

**AGENDA**  
**City of Brookings**  
**Common Council Meeting**  
**City Hall Council Chambers**  
**898 Elk Drive**  
**Brookings, OR 97415**  
**March 12, 2001**  
**7:00 pm.**



R. "Mollis Hybrid Azalea"

Sure 'n b'darlin'  
tis clover ya see b'neath  
those winter'n flowers  
in Brookings, Oregon



# *agenda*

*CITY OF BROOKINGS  
COMMON COUNCIL MEETING  
Brookings City Hall Council Chambers  
898 Elk Drive, Brookings, Oregon  
March 12, 2001  
7:00 p.m.*

**I. CALL TO ORDER**

**II. PLEDGE OF ALLEGIANCE**

**III. ROLL CALL**

**IV. SCHEDULED PUBLIC APPEARANCES**

**V. ORAL REQUESTS AND COMMUNICATIONS FROM THE AUDIENCE**

- A. *Committee and Liaison reports*
  - 1. *Chamber of Commerce*
  - 2. *Businesses for a Better Brookings*
  - 3. *Port of Brookings-Harbor*
  - 4. *Planning Commission*
  - 5. *Parks and Recreation Commission*
  - 6. *Council Liaisons*
- B. *Unscheduled*

**VI. STAFF REPORTS**

- A. *Finance Department*
- B. *City Manager*
- C. *Community Development Department*
- D. *Fire Department*
- E. *Police Department*

**VII. CONSENT CALENDAR**

- A. *Approval of Council Meeting Minutes*
  - 1. *Minutes of February 26, 2001, Regular Council Meeting*
- B. *Acceptance of Parks and Recreation Commission Minutes*
  - 1. *Minutes of January 25, 2001 Regular Commission Meeting*

- C. *Acceptance of Planning Commission Minutes*
  - 1. *Minutes of February 6, 2001 Regular Commission Meeting*
- D. *Approval of Vouchers (\$177,334.16)*

*(end Consent Calendar)*

**VIII. ORDINANCES/RESOLUTIONS/FINAL ORDERS**

- A. *Final Orders*
  - 1. *Final order and findings of fact for file document No. APP-1-01, an appeal of Planning Commission approval of VAR-2-00, an application for a variance to the existing Claron Glen subdivision to deny public access to internal walkways and not require sidewalks on both side of the street*

**IX. REMARKS FROM MAYOR AND COUNCILORS**

- A. *Council*
- B. *Mayor*

**X. ADJOURNMENT**

# Council Chambers and Fire Hall Use - as of March 8, 2001

MARCH 2001

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY																																										
				8:15am CC-CmtyDevDpt Staff mtg/LLightle 9:00am CC-Crime Stoppers 10:00am CC-Site Plann Com Mtg/LauraLee Gray 7:00am TV49-Coast Today w/City Officials &/or Employees	10:00am CC-Mayor Hagbom w/OPB Radio Interview 1:00pm CC-911 Board Mtg/SgtCooper																																											
	9:00am CC-VIPS/Volunteers in Police Service-BPalicki 1:00pm CC-Patrol/Dispatch Mtg w/Cty Mgr 7:00pm FH-FireTrng/ChShrp	6:30pm BHHS-BPD Citizen Police Acdmy #8-Invstgtns/BPalicki 7:00pm CC-Planning Commssn	12:00pm Comnity Agencies mtg @ Chetco Sr.Center 7:00pm FH-PoliceReserves	8:15am CC-CmtyDevDpt Staff mtg/LLightle 10:00am CC-Site Plann Com Mtg/LauraLee Gray 7:00am TV49-Coast Today w/City Officials &/or Employees	5:00pm CC-Team Or Mtrcyle Sfty Prog/ODOT-Agency of OSU/Mike Triller; StcyAxmkr 800/545-9944, ext 4	8:00am CC-Team Or Mtrcyle Sfty Prog/ODOT-Agency of OSU/Mike Triller; StcyAxmkr 800/545-9944, ext 4 6:00pm 50th B/D Comm Fund Raiser @ Elks/Dinner																																										
12:00pm CC-Team Or Mtrcyle Sfty Prog/ODOT-Agency of OSU/Mike Triller; StcyAxmkr 800/545-9944, ext 4	10:00am CC/Hall Area-10AM - 3PM Ballot Elections Drop/Off 7:00pm FH-FireTrng/ChShrp 7:00pm CC-Council Mtg	10:00am CC/Hall Area-10AM to 8PM Elections Ballot Drop/Off 3:00pm CC-HOPE Mtg/ Tim Adsit-469-7443 6:30pm CC-BPD Citizen Police Acdmy #8-Crt Systm/BPalicki	8:00am CC-CST Mtg: ODOT/Proud/Gov's Reg Cordntr/etc-LBlodgett (all day) 2:30pm FH-SafetyComMtg/ HThmpson 7:00pm "Curry Govts" Mtg @ Gold Beach City Hall-2nd Wed of,Nov,Jan, Mar, May, Jul, Sep, Nov, Jan	7:00am TV49-Coast Today w/City Officials &/or Employees 8:15am CC-CmtyDevDpt Staff mtg/LLightle 10:00am CC-Site Plann Com Mtg/LauraLee Gray 3:00pm CC-AMF Mtg/SRidens 7:00pm CC-SkatePark Comm/Councilor Johns																																												
	9:00am CC-Municipal Court/ JdgHarper 9:30am CC-VIPS/Volunteers in Police Service-BPalicki 7:00pm FH-FireTrng/ChShrp	6:30pm CC-BPD Citizen Police Acdmy #8-Parole/Probn/ JuvSyst/BPalicki	6:00pm FH-Subrbn Fire Dist Mtg/RexAtwell 7:00pm CC-50th B/D Comm Mtg/Councilor Kuhn, Chair	7:00am TV49-Coast Today w/City Officials &/or Employees 8:15am CC-CmtyDevDpt Staff mtg/LLightle 10:00am CC-Site Plann Com Mtg/LauraLee Gray 2:00pm CC-Emerg Tsk Force w/CoCrdntr-Chf Sharp;MARELL 7:00pm CC-Parks & Rec Comm/ CMickelsnn		St. Patrick's Day																																										
	7:00pm CC-Council Mtg 7:00pm FH-FireTrng/ChShrp	6:30pm CC-BPD Citizen Police Acdmy#8-PrznSystms/Palicki	6:00pm CC-Victim's Impact Panel (247-2412)CCCOA	7:00am TV49-Coast Today w/City Officials &/or Employees 8:15am CC-CmtyDevDpt Staff mtg/LLightle 10:00am CC-Site Plann Com Mtg/LauraLee Gray 6:30pm CC-Seatbelt Class-PD/BPalicki		AzPark & BudCross Fields-April																																										
	AMF=American Music Festival AzPk=Azalea Park Bndshll=Bandshell BPD=BrkgsPolice Dept CC= Council Chambers or City Council CCCOA=Curry County Council on Alcoholism CDD=Community Development Dept/CmtyDevDpt		FH=Fire Hall HOPE=Healthy Opportunity for Positive Environment ODOT=Oregon Dept of Transportation PC=Planning Comm PROUD=Pstive Revltztn of Urban Dwtwn Com SDC=Systems Devlpt Charge Review Brd VIPS=Volunteers in Police Service		APRIL 2001 <table> <tr> <td>S</td><td>M</td><td>T</td><td>W</td><td>T</td><td>F</td><td>S</td></tr> <tr> <td>1</td><td>2</td><td>3</td><td>4</td><td>5</td><td>6</td><td>7</td></tr> <tr> <td>8</td><td>9</td><td>10</td><td>11</td><td>12</td><td>13</td><td>14</td></tr> <tr> <td>15</td><td>16</td><td>17</td><td>18</td><td>19</td><td>20</td><td>21</td></tr> <tr> <td>22</td><td>23</td><td>24</td><td>25</td><td>26</td><td>27</td><td>28</td></tr> <tr> <td>29</td><td>30</td><td></td><td></td><td></td><td></td><td></td></tr> </table>		S	M	T	W	T	F	S	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30					
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# Council Chambers and Fire Hall Use - as of March 8, 2001

APRIL 2001

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
AzPark & BudCross Fields-April	9:30am CC-VIPS/Volunteers in Police Service-BPalicki 7:00pm FH-FireTrng/ChShrp	6:30pm BHHS-BPD Citizen Police Acdmy #8-SOR&Hazmat/Palicki 7:00pm CC-Planning Commssn	12:00pm Comnity Agencies mtg @ Chelco Sr.Center 7:00pm FH-PoliceReserves	8:15am CC-CmtyDevDpt Staff mtg/LLightle 9:00am CC-Crime Stoppers 10:00am CC-Site Plann Com Mtg/LauraLee Gray 7:00am TV49-Coast Today w/City Officials &/or Employees		
Daylight Savings Begins	7:00pm FH-FireTrng/ChShrp 7:00pm CC-Council Mtg	3:00pm CC-HOPE Mtg/ Tim Adsit-469-7443 6:30pm CC-BPD CtrznPlceAcdmy #8-K9 Units/Ovrw/BPalicki	2:30pm FH-SafetyComMtg/ HThmpson	7:00am TV49-Coast Today w/City Officials &/or Employees 8:15am CC-CmtyDevDpt Staff mtg/LLightle 10:00am CC-Site Plann Com Mtg/LauraLee Gray		6:00am AzPrkPicnicArea-Elks Easter Egg Hunt
Palm Sunday	7:00pm FH-FireTrng/ChShrp 9:00am CC-Municipal Court/ JdgHarper 9:00am CC-VIPS/Volunteers in Police Service-BPalicki	6:30pm CC-BPD Citizen Police Acdmy#8/Cal-OrAmb/EMT	6:00pm FH-Subbrbn Fire Dist Mtg/RexAtwell 7:00pm Budget Committee Mtg/RReed	7:00am TV49-Coast Today w/City Officials &/or Employees 8:15am CC-CmtyDevDpt Staff mtg/LLightle 10:00am CC-Site Plann Com Mtg/LauraLee Gray 2:00pm CC-Emerg Tsk Force w/CoCrdrntr-Chf Sharp;MArell	Good Friday	
Easter	7:00pm CC-Council Mtg 7:00pm FH-FireTrng/ChShrp	6:30pm CC-BPD Citizen Police Acdmy #8/Ovrw&Grad-ChfLewis &BPalicki	7:00pm FH-50th B/D Comm Mtg/Councilor Kuhn, Chair	7:00am TV49-Coast Today w/City Officials &/or Employees 8:15am CC-CmtyDevDpt Staff mtg/LLightle 10:00am CC-Site Plann Com Mtg/LauraLee Gray 7:00pm CC-Parks & Rec Comm/ CMickelson		
	7:00pm FH-FireTrng/ChShrp		Secretaries Day			

AMF=American Music Festival	FH=Fire Hall
AzPk=Azalea Park	HOPE=Healthy Opportunity for Positive Environment
Bndshll=Bandshell	ODOT=Oregon Dept of Transportation
BPD=BrkgsPolice Dept	PC=Planning Comm
CC= Council Chambers or City Council	PROUD=Pstive Revltztn of Urban Dwntwn Com
CCCOA=Curry County Council on Alcoholism	SDC=Systems Devlpt Charge Review Brd
CDD=Community Development Dept/CmtyDevDpt	VIPS=Volunteers in Police Service

MAY 2001

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**CITY OF BROOKINGS  
COMMON COUNCIL MEETING MINUTES  
City Hall Council Chambers  
898 Elk Drive, Brookings, OR 97415  
February 26, 2001  
7:00 PM**

***I.     CALL TO ORDER***

Mayor Bob Hagbom called the meeting to order at 7:07 PM

***II.    PLEDGE OF ALLEGIANCE***

Led by Building Official LauraLee Gray

***III.   ROLL CALL***

Council Present: Mayor Bob Hagbom, Councilors Frances Johns, Lorraine Kuhn, and Rick Dentino, a quorum present.

Council Absent: Council President Larry Curry, excused

Staff Present: City Manager Leroy Blodgett, City Attorney John Trew, Municipal Court Judge Richard Harper, Building Official LauraLee Gray, and Administrative Secretary Sharon Ridens

Media Present: Chuck Hayward, Curry Coastal Pilot

Other: Chamber of Commerce President Richard Gyuro, Parks and Recreation Commission Chair Craig Mickelson and Commissioner Russ Fritz, and approximately twelve other citizens

***IV.    CEREMONIES/APPOINTMENTS/ANNOUNCEMENTS***

***A.     Announcements***

- 1.     Special recognition to Building Official LauraLee Gray***  
Mayor Bob Hagbom congratulated LauraLee Gray on receiving special personal recognition from Ken Larsen, past president of the International Conference of Building Officials, who attended the Southern Oregon

Chapter of International Conference of Building Officials meeting in January of this year. Larsen personally took the time to raise kudos to Gray for the excellent job she had done putting together the session in January. Hagbom stated Larson also wanted to let Gray know he felt she had given meritorious service as President for the Southern Oregon Chapter of International Conference of Building Officials Association this past year. Mayor Hagbom expanded those congratulatory notes of Gray, to her superb work for the City. Hagbom thanked Gray for her loyalty, commitment, and hard work.

**V. SCHEDULED PUBLIC APPEARANCES**

- A. *Lee E. Sparks, ODOT Assistant District Manager of District 7*  
ODOT Assistant District Manager Lee Sparks provided a very pleasant report on ODOT's Speed Zone Investigation of Oregon Coast Hwy 9, aka: US Hwy 101, at 475 feet north of Harris Heights Road (MP 355.27) to 0.15 mile west of South Bank Chetco River Road (MP 357.98). After consideration of all factors connected with this section Sparks reported State Traffic Engineer Ed Fischer had recommended to Region 3 Traffic Operations Manager Ron Butros, to rescind Speed Zone Order by Delegated Authority No. J36 dated September 12, 2000, by decreasing the speed limit from 45 MPH to 35 MPH from 0.13 mile north of Park View Drive to 50 ft north of Ransom Avenue. Council was pleased with the news and pleased with the extensive investigative report from ODOT.

Sparks continued his report by advising ODOT will be removing the span wire strung between two utility poles partially above the cross walk on U.S. Hwy 101/Chetco Avenue, near the intersection at Flying Gull Restaurant. This is primarily due to the following: 1) span wire being approximately 30 to 35 ft. off over the cross walk; 2) ODOT unable to determine ownership of crosswalk and signs; 3) hanging sign does not comply with rules and regulations regarding cross walk signs and where they are hung/posted.

Luminaries on the Dot Martin Bridge, aka: Chetco Bridge will be reviewed by another engineer to look at the pedestals, inspecting and determining the necessary height of the poles which will support the lights.

Sparks also shared information on a few of ODOT's future projects within our area: the repainting of the Thomas Creek Bridge; a contract for paving US Hwy 101 from Rogue River to Nesika Beach - 1.97 Million dollars; and in 2004 or 2005, STIP project to include paving through the City of Brookings and south.

Assistant District Manager Sparks ended with thanking the Council for the successful partnership between the City, County, and State, adding he was encouraged about the couplet, it's completion and success, as discussed with City Manager Blodgett.

**VI. ORAL REQUESTS AND COMMUNICATIONS FROM THE AUDIENCE**

**A. *Committee and Liaison reports***

**1. *Chamber of Commerce***

Chamber President Richard Gyuro stated he was encouraged by ODOT's Lee Sparks' comments. Gyuro continued with the Chamber's activities report, including their plans for the 1<sup>st</sup> annual golf tournament in conjunction with City's 50<sup>th</sup> birthday celebration - July 14<sup>th</sup>. They have resurrected the Driftwood Festival, which will be held March 24-25, 2001, where there will be a judged exhibitors forum of driftwood creations... all being held at Azalea Middle School.

**2. *Businesses for a Better Brookings***

There was no report.

**3. *Port of Brookings-Harbor***

There was no report.

**4. *Parks and Recreation Commission***

**a. *Annual Report - Craig Mickelson, Chair***

Parks & Recreation Commission Chair Craig Mickelson of 738 Third St, Brookings, provided an overview of the Parks and Recreation Commission's activities during the year 2000. Mickelson continued by noting the activities of two sub-committees: Skate Park Committee and "Swim All Year" (SAY) Committee-regarding covering the city pool. Other points of interests regarding the City's parks were the cooperative work on Stout Park and the "crown jewel" of the Brookings parks system - Azalea Park. Report handed out by Mickelson, is included in these minutes. Mickelson introduced the new Parks and Recreation Chair Russ Fritz to the Council.

**5. *Council Liaisons***

Councilor Dentino attended the Port of Brookings-Harbor and Harbor Sanitation District meetings.

Councilor Kuhn provided an update on the City's 50<sup>th</sup> birthday committee, advising they will meet February 28, 2001, at 7:00PM. She made special notation of the kick-off fund raiser for same, to be held March 10, 2001, with a deadline of March 5<sup>th</sup>, for purchasing tickets to the dinner/dance at the Elks.

Councilor Johns attended a very interesting Pelican Bay Prison Advisory Board meeting, and will be attending the 17C School District meeting if able tonight. The new construction bond overview committee continues to track all of the expenditures on the school building projects.

Mayor Hagbom thanked the Council for their cooperative attitudes and how fortunate we were to have the good relationship between Council members. A Councilman from Crescent City contacted him regarding our VIPs program, with the desire to have Crescent City's similar program work with our VIPs as a learning experience.

*B. Unscheduled*

There was no unscheduled audience requests.

***VII. STAFF REPORTS***

*A. Finance Department*

*1. Request for proposal to hire an auditor*

City Manager Leroy Blodgett referenced Council to the packed provided staff report regarding the need to hire a new auditor, since Musser and Associates has chosen to terminate their contract with the city one year early. He recommended Council approve a Request for Proposal to obtain audit services for the city.

**Councilor Dentino moved, Councilor Johns seconded, and the Council voted unanimously to approve the Request for Proposal and adopt recommended criteria to obtain audit services for the city.**

*B. City Manager*

*1. Request for proposal to contract for promotions*

City Manager Blodgett asked Council to refer the their staff report in regards to the background information on the City's contract for promotional services, terminating June 30, 2001. Blodgett recommended Council authorize the Request for Proposal as presented and direct the City Manger to begin distribution of the same.

**Councilor Kuhn moved, Councilor Johns seconded, and the Council voted unanimously to authorize a Request for Proposal for tourism promotional services as presented and direct City Manager to begin distribution of same.**

2. *Authorize waiver of juvenile grant funds to Curry County Community Justice Department*

City Manager Blodgett advised Council he had received and reviewed a letter from the Curry County Community Justice Department regarding the Juvenile Accountability Incentive Block Grant (JAIBG) program, and that he was in agreement with their request to have the City of Brookings waive or award to Curry County our portion of the allocated grant funds of \$1,968. He stated this has been done in previous years. Blodgett recommended Council authorize Mayor Hagbom to sign a letter waiving the City's share of the JAIBG Funds to the Curry County Community Justice Department.

**Councilor Johns moved, Councilor Kuhn seconded, and the Council voted unanimously to authorize Mayor Hagbom to sign a letter to the Criminal Justice Service Division, waiving the \$1,968, JAIBG funds to the Curry County Community Justice Department.**

3. *Other*

Blodgett also advised Council Police Chief Ken Lewis has given his resignation to be effective March 5, 2001, and that it has been accepted. Blodgett stated the search process will begin as soon as possible, and the Police Sargents have been notified. They will be meeting with the City Manager daily to be sure all functions of the Department are being handled.

**VIII. CONSENT CALENDAR**

A. *Approval of Council Meeting Minutes*

1. *Minutes of February 12, 2001, Regular Council Meeting*

*(end Consent Calendar)*

Mayor Hagbom advised of a correction reported by the Administrative Secretary. She noted the closure time of the Public Hearing portion of the February 12, 2001 minutes had been left out, that being of 9:00 PM. Therefore a sentence would be added on page six of the minutes, after the first paragraph ending "There was no further deliberation.": Council President Curry closed the public hearing at 9:00 PM.

Councilor Johns moved, Councilor Kuhn seconded, and the Council voted unanimously to approve the consent calendar with the correction of adding a sentence on page six of the February 12, 2001, minutes indicating the Public Hearing closing time of 9:00 p.m.

**IX. ORDINANCES/RESOLUTIONS/FINAL ORDERS**

**A. Final Orders**

1. *Final order and findings of fact for file document No. APP-1-01, an appeal of Planning Commission approval of VAR-2-00, an application for a variance to the existing Claron Glen subdivision to deny public access to internal walkways and not require sidewalks on both side of the street*  
City Manager Blodgett advised the final order would need to be continued since only two of the three Council members hearing the original issue were present. Therefore, Council consented to continue the decision of final order and findings of fact for file document No. APP-1-01, an appeal of Planning Commission approval of VAR-2-00, until the next Common Council meeting of March 12, 2001.

**X. REMARKS FROM MAYOR AND COUNCILORS**

**A. Council**

Councilor Johns thanked staff for providing all the back-up information in each Council packet.

**B. Mayor**

There were no additional comments from Mayor Hagbom.

Mayor Hagbom called Council in recess at 7:40PM.

**EXECUTIVE SESSION - ORS 192.660 (a) (i) - Performance Evaluation of Public Officers and Employees**

Mayor Hagbom called an Executive Session at 7:45PM, per ORS 192.660 (a) (i) - Performance Evaluation of Public Officers and Employees. The Executive Session was closed at 8:30PM, and the Common Council meeting was reconvened at 8:31PM.

**Council action on items discussed during Executive Session**

Mayor Hagbom reported when City Manager Blodgett was hired, his contracted provided for an evaluation at the end of six months, with consideration of and increased salary of \$3,000. The evaluation being completed with very satisfactory degrees, Hagbom asked for a motion.

**Councilor Kuhn moved, Councilor Johns seconded, and the Council voted unanimously to adjust City Manager Blodgett's salary per contract allowance of \$3,000, effective March 1, 2001.**

**XI. ADJOURNMENT**

**Councilor Johns moved, Councilor Kuhn seconded, and the Council voted unanimously to adjourn the meeting at 8:34PM.**

Respectfully submitted:

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Bob Hagbom  
Mayor

ATTEST:

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Randy Reed  
Finance Director/City Recorder

**Parks & Recreation Commission Report  
Calendar Year 2000**

*Handed out  
@ 2/26/01  
meeting*

Submitted to Brookings City Council  
Monday, February 26, 2001

**Overview**

The Parks & Recreation Commission enjoyed another busy year with several projects being completed, or near completion, and several new projects started. The commission had some personnel changes with the resignation of Don Higginson and completion of Augie Kofoet's term. The council appointed Nancy Shute and Dori Frost to fill these vacancies. Each member of the commission was assigned a specific park or activity to maintain a focus and to report to the entire commission, we felt that we maintained a better level of understanding and control of facilities and programs. In addition, the commission has two active sub-committees working to develop the Skate Park and "Swim All Year" projects. Russ Fritz has been selected to be chairman for the coming year and Dori Frost was selected to act as Secretary. The following information represents a brief overview by park.

**Azalea Park**

This is the crown jewel of the Brookings parks system with Kidtown, The Stage, Gazebo, Ball Fields, Horse Shoe Pits and the Christmas Lights Festival. It continues to attract more and more visitors and puts pressure on the entire infrastructure, particularly parking. With the efforts of the Azalea Foundation and their large group of volunteers we have been able to minimize the time required of staff to keep this park looking so great. The Softball and Soccer groups have done an excellent job developing their ball fields and have more plans in place to enhance those facilities. Additionally, we have identified and approved an area for the Beach Volley Ball group to develop a two court site within the park which should be completed in July or August. Other groups and volunteers have made tremendous contributions to this park, from a Cub Scout pack who cleared away walking space along Old County Road so people could walk to and from the park safely, to a group of individuals who just stop by to clean up a portion of the park.

**Stout Park**

With the help of staff and volunteers, some improvements were made including Kenny Horn's Eagle Scout project to place an arbor and bench in the park. The neighborhood on Pine St. have adopted a portion of the park entrance to plant and maintain flowers.

### **Easy Manor**

This park is used extensively by the younger set and their parents with excellent results. The major impact this park has on staff time is mowing and restroom maintenance. No major improvements were made during 2000.

### **Bud Cross Park**

This is, without question, our activity park. Softball, Little League, Tennis, Swimming and Basketball keep this park busy from daylight into the night-time. With help from the Ball Leagues, Tennis organization, staff and volunteers, this park is holding up very well and seems to be filling most needs of the public.

### **Chetco Point**

With construction of the treatment plant, some projects for this park have been coming along slowly. Staff has done a wonderful job of developing an area with grass, sprinkler system, tables and a horse shoe pit on the south side of the plant. Additional trail work and view points have been completed. Our next challenge will be to formalize parking and continue to develop the trail structure, including a way down to Macklyn Cove.

### **Work In Progress**

Development of the Skate Park is moving along with a separate committee focusing on development of this much needed facility. Seed money has been committed by the Brookings Rotary Club and a private donor, we are seeking a grant to help build the park. The committee has selected a design and construction group to build the park. The adoption of the parks signage program that was presented by Brookings High School students Shannon Mello and Joe Knapp will be implemented as we are able to free up funds. We have started to develop the Parks and Recreation Master Plan and will seek a grant to help under-write this project. To date, we have gathered information from other cities to help us better determine the future needs of Brookings.

Respectfully Submitted



Craig L. Mickelson  
Outgoing Chairman

## **PARK AND RECREATION COMMISSION MEETING**

January 25, 2001

### **ROLL CALL**

Present: Mickelson, Prevanus, Canfield, L. Williams. Excused absence: Shute, Fritz. Absence: Kofot.

### **MINUTES**

A motion was made, second had passed 4-0 to approve that the minutes of November 16, 2000 be accepted as written.

### **PUBLIC APPEARANCES**

Don Nuss appeared before the P & R Commission to request to appear before the commission at the February meeting. Prepermission was granted.

### **STOUT PARK**

No report.

### **CHETCO POINT PARK**

Commissioner Mickelson reported that he had nothing new to report. Boy Scout Don Nuss will appear before the February meeting to present his plans to build benches for Chetco Point Park using Don Higginson's design.

### **SOFTBALL/SOCCOR FIELDS**

Commissioner Prevanus reported that he had nothing to report.

### **PARKS MASTER PLAN**

No report

### **SKATE PARK**

L. Lightle reported that the planner's rendering of the skate park had not come but he will try to get this rendering before the next meeting.

### **SAY**

No report.

### **LIAISON REPORTS**

Commissioner Williams reported that a man had taken a truck load of soil which had been purchased for an Azalea Park project. Some of the planting areas need to be raised to prevent better water drainage. A refig was purchased to store the tulip bulbs. She asked L. Lightle what the proper protocol for writing a grant to get funds for a new restroom for Azalea Park would be. She said that she felt that the Collins Foundation would be willing to do this. There was a short discussion of where there is a need for other restrooms.

### **STAFF ANNOUNCEMENTS/ISSUES**

Commissioner L. Williams reported that their needs to be ways for people to be honored who donate money to Azalea Park. She ask if THE PILOT could help by putting an article in the paper. Commissioner Canfield had a concern about the pruning of the conifers in Azalea Park. L. Lightle told her to get in touch with Dennis Barlow the Public Works Spervisor.

Motion to adjourn: passed.

Respectfully submitted, N. Canfield

1-29-01  
pc! Leo / Dennis / P & R Dept.

**MINUTES  
BROOKINGS PLANNING COMMISSION  
REGULAR MEETING  
February 6, 2001**

The regular meeting of the Brookings Planning Commission was called to order by Chair Richard Gyuro at 7:00 p.m. in the Council Chambers at Brookings City Hall on the above date with the following Commission members and staff in attendance.

Jim Collis	Richard Gyuro	John Bischoff, Planning Director
Fred Howe		Linda Barker, Secretary
Ted Freeman, Jr.		

Commissioners Nuss, Gorman and Krebs were not present at the meeting.

**CHAIRPERSON ANNOUNCEMENTS**

Chair Gyuro announced the newest appointee to the Planning Commission, Randy Gorman, was unable to attend this meeting as he was home ill. Commissioner Gorman was appointed by the City Council December 11, 2000, to replace Rick Dentino who was elected to the City Council.

**MINUTES**

By a 3-0 vote (motion: Commissioner Collis, second: Commissioner Howe, Commissioner Freeman abstaining as he was not present at the December 5, 2000, meeting) the Planning Commission approved the minutes of the December 5, 2000, regular meeting as corrected.

**THE PLANNING COMMISSION TOOK THE FOLLOWING ACTION ON FINAL ORDERS**

None

**THE PLANNING COMMISSION TOOK THE FOLLOWING ACTION ON WRITTEN REQUESTS AND COMMUNICATIONS**

None

**THE PLANNING COMMISSION TOOK THE FOLLOWING ACTION IN THE PUBLIC HEARINGS**

1. By a 4-0 vote (motion: Commissioner Freeman, second: Commissioner Collis) the Planning Commission approved (File No. M3-1-01) a request for a minor partition to divide a 0.40 acre parcel into two lots of 8,070.75 and 9,178.31 sq. ft. each using a flag lot configuration; located on the north side of Easy Street approximately 175 feet east of Second Street, more specifically 1116 Easy Street; zoned R-1-6 (Single-family Residential, 6,000 sq. ft. minimum lot size); Carol Wigley, applicant; Darryl Niemi, representative.

Before the Public Hearing started Commissioners Freeman, Collis and Gyuro declared ex parte contact due to a site visit. There was no challenge from the audience as to the jurisdiction of the Commission to hear this request.

This action was taken following questions or comments regarding the request from the following:

Darryl Niemi  
Jean Young

17225 Mountain Drive  
710 Second Street

Brookings Oregon  
Brookings Oregon

The applicant waived his right to seven (7) additional days in which to submit written argument. The public hearing was closed at 7:27 p.m.

2. By a 4-0 vote (motion: Commissioner Freeman, second: Commissioner Collis) the Planning Commission approved the Final ORDER and Findings of Fact for File No. M3-1-01 as written.
3. By a 4-0 vote (motion: Commissioner Howe, second: Commissioner Collis) the Planning Commission approved with amendments (File No. SUB-1-01) a request for a six lot subdivision on a 1.70 acre parcel using the provisions of the Dawson Tract Neighborhood Circulation Plan to create a 24-foot wide private street; located on the east side of South Passley Road approximately 400 feet south of Dawson Road; zoned R-1-6 (Single-family Residential, 6,000 sq. ft. minimum lot size); Vic and Susie Williams, applicant; Darryl Niemi, representative.

Condition 8 of the conditions of approval was changed so that the note on the final plat map will indicate the applicant shall provide engineering evidence to indicate the type of foundation required for Lot 5 rather than a geological report. A third note on the final plat map was added stating "Construction on each lot created by this partition shall provide space for four (4) additional hard surfaced, on-site parking spaces for a total of six (6) spaces.

Before the public hearing began all Commissioners present declared ex parte contact as a result of a site visit. Commissioner Freeman declared the applicant has been a customer of his firm and this caused no bias. There was no challenge from the audience to the Planning Commission's jurisdiction to hear this request.

This action was taken following questions or comments regarding the request from the following:

Darryl Niemi

17225 Mountain Drive

Brookings Oregon

The applicant waived his right to seven (7) additional days in which to submit written argument. The public hearing was closed at 8:00 p.m.

4. By a 4-0 vote (motion: Commissioner Collis, second: Commissioner Freeman) the Planning Commission approved the Final ORDER and Findings of Fact for File No. SUB-1-01 as amended.

5. By a 4-0 vote (motion: Commissioner Freeman, second: Commissioner Collis) the Planning Commission approved (File No. SUB-2-01) a request for a four lot subdivision on a 0.73 acre parcel; located in the northwest corner of Azalea Park Drive and Old County Road; zoned R-2 (Two-family Residential); K. C. Erb, applicant; Lloyd Matlock, representative.

Before the public hearing began Commissioners Freeman, Gyuro and Collis declared ex parte contact as a result of a site visit. Commissioner Freeman declared the applicant's representative has work for him in the past and this caused no bias. There was no challenge from the audience to the Planning Commission's jurisdiction to hear this request.

This action was taken following questions or comments regarding the request from the following:

Lloyd Matlock                      PO Box 8026                      Brookings Oregon

The applicant waived his right to seven (7) additional days in which to submit written argument. The public hearing was closed at 8:22 p.m.

6. By a 4-0 vote (motion: Commissioner Freeman, second: Commissioner Howe) the Planning Commission approved the Final ORDER and Findings of Fact for File No. SUB-2-01 as written.

#### **THE PLANNING COMMISSION TOOK THE FOLLOWING ACTION ON COUNTY REFERRALS**

1. By a 4-0 vote (motion: Commissioner Howe, second: Commissioner Freeman) the Planning Commission will send a favorable recommendation on (File No. CR-P-0016) a request for a minor partition to divide a 661± acre parcel into three parcels of 80±, 83.5± and 497 ± acres in size; located on the east side of Highway 101 from slightly south of the Rainbow Rock Condominiums, extending north approximately 12,586 feet or 2.38 miles; zoned County FG (Forest Grazing); U. S. Borax, applicant; Jim Capp, representative. The recommendation will include a change to Condition No. 1 of the conditions of approval to add the words "As long as the subject property is included within the City of Brookings Urban Growth Boundary,"...

All Commissioners present declared ex parte contact as a result of a site visit.

This action was taken following questions or comments regarding the request from the following:

Jim Capp                                      PO Box 2937                                      Harbor Oregon

2. By a 4-0 vote (motion: Commissioner Howe, second: Commissioner Freeman) the Planning Commission will send a favorable recommendation with conditions as written on (File No. CR-CP/Z-0002-01 and CR-AD-0107) a request for a Comprehensive Plan and Zone change from the existing RR-5 (Rural Residential, 5 acre minimum lot size) to the RRC (Rural Resort Commercial) Zone, a corresponding Comprehensive Plan change from Rural to Commercial and a conditional use permit to construct a new lodge of 14 rooms, 4 suites and

a full service restaurant; located on the north side of South Bank Chetco River Road approximately 1/4 mile east of Salmonberry Road; John and Patricia Curry, applicants; Jeff Wilding, representative.

All Commissioners present declared ex parte contact as a result of a site visit.

This action was taken following questions or comments regarding the request from the following:

Jeff Wilding

PO Box 6747

Brookings Oregon

#### **UNSCHEDULED PUBLIC APPEARANCES**

None

#### **REPORT OF THE CITIZENS ADVISORY COMMITTEE**

None

#### **MESSAGES AND PAPERS FROM THE CITY MANAGER**

None

#### **MESSAGES AND PAPERS FROM THE MAYOR**

None

#### **REPORT OF THE PLANNING DIRECTOR**

Director Bischoff said staff is considering bringing a Land Development Code change to the Planning Commission that would allow direct sales from outdoor parking lots under certain conditions.

#### **PROPOSITIONS AND REMARKS FROM COMMISSION MEMBERS**

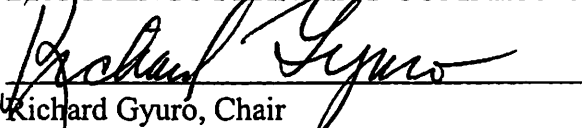
By a 4-0 vote (motion: Commissioner Freeman, second: Commissioner Collis) the Planning Commission accepted the Year 2000 Annual Report as drafted with minor changes to spelling and a change in the wording regarding Earl Breuer's term expiring. Breuer choose not to reapply when his term expired April 1, 2000. The report will be presented to the City Council at their meeting January 12, 2001.

#### **ADJOURNMENT**

There being no further business before the Planning Commission, the meeting was adjourned at 9:20 p.m.

Respectfully submitted,

#### **BROOKINGS PLANNING COMMISSION**

  
Richard Gyuro, Chair

Per	Date	Check No	Vendor No	Payee	Check GL Account Number	Amount
02/01	02/02/2001	40126	103	Amazing Computers	10-00-2005	354.00
02/01	02/02/2001	40127	150	Any Time Coffee Service	10-00-2005	20.50
02/01	02/02/2001	40128	200	Bob Hagbom	10-00-2005	300.72
02/01	02/02/2001	40129	1169	Brookings Electronic Service	10-00-2005	1,149.31
02/01	02/02/2001	40130	313	Brookings Vol Firefighters	10-00-2005	2,083.33
02/01	02/02/2001	40131	109	Buy.com	10-00-2005	193.40
02/01	02/02/2001	40132	820	CMI Business Systems	10-00-2005	156.46
02/01	02/02/2001	40133	803	Commercial Landscape Supply	10-00-2005	218.76
02/01	02/02/2001	40134	182	Coos-Curry Electric	10-00-2005	1,001.40
02/01	02/02/2001	40135	566	Curry County Clerk	10-00-2005	52.00
02/01	02/02/2001	40136	173	Curry Equipment Company	10-00-2005	73.13
02/01	02/02/2001	40137	196	DHR Child Support Unit	10-00-2005	203.08
02/01	02/02/2001	40138	250	DHR Child Support Unit	10-00-2005	278.31
02/01	02/02/2001	40139	316	Donald & Roberta Chandler	10-00-2005	548.00
02/01	02/02/2001	40140	1167	Econo Lodge	10-00-2005	82.84
02/01	02/02/2001	40141	343	FNW Queen Pump	10-00-2005	78.30
02/01	02/02/2001	40142	113	Fred Meyer	10-00-2005	118.80
02/01	02/02/2001	40143	298	Freeman Rock Enterprises, Inc	10-00-2005	263.33
02/01	02/02/2001	40144	1114	Georgia Steel	10-00-2005	262.21
02/01	02/02/2001	40145	1165	Gordon A Wagner	10-00-2005	3.99
02/01	02/02/2001	40146	1130	H.D. Fowler	10-00-2005	334.00
02/01	02/02/2001	40147	139	Harbor Logging Supply	10-00-2005	102.35
02/01	02/02/2001	40148	131	HGE, Inc	10-00-2005	990.58
02/01	02/02/2001	40149	114	HPS Electrical Apparatus	10-00-2005	198.00
02/01	02/02/2001	40150	307	Industrial Steel & Supply Inc	10-00-2005	163.64
02/01	02/02/2001	40151	1171	J.R. Jones Productions	10-00-2005	120.00
02/01	02/02/2001	40152	1163	Jim Bonham	10-00-2005	34.12
02/01	02/02/2001	40153	526	Joe Ingwersen	10-00-2005	120.00
02/01	02/02/2001	40154	162	Kerr Hardware	10-00-2005	.00
02/01	02/02/2001	40155	997	Kurt Kessler	10-00-2005	45.00
02/01	02/02/2001	40156	1015	Leroy Blodgett	10-00-2005	315.85
02/01	02/02/2001	40157	328	Les Schwab Tire Company	10-00-2005	325.40
02/01	02/02/2001	40158	1172	Maya Graphics, Inc	10-00-2005	248.50
02/01	02/02/2001	40159	669	Mike Owens Drywall	10-00-2005	650.00
02/01	02/02/2001	40160	155	Mory's	10-00-2005	186.08
02/01	02/02/2001	40161	911	Nancy Corrigan	10-00-2005	24.05
02/01	02/02/2001	40162	910	OR Department of Justice	10-00-2005	115.38
02/01	02/02/2001	40163	1132	OR Department of Justice	10-00-2005	346.36
02/01	02/02/2001	40164	374	OR Downtown Dev Assn	10-00-2005	105.00
02/01	02/02/2001	40165	584	Oregon Municipal Judges Assn	10-00-2005	75.00
02/01	02/02/2001	40166	401	Oregon State Police	10-00-2005	180.00
02/01	02/02/2001	40167	252	Paramount Pest Control	10-00-2005	35.00
02/01	02/02/2001	40168	1164	Peg Erb	10-00-2005	19.17
02/01	02/02/2001	40169	205	PERS Retirement	10-00-2005	7,939.19
02/01	02/02/2001	40170	322	Postmaster	10-00-2005	500.00
02/01	02/02/2001	40171	1131	Profile Evaluations, Inc	10-00-2005	450.00
02/01	02/02/2001	40172	187	Quality Fast Lube & Oil	10-00-2005	27.45
02/01	02/02/2001	40173	199	Richard Harper	10-00-2005	300.00
02/01	02/02/2001	40174	1166	Robert M Smith	10-00-2005	19.53
02/01	02/02/2001	40175	1168	Steve Koppes	10-00-2005	39.06
02/01	02/02/2001	40176	213	Teamsters Local Union 223	10-00-2005	495.00
02/01	02/02/2001	40177	1115	Terry Murray	10-00-2005	219.06
02/01	02/02/2001	40178	1161	The Greenwood Inn	10-00-2005	253.59
02/01	02/02/2001	40179	697	The Mallory Company	10-00-2005	131.25
02/01	02/02/2001	40180	396	Tom Moody	10-00-2005	120.00
02/01	02/02/2001	40181	273	Traffic Safety Supply Co, Inc	10-00-2005	356.07
02/01	02/02/2001	40182	295	Tsunami Computer Service	10-00-2005	19.95

M = Manual Check, V = Void Check

Per	Date	Check No	Vendor No	Payee	Check GL Account Number	Amount
02/01	02/02/2001	40183	136	United Pipe & Supply Co Inc	10-00-2005	1,200.00
02/01	02/02/2001	40184	268	US Filter Company	10-00-2005	70.34
02/01	02/02/2001	40185	991	Verizon Northwest	10-00-2005	120.75
02/01	02/02/2001	40186	269	WW Grainger	10-00-2005	185.86
02/01	02/09/2001	40187	103	Amazing Computers	10-00-2005	3,847.50
02/01	02/09/2001	40188	1177	Antoinette Ward	10-00-2005	17.50
02/01	02/09/2001	40189	993	ATCO International	10-00-2005	292.00
02/01	02/09/2001	40190	146	Bay West Supply, Inc	10-00-2005	333.72
02/01	02/09/2001	40191	138	Becco, Inc	10-00-2005	101.90
02/01	02/09/2001	40192	148	B-H Chamber of Commerce	10-00-2005	1,323.19
02/01	02/09/2001	40193	789	Black Hills Ammunition	10-00-2005	1,029.50
02/01	02/09/2001	40194		Information Only Check	10-00-2005	.00 V
02/01	02/09/2001	40195	110	Brookings Auto Parts	10-00-2005	320.01
02/01	02/09/2001	40196	159	CAL/OR Insurance Specialist	10-00-2005	397.00
02/01	02/09/2001	40197	1178	Carl Hatfield	10-00-2005	24.58
02/01	02/09/2001	40198	528	Caselle, Inc	10-00-2005	1,425.00
02/01	02/09/2001	40199	178	Chetco Pharmacy & Gift	10-00-2005	23.25
02/01	02/09/2001	40200	820	CMI Business Systems	10-00-2005	65.00
02/01	02/09/2001	40201	183	Colvin Oil Company	10-00-2005	1,002.40
02/01	02/09/2001	40202	182	Coos-Curry Electric	10-00-2005	12,498.74
02/01	02/09/2001	40203	1174	Curry Co Dept of Public Serv	10-00-2005	110.19
02/01	02/09/2001	40204	151	Curry Coastal Pilot	10-00-2005	430.40
02/01	02/09/2001	40205		Information Only Check	10-00-2005	.00 V
02/01	02/09/2001	40206		Information Only Check	10-00-2005	.00 V
02/01	02/09/2001	40207	166	Dan's Auto & Marine Electric	10-00-2005	863.67
02/01	02/09/2001	40208	117	Dan's Photo & Cameras	10-00-2005	6.95
02/01	02/09/2001	40209	1179	Daryl Bogardus	10-00-2005	38.72
02/01	02/09/2001	40210	185	Del Cur Supply	10-00-2005	249.85
02/01	02/09/2001	40211	371	DEQ Business Office	10-00-2005	180.00
02/01	02/09/2001	40212	1180	Don & Myrna Klupenger	10-00-2005	22.18
02/01	02/09/2001	40213	105	First Impressions	10-00-2005	282.00
02/01	02/09/2001	40214	119	Gall's Inc	10-00-2005	664.37
02/01	02/09/2001	40215	1175	Gerrid Joy	10-00-2005	3,000.00
02/01	02/09/2001	40216	1170	Gold Beach Lumber Company	10-00-2005	229.78
02/01	02/09/2001	40217	154	Hagen's Dry Cleaners	10-00-2005	63.75
02/01	02/09/2001	40218	1150	Industrial Safety Company	10-00-2005	188.26
02/01	02/09/2001	40219	1126	Infilco Degremont Inc	10-00-2005	800.00
02/01	02/09/2001	40220	1186	J R Industry	10-00-2005	182.44
02/01	02/09/2001	40221	440	Jess Oliver	10-00-2005	99.00
02/01	02/09/2001	40222	1181	Joan Olmon	10-00-2005	9.63
02/01	02/09/2001	40223	1182	John Pohl	10-00-2005	13.46
02/01	02/09/2001	40224	1038	Julie Watson	10-00-2005	180.00
02/01	02/09/2001	40225	1188	Kathleen R Dougherty	10-00-2005	45.00
02/01	02/09/2001	40226		Information Only Check	10-00-2005	.00 V
02/01	02/09/2001	40227		Information Only Check	10-00-2005	.00 V
02/01	02/09/2001	40228		Information Only Check	10-00-2005	.00 V
02/01	02/09/2001	40229		Information Only Check	10-00-2005	.00 V
02/01	02/09/2001	40230		Information Only Check	10-00-2005	.00 V
02/01	02/09/2001	40231		Information Only Check	10-00-2005	.00 V
02/01	02/09/2001	40232		Information Only Check	10-00-2005	.00 V
02/01	02/09/2001	40233	162	Kerr Hardware	10-00-2005	1,540.91
02/01	02/09/2001	40234	1183	Lawrence & Deanna Hodges	10-00-2005	36.18
02/01	02/09/2001	40235	202	League of Oregon Cities	10-00-2005	1,500.00
02/01	02/09/2001	40236	328	Les Schwab Tire Company	10-00-2005	17.92
02/01	02/09/2001	40237	1127	Lyle Signs Inc	10-00-2005	602.72
02/01	02/09/2001	40238	685	Neilson Research Corporation	10-00-2005	40.00
02/01	02/09/2001	40239	334	North Coast Electric	10-00-2005	121.98

M = Manual Check, V = Void Check

Per	Date	Check No	Vendor No	Payee	Check GL Account Number	Amount
02/01	02/09/2001	40240	573	OBOA	10-00-2005	50.00
02/01	02/09/2001	40241	144	OR Teamster Employers Trust	10-00-2005	7,311.08
02/01	02/09/2001	40242	189	OR Teamster Employers Trust	10-00-2005	15,144.38
02/01	02/09/2001	40243	1184	Patricia Fohr	10-00-2005	1.99
02/01	02/09/2001	40244	1149	PMX Medical	10-00-2005	418.56
02/01	02/09/2001	40245	1029	Purchase Power	10-00-2005	1,015.00
02/01	02/09/2001	40246	181	Ramcell of Oregon	10-00-2005	168.07
02/01	02/09/2001	40247	1128	Randy Reed	10-00-2005	87.40
02/01	02/09/2001	40248	180	Ray's Food Place	10-00-2005	202.73
02/01	02/09/2001	40249	214	Regence Life & Health Ins	10-00-2005	227.90
02/01	02/09/2001	40250	1187	Roy Mitchell	10-00-2005	5.66
02/01	02/09/2001	40251	1185	Thomas Smith	10-00-2005	11.24
02/01	02/09/2001	40252	142	Tidewater Contractors Inc	10-00-2005	589.40
02/01	02/09/2001	40253	821	Toshiba America Info Systems	10-00-2005	310.00
02/01	02/09/2001	40254	179	Trew, Cyphers & Meynink	10-00-2005	1,264.50
02/01	02/09/2001	40255	430	TSR Corporation	10-00-2005	3,695.00
02/01	02/09/2001	40256	161	United Communications Inc	10-00-2005	554.78
02/01	02/09/2001	40257	157	Viking Office Products	10-00-2005	178.77
02/01	02/09/2001	40258		Information Only Check	10-00-2005	.00 V
02/01	02/09/2001	40259	1140	WearGuard	10-00-2005	806.85
02/01	02/09/2001	40260	269	VW Grainger	10-00-2005	115.62
02/01	02/09/2001	40261	253	Xerox Corporation	10-00-2005	149.91
02/01	02/09/2001	40262		Void Check	10-00-2005	.00 V
02/01	02/09/2001	40263		Void Check	10-00-2005	.00 V
02/01	02/09/2001	40263	303	VOID	10-00-2005	.00 M
02/01	02/13/2001	40264	303	Associated Bag Company	10-00-2005	115.30
02/01	02/16/2001	40265	103	Amazing Computers	10-00-2005	802.50
02/01	02/16/2001	40266	167	American Sigma	10-00-2005	350.39
02/01	02/16/2001	40267	150	Any Time Coffee Service	10-00-2005	20.50
02/01	02/16/2001	40268		Information Only Check	10-00-2005	.00 V
02/01	02/16/2001	40269	190	Bankcard Center	10-00-2005	342.35
02/01	02/16/2001	40270	200	Bob Hagbom	10-00-2005	352.11
02/01	02/16/2001	40271	335	Branom Instrument Co	10-00-2005	80.63
02/01	02/16/2001	40272	1169	Brookings Electronic Service	10-00-2005	282.35
02/01	02/16/2001	40273	715	Budge McHugh Supply	10-00-2005	89.50
02/01	02/16/2001	40274	149	Carpenter Auto Center	10-00-2005	82.83
02/01	02/16/2001	40275	183	Colvin Oil Company	10-00-2005	1,186.03
02/01	02/16/2001	40276	195	Curry Transfer & Recycling	10-00-2005	77.22
02/01	02/16/2001	40277	196	DHR Child Support Unit	10-00-2005	203.08
02/01	02/16/2001	40278	250	DHR Child Support Unit	10-00-2005	278.31
02/01	02/16/2001	40279	145	EBS Trust	10-00-2005	63.00
02/01	02/16/2001	40280	153	Ferrellgas	10-00-2005	2,167.97
02/01	02/16/2001	40281	119	Gall's Inc	10-00-2005	160.98
02/01	02/16/2001	40282	114	HPS Electrical Apparatus	10-00-2005	3,435.68
02/01	02/16/2001	40283	307	Industrial Steel & Supply Inc	10-00-2005	111.36
02/01	02/16/2001	40284	1192	Ken Weaver	10-00-2005	20.64
02/01	02/16/2001	40285	121	Lane County RIS	10-00-2005	850.00
02/01	02/16/2001	40286	1191	Laurie Conlin	10-00-2005	28.00
02/01	02/16/2001	40287	679	McCourt Floor Coverings	10-00-2005	1,127.00
02/01	02/16/2001	40288	583	Motor Vehicles Division	10-00-2005	6.50
02/01	02/16/2001	40289	911	Nancy Corrigan	10-00-2005	88.00
02/01	02/16/2001	40290	910	OR Department of Justice	10-00-2005	115.38
02/01	02/16/2001	40291	1132	OR Department of Justice	10-00-2005	346.36
02/01	02/16/2001	40292	205	PERS Retirement	10-00-2005	7,623.36
02/01	02/16/2001	40293	1193	PRN Data Services, Inc	10-00-2005	850.00
02/01	02/16/2001	40294	187	Quality Fast Lube & Oil	10-00-2005	29.95
02/01	02/16/2001	40295	1128	Randy Reed	10-00-2005	88.00

M = Manual Check, V = Void Check

Per	Date	Check No	Vendor No	Payee	Check GL Account Number	Amount
02/01	02/16/2001	40296	278	Ron Plaster	10-00-2005	1,000.00
02/01	02/16/2001	40297	388	Tech Center NW Inc	10-00-2005	161.50
02/01	02/16/2001	40298	697	The Mallory Company	10-00-2005	132.13
02/01	02/16/2001	40299	914	The Tea Room Cafe	10-00-2005	190.70
02/01	02/16/2001	40300	797	Town & Country Animal Hospital	10-00-2005	50.00
02/01	02/16/2001	40301	978	U.S. Bank	10-00-2005	3,234.64
02/01	02/16/2001	40302	170	Umpqua Research Co	10-00-2005	125.00
02/01	02/16/2001	40303	906	Valley River Inn	10-00-2005	538.74
02/01	02/16/2001	40304	944	VOID	10-00-2005	.00
02/01	02/16/2001	40305	1110	Wildish Building Company	10-00-2005	57,787.00
02/01	02/16/2001	40306	269	WW Grainger	10-00-2005	35.03
02/01	02/16/2001	40307	944	Verizon	10-00-2005	110.00
02/01	02/16/2001	40308	991	Verizon Northwest	10-00-2005	1,442.20
Totals:						<u>177,334.16</u>

**BEFORE THE CITY COUNCIL  
CITY OF BROOKINGS, COUNTY OF CURRY  
STATE OF OREGON**

<b>In the matter of Planning Commission File No. )</b>	<b>Final ORDER</b>
<b>APP-1-01; an appeal of a Planning Commission )</b>	<b>and Findings of</b>
<b>decision approving a variance; Wayne Robinson, )</b>	<b>Fact</b>
<b><u>appellant.</u> )</b>	

**ORDER** an appeal of the Planning Commissions approval of a variance to allow the Claron Glen Homeowners Association to close the internal walkways within their ownership without having to place a sidewalk on the west sides of Third St. and Midland Way; Assessor's Map; zoned R-1-6 (Single Family Residential, 6,000 sq. ft. minimum lot size).

**WHEREAS:**

1. The Planning Commission duly accepted the application filed in accordance with Section 136, Variances, of the Land Development Code which authorizes the Planning Commission to approve, approve with conditions or deny a request for a variance, based upon evidence that the proposal meets the following criteria:

- A. Exceptional or extraordinary conditions applying to the property that do not apply generally to other properties in the same zone or vicinity, which conditions are a result of lot size or shape, topography or other circumstances over which the applicant has no control, and to which the applicant has not contributed.
- B. The variance is necessary for the preservation of the property right of the applicant substantially the same as is possessed by owners of other property in the same zone or vicinity.
- C. The authorization of the variance shall not be materially detrimental to the purpose of this code, be injurious to property in the same zone or vicinity in which the property is located or by otherwise detrimental to the objectives of any city development plan or policy.
- D. The variance request is the minimum variance from the provisions and standards of this code which will alleviate the hardship.

2. The Brookings Planning Commission duly considered the above described application on the agenda of its regularly scheduled public hearing on December 5, 2000; and

3. Recommendations were presented by the Planning Director in the form of a written Staff Agenda Report dated November 17, 2000 and by oral presentation, and evidence and testimony by the applicant and the public at the public hearing; and,

4. At the conclusion of the public hearing, after consideration and discussion of testimony and evidence presented in the public hearing, the Planning Commission, upon a motion duly seconded, accepted the Staff Agenda Report and the request for the subject application and directed staff to prepare a Final ORDER and Findings of Fact to that effect.

**WHEREAS**, the appellant appealed the Planning Commission's approval of the variance, pursuant to Section 156, Appeal to the City Council, and

1. The Brookings City Council duly considered the above described application on the agenda of a public hearing on February 12, 2001, the hearing being previously continued from January 22, 2001 and February 5, 2001 with the consent of both the appellant and the applicant; and

2. Presentations were made by the Planning Director in the form of a written Staff Agenda Reports dated December 5, 2000 and January 16, 2001 and by oral presentation, and evidence and testimony were presented by the appellant, the applicant and the public at the public hearing; and,

3. At the conclusion of said public hearing, after consideration and discussion of testimony and evidence presented in the public hearing, the City Council, upon a motion duly seconded, considered the Staff Agenda Report and upheld the Planning Commission's decision and directed staff to prepare a Final ORDER and Findings of Fact to that effect.

**THEREFORE, IT IS BE HEREBY ORDERED** that the application for a variance on the subject parcel is **APPROVED**. This is supported by the following findings and conclusions:

#### **FINDINGS**

1. The applicant, the Claron Glen Homeowners Association, is requesting a variance to close the public walkways within the Claron Glen Subdivision and to not have to retrofit the sidewalk along the west side of Third St. and Midland Way.
2. The subject property is zoned R-1-6 (Single Family Residential, 6,000 sq. ft. minimum lot size) and is designated as Residential by the Comprehensive Plan.
3. The area of the subdivision which contains the public walkways is the first recorded phase lying between Third St. on the west, Brooking Meadow Subdivision on the east, Brooke Ln. on the north and Hassett St. on the south.
4. Section 172, Public Facilities Improvement Standards and Criteria, Sub-Section 060.A.2 Sidewalks, of the Land Development Code, states "In the case where a proposed development provides suitable alternative pedestrian routes and approved by the Planning Commission."
5. Pursuant to Section 172.060.A.2, the developer proposed and gained approval to place walkways within common areas throughout the subdivision in lieu of sidewalks on one side of Third St. and Midland Way.
6. The walkways have generated complaints from property owners that their private backyard activities are viewed by people walking in the walkways.
7. The applicant has also expressed concern that because they are secluded the walkways can be used for illegal activities and present other security issues.
8. All of the residents along the non sidewalk side of Third St. and Midland Way have landscaped their yards to the curb and their driveways are also extended to the curb.

9. The Claron Glen Subdivision is the only non-planned unit development subdivision that has internal walkways in lieu of sidewalks on both sides of the street.

## **CONCLUSIONS**

1. The applicant has demonstrated that there is an extraordinary circumstance involved because the walkways were established prior to any of the residents buying property within the subdivision and prior to the formation of the Homeowners Association. The impact of having the walkways within the wooded and secluded common area behind the houses, was not understood at the time they were approved. The walkways therefore create a hardship on the individual property owners for privacy and security reasons. Both the circumstance and hardship are beyond either the HOA and individual owners control.
2. Requiring the HOA to retrofit Third St. and Midland Way by placing a sidewalk along the west side of the street will create a hardship on the individual owners along these streets because of the disruption of their landscaping and driveway aprons. The owners along that portion of the street will be required to park on the opposite side of the street during certain phases of construction because they will be cut off from their garage. Also since the new sidewalk on Third St. would be on the west side of the street, and these residents are not impacted by the walkway issues, they would have to endure this hardship to resolve an issue that does not directly affect them.
3. Each property owner has the expectation of a certain amount of privacy in his/her back yard and the expectation that the back of their house is not directly exposed to a secluded public area that may be used for illicit entry of their yard or house or for other illegal activities. The HOA also has the right to expect that the landscaping within its common area will be secure and relatively free of damage. As it has turned out the public aspect of the walkways have apparently been used to top and even remove trees belonging to the HOA, to improve the view of property owners outside of the Claron Glen Subdivision.
4. When individuals bought property along the west side of Third St. and Midland Way, they did so with the expectation that their landscaping and driveways would not be ripped up to satisfy the intent of an ordinance which allowed the walkways in lieu of a sidewalk on one side of the street that ultimately failed. This is a preservation of a property right to enjoy their yards without the threat of disruption and is beyond the control of the individual owners and the HOA.
5. Since Claron Glen is the only non-planned unit development subdivision that has walkways in lieu of sidewalks on one side of the street, granting this variance will no set a precedent and will not be detrimental to the intent of the Land Development Code. The proposed variance is the minimum required to resolve the issues addressed in the staff report dated November 17, 2000.

## **CONDITIONS APPLICABLE PRIOR TO FINAL APPROVAL**

1. To satisfy the provisions of the C, C, & Rs and the by laws of the Claron Glen Homeowners Association which require that the common areas be maintained "...to standards deemed 'Reasonable Standards of Maintenance' by the Brookings City Council or the Brookings Planning Commission....", the Planning Commission sets the following standard for maintenance of the common areas:

“The common areas within the Claron Glen Homeowner Association ownership shall be maintained in a manner that enhances the common use and enjoyment of the property owners within the subdivision.”

2. All landscaping within the common areas will be maintained in accordance with the provisions of the applicable city ordinances.

Dated this 12th day of FEBRUARY, 2001

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Larry Curry, Council President

ATTEST:

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John C. Bischoff, Planning Director

## BUILDING DEPARTMENT ACTIVITIES SUMMARY

For Month of **February, 2001**

No.	Building	Permit Fee	Plan Check Fee	Surcharge	SDF's	Value Current Month	No. to Date	Total to Date	No. Last Yr	Total Last Year
3	Single Family Dwelling	\$2,401.50	\$1,560.98	\$0.00	\$13,401.00	\$740,451.00	6	\$1,330,592.00	6	\$885,726.70
2	Single Family Addition	\$54.50	\$25.03	\$3.82	\$0.00	\$3,200.00	3	\$9,200.00	1	\$35,000.00
3	Single Family Garage-Carport	\$319.50	\$207.72	\$22.37	\$0.00	\$40,770.00	5	\$53,046.80	1	\$11,000.00
1	Two Family Residential	\$763.00	\$495.95	\$53.41	\$7,340.00	\$231,064.00	1	\$231,064.00	0	\$0.00
0	Multi-Family Residential Apts	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0	\$0.00	0	\$0.00
0	Commercial New	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0	\$0.00	0	\$0.00
2	Commercial Addition-Change	\$165.50	\$107.58	\$11.59	\$0.00	\$21,500.00	2	\$21,500.00	2	\$12,495.00
0	Churches	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0	\$0.00	0	\$0.00
0	School Repair-Addition	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0	\$0.00	0	\$0.00
0	Building Removal	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0	\$0.00	1	\$0.00
0	Misc.-Retaining Wall-Fence	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0	\$0.00	2	\$4,000.00
11	<b>Total Building Permits</b>	<b>\$3,704.00</b>	<b>\$2,397.26</b>	<b>\$259.28</b>	<b>\$20,741.00</b>	<b>\$1,036,985.00</b>	<b>17</b>	<b>\$1,645,402.80</b>	<b>13</b>	<b>\$948,221.70</b>
7	Mechanical Permits	\$165.60	N/A	\$11.59		N/A	12	N/A	14	N/A
4	Plumbing Permits	\$238.00		\$16.66	\$0.00	N/A	9	N/A	8	N/A
1	Manufactured Home Permits	\$160.00		\$11.20	\$4,467.00	N/A	2	N/A	0	N/A
23	<b>TOTAL PERMITS</b>	<b>\$4,267.60</b>	<b>\$2,397.26</b>	<b>\$298.73</b>	<b>\$25,208.00</b>	<b>\$1,036,985.00</b>	<b>40</b>	<b>\$1,645,402.80</b>	<b>35</b>	<b>\$948,221.70</b>
	Total Year to Date Calculated Fees	\$6,978.45	\$3,823.37	\$488.49	\$43,076.00					
	2000 YTD Calculated Fees	\$4,466.50	\$2,764.64	\$312.66	\$26,802.00					

In January, 2001 Harbor issued permits for 0.0 EDUs.

During the Month of February, 2001, Brookings issued permits for 5.60 new sewer connections. The City of Brookings now has 430.36 EDU Units connected to the Brookings Wastewater System since the signing of the MAO.