

Conditions of approval address the building and site design where needed. The applicant has submitted architectural and design plans, seeking to make the site as attractive as the nature of the use and setting allows through the application of FCC design regulations.

C. The location of the site can accommodate energy efficient traffic circulation routes.

The subject property is zoned Highway District, a district which takes into consideration what types of uses and intensities the site can accommodate. A multiple-family use is permitted outright. The site is accessed by Oak Street, which is a collector street listed in the City's Transportation System Plan (TSP) and designed to carry traffic to nearby streets. Internal vehicular circulation is sufficient for two-way vehicular traffic within the parking lot. Florence's TSP has considered, and appropriately accounted for, the types of development that may occur in this area. As the site is located within ¼ of an existing transit stop (43rd and Oak), there is likely to be a reduction in the internal vehicular circulation experienced by the subject property. Although the applicant has not requested a parking reduction which is a consideration given the location of the transit stop, the number of parking spaces provided in the site plan surpasses the required minimum as discussed under FCC 10-3 of these findings. The criterion is met.

D. The vehicle and pedestrian access to the site can be safely and efficiently provided.

Oak Street has a sidewalk adjacent to the site to which one on-site sidewalk, which connects to all on-site sidewalks, will connect to provide continuous pedestrian circulation. Vehicular access will be from Oak Street through a curb cut and construction across the City's right of way of a 20' wide driveway entrance to the site. No internal street is planned and there are no street intersections within 1,000 feet of the driveway entrance. Access and circulation will also be addressed within FCC 10-35 of these findings.

E. The necessary utility systems and public facilities are available with sufficient capacity.

Utilities are available and adequate for the proposed use. This criterion is met.

10-16-5: DEVELOPMENT STANDARDS: The City may require any conditions it deems necessary to secure the purpose and intent of this Chapter. Such conditions may regulate and limit the following:

A. Setbacks, yards, height, density and similar design features.

The applicant has submitted a site plan (Exhibit D) that demonstrates the code requirements for setbacks - a front setback of more than 20' from the Oak St. ROW, 5' from the north (side) and south property lines, and 10' from the west (rear) property line. The proposed height is under the 35' maximum allowed in the Highway District. The proposed roof pitch of 3:12 is allowable due to FCC 10-10 multi-family exceptions as discussed earlier in these findings. Allowable density for the use is 25 per acre. The site is 1.24 acres and the proposed density

in overall site density is 24 units. The proposed design features demonstrate a compatible use of materials to satisfy design in comparison to the overall area. The criteria are met.

B. The installation and maintenance of fences, walls, hedges, screens and landscaping according to standards set forth in FCC 10-34 Landscaping, except as modified by specific standards of this zoning district.

These items are addressed within staff review of FCC 10-34.

C. The location and design of access points for vehicles and pedestrians according to standards set forth in FCC 10-35 Access and Circulation, except as modified by specific standards of this zoning district.

Access and Circulation are addressed under FCC 10-35.

D. Noise, vibration, smoke, dust, odor, lighting and electrical interference.

Aside from noise and dust typical of residential construction and some outdoor storage of materials located inside a chain link fence surrounding the construction site, no nuisance-causing noise, vibration, smoke, dust, odor, lighting, or electrical interference have been proposed and would not be permitted, subject to City nuisance standards. Proposed lighting, which could be a nuisance if not selected and installed properly, is reviewed under FCC 10-37 of these findings.

E. Parking areas and on site traffic circulation according to standards set forth in FCC 10-3 On-site Parking and Loading.

Parking was addressed under FCC 10-3 of these findings.

F. Signs shall be in accordance with Title 4 Chapter 7 of this Code. (Ord. 4, 2011)

As seen on Exhibit D, note 11, a monument sign is proposed within the 20' front yard with the name of the project and the street number. The applicant is proposing that the signage will not exceed 10 square feet and will not exceed 10' in height. Signage will be reviewed and permitted as part of the building permit process. Wall pack lighting is also planned to externally light the sign. The path for signage approval has been conditioned elsewhere within these findings. Moving forward, per FCC 4-7-21 B, monument signs are allowed up to 8' feet in height; not 10'. **(Informational 2)**

G. Architectural quality and aesthetic appearance.

The architectural quality of the buildings is sufficient for the use and the district. While necessary conditions of approval have been applied to address minor deficiencies, staff overall finds the architectural quality and aesthetic appearance sufficient.

H. Public health and safety.

I. Security.

There are no known threats to public safety, health, or security. Agency referrals were sent to emergency service providers who have not provided comment as of the writing of these findings. These criteria are met.

J. Lot area, dimensions and percent of coverage.

These items are addressed later within this section.

K. Provision of public facilities and infrastructure according to standards set forth in FCC 10-36 Public Facilities.

These items are addressed in review of FCC 10-36.

10-16-7: DESIGN SPECIFICATIONS:

[...]

B. Setback from Side Streets and Abutting Property: Minimum of five feet (5') unless otherwise determined by the City with consideration given to the existing and proposed uses on the abutting properties.

As seen on Exhibit D, the front setback from Oak St. is 20' from its ROW. Five foot setbacks are provided along the sides and a 10' setback is provided to the rear. There are no side streets abutting the site. Criterion met.

C. Visual Barrier: A fence, wall, hedge, natural vegetation or landscape planting may be required by the City. Such a barrier must include a vision clearance area for driveways to promote vehicle safety. Guidelines (not intended to limit optional solutions) for such a visual barrier are listed below:

- 2.. Residential: At least twenty feet (20') deep and six feet (6') tall along entire highway frontage. All vehicles and at least two-thirds (2/3) of the buildings should be obscured from highway view.**

[...]

The site does not abut the highway as the guidelines listed for residential uses are intended to address. The application regardless promotes privacy and screening from the adjacent collector street through robust fencing and planting. Landscaping and 4' fencing are planned between Oak St. and the parking lot which will serve to shield the visibility of the parking lot and vehicles, to the extent possible allowed, while still considering site security and pedestrian accessibility. Direct headlight glare from the spaces themselves are designed to either be shielded from the fencing to the north and the buildings and fencing situated on the south side of the site. No head-in parking is proposed in an east/west orientation. This has also been discussed earlier under FCC 10-3-5 D.

Plants listed in the applicant's Landscape Plan for the front yard include a wide variety including but not limited to: Rhododendrons, Hydrangea, Burning Bush, Winter Heather, Summer Heather, and Gold Flame Spirea. The two existing trees and three additional trees conditioned elsewhere for the front setback area should also add to screening. These

plantings may further shield Oak St. and neighboring residents on the west side from vehicle lighting. Criterion met.

D. Highway Access: For reasons of safety and to reduce congestion, vehicle access to and from the highway shall be limited to street intersections only. Curb cuts shall be authorized on side streets only, unless:

1. **The property does not abut a side street or the property has at least two hundred feet (200') of highway frontage; or**
2. **The City specifically authorizes the highway curb cuts.**

The subject property does not abut the highway nor any side streets. Criterion not applicable.

E. Parking: Shall be in accordance with Chapter 3 of this Title.

This section has been addressed previously within these findings.

H. General Provisions:

1. **Yards and open areas shall not be used for the storage, display or sale of used building materials, scrap or salvage.**
3. **Any use allowed must not cause unreasonable odor, dust, smoke, noise, vibration or appearance.**

The applicant has not proposed nor will be permitted to have any of the above conditions on the property at any time.

I. Minimum Lot Dimensions: The minimum lot width shall be fifty feet (50').

As seen on Exhibit D, the lot width is 141'. Criterion met.

J. Minimum Lot Area: The minimum lot area shall be six thousand (6,000) square feet.

The lot area of the subject property is 1.24 acres, which equates to 53,826.62 square feet. Criterion met.

K. Height Limitations: The maximum building or structural height shall be thirty-five feet (35'). Residential dwellings and their associated structures refer to Section 10-10-5 of this Title for requirements.

Although three-story construction is proposed, the heights do not exceed 35'. Criterion met.

L. Vision Clearance: Refer to Section 10-2-13 and 10-35-2-14 of this Title for definitions, and requirements. (Ord. 26, 2008)

These sections will be addressed within their respective sections of this staff report.

- M. Maximum lot coverage shall be 85%, unless a preservation credit is achieved in accordance with FCC 10-34-2-4.**

As listed in (Exhibit D), the lot coverage of the proposal is 58%, which is approximately 27% below the maximum allowed. No Preservation Credit has been requested. Criterion exceeded.

- O. Lighting: Refer to Section 10-37 of this Title for requirements.**

Lighting will be addressed as part of staff review of FCC 10-37.

TITLE 10: CHAPTER 34: LANDSCAPING

10-34-2-4: Preservation Credit. The City may grant a “Preservation Credit” if existing significant vegetation on the site is preserved, in the form of a reduction of the overall landscape area and planting requirements of Sections 10-34-3-3. [...]

The applicant is not requesting a Preservation Credit. The minimum required percent of landscape required is 15%. The applicant proposes a total of 42% of landscaping, exceeding the minimum required.

10-34-3: LANDSCAPING

10-34-3-1: Applicability. Except for single-family and duplex dwelling uses, this Section shall apply to all new development as well as changes of use and expansions as described below, and shall apply in all districts except where superseded by specific zoning district requirements. These provisions shall be in addition to the provisions of FCC Title 9 Chapter 5 and where there are conflicts, the provisions of Title 9 Chapter 5 shall prevail.

- A. For new developments, all landscaping shall meet current code requirements. (Ord. 4, 2011)**

{...}

10-34-3-2: Landscaping Plan Required. A landscape plan is required. All landscape plans shall include the following information:

- A. The location and height of existing and proposed fences and walls, buffering or screening materials.**

The site has no existing fencing. Proposed fencing is not shown on the Landscape Plan, but is indicated on the Site Plan.

- B. The location of existing and proposed terraces, retaining walls, decks, patios, shelters, and play areas.**

There are no existing terraces, retaining walls, decks, patios, shelters or play areas, as the site is currently vacant and undeveloped. The elevations include proposed decks for each of

the units. Patios for the ground floor units are not illustrated on the site plan. The landscape plan illustrates them as gravel. It is recommended that ground floor ADA units provide hard surfacing such as cement for their outdoor patio space. (Informational 3)

C. The location, size, and species of the new proposed plant materials (at time of planting)

The location, size and species of the new proposed plant materials are provided in Exhibit J. Criterion met.

D. The location(s) of areas where existing vegetation will be cleared and the location(s) of areas where existing vegetation will be preserved, delineated on a recent aerial photo or site plan drawn to scale.

The applicant proposes to retain 12 existing trees as shown on Exhibit J. Submitted plans have been drawn to scale by a registered landscape architect. Criterion met.

E. Existing and proposed building and pavement outlines.

The Landscape Plan and architecture and engineering plans submitted by the applicant include proposed building and pavement outlines. Criterion met.

F. Specifications for soil at time of planting, irrigation and anticipated planting schedule.

Exhibit J includes specifications for soil, irrigation and anticipated planting schedule. Criterion met.

G. Other information as deemed appropriate by the City Planning Official.

The applicant's Landscaping Plan contains the required information. Criterion met.

10-34-3-3: Landscape Area and Planting Standards. The minimum landscaping area is 15% of the lot area, unless specified otherwise in the applicable zoning district for the proposed use. This required minimum landscaping area may be reduced if preservation credits are earned as specified in Section 10-34-2-4.

The minimum required percent of landscape required is 15%. The applicant proposes a total of 42% of landscaping, exceeding the minimum required. Criterion met.

A. Landscaping shall include planting and maintenance of the following:

- 1. One tree per 30 lineal feet as measured along all lot lines that are adjacent to a street.**

The subject lot line adjacent and parallel to Oak St. measures 141'. This equates to the requirement of 5 trees adjacent to Oak St. As seen on Exhibit J, the applicant is leaving two existing trees and have not supplied additional trees in the front setback area. The applicant shall either: 1) apply for a landscape credit, which could mean the three additional trees would

not be required; or 2) submit an updated Landscaping Plan demonstrating that three additional trees will meet the requirements of FCC 10-34-3-3 A 1. [**Condition 15**].

2. Six shrubs per 30 lineal feet as measured along all lot lines that are adjacent to a street.

As discussed above, there is approximately 141 feet of street frontage. This length divided by 30' and the result multiplied by 6 computes a requirement for 28.2 shrubs within the front street-abutting lot line area. Exhibit J proposes an excess of 29 shrubs proposed to be planted, including an array of Rhododendrons, Hydrangeas, Heathers, Burning Bushes and the 28 Midwinter Fire Dogwood in raingardens "A" and "F." Criterion met.

3. Living plant materials shall cover a minimum of 70 percent of the required landscape area within 5 years of planting.

Forty-two percent of the entire site will contain landscaping. Given that only 15% is required, it is evident, with continued irrigation and care, these plants will cover the minimum 70% within 5 years. This criterion can be met as irrigation and ongoing maintenance has been conditioned elsewhere in these findings.

3. Except for preservation of existing significant vegetation, the required plant materials on-site shall be located in areas within the first 20 feet of any lot line that abuts a street. Exceptions may be granted where impracticable to meet this requirement or the intent is be

4. tter served. Required trees may be located within the right-of-way and must comply with Section 10-34-4. Plant materials may be installed in any arrangement and do not need to be equally spaced nor linear in design. Plantings and maintenance shall comply with the vision clearance standards of FCC 10-35-2-13.

5. Pocket-planting³ with a soil-compost blend around plants and trees shall be used to ensure healthy growth.

The planned location and placement of landscaping plants and trees are not expected to create problems with vision clearance standards. Cobble rock is planned within vision triangles and shrubs bordering the cobble rock are low-profile and include Genista Bangles, Kinnikinnik, Winter and Summer Heathers. No landscaping is planned within the street rights-of-way. The Landscape Plan (Exhibit J) indicates the provision of information on planting mediums - Pocket-planting with a soil-compost blend around plants and trees. These criteria are met.

10-34-3-4: Landscape Materials. Permitted landscape materials include trees, shrubs, ground cover plants, non-plant ground covers, existing native vegetation, outdoor hardscape features and storm water features, as described below.

A. Plant Selection. A combination of deciduous and evergreen trees, shrubs, and ground covers shall be used, consistent with the purpose of this Chapter. A suggested *Tree and Plant List for the City of Florence* and the *Sunset Western Garden Book* are available at City Hall. The selection of plant and tree species

shall be based upon site conditions such as wind and sun exposure, space limitations, water availability, and drainage conditions. The use of indigenous plants is encouraged, and may be required where exposure, slope or soil conditions warrant.

1. **Ground Cover.** Ground cover may consist of separate plants or mowed grass turf. Ground cover plant species shall meet the following minimum standards: plants from 4-inch pots shall be spaced a maximum of 18 inches measured on center, and 1-2 gallon size plants shall be spaced a maximum of 3 feet measured on center.

Kinnikinnick and sword fern will both come from 4" containers. Winter and Summer Heathers A perennial rye-blend lawn measuring in excess of 20' X 40' is planned on the eastern side of the site immediately north of the community garden.

2. **Shrubs.** Shrub plant species shall be planted from 3 gallon containers unless otherwise specified in the *Tree and Plant List for the City of Florence*.

3.

Groundcovers including ferns, dais grasses intended to serve as ground cover for the site. The proposed planting schedule lists the specific plants to be planted, the quantity, the size and condition.

3. **Trees.** Evergreen and deciduous tree species shall meet the following minimum standards: deciduous trees shall be a minimum of 1 ¾ inch caliper (diameter) measured 6 inches above grade, and evergreen trees shall be a minimum of 5 feet tall (Nursery Grade 5/6).

Twelve existing trees are to be retained. These may be either evergreen, deciduous or a combination. Additionally, cedar, a spruce and two varieties of maple are planned. All new trees over 6' will be staked per the Landscape Plan notes. As seen in the applicant's landscape plan and planting schedule, trees proposed to be planted on the site meet the standards identified above and listed on the City's Tree and Plant list. Criterion met.

4. **Non-plant Ground Covers.** Bark dust, chips, aggregate, or other non-plant ground covers may be used. Non-plant ground cover located adjacent to pedestrian ways shall be confined to the material within the planting bed to avoid safety hazards by edging 4 inches above-grade or recessing from grade. Non-plant ground covers cannot be a substitute for ground cover plants.

The proposed landscaping plan indicates that Kinnikinnick will be used as a ground cover throughout the landscape plantings.

Cobble rocks are planned within landscaping beds along Oak St, Gravel composed of 3" crushed basalt is planned for pathway areas. In accordance with FCC 10-34-3-4, A.4., planting areas shall be recessed, or curbs raised as needed to confine ground-cover materials. [Condition 16]

- C. **Hardscape features**, such as plazas, pathways, patios and other pedestrian amenities may count toward ten (10) percent of the required landscape area, except in the Old Town and Main Street districts where hardscape features may count toward 50 percent of the landscape area, provided that such features conform to the standards of those districts. Swimming pools, sports courts, decks and similar facilities may not be counted toward fulfilling the landscape requirement in any zone.

The applicant is not proposing reductions in required landscaping area.

- D. **Storm Water Facilities.** Storm water facilities, such as detention/retention ponds and swales shall be landscaped. Landscaped bio-swales are encouraged and shall count toward meeting the landscaping requirement of this section if they are designed and constructed in accordance with the standards specified in Title 9 Chapter 5, and approved by the Public Works Department. Storm water facilities shall be landscaped with water-tolerant, native plants.

The applicant's Landscape Plan includes ten storm water rain gardens to double as parking lot island landscaping. The plant list, container size and number of bio-swale plants is provided. The City of Florence Tree and Plant List recommend that Carex Obnupta (slough sedge) is to have 1-gallon containers and the plans show 4". The plans also show Juncus Patens, which are a variety of rush, in 4" containers; however, Appendix G of the City of Florence Stormwater Design Manual contains an Approved Tree and Plant List for stormwater purposes. This list does not provide information on initial sizes – only potential heights.

10-34-3-5: Irrigation. Permanent, underground irrigation is required for all landscaping, except existing native vegetation that is preserved in accordance with the specifications of Section 10-34-2-2 and new drought tolerant plants which must have temporary irrigation for plant establishment. All irrigation systems require an irrigation permit and shall be installed with a backflow prevention device per FCC 9-2-3-5.

The Landscape Plan notes that all plants in the rain gardens will be put on drip irrigation; that all plants irrigated using an automatic drip system, and that the lawn will have overhead rotors. An actual irrigation plan has not been submitted. The applicant shall provide a permanent irrigation plan to the Planning Department prior to issuance of the final Certificate of Occupancy. The irrigation system will require an irrigation permit and shall be installed with a backflow prevention device per FCC 9-2-3-5. [**Condition 17**]

10-34-3-6: Parking Lot Landscape Standards. All parking lots shall meet Parking Area Improvement Standards set forth in FCC 10-3-8. Parking areas with more than twenty (20) spaces shall include interior landscaped "islands" to break up the parking area. Interior parking lot landscaping shall count toward the minimum landscaping requirement of Section 10-34-3-3. The following standards apply:

- A. For every parking space, 10 square feet of interior parking lot landscaping shall be provided;

The applicant is proposing to provide 39 parking spaces, this equates to a required 390 square feet of interior parking lot landscaping. The ten rain gardens serve as the interior parking lot landscaping areas. The applicant has provided well over 2,000 sq. ft. in the Landscaping Plan within the combined parking islands. The criterion is exceeded.

- B. Parking islands shall be evenly distributed to the extent practicable with a minimum of one tree selected from the *Tree and Plant List for the City of Florence* installed per island;**

Trees are not shown in the rain gardens which serve as parking islands. The applicant shall submit revised plans providing at least one tree for each rain garden that complies with FCC 10-34-3-6 B and Stormwater Design Manual and Design Typical SW-140 for species and Zone B location. [Condition 18]

- C. Parking island areas shall provide a minimum of 30 square feet of planting area and any planting area dimension shall be a minimum of 5 feet on any side (excluding curb dimensions), unless reduced by the Planning Commission where a lesser distance will provide adequate space for healthy plant growth;**

Exhibit J shows that 10 parking islands are proposed. These areas double as rain gardens and each exceed the minimum square footage of landscaping. The total square footage of these ten areas exceeds 2,000 square feet. All interior landscape parking islands are larger than 30 square feet (the smallest of the ten contain approximately 100 square feet) and have a minimum of 5' on any side. Criterion met.

- D. Irrigation is required for interior parking lot landscaping to ensure plant survival**

Irrigation has been conditioned under FCC 10-34-3-5 of these findings.

- E. Living plant material shall cover a minimum of 70% of the required interior parking lot landscaping within 5 years of planting; and**

- F. Species selection for trees and shrubs shall consider vision clearance safety requirements and trees shall have a high graft (lowest limb a minimum of 5 feet high from the ground) to ensure pedestrian access.**

The applicant has been conditioned to either add three more trees within 20' of the front yard abutting Oak St. ROW selected from the City's Tree and Plant List or apply for a landscape credit. The vision clearance safety requirements are currently met; however, if new trees are to be added, staff will re-evaluate the updated Landscape Plan to ensure requirements are met.

10-34-3-7: Buffering and Screening. Buffering and screening are required under the conditions listed below. Walls, fences, and hedges shall comply with the vision clearance requirements and provide for pedestrian circulation, in accordance with FCC 10-35-2-13. (See Section 10-34-5 for standards specific to fences and walls.)

- A. Parking/Maneuvering Area Adjacent to Streets and Drives. Where a parking or maneuvering area is adjacent and parallel to a street or driveway, a berm; an**

evergreen hedge; decorative wall (masonry or similar quality material) with openings; arcade; trellis; or similar partially opaque structure 3-4 feet in height shall be established between street and driveway or parking area. See also FCC 10-3-7-D for standards specific to parking lots adjacent to the street. The required screening shall have breaks or portals to allow visibility (natural surveillance) into the site and to allow pedestrian access to any adjoining walkways. Hedges used to comply with this standard shall be a minimum of 36 inches in height at maturity, and shall be of such species, number, and spacing to provide year-round screening within five (5) years after planting. Vegetative ground cover is required on all surfaces between the wall/hedge and the street/driveway line.

The area between the parking lot and Oak St. will be landscaped to shield the visibility of the parking lot and vehicles, to the extent possible allowed, while still considering site security and pedestrian accessibility. A variety of shrubbery and ground cover has been proposed in the Landscape Plan. Sections of 4' fencing will also assist with shielding and visibility to inner and outer pedestrian and vehicular activity. If the monumental signage is approved, that, too, will provide shielding for the parking lot. The landscape plan illustrates areas of vegetated ground covers and shrubs. Once mature they would fill out the area between the fence and sidewalk (abuts the street) as illustrated. Criterion is met.

B. Parking/Maneuvering Area Adjacent to Building. Where a parking or maneuvering area or driveway is adjacent to a building, the area shall be separated from the building by a curb and a raised walkway, plaza, or landscaped buffer not less than five (5) feet in width. Raised curbs, bollards, wheel stops, or other design features shall be used to protect pedestrians, landscaping, and buildings from being damaged by vehicles.

The proposed parking areas are separated from the buildings by a five foot or more sidewalk area and or landscape area, respectively. Exhibit D shows wheel stops installed within each parking space along the southern parking row adjacent to the buildings. Updated plans to including curbing dimensions have been conditioned elsewhere in these findings. Criterion met.

10-34-3-8: Maintenance. If the plantings fail to survive, the property owner shall replace them with an equivalent specimen (i.e., native Rhododendron replaces native Rhododendron, evergreen shrub replaces evergreen shrub, deciduous tree replaces deciduous tree, etc.) within six (6) months of their dying or removal, whichever comes first. All man-made features required by this Code shall be maintained in good condition, or otherwise replaced by the owner within six (6) months of any such feature being removed or irreversibly damaged (whichever comes first).

To ensure compliance with FCC 10-34-3-8, the applicant shall maintain their landscaping and replace any failed planting with an equivalent specimen within six months of their dying or removal. [[Condition 19](#)]

10-34-4: STREET TREES: Street trees are trees located within the right-of-way.

Trees are all interior to the project property and are not planned in the street rights-of-way. This section does not apply.

10-34-5: FENCES AND WALLS: Construction of fences and walls shall conform to all of the following requirements:

A. General Requirements. All fences and walls shall comply with the height limitations of the respective zoning district and the standards of this Section. The City may require installation of walls and/or fences as a condition of development approval, in accordance with land division approval, approval of a conditional use permit, or design review approval. When required through one of these types of approvals, no further land use review is required. (See also, Section 10-34-3-6 for landscape buffering and screening requirements.)

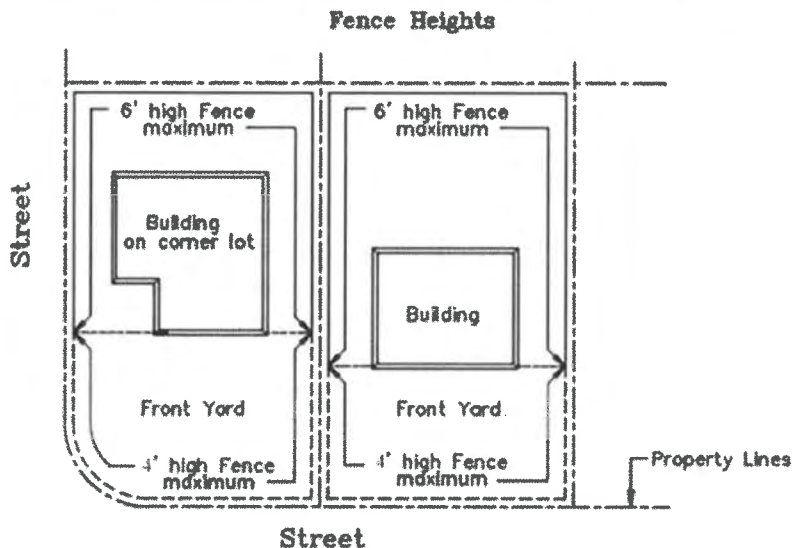
B. Dimensions.

1. Residential Zones: Except as provided below, the height of fences and walls between the building and the front lot line shall not exceed four (4) feet as measured from the grade and no greater than 6 feet in height in rear and side yards unless the front door is located on the longer side of the lot, in which case the fence shall not exceed four (4) feet in height or taller fences or walls are allowed through a Type II or III Design Review approval. (See Figure 10-34(2))

The Site Plan (Exhibit D) demonstrates the front yard contains sections of 4' fencing, in accordance with the above code, and that sections of 6' fencing are planned not less than 80' from the front property line. The Criteria are met.

Figure 10-34(2): Residential and Commercial Fence Standard

Figure 10-34(2): Residential and Commercial Fence Standard



F. Materials.

1. Permitted materials: wood; chain-link steel, iron, bricks, stone; stucco, or similar masonry, and non-prohibited evergreen plants.

[...]

The applicant's notes indicate that the fencing will be made either out of cedar or two-sided split-face masonry (Exhibit C, p 22). Criteria met.

TITLE 10: CHAPTER 35: ACCESS AND CIRCULATION

10-35-2: VEHICULAR ACCESS AND CIRCULATION

10-35-2-2: Applicability: Section 10-35-2 applies to vehicle access and on-site circulation facilities in the City of Florence. This Section applies to any type of land use or development permit. Access to a designated state or county highway is subject to the provisions of this Section in addition to the requirements of the applicable roadway authority. Where regulations of the City conflict with those of the roadway authority the more restrictive requirements apply.

10-35-2-3: Access Approval Required: Access will generally be reviewed in conjunction with a land division or building permit. If a property owner wishes to access a public street (e.g., a new curb cut or driveway approach), or make improvements within the public right-of-way (e.g., install or replace sidewalk), the property owner must obtain a "Construction Permit in Right-of-Way". In either case, approval of an access shall follow the procedures and requirements of the applicable road authority.

The applicant is proposing to take access to and from the subject property directly off Oak St. The applicant shall submit plans for and obtain a "Construction Permit in Right-of-Way" to install driveway and sidewalk approaches under the direction of the City's Public Works Director for proposed access location in accordance with FCC 10-35-2-3 and FCC 10-35-2-6. [[Condition 20](#)]

10-35-2-8: Access Standards: New development shall gain access primarily from local streets. Access onto arterials and collectors shall be evaluated based on access options, street classifications and the effects of new access on the function, operation and safety of surrounding streets and intersections and possible lower level street alternatives. Where such access to higher level street classification is necessary, shared driveways may be required in conformance with FCC 10-35. If vehicle access off a lower-level street is possible, then the City may prohibit access to the higher-level street.

Access to and from the site is planned via Oak St., identified in the Transportation System Plan (TSP) as a collector street. A local street connection is unavailable. An argument may be made that the TSP was designed to consider zoning and possible densities when assigning street classifications. As such, Highway Designation zoning, which allows multi-family development, should be able to take access from Oak St. as a collector because the

nearest street to the development is Highway 101. Of the two, Oak St. is a lesser level of a street than Highway 101 as a Highway/Major Arterial.

10-35-2-9: Site Circulation: New developments shall be required to provide a circulation system that accommodates expected traffic on the site. Pedestrian and bicycle connections on the site, including connections through large sites, and connections between sites (as applicable) and adjacent sidewalks, trails or paths, must conform to the provisions in Section 10-35-3.

Indoor and outdoor bicycle parking areas are easily accessible to the parking lot and sidewalks. All pedestrian sidewalks connect seamlessly to the parking lot, buildings, picnic shelter, and community garden. One sidewalk will connect to the Oak St. sidewalk, which will provide access to the nearest transit stop at Oak St. and 43rd St. The criteria are met.

10-35-2-12: Driveway Design: All openings onto a public right-of-way and driveways shall conform to the following:

A. **Driveway Approaches.** Driveway approaches, including private alleys, shall be approved by the Public Work Director and designed and located with preference given to the lowest functional classification street. Consideration shall also be given to the characteristics of the property, including location, size and orientation of structures on site, number of driveways needed to accommodate anticipated traffic, location and spacing of adjacent or opposite driveways.

Final approval of the driveway approach will be submitted to the Public Works Director, as have been conditioned in these findings.

B. **Driveways.** Driveways shall meet the following standards, subject to review and approval by the Public Works Director:

[...]

2. Driveways shall have a minimum width of ten (10) feet, except where a driveway serves as a fire apparatus lane, in which case city-approved driveway surface of 12 feet minimum width shall be provided within an unrestricted, twenty (20) foot aisle, or as approved by the Fire Code Official.

The proposed driveway that is to take direct access off Oak St. into and out of the subject property and serve the parking lot is proposed to be 20' feet wide. Criterion met.

3. **Where a driveway is to provide two-way traffic, the minimum width shall be 18 feet.**

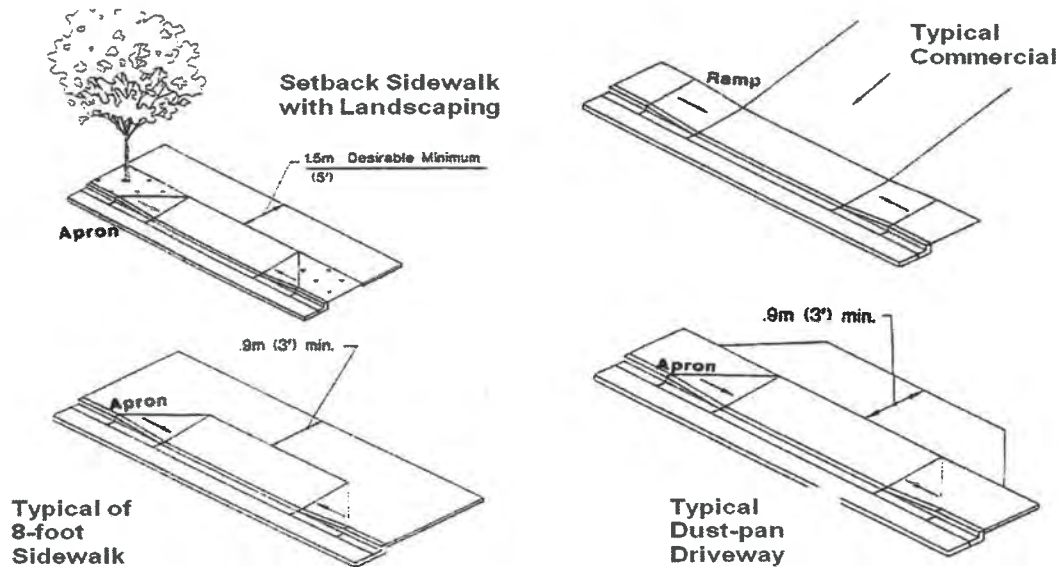
The proposed driveway will provide two-way traffic. The width of the proposed driveway is 20', which exceeds the minimum width by two feet. Criterion met.

4. **One-way driveways shall have appropriate signage designating the driveway as a one-way connection. Fire apparatus lanes shall be so marked (parking prohibited).**

No one-way driveways are proposed, although the applicant has included one hammerhead turn-around to address fire and emergency vehicles. Areas for fire and emergency vehicle parking (including hydrants), access or turnaround shall be appropriately marked and signed. [Condition 21]

- C. **Driveway Apron Construction.** Driveway aprons (when required) shall be constructed of concrete and shall be installed between the street right-of-way and the private drive, as shown in Figure 10-35(2). Driveway aprons shall conform to ADA requirements for sidewalks and walkways, which generally require a continuous unobstructed route of travel that is not less than three (3) feet in width, with a cross slope not exceeding two (2) percent, and providing for landing areas and ramps at intersections. Driveways are subject to review by the Public Works Director.

Figure 10-35(2): Examples of Driveway Next to Sidewalks/Walkways



The proposal would add a new approach off Oak St. into the subject property. Since the adjacent right-of-way is a City street, plans for a driveway approach shall be reviewed and approved by the Public Works Director per FCC 10-35-2-12 C. [Condition 22]

- D. **Fire access lanes with turnarounds** shall be provided in conformance with the Fire code. Except as waived in writing by the Fire Code Official, a fire equipment access drive shall be provided for any portion of an exterior wall of the first story of a building that is located more than 150 feet from an existing public street or approved fire equipment access drive. The drive shall contain unobstructed aisle width of 20 feet and turn-around area for emergency vehicles. The fire lanes shall be marked as “No Stopping/No Parking.” See figure 10-35(3) for examples of fire lane turn-rounds. For requirements related to cul-de-sacs or dead-end streets, refer to FCC 10-36.

One hammerhead has been planned to accommodate emergency vehicles and has been reviewed by the Fire Marshal.

10-35-2-13: Vertical Clearances: Driveways, private streets, aisles, turn-around areas and ramps shall have a minimum vertical clearance of 13' 6" for their entire length and width.

No obstructions below 13'.6" are proposed. This criterion is met.

10-35-2-14: Vision Clearance: No visual obstruction (e.g., sign, structure, solid fence, or shrub vegetation) shall block the area between two and one-half feet (2 ½') and eight (8) feet in height in "vision clearance areas" on streets, driveways, alleys, mid-block lanes, or multi-use paths where no traffic control stop sign or signal is provided, as shown in Figure 10-35(4). The following requirements shall apply in all zoning districts:

A. At the intersection of two (2) streets, minimum vision clearance shall be twenty feet (20').

The proposal does not involve an intersection of (2) streets, therefore this criterion does not apply.

B. At the intersection of an alley or driveway and a street, the minimum vision clearance shall be ten feet (10').

The proposal does involve a driveway intersecting Oak St. In this case, the minimum vision clearance shall be at least 10' and is shown on Exhibit D and the Landscape Plan (Exhibit J).

C. At the intersection of internal driveways, the minimum vision clearance shall be ten feet (10').

Only one internal driveway is proposed. To maintain and ensure visual clearance standards are met, the applicant shall perpetually maintain landscaping so that plants do not grow to obstruct vision clearance areas. (Informational 4)

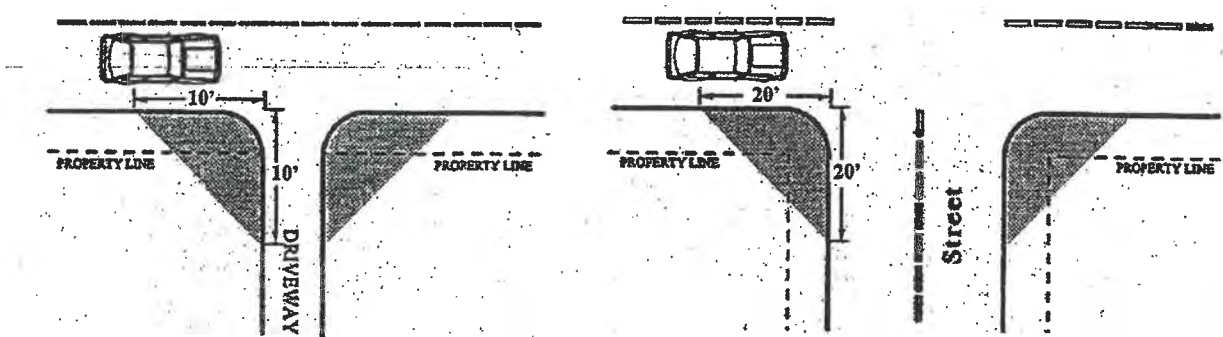


Figure 10-35(4): Vision Clearance Areas (solid lines indicate curbs or edge of pavement)

10-35-3: PEDESTRIAN ACCESS AND CIRCULATION: All new development shall be required to install sidewalks along the street frontage, unless the City has a planned street improvement, which would require a non-remonstrance agreement.

A sidewalk exists along the east side of Oak St. Sidewalk construction plans have been conditioned earlier. The Florence Transportation Systems Plan does not include improvement plans for Oak St. in the subject property area.

10-35-3-1: Sidewalk Requirements:

- A. Requirements: Sidewalks shall be newly constructed or brought up to current standards concurrently with development under any of the following conditions:**
- 1. Upon any new development of property.**
 - 2. Upon any redevelopment of property that expands the building square footage by 25% or more.**
 - 3. Upon any change of use that requires more than five additional parking spaces.**

The applicant is proposing internal walkways, one of which connects with an existing walkway along Oak St. Criteria are met.

10-35-3-2: Site Layout and Design: To ensure safe, direct, and convenient pedestrian circulation, all developments shall provide a continuous pedestrian system. The pedestrian system shall be based on the standards in subsections A - C, below:

- A. Continuous Walkway System. The pedestrian walkway system shall extend throughout the development site and connect to all future phases of development, and to existing or planned off-site adjacent trails, public parks, and open space areas to the greatest extent practicable. The developer may also be required to connect or stub walkway(s) to adjacent streets and to private property with a previously reserved public access easement for this purpose in accordance with the provisions of Section 10-35-2, Vehicular Access and Circulation, and Section 10-36-2 Street Standards.**

Walkways have been planned to enable pedestrian access to each building, the trash enclosure, the picnic shelter, basketball court and community garden. south parking area and the sidewalk system along Oak St. Criteria met.

- B. Safe, Direct, and Convenient. Walkways within developments shall provide safe, reasonably direct, and convenient connections between primary building entrances and all adjacent streets, based on the following criteria:**

- 1. Reasonably direct. A route that does not deviate unnecessarily from a straight line or a route that does not involve a significant amount of out-of-direction travel for likely users.**

2. **Safe and convenient.** Routes that are reasonably free from hazards and provide a reasonably direct route of travel between destinations.
3. **"Primary entrance" for commercial, industrial, mixed use, public, and institutional buildings** is the main public entrance to the building. In the case where no public entrance exists, street connections shall be provided to the main employee entrance.

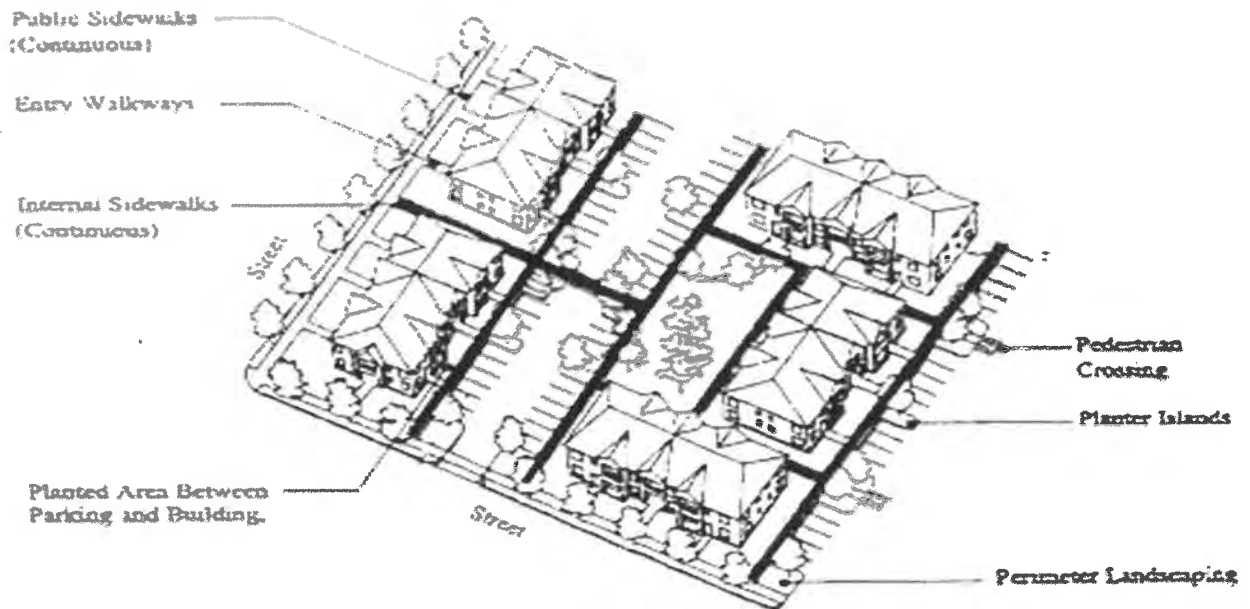
Sidewalk construction plans meeting the criteria of FCC 10-35-3-1 and 10-35-3-3 shall be submitted to staff for approval and permitting. [Condition 23]

C. Connections Within Development. Connections within developments shall be provided as required in subsections 1 - 3, below:

1. **Walkways shall be unobstructed and connect all building entrances to one another to the extent practicable, as generally shown in Figure 10-35(5);**

The proposed walkways appear to be unobstructed and connect to all building entrances to one another to the best extent possible. The applicant has been conditioned to provide construction plans for these for staff approval and permitting. Criterion met.

2. **Walkways shall connect all on-site parking areas, storage areas, recreational facilities and common areas, and shall connect off-site adjacent uses to the site to the extent practicable. Topographic or existing development constraints may be cause for not making certain walkway connections; and**



As discussed above, the pedestrian walkways provide adequate pedestrian circulation throughout the entire site. Criterion met.

10-35-3-3: Walkway and Multi-Use Path Design and Construction: Walkways and multi-use paths shall conform to all applicable standards in subsections A - D, as generally illustrated in Figure 10-35(6):

- A. Vehicle/Walkway Separation. Except for pedestrian crossings (subsection B), where a walkway abuts a driveway or street it shall be raised six (6) inches and curbed along the edge of the driveway/street. Alternatively, the decision body may approve a walkway abutting a driveway at the same grade as the driveway if the walkway is protected from all vehicle maneuvering areas. An example of such protection is a row of decorative metal or concrete bollards designed to withstand a vehicle's impact, with adequate minimum spacing between them to protect pedestrians.**

Sidewalk plans have been conditioned earlier.

- B. Pedestrian Crossing. Where a walkway crosses a parking area, or driveway, it shall be clearly marked with contrasting paving materials (e.g., light-color concrete inlay between asphalt), which may be part of a raised/hump crossing area. Painted or thermo-plastic striping and similar types of non-permanent applications may be approved for crossings of not more than twenty-four (24) feet in length.**

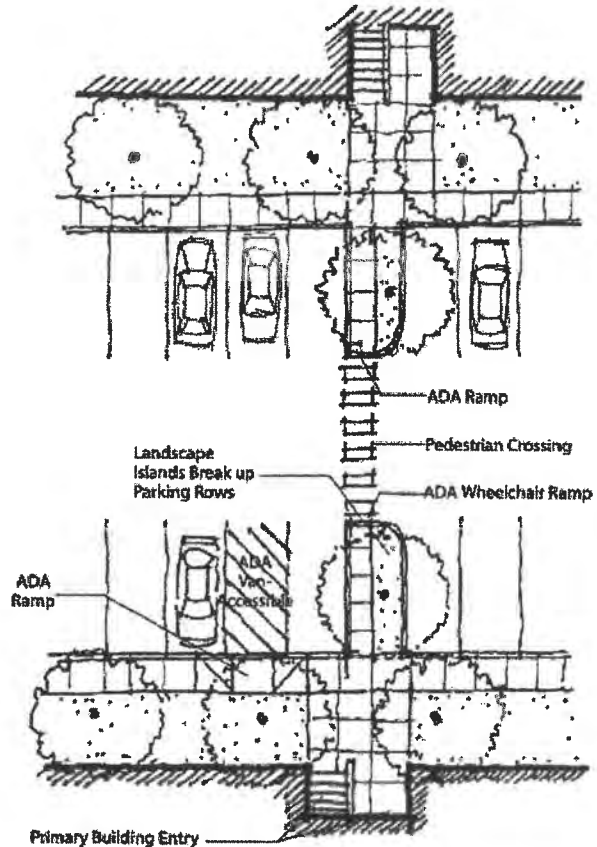
As seen on Exhibit D, the proposed pedestrian parking lot walkway is indicated in between the picnic shelter and the trash enclosure located at the north side of the parking lot. Per FCC 10-35-3-3 B, the applicant shall provide plans indicating that the walkway is clearly marked with contrasting paving materials, which may be part of a raised/hump crossing area meeting the criteria. [**Condition 24**]

- C. **Width and Surface.** Walkway surfaces shall be concrete, asphalt, brick/masonry pavers, or other durable surface, as approved by the Public Works Director, at least five (5) feet wide, without curb. Multi-use paths (i.e., for bicycles and pedestrians) shall be concrete or asphalt, at least ten (10) feet wide. (See also, Section 10-36-2)

Figure 10-35(6):
Pedestrian Walkway Detail (Typical)

The widths of the proposed onsite pedestrian walkways are 5' in width. The applicant has been conditioned earlier to follow these criteria.

- D. **Accessible routes.** Walkways and multi-use paths shall conform to applicable Americans with Disabilities Act (ADA) requirements. The ends of all raised walkways, where the walkway intersects a driveway or street shall provide ramps that are ADA accessible, and walkways shall provide direct routes to primary building entrances.



The applicant has been conditioned earlier to follow these criteria.

10-35-4: Transit Facilities: Proposed uses other than single-family residences and duplexes must provide for transit riders by providing developmental improvements to accommodate current or planned transit stops pursuant to the following:

- A. If the proposed uses are located on a site within ¼ mile of an existing or planned transit stop, the proposed pedestrian circulation system must demonstrate a safe and direct pedestrian route from building entrances to the transit stop or to a public right-of-way that provides access to the transit stop.

The applicant is providing an internal sidewalk that will adjoin the nearest public sidewalk along Oak St., which will provide access to the nearest transit stop at Oak St. and 43nd St. The criterion is met.

TITLE 10: CHAPTER 36: PUBLIC FACILITIES

10-36-2: STREET STANDARDS:

10-36-2-1: Development Standards: The following standards shall be met for all new uses and developments:

B. Streets within or abutting a development shall be improved in accordance with the Transportation System Plan (TSP), provisions of this Chapter and other applicable sections of this Code.

No internal street is being proposed.

10-36-2-5: Rights-of-Way and Street Sections: Street rights-of-way and improvements shall be consistent with the Transportation System Plan and standards specified in Title 8 Chapter 2.

No internal street is being proposed.

10-36-2-17: Existing Rights-of-Way: Whenever existing rights-of-way adjacent to or within a proposed development are developed less than standard width, additional rights-of-way shall be provided at the time of subdivision or site development, in conformance with FCC 10-36-2-5.

No new rights-of-way are planned or necessary. The subject property abuts Oak St. Oak St. meets the criteria.

10-36-2-18: Curbs, Curb Cuts, Ramps, and Driveway Approaches: Concrete curbs, curb cuts, curb ramps, bicycle ramps and driveway approaches shall be constructed in accordance with Chapter 35, Access and Circulation, City of Florence Standards and Specifications and the following standards:

- A. Curb exposure shall be per City Standards and Specifications.**
- B. There shall be no curbs on alleys unless otherwise approved by the Public Works Director.**
- C. Curb extensions (bulb-outs) at local residential street intersections are optional. If provided, the minimum width between the curb extensions shall be 24-feet, unless otherwise approved by the Public Works Director. Curb extensions shall not be used on streets with bike lanes.**

The subject property is adjacent to and will take access from Oak St. City code and City standards and specifications require curbing at driveways. **(Informational 5)**

The applicant has been conditioned to meet the criteria.

10-36-2-22: Mail Boxes: Plans for mail boxes shall be approved by the United States Postal Service.

Prior to the issuance of certificates of occupancy, the applicant shall submit evidence to the Florence Planning Director that the local post office authority having jurisdiction over the area has reviewed and approved the plan for mailboxes to serve the future residents of Oak Manor. **[Condition 25]**

10-36-3: SANITARY SEWERS, WATER, STORMWATER, AND FIRE PROTECTION:

- A. Sewers, Water, and Stormwater Mains Required:** Sanitary sewers, water mains, and stormwater drainage shall be installed to serve each new development and to connect developments to existing mains in accordance with the City's Wastewater Master Plan, Water System Master Plan, and Stormwater Master Plan, Florence Code Title 9 Chapters 2, 3 and 5, and the applicable construction specifications. When streets are required to be stubbed to the edge of the subdivision; stormwater, sewer and water system improvements shall also be stubbed to the edge of the subdivision for future development.

The proposal utilizes existing public utilities near Oak St. and to extend water, sewer and storm lines as appropriate, as explained in Exhibits B, existing utilities in Oak St. include a 6" water stub, 8" sanitary sewer stub, and a storm sewer street inlet. This latter item is located near the SW corner of the site.

- B. Sewer, Water, and Stormwater Plan Approval:** Development permits for stormwater drainage, sewer and water improvements shall not be issued until the Public Works Director or their designee has approved all stormwater, sanitary sewer and water plans in conformance with City standards, and Florence Code Title 9 Chapters 2, 3 and 5.

As discussed, the applicant must secure approval from the Public Works Department. This has been made a condition of approval.

- C. Existing Watercourse:** Where a proposed development is traversed by a watercourse, drainage way, channel, or stream, there shall be provided a storm water easement or drainage right-of-way conforming substantially to the lines of such watercourse and such further width as will be adequate for conveyance and maintenance to protect the public health and safety and consistency with the Stormwater Manual.

There is no existing watercourse, and this criterion does not apply.

- D. Over-Sizing:** The City may require as a condition of development approval that sewer, water, and/or storm drainage systems serving new development be sized to accommodate future development within the area as projected by the applicable Water, Sewer, and/or Storm Drainage Master Plan, and Florence Code Title 9 Chapter 1. The developer may be entitled to credit or reimbursement for over-sizing City master planned improvements.

As discussed earlier, the applicant must secure approval from the Public Works Department.

- E. Fire Protection:** All new development shall conform to the applicable provisions of the Oregon Fire Code. Developers shall provide verification of existing and proposed water service mains and hydrant flow supporting the development site. Fire flow analyses and plans for hydrants and water service mains shall be subject to review and approval by the Building Official or Fire Marshal.

As part of the building permit review process, fire flow analyses, hydrant plans, and water service, stormwater and wastewater details shall be subject to review and approval by the Building Official and Fire Marshal in accordance with FCC10-36-3. [\[Informational 6\]](#)

- F. Inadequate Facilities:** Development permits may be restricted by the City where a deficiency exists in the existing water, sewer or stormwater system that cannot be rectified by the development and that if not rectified will result in a threat to public health or safety, surcharging of existing mains, or violations of state or federal standards pertaining to operation of domestic water and sewerage treatment systems.

No problems have been identified in preliminary reviews by the Public Works Director.

10-36-4: EROSION CONTROL: In addition to standard City requirements for stormwater, erosion control and sand management, projects that disturb one (1) or more acres of land over a period of time, a National Pollution Discharge Elimination System (NPDES) Permit must be obtained from the Department of Environmental Quality prior to the issuance of a development permit or land use permit based on appropriate criteria.

The subject property is 1.24 acres in size. Nearly the entire site will be disturbed, therefore a National Pollution Discharge Elimination System Permit (NPDES) is required. The applicant shall submit evidence of an approved NPDES permit to the City of Florence Building Department, prior to any development occurs on the subject property. [\[Condition 26\]](#)

10-36-5: UTILITIES:

A. Underground Utilities:

- 1. Generally.** All new utility lines including, but not limited to, those required for electric, communication, lighting, and cable television services and related facilities shall be placed underground, except for temporary utility service facilities during construction, and high capacity electric lines operating at 50,000 volts or above.

New utility lines shall be located underground per FCC 10-36-5 A. [\[Condition 27\]](#)

10-36-7: CONSTRUCTION PLAN APPROVAL AND ASSURANCES:

- A. Plan Approval and Permit:** No public improvements, including sanitary sewers, storm sewers, streets, sidewalks, curbs, lighting, parks, or other requirements shall be undertaken except after the plans have been approved by the City Public Works Director, permit fee paid, and permit issued.
- B. Performance Guarantee:** The City may require the developer or subdivider to provide bonding or other performance guarantees to ensure completion of required public improvements.

As discussed earlier, the applicant must secure approval from the Public Works Department.

10-36-8: INSTALLATION:

- A. Conformance Required:** Improvements installed by the developer either as a requirement of these regulations or at his/her own option, shall conform to the requirements of this Chapter, approved construction plans, and to improvement standards and specifications adopted by the City.
- B. Adopted Installation Standards:** The Standard Specifications for Public Works Construction, Oregon Chapter APWA, are hereby incorporated by reference; other standards may also be required upon recommendation of the Public Works Director.
- C. Commencement:** Work shall not begin until the City has been notified in advance in writing.
- D. Resumption:** If work is discontinued for more than one month, it shall not be resumed until the City is notified in writing.
- E. City Inspection:** Improvements shall be constructed under the inspection and to the satisfaction of the City Public Works Department. The City may require minor changes in typical sections and details if unusual conditions arising during construction warrant such changes in the public interest. Modifications to the approved design requested by the developer may be subject to City review. Any monuments that are disturbed before all improvements are completed by the subdivider shall be replaced prior to final acceptance of the improvements; it shall be the responsibility of the developer's registered professional land surveyor to provide certification to the City that all boundary and interior monuments have been reestablished and protected.
- F. Engineer's Certification and As-Built Plans:** A registered civil engineer shall provide written certification in a form required by the City that all improvements, workmanship, and materials are in accord with current and standard engineering and construction practices, conform to approved plans and conditions of approval prior to City acceptance of the public improvements, or any portion thereof, for operation and maintenance. The developer's engineer shall also provide two (2) sets of "as-built" plans along with an electronic copy, in conformance with the City Engineer's specifications, for permanent filing with the City.
- G. Acceptance of Public Improvements:** Public improvements shall only be accepted by the City after the "as-built" plans and actual improvements are approved, and all easements are recorded. Upon acceptance of public improvements, the City will accept ownership and maintenance responsibility.
- H. Warranty of Public Facilities:** All public improvements shall be warranted against defects in materials and workmanship for a period of one year following acceptance of the improvements by the City. Once accepted, a minimum one (1)

year warranty agreement on materials and workmanship shall be initiated between the City of Florence and the developer. A warranty bond or other financial security acceptable to the City in the amount of 12 percent of the original public improvement construction cost shall be maintained throughout the warranty period

This proposal will be subject to the construction standards, inspections, approvals, and bonds and warranties as outlined in these sections and will be reviewed and required as part of the construction facility infrastructure permitting process.

TITLE 10: CHAPTER 37: LIGHTING

10-37-2: APPLICABILITY: Section 10-37 applies to installation of all lighting fixtures as of the effective date of this Ordinance, except as exempted by provision of this Ordinance. Devices include but are not limited to, lights for: buildings and structures, recreational areas, parking lot and maneuvering areas, landscape areas, streets and street signs, product display areas, building overhangs and open canopies, holiday celebrations, and construction lights.

A. Resumption of Use - If a property with non-conforming lighting is abandoned for a period of one year or more, then all exterior lighting shall be brought into compliance with this Ordinance before any further use of the property occurs.

Currently, there is no existing lighting on site.

B. Major Additions or Alterations - If a major addition occurs on a property, lighting for the entire property shall comply with the requirements of this Code. For purposes of this section, the following are considered to be major additions:

- 1. Additions of 26 percent or more in terms of additional dwelling units, gross floor area, seating capacity, or parking spaces, either with a single addition or with cumulative additions after the effective date of this Ordinance.**
- 2. Single or cumulative additions, modification or replacement of 25 percent or more of installed exterior lighting luminaires existing as of the effective date of this Ordinance.**
- 3. Existing lighting on sites requiring a conditional use permit or variance after the effective date of this ordinance.**

Staff is ensuring the above requirements are met through this review.

C. Amortization - On or before 10 years from the effective date of this code, all outdoor lighting shall comply with this Code. Most outdoor lighting will be fully depreciated at the end of 10 years if not sooner. "Easy fixes" such as re-aiming or lowering lumen output of lamps is recommended in advance of the effective

date of the ordinance. Where lighting is judged to be a safety hazard immediate compliance is required.

FCC 10-37-2 effectively states that the lighting standards of 10-37-2 apply to the present proposal. The applicant has submitted a lighting plan for staff review. No specific criteria to address here.

10-37-3: LIGHTING PLANS REQUIRED: All applications for building permits and land use planning review which include installation of exterior lighting fixtures, not exempted, shall include the number of luminaires, the number of lamps in each luminaire, a photometric report for each type of luminaire and a site plan with the photometric plan of the lumen output.

The City shall have the authority to request additional information in order to achieve the purposes of this Ordinance.

The applicant has submitted a lighting plan "Illumination Levels Plan," as seen in Exhibit I. Included in the plan is the information requested in this code section. Staff is unsure how the outdoor covered bicycle enclosures will be lighted, although foot candles are labeled on the Lighting Plan. The Lighting Plan has been conditioned below to include this information.

10-37-4: LIGHTING STANDARDS:

A. All exterior lighting fixtures subject to this code section must be designed as a full cut-off fixture or have a shielding method to direct light emissions downward below the horizontal plane onto the site and does not shine illumination or glare skyward or onto adjacent or nearby property.

The Lighting Plan (Exhibit I) and product specifications demonstrate all exterior lighting fixtures are designed to be full cut-off so that direct light emissions are directed downward and would not shed onto adjacent properties or skyward. Criterion met.

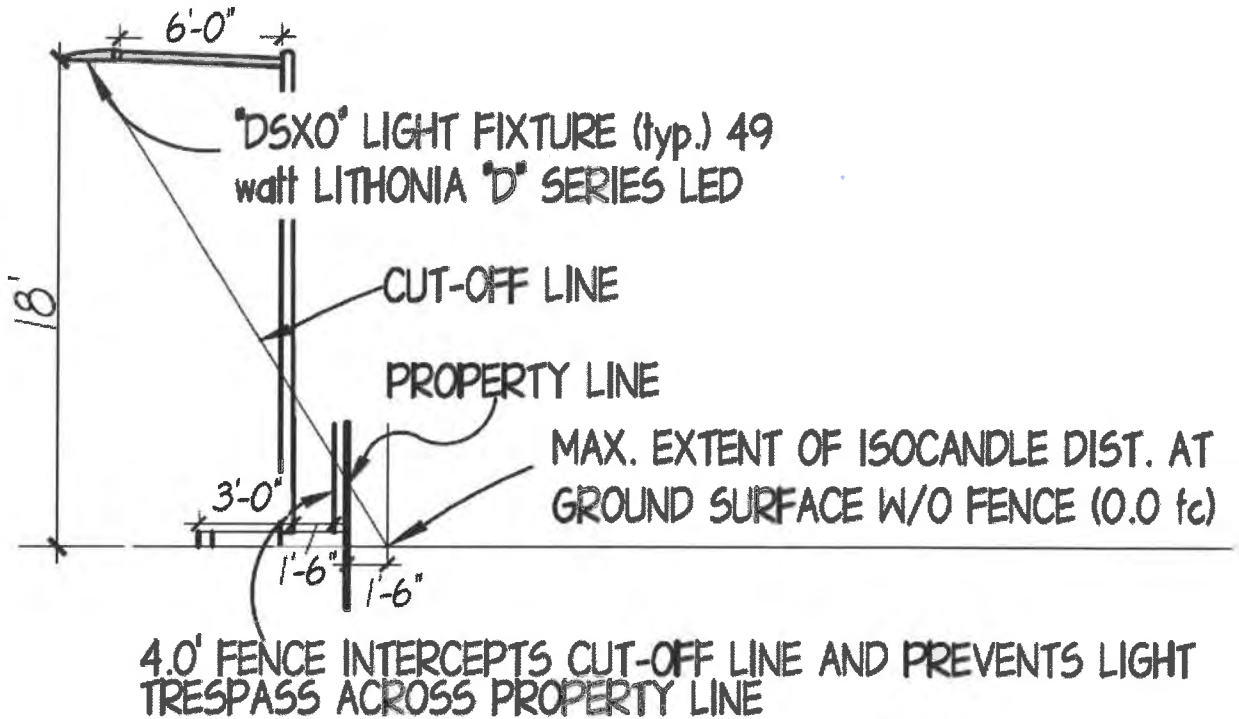
B. Parking areas shall have lighting to provide at least two (2) foot-candles of illumination at any point in the entire lot with a maximum of five (5) foot-candles over parking spaces and walkways. The Design Review Board may decrease the minimum if the applicant can provide documentation that the overall parking lot has adequate lighting. The Design Review Board may increase the maximum on a case-by-case basis, with no greater than 7 foot-candles measured directly under the light fixture.

The Lighting Plan demonstrates that there are areas in the most northern area of the parking area that do not meet the minimum requirement of 2 foot-candles. Additionally, bicycle area lighting nearest the office measures 16 foot candles whereas another measures only one. To meet requirements of FCC 10-37 3, the applicant shall either amend the Lighting Plan to reflect compliance or request an exception to be decided upon by the Planning Commission. **[Condition 28]**

C. Lighting in or adjacent to residential zones or residential uses shall not exceed twenty feet in height as measured from the adjacent grade to the top of the light fixture. Heights in other zoning districts shall not exceed 25 feet unless the Design Review Board adopts findings that the higher light fixtures are necessary to achieve proper illumination levels.

The proposed lighting fixture heights are not proposed to reach over 20' as seen by the below excerpt of the Lighting Plan:





- D. Main exterior lights for commercial, institutional, and industrial buildings, landscaping and parking lots shall be extinguished at end of business hours with a minimum lighting remaining for personal and building security and safety after hours.

The proposal is not for a commercial, institutional or industrial type development. The overall lighting (photometric) plan has been designed with the inclusion of safety and security elements. Criterion not applicable.

- E. A thirty-day review period beginning with the first day in business using the new lighting system shall be required to evaluate and adjust illumination levels of lighting. The City may ask for lighting to be adjusted in this time period based on public comments or staff inspections.

The proposed lighting plan is subject to a thirty-day review beginning with the first day in business using the proposed lighting system. (Informational 7)

- F. All externally lit commercial signs should shine from the top and point down toward the ground. Signs with uplighting must be shielded so that illumination is restricted to the sign face and glare is eliminated.

No externally lit commercial signs are proposed. A monument sign has been proposed and the lighting proposed includes two wall pack units proposed to be mounted at 10'. As discussed earlier, the signage will be required to meet Building Codes- a 10' monument sign is not allowed. Criteria for signage is listed in staff comments under G., below.

G. Lighting for roadway signs and pedestrian ways must be designed or have an opaque shielding method to direct light emissions downward and below the horizontal plane of the fixture in the permanently installed position.

Walkway lighting is proposed to be full-cutoff utilizing 6 overall cast metal housing in cast metal housing frame (bollard) lighting poles measuring 42” from ground level.

Criteria for signage may be found under FCC 4-7, is reviewed and permitted through the Building Department. Should an “entrance sign” be proposed by the applicant denoting the entrance to Oak Manor, the applicant shall submit the required materials and fee(s) to the Florence Building Department for review and comment, prior to the issuance of building permits. **(Informational 8)**

TITLE 9: UTILITIES

TITLE 9: CHAPTER 5: STORMWATER MANAGEMENT REQUIREMENTS

9-5-3: STORMWATER DESIGN CRITERIA:

9-5-3-1: GENERAL:

A. The criteria in Section 9-5-3 shall be used in the design of public and private stormwater drainage and management systems. Stormwater management facilities shall be constructed in accordance with the Stormwater Manual: the 2008 Portland Stormwater Management Manual, as superseded by the December 2010 City of Florence Stormwater Design Manual; and the 2008 City of Portland Erosion and Sediment Control Manual.

The applicant provided a Stormwater Report dated July 19, 2021 created by Branch Engineering (Exhibit H). This report was reviewed by Sean Lloyd, P.E. of Civil West Engineering (Exhibit L), the City’s engineer of record, who identified ten areas of potential concern:

- 1. No existing conditions/topographic map or direction of pre-developed flows are provided.*
- 2. Depth to groundwater testing results/geotechnical report are not provided; although, their results have been summarized in the report.*
- 3. Curb height needs to be shown or noted.*
- 4. Storm drain line sizes mentioned in the key of the utility plan are not labeled.*
- 5. Pre and post developed flows are discussed but are not tabulated in a manner that is easy to read and compare as shown in Example Table 2 from Appendix A.3 (this is in reference to the City of Florence Stormwater Design Manual)*
- 6. There is no “Designer’s Certification and Statement”.*
- 7. There is no O&M Form (Appendix A.4) which includes “entity responsible for long-term fiscal responsibilities of O&M” provided.*
- 8. A list of required permits (local, state, and federal) is not required.*
- 9. No vicinity map is provided.*
- 10. No permit number is provided on the cover sheet.*

Per the City of Florence Stormwater Design Manual, and as shown in Table 2, Appendix A.3, the applicant shall provide a vicinity map and an amendment to the Stormwater Plan illustrating easy to read tabulations of pre- and post-development flows. [Condition 29]

The applicant shall provide an O&M form (Appendix A.4) that includes the “entity responsible for long-term fiscal responsibilities of the O & M. [Condition 30]

The applicant shall provide a conditions/topographic map showing direction of pre-developed flows. [Condition 31]

The applicant shall provide a Designer’s Certification and Statement. [Condition 32]

Per the City of Florence Stormwater Design Manual, and as shown in Table 2, Appendix A.3, the applicant shall provide an amendment to the Stormwater Plan illustrating easy to read tabulations of pre- and post-development flows. [Condition 33]

The applicant shall submit an amendment to the Stormwater Plan demonstrating the depth to ground water testing results/geotechnical report. [Condition 34]

The applicant shall provide an amended Utility Plan that labels the storm drain line sizes compatible with the Utility Plan’s Key. [Condition 35]

The applicant shall provide curb heights in relation to stormwater management and provide a permit number on the cover sheet of the Stormwater Report. [Condition 36]

Prior to issuance of building permits for the rain gardens and their respective underdrain systems for storage facilities, the applicant shall submit and obtain City approval of a completed Operations and Maintenance Form/ Agreement. The applicant shall bear the costs associated with having the Agreement recorded with Lane County. [Condition 37]

Stormwater runoff will be treated by ten rain gardens located across the northern and southern portions of the parking lot site. (Note: the Stormwater Report states these rain gardens will be located across the southern portion of the site, but this is incorrect as Buildings A through C, the picnic shelter and basketball/emergency hammerhead is located in the southern half of the site). These rain gardens will also be sized with an underdrain system with additional storage and utilize higher infiltration rates to disperse and release runoff at a higher rate. The growing media at the top of the facilities was modeled as infiltrating into the soil and underdrain system at 2 inches per hour. The underdrain system was modeled to infiltrate into the sandy soil at 10 inches per hour (p. 5, Exhibit H).

Working together, the system has been designed to detain and infiltrate runoff at higher infiltration rates to reduce runoff and match pre-developed runoff rates. The rain gardens’ underdrains will be open graded rock, with underdrains overflowing on to the next raingarden. These rain gardens are defined in the City’s Stormwater Design Manual as *“landscaped reservoirs used to collect, filter, and/or infiltrate stormwater runoff, allowing pollutants to settle and filter out as the water percolates through the plater soil before infiltrating into the ground below or being piped to its downstream destination.”* The applicant’s Landscape Plan incorporates plantings within these rain gardens, which also serve as parking landscape islands to the development.

The Utility Plan (Exhibit G) shows a cross section of a vegetated rain garden. With a 3:1 maximum slope. (The Stormwater Design Manual uses the SW-140 as a design model for a raingarden). The Landscape Plan (Exhibit J) notes that the bottom of the rain gardens contains 18” of open rock wrapped in filter fabric, that 18” of growing medium is to be used, that 2” rock mulch will be applied to the bottom of the planting area and 3” rip rap rock is to be applied at inflows and outlet areas. These notes are in line with SW-140. Rain gardens B & H do not meet the minimum 9’ width. Applicant shall with building permit submittal illustrate either an enlargement to meet the width standards or change the type of system to one that permits a narrower width. **[Condition 39]**

The City of Florence setback requirements are met (5-feet from property lines measured from the facility mid-point and 10-feet from building foundations). the peak water surface elevation in the Water Quality Storm is 0.14 feet in the infiltration swale and 0.03 feet in the rain garden.

9-5-3-2: STORMWATER QUANTITY (FLOW CONTROL):

- A. A 25-year, return period storm shall be used for the design of all private and public stormwater drainage systems.**
- B. Onsite stormwater management facilities shall be required to prevent the post-development runoff rates from a project site from exceeding the pre-development runoff rates from the site, based on a 2 through 25-year storm. Exemptions to this requirement may be approved by the City Manager or his/her designee if it is determined that a more effective solution is available and that downstream capacity will accommodate the increase in flow.**

The applicant’s stormwater report does not include existing condition runoff data. As such, the applicant has been conditioned to provide these pre-developed flows, including the direction of flows and a topographic map.

The report estimates that after development of the site and the addition of the proposed facilities to infiltrate stormwater, most rainwater falling on the development site will be infiltrated in the facilities. During a 25-year storm—the largest storm required to be considered in stormwater management planning—the flow rate from the property’s stormwater facilities into the public storm drain system will be .04 cubic feet per second; less than the pre-development rate.

As mentioned previously, the facilities are designed to prevent post-development runoff rates from exceeding de-development rates. This criterion is met.

- C. Each new development project is responsible for mitigating its impacts on the stormwater system. This mitigation requirement can be satisfied through the use of any of the following techniques, subject to the other limitations identified by this Code:**
 - 1. Construction of onsite facilities to limit the flow rate of stormwater runoff leaving the development site, in accordance with the Stormwater Manual.**

2. **Enlargement or improvement of the down gradient conveyance system in accordance with the requirements of this Code and the City of Florence Stormwater Management Plan.**

The applicant proposes mitigating the project's impacts via ten on-site infiltration rain garden facilities. This criterion is met.

- D. The development of any land requiring a Drainage Plan shall address onsite and off-site drainage concerns, both up gradient and down gradient (a minimum of 1/4-mile) of the project, including:**
1. **Modifications to the existing onsite stormwater drainage and management facilities and drainage patterns shall not restrict or redirect flows creating backwater or direct discharge onto off-site property to levels greater than the existing condition unless approved by the affected off-site property owners and the City. Proof of off-site property owners approval shall be provided by having the affected property owner(s) sign an easement identifying the location of the backwater storage or impoundment area. This area shall be clearly shown on the submitted Drainage Plan site sheet(s). The easement shall be in a form approved by the City and recorded with the Lane County Deeds and Records Office.**
 2. **Stormwater facilities shall be designed and constructed to accommodate all flows generated from the project property in accordance with the land use zoning as shown in the most recent approved City Code.**
 3. **Capacity of the downstream drainage system to determine if increases in peak flow rates resulting from the proposed development can be accommodated.**

The applicant's stormwater report indicates that the development will not exacerbate water flow issues onto other properties. The facilities are designed to accommodate flow from the project property as required by this section. The site's stormwater systems have been designed to reduce flows beyond pre-existing storm event conditions, meaning there will be no significant increase in peak flow rate to the public stormwater drainage system; being the curb inlet on the east side of Oak St. These criteria are met.

- E. The types of stormwater management controls presented in the Stormwater Manual are available for owners and developers to use in satisfying the pre-developed and post-development runoff requirement. More than one of these types of controls may be needed to satisfy the runoff requirement. In areas where the runoff requirement in Section 9-5-3-2-F are exempt or partially exempt, the City may require improvements to the down gradient conveyance system.**

The applicant used a Performance Approach using the RR-55 analysis, which hinges on providing engineering that proves compliance with Florence City Code and the Stormwater Manual's standards and reduces the assumptions allowed when using the Simplified Approach or Presumptive Approach. The applicant's Stormwater Report demonstrates

compliance with stormwater criteria, and peer review from Civil West confirms that the proposal can meet City code and the Stormwater Design Manual requirements with some additional conditions listed above.

9-5-3-3: STORMWATER QUALITY:

A. Stormwater management facilities to treat stormwater are required for certain types of projects. These water quality facilities shall be designed and constructed for all projects requiring a Drainage Plan and for other projects as required by this section. Stormwater management facilities required for development shall be designed, installed and maintained in accordance with the Stormwater Manual, which is based on achieving at least 70% removal of the Total Suspended Solids (TSS) from the flow entering the facility for the design storm specified in the Stormwater Manual.

B. Water quality facilities shall be designed and constructed for all projects requiring a Drainage Plan.

D. The water quality design storm shall be based on an intensity of 0.25 inches per hour, or 0.83 inches for a 24-hour SCS Type 1A rainfall return event.

E. Water quality facilities must be designed to prevent damage to the facility for flows exceeding the water quality design storm and to ensure no re-suspension of pollutants, consistent with the Stormwater Manual.

G. The types of stormwater management facilities presented in the Stormwater Manual are available for owners and developers to use in satisfying the stormwater quality requirement. More than one of these types of facilities may be required to satisfy this requirement.

Florence Design Standards require that stormwater runoff from impervious surfaces be treated for rain events up to and including the 2-year water quality design storm, preferably by vegetative means. The proposed development plans to achieve this via ten rain garden stormwater infiltration systems. The stormwater proposal has been reviewed (Exhibit L). The applicant submitted a landscape plan (Exhibit J) with appropriate plantings other than the addition a tree in each rain garden, which has been conditioned elsewhere.

9-5-4: MAINTENANCE RESPONSIBILITY:

A. Private stormwater facilities must be maintained in accordance with the Operations and Maintenance Plan approved as part of the Drainage Plan. The Operations and Maintenance Agreement will be recorded with the Lane County Deeds and Records Office. The Stormwater Manual contains the Operations and Maintenance Agreement Form to be used. A log of all maintenance activity shall be kept by the owner and made available to the City upon request. The City may, at its option, inspect the facilities for compliance with the requirements. If a property owner fails to maintain their facilities, the City may issue a written notice specifying the required actions. If corrective actions are not completed in a timely manner, the City may pursue legal remedies to enforce the provisions of the Operations and Maintenance Plan. The City will only enter the property to

perform the required FLORENCE CITY CODE TITLE 9 12 STORMWATER MANAGEMENT UTILITY 9-5 corrections if the public's health and public property are in imminent danger. In this situation, reasonable attempts will be made to contact the property owner(s), but a written notice may not be required. The property owner(s) will be billed for City incurred expense.

- B. The Maintenance Agreement shall provide that upon notification by the City of any violation, deficiency or failure to comply with the agreement or this Code, corrections shall be completed within ten (10) days after notice thereof. Thereafter the City may pursue legal action to enforce the provisions of the agreement. In an emergency situation, the City may provide for all necessary work to place the facility in proper working conditions. The persons specified as responsible for maintenance in the Maintenance Agreement shall be charged the costs of the work performed by the City or its agents.**

Per FCC 9-5-4, a draft Operations and Maintenance Agreement shall be provided to both the Public Works and Planning Departments and finalized prior to final building inspections. [Condition 38]

VII. CONDITIONS OF APPROVAL

The application, as presented, meets or can meet applicable City codes and requirements, provided that the following conditions of approval are met.

1. Approval shall be shown on:

- "A" Findings of Fact
- "B" Land Use Application
- "C" Applicant Narrative
- "D" Site Plan Labeled "Attachment B"
- "E" Elevation, Floor Plan & Roof Plan Labeled "Attachment C"
- "F" Erosion Control Plan Labeled "Attachment D"
- "G" Stormwater & Utility Plan Labeled "Attachment E"
- "H" Stormwater Report Labeled "Attachment F"
- "I" Lighting Plan Labeled "Attachment G"
- "J" Landscaping Plan Labeled "Attachment H"
- "K" Public Testimony
- "L" Civil West Stormwater Review
- "M" Lighting Specifications

Findings of Fact attached as Exhibit "A" are incorporated by reference and adopted in support of this decision. Any modifications to the approved plans or changes of use, except those changes relating to Building Codes, will require approval by the Community Development Director or Planning Commission/Design Review Board.

2. Regardless of the content of material presented for this Planning Commission, including application text and exhibits, staff reports, testimony and/or discussions, the

applicant agrees to comply with all regulations and requirements of the Florence City Code which are current on this date, EXCEPT where variance or deviation from such regulations and requirements has been specifically approved by formal Planning Commission action as documented by the records of this decision and/or the associated Conditions of Approval. The applicant shall submit to the Community Development Department a signed "Agreement of Acceptance" of all conditions of approval prior to issuance of a building permit.

3. Upon encountering any cultural or historic resources during construction, the applicant shall immediately contact the State Historic Preservation Office and the Confederated Tribes of Coos, Lower Umpqua, and Siuslaw Indians. Construction shall cease immediately and shall not continue until permitted by either a SHPO or CTCLUSI representative.

Parking

4. Per FCC 10-3-2 C and D, the parking spaces shall be maintained, shall not be eliminated, nor used for the storage of materials of any type.

5. Prior to final permitting, and in accordance to FCC 10-3-5 E, the applicant shall provide signage and pavement markings designating the required accessible parking spaces as reserved for persons with disabilities. Signage shall be posted directly in front of the parking spaces at a height between 42" and 72" above pavement level. The ADA van accessible parking space shall also be signed as a Van Accessible parking space. Furthermore, parking areas and accessible parking spaces shall conform to the Americans with Disabilities Act and other federal guidelines.

6. Curb height has not been demonstrated with the applicant's materials. The applicant shall provide plans demonstrating that curbs not less than six inches in height near Oak St. and its associated walkway are installed per FCC 10-3-8 E.

7. Prior to the issuance of the final Certificate of Occupancy, the applicant shall submit a signage plan for the bicycle storage to the Florence Building Department in compliance with FCC 10-3-10(G).

Design Review

8. As this is a Design Review application, the applicant shall, with building permit submittal, provide updated plans indicating which exterior wall materials the applicant is proposing to meet 10-6-6-5-A-1

9. The building permit submittal shall provide updated plans indicating the trim widths proposed to meet 10-6-6-5-A-6. Board and batten is not illustrated on the plans but if used shall meet the maximum 8" batten spacing.

10. Full plans have not been submitted. The applicant shall provide an updated design review per FCC 10-6-6-5 B and 10-6-6-5 G 1.

11. The applicant shall amend Sheets A102 and A103, or equivalent sheets, that provide evidence that the requirements of FCC 10-6-6-5A, B & D are met.

12. Prior to issuance of the final Condition of Approval, the applicant shall supply the Planning Department an amended Site Plan illustrating the direction of traffic flow into and out of off-street parking spaces per FCC 10-6-8 A.

13. The request for Design Review approval shall expire on October 29, 2022, unless substantial construction has taken place.

Residential Districts

14. The developer will have full financial responsibility for the utilities needed to service the site. The applicant shall submit to the Public Works Director draft engineering and utility plans for review and approval by Public Works and the City's engineer of record and update the drafts as required.

Landscaping

15. The subject lot line adjacent and parallel to Oak St. measures 141'. This equates to the requirement of 5 trees adjacent to Oak St. As seen on Exhibit J, the applicant is leaving two existing trees and have not supplied additional trees in the front setback area. The applicant shall either: 1) apply for a landscape credit, which could mean the three additional trees would not be required; or 2) submit an updated Landscaping Plan demonstrating that three additional trees will meet the requirements of FCC 10-34-3-3 A 1.

16. In accordance with FCC 10-34-3-4, A.4., planting areas shall be recessed, or curbs raised as needed to confine ground-cover materials.

17. The applicant shall provide a permanent irrigation plan to the Planning Department prior to issuance of the final Certificate of Occupancy. The irrigation system will require an irrigation permit and shall be installed with a backflow prevention device per FCC 9-2-3-5.

18. Trees are not shown in the rain gardens which serve as parking islands. The applicant shall submit revised plans providing at least one tree for each rain garden that complies with FCC 10-34-3-6 B and Stormwater Design Manual and Design Typical SW-140 for species and Zone B location.

19. To ensure compliance with FCC 10-34-3-8, the applicant shall maintain their landscaping and replace any failed planting with an equivalent specimen within six months of their dying or removal.

Access, Circulation and Public Facilities

20. The applicant shall submit plans for and obtain a "Construction Permit in Right-of-Way" to install driveway and sidewalk approaches under the direction of the City's Public Works Director for proposed access location in accordance with FCC 10-35-2-3 and FCC 10-35-2-6.

21. Areas for fire and emergency vehicle parking (including hydrants), access or turnaround shall be appropriately marked and signed.

22. Since the adjacent right-of-way is a City street, plans for a driveway approach shall be reviewed and approved by the Public Works Director per FCC 10-35-2-12 C.

23. Sidewalk construction plans meeting the criteria of FCC 10-35-3-1 and 10-35-3-3 shall be submitted to staff for approval and permitting.

24. Per FCC 10-35-3-3 B, the applicant shall provide plans indicating that the walkway is clearly marked with contrasting paving materials, which may be part of a raised/hump crossing area meeting the criteria.

25. Prior to the issuance of certificates of occupancy, the applicant shall submit evidence to the Florence Planning Director that the local post office authority having jurisdiction over the area has reviewed and approved the plan for mailboxes to serve the future residents of Oak Manor.

Public Facilities

26. The subject property is 1.24 acres in size. Nearly the entire site will be disturbed, therefore a National Pollution Discharge Elimination System Permit (NPDES) is required. The applicant shall submit evidence of an approved NPDES permit to the City of Florence Building Department, prior to any development occurs on the subject property.

Utilities

27. New utility lines shall be located underground per FCC 10-36-5 A.

Lighting

28. The Lighting Plan demonstrates that there are areas in the most northern area of the parking area that do not meet the minimum requirement of 2 foot-candles. Additionally, bicycle area lighting nearest the office measures 16 foot-candles whereas another measures only on. To meet requirements of FCC 10-37 3, the applicant shall either amend the Lighting Plan to reflect compliance or request an exception to be decided upon by the Planning Commission.

Stormwater

29. Per the City of Florence Stormwater Design Manual, and as shown in Table 2, Appendix A.3, the applicant shall provide a vicinity map and an amendment to the Stormwater Plan illustrating easy to read tabulations of pre- and post-development flows.

30. The applicant shall provide an O&M form (Appendix A.4) that includes the "entity responsible for long-term fiscal responsibilities of the O & M.

31. The applicant shall provide a conditions/topographic map showing direction of pre-developed flows.

32. The applicant shall provide a Designer's Certification and Statement.

33. Per the City of Florence Stormwater Design Manual, and as shown in Table 2, Appendix A.3, the applicant shall provide an amendment to the Stormwater Plan illustrating easy to read tabulations of pre- and post-development flows.
34. The applicant shall submit an amendment to the Stormwater Plan demonstrating the depth to ground water testing results/geotechnical report.
35. The applicant shall provide an amended Utility Plan that labels the storm drain line sizes compatible with the Utility Plan's Key.
36. The applicant shall provide curb heights in relation to stormwater management and provide a permit number on the cover sheet of the Stormwater Report.
37. Prior to issuance of building permits for the rain gardens and their respective underdrain systems for storage facilities, the applicant shall submit and obtain City approval of a completed Operations and Maintenance Form/ Agreement. The applicant shall bear the costs associated with having the Agreement recorded with Lane County.
38. Per FCC 9-5-4, a draft Operations and Maintenance Agreement shall be provided to both the Public Works and Planning Departments and finalized prior to final building inspections.
39. Rain gardens B & H do not meet the minimum 9' width. Applicant shall with building permit submittal illustrate either an enlargement to meet the width standards or change the type of system to one that permits a narrower width.

Informationals

1. Although 2 accessible parking spaces are required per Table 10-3-3, the applicant has proposed 3 ADA accessible parking spaces, (Exhibit D). All three spaces are located in close proximity to Buildings A and B and are grouped together along the south side of the parking area. An important note is that Building A contains the complex's office, so accessibility has conveniently been provided for that use. Criteria A through C have been met. Criteria D does not apply since no covered parking is proposed for any of the parking spaces. It is possible that the Building Official will require that one of these ADA parking spots be located near buildings D and E.
2. As seen on Exhibit D, note 11, a monument sign is proposed within the 20' front yard with the name of the project and the street number. The applicant is proposing that the signage will not exceed 10 square feet and will not exceed 10' in height. Signage will be reviewed and permitted as part of the building permit process. Wall pack lighting is also planned to externally light the sign. The path for signage approval has been conditioned elsewhere within these findings. Moving forward, per FCC 4-7-21 B, monument signs are allowed up to 8' feet in height; not 10'.
3. Patios for the ground floor units are not illustrated on the site plan. The landscape plan illustrates them as gravel. It is recommended that ground floor ADA units provide hard surfacing such as cement for their outdoor patio space. (Informational 3)

4. To maintain and ensure visual clearance standards are met, the applicant shall perpetually maintain landscaping so that plants do not grow to obstruct vision clearance areas.
5. The subject property is adjacent to and will take access from Oak St. City code and City standards and specifications require curbing at driveways.
6. As part of the building permit review process, fire flow analyses, hydrant plans, and water service, stormwater and wastewater details shall be subject to review and approval by the Building Official and Fire Marshal in accordance with FCC10-36-3.
7. The proposed lighting plan is subject to a thirty-day review beginning with the first day in business using the proposed lighting system.
8. Criteria for signage may be found under FCC 4-7, is reviewed and permitted through the Building Department. Should an "entrance sign" be proposed by the applicant denoting the entrance to Oak Manor, the applicant shall submit the required materials and fee(s) to the Florence Building Department for review and comment, prior to the issuance of building permits.

VIII. EXHIBITS

"A" Findings of Fact
"B" Land Use Application
"C" Applicant Narrative
"D" Site Plan Labeled "Attachment B"
"E" Elevation, Floor Plan & Roof Plan Labeled "Attachment C"
"F" Erosion Control Plan Labeled Attachment D"
"G" Stormwater & Utility Plan Labeled "Attachment E"
"H" Stormwater Report Labeled "Attachment F"
"I" Lighting Plan Labeled "Attachment G"
"J" Landscaping Plan Labeled "Attachment H"
"K" Public Testimony
"L" Civil West Stormwater Review
"M" Lighting Specifications

APPROVED BY THE COMMUNITY DEVELOPMENT DEPARTMENT, this 29th day of October, 2021.



Roxanne Johnston, CFM
Senior Planner

