

Agenda  
City of Brookings  
Common Council Meeting  
City Hall Council Chambers  
898 Elk Drive  
Brookings, OR 97415  
March 13, 2000  
7:00pm



'Tis the Luck O'the  
Irish, t'be livin' in  
the home of  
winter flowers  
~Brookings, Oregon~



St. Patrick's Day  
March 17, 2000

## CITY OF BROOKINGS, OREGON

### CITY ATTORNEY PERFORMANCE EVALUATION

**JOHN B. TREW**

**Name**

**Date**

*A (1) rating represents "very satisfactory" performance or behavior, a (3) "satisfactory", and a (5) "unsatisfactory" performance or behavior. The (2) and (4) are gradations in between these ratings.*

*The "N/O" represents "no opinion" or "no observation" of performance or behavior.*

#### Attorney's Performance/Behavior

#### Evaluation (circle one)

1.	Availability for meetings	1	2	3	4	5	N/O
2.	Demeanor	1	2	3	4	5	N/O
3.	Knowledge of the law	1	2	3	4	5	N/O
4.	Quality of legal research	1	2	3	4	5	N/O
5.	Quality of drafted documents	1	2	3	4	5	N/O
6.	Completion of projects	1	2	3	4	5	N/O
7.	Returns phone calls in a timely manner	1	2	3	4	5	N/O
8.	Ability to work with Council	1	2	3	4	5	N/O
9.	Ability to work with staff	1	2	3	4	5	N/O
10.	Ability to work with others on behalf of City government	1	2	3	4	5	N/O
11.	Communication skills with Council	1	2	3	4	5	N/O
12.	Communication skills with staff	1	2	3	4	5	N/O

13.	Current on issues affecting City	1	2	3	4	5	N/O
14.	Responsiveness to Council	1	2	3	4	5	N/O
15.	Responsiveness to staff	1	2	3	4	5	N/O

**Comments:**

**Recommendations:**

**Prepared by**\_\_\_\_\_

**Date**\_\_\_\_\_

# agenda

CITY OF BROOKINGS  
COMMON COUNCIL MEETING  
Brookings City Hall Council Chambers  
898 Elk Drive, Brookings, Oregon  
March 13, 2000  
7:00 p.m.

- I. CALL TO ORDER - green
- II. PLEDGE OF ALLEGIANCE
- III. ROLL CALL
- IV. CEREMONIES/APPOINTMENTS/ANNOUNCEMENTS
  - A. Proclamations - pink
    1. Brookings Fire Fighters Appreciation Week
- V. PUBLIC HEARING - yellow
  - A. In the matter of Planning Commission File No. CZ-1-00, Application for approval of a change of zone from the existing R-2 (Two-Family Residential) to R-3 (multiple-Family Residential) for a 0.30 acre parcel of land located on the north side of Easy Street approximately 100 feet west of the intersection of Easy Street and Pioneer Road; Anthony and Shirley Ardagna, applicants.
- VI. SCHEDULED PUBLIC APPEARANCES
- VII. ORAL REQUESTS AND COMMUNICATIONS FROM THE AUDIENCE
  - A. Committee and Liaison reports
    1. Chamber of Commerce - blue  
Azalea Festival Requests
    2. Businesses for a Better Brookings
    3. Port of Brookings-Harbor
    4. Planning Commission
    5. Council Liaisons
  - B. Unscheduled
- VIII. STAFF REPORTS
  - A. City Manager - ivory
    1. Council Procedures Ordinance Review
  - B. Community Development Department - green



1. Awarding contract for the service body and crane for the new Ford pickup for the Treatment Plant Division.
2. Bio-solids Management Plan/Contract amendment with Brown & Caldwell

IX.

CONSENT CALENDAR - white

- A. Approval of Council Meeting Minutes
  1. Minutes of February 23, 2000, Council Study Session
  2. Minutes of February 28, 2000, Regular Council Meeting
- B. Approval of Planning Commission Meeting Minutes
  1. Minutes of February 1, 2000, Regular Commission Meeting
- C. Approval of Vouchers (\$365,466.97)

(end Consent Calendar)

X.

FINAL ORDERS/ORDINANCES/RESOLUTIONS - yellow

- A. Final Orders
  1. Final Order for the matter of Planning Commission File No. CZ-1-00; application for approval of a change of zone; Anthony and Shirley Ardagna, applicant.
- B. Ordinances
  1. Approval of Ordinance No. 00-0-534, for application of approval of an amendment to the zoning map of the City of Brookings by rezoning from R-2 (Two Family Residential) to R-3 (Multiple-Family Residential) for a 0.30 acre parcel of land located on the north side of Easy Street approximately 100 feet west of the intersection of Easy Street and Pioneer Road

XI.

REMARKS FROM MAYOR AND COUNCILORS

- A. Council
- B. Mayor

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

Council action on items discussed during Executive Session

XII.

ADJOURNMENT

## MARCH 2000

CC= Council Chambers or City Council  
FH=Fire Hall  
VIPS=Volunteers in Police Service  
SAY=Swim All Year-Cover Pool Com

PC=Planning Comm  
BPD=BrkgsPolice Dept  
Muni=Municipal  
PROUD=Pstive Revtlztm

SDC=Systems Devlpt  
Charge Review Brd

PROUD=Pstive Revtlzt'n of Urban Dwntwn Com.

FEBRUARY 2000						
S	M	T	W	T	F	S
pt		1	2	3	4	5
w	7	8	9	10	11	12
Brd	14	15	16	17	18	19
	21	22	23	24	25	26
	28	29				

APRIL 2000						
S	M	T	W	T	F	S
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2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23 <sub>30</sub>	24	25	26	27	28	29



## Council Chambers and Fire Hall Use - as of

APRIL 2000

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
	9:00am CC-VIPS/Volunteers in Police Service-BPalicki <u>7:00pm FH-FireTrng/ChShrp</u>	7:00pm CC-Planning Comm reg mtg/JBischoff	12:00pm Connity Agencies mtg @ Chetco Sr.Center <u>7:00pm FH-PoliceReserves</u>	8:15am CC-CmtyDevDpt Staff mtg/LLightle <u>9:00am CC-OSP/LEDs</u> Town Hall Mtg/Bob Morris 503/378-2208		
Daylight Savings Begins 2	3	4	5	6	7	8
	7:00pm FH-FireTrng/ChShrp <u>7:00pm CC-Council Mtg</u>		2:30pm FH-SafetyComMtg/ HThmpson	8:15am CC-CmtyDevDpt Staff mtg/LLightle		
9	10	11	12	13	14	15
	9:00am CC-VIPS/Volunteers in Police Service-BPalicki <u>7:00pm FH-FireTrng/ChShrp</u> <u>11:00am CC-Municipal</u> <u>Court/ JdgHarper</u>		7:00pm CC-Budget Committee Mtg <u>6:00pm FH-Subrbn Fire Dist</u> <u>Mtg/RexAtwell</u>	8:15am CC-CmtyDevDpt Staff mtg/LLightle <u>3:30pm CC-HOPE Mtg/</u> <u>TWeldon</u>		
Palm Sunday 16	17	18	19	Passover 20	Good Friday 21	22
	7:00pm FH-FireTrng/ChShrp <u>7:00pm CC-Council Mtg</u>		7:00pm CC-2nd Bdgt Comm Mtg, if needed	8:15am CC-CmtyDevDpt Staff mtg/LLightle <u>7:00pm CC-Parks &amp; Rec</u> <u>Commn/ CMickelson</u>		
Easter 23	24	25	Secretaries Day 26	27	28	29
			MARCH 2000		MAY 2000	
			S M T W T F S	S M T W T F S		
			1 2 3 4	1 2 3 4 5 6		

CC= Council Chambers or City Council  
FH=Fire Hall  
VIPS=Volunteers in Police Service  
SAY=Swim All Year-Cover Pool Com

PC=Planning Comm      SDC=Systems Devlpt  
BPD=BrkgsPolice Dept      Charge Review Brd  
Muni=Municipal  
PROUD=Pstive Revltlzn of Urban Dwntwn Com

MARCH 2000

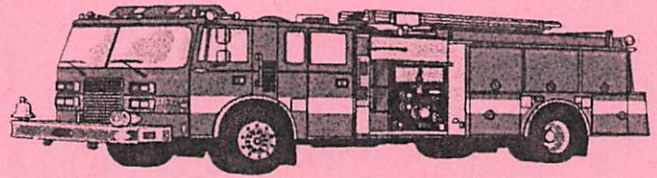
S	M	T	W	T	F	S
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evlpt		7	8	9	10	11
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MAY 2000

S	M	T	W	T	F	S
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14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			



# PROCLAMATION



WHEREAS, the City of Brookings  
is served by a volunteer fire department; and

WHEREAS, these volunteers devote thousands of hours of  
their time to insure the safety of the residents of our city; and

WHEREAS, these volunteers perform their duties with  
devotion and self determination as a motive and  
accomplishment and self satisfaction as a reward; and

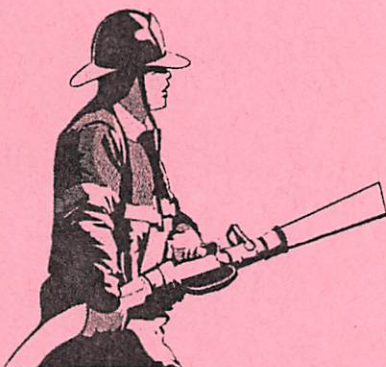
WHEREAS, the City of Brookings wishes to express its  
sincerest appreciation for the efforts of all those involved;

NOW, THEREFORE, I, Bob Hagbom, Mayor of the City of  
Brookings, do hereby proclaim the week of March 12<sup>th</sup> through  
18<sup>th</sup>, 1999, as

**"BROOKINGS FIREFIGHTERS APPRECIATION WEEK"**

and urge the residents of the City of Brookings to show  
appreciation and support for the Brookings Volunteer Fire  
Department.

IN WITNESS WHEREOF, I have hereunto set my hand and  
caused the seal of the City of Brookings to be affixed this 13<sup>th</sup>  
day of March, 2000.



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Bob Hagbom  
Mayor



# Memorandum

**TO:** City Council  
**FROM:** John Bischoff, Planning Director  
**THROUGH:** Tom Weldon, City Manager  
**DATE:** March 8, 2000



Issue: Change of Zone File No. CZ-1-00

Background: Attached is the Staff Report to the Council and the original Planning Commission Staff Report for this change of zone request. At their regularly scheduled meeting of February 1, 2000 the Planning Commission voted to make a favorable recommendation to the Council in this matter. Staff also recommend approval of this zone change.

Also attached is a Final Order and the ordinance to implement this change if it is approved by the Council.

**CITY OF BROOKINGS PLANNING COMMISSION**  
**STAFF AGENDA REPORT**

SUBJECT: Zone Change  
FILE NO: CZ-1-00  
HEARING DATE: February 1, 2000

REPORT DATE: January 20, 2000  
ITEM NO: 8.1

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**GENERAL INFORMATION**

APPLICANT: Anthony and Shirley Ardagna.

REPRESENTATIVE: None.

REQUEST: A change in zoning on the subject property from the existing R-2 (Two Family Residential) to R-3 (Multiple-Family Residential).

TOTAL LAND AREA: 12,820.46± sq. ft.

LOCATION: 602 Easy St. On the north side of Easy St. approximately 100 feet west of Pioneer Rd.

ASSESSOR'S NUMBER: 41-13-5BB, Tax Lot 4502.

**ZONING / COMPREHENSIVE PLAN INFORMATION**

EXISTING: R-2 (Two Family Residential).

PROPOSED: R-3 (Multiple Family Residential).

SURROUNDING: West—One R-3 lot then P/OS (Public Open Space); North and South—P/OS; East—R-2 (Two Family Residential).

COMP. PLAN: Residential.

**LAND USE INFORMATION**

EXISTING: Vacant.

PROPOSED: 4-plex.

SURROUNDING: West—Apartments and then elementary school; North—Elementary school; East—Residential uses; South—High school.

PUBLIC NOTICE: Mailed to all property owners within 250 feet of subject property and published in local news paper.



## BACKGROUND INFORMATION

The subject property is a vacant, rectangular shaped lot located on the north side of Easy St. approximately 100 feet west of the intersection of Easy St. and Pioneer Rd. The property has 98.57 feet of frontage on Easy St., a west boundary of 132.00 feet and a north boundary of 95.57 feet. The east boundary extends 61.95 feet from the north boundary, jogs 3 feet to the east and then south again 70.00 feet to Easy St. The lot is essentially flat with a gentle slope from a high point in the northeast corner to a low point in the southwest corner and then rolls a bit more steeply down to the street.

The subject property is currently zoned R-2 (Two Family Residential) as is the property to the east which is developed with single family and duplex residential uses. The area to the north, and south are zoned P/OS (Public Open Space) and are the sites of the elementary and high schools respectively. The area directly west of the subject property is zoned R-3 (Multiple-Family Residential) and developed with a 13 unit apartment building. The area west of that is zoned P/OS and is also the elementary school site. See Exhibit 1.

Easy St. is a paved travel way within a 50 foot right-of-way with improvements for the school parking area on the south side and a curb but no sidewalk on the north side. Pioneer Rd., to the east, is a paved travel way within a 40 foot right-of-way on the north side of Easy St. and a 60 foot right-of-way on the south side of Easy St. There is a water and sewer main located in Easy St. adjacent to the subject property.

## PROPOSED ZONE CHANGE

The applicant is requesting a change of zone from the existing R-2 (Two Family Residential) Zone to the R-3 (Multiple-Family Residential) Zone to allow a 4 unit apartment to be constructed on the property. Since the Comprehensive Plan already designates the subject property as Residential, this is a simple zone change application and does not involve a Comprehensive Plan amendment.

## ANALYSIS

The Land Development Code does not contain specific criteria to be considered when deciding a change of zone. However, in the process of making such a decision the Commission must consider the different uses allowed as permitted in the requested new zone and the compatibility of those uses with, and the impact they may have on, existing uses in the surrounding area. The Commission must also consider how the requested change affects the goals and policies of the City's Comprehensive Plan. The requested zone change presents three areas that must be analyzed - compatibility with existing uses, traffic impact on existing uses and consistency with the goals and policies of the Comprehensive Plan. The following is staff's analysis.

Compatibility. The lot adjoining the subject property on the west is currently zoned R-3 and represents a true "spot zone" in what is otherwise an area of R-2 residential and PO/S which is developed with schools. The proposed zone change will expand this "spot zone" to include two lots. The zone change would allow up to six units on the subject property, although the applicant has indicated that he wants to build a four unit building which would certainly be compatible with the existing R-3 lot to the west. The rest of the residential development in the area consists of primarily of duplex units, a few single family homes and one or two triplex units. The two lots adjoining the subject property on the east are developed with duplex units. Two lots adjoin the subject property



on the north. One, fronting on Pioneer Rd., zoned R-2, is developed with a single family home and the other is a lot that belongs to the school district and is zoned P/OS. A four or even six unit apartment on the subject property would be compatible with these surrounding uses. The proposed change of zone would tend to lessen the severity of the single lot spot zone that exists on the neighboring property now.

In terms of location, apartments would also be compatible with the high school which is directly across the street from the subject site. Higher density residential is a common means of buffering commercial uses of school uses from the lower density residential uses. The greatest concern that staff has for this zone change is that of traffic impact on Easy St. in relation to the traffic generated by the high school. This is discussed below.

Traffic Impacts. A four unit apartment building on the subject lot has the potential to generate as much as 8 vehicular trips per unit per day for a total daily trip generation of 32 additional trips per day adjacent to the high school parking lot. A six unit apartment would generate 48 additional trips per day. The potential trip generation for a duplex, which is a permitted use in the current R-2 Zone, is 10 trips per unit per day for a total of 20 trips. The Police Department has stated to staff that there have been no accidents in the vicinity of the subject site that could be attributed to traffic generated by the 13 unit apartment building (see memo from Police Department, dated "received January 24, 2000) and they have verbally stated that they do not see a problem with placing a four or six unit apartment on the subject property. Although the proposed apartments will add to the traffic in this vicinity, most morning peak hour traffic from the apartments will occur prior to the start of school and evening peak hour will occur well after school lets out. There is no evidence that the proposed apartment will create a significant traffic impact in this general area.

Comprehensive Plan. Goal 10, Housing, of the city's Comprehensive Plan contains a policy that the "City will provide for a variety of housing options and sites and plan for suitable locations" and "City shall, in light of increasing demand for multi-family housing, provide suitable and adequate areas for such development. The proposed zone change is consistent with these policies and will provide land for two to four additional housing units than provided by the current R-2 Zone. The Comprehensive Plan also has the policy stating " City shall not unduly restrict land development thereby artificially inflating the cost of both new and existing housing...." Although the city's Comprehensive Plan reflects the needs of 1981, the city is still in need of lower cost housing. Since much of the city's R-3 zoned land has been used for single family homes, the proposed zone change will replenish some of that loss.

Although the subject property 12,619 sq. ft. in size, which is slightly more than twice the 6,000 sq. ft. minimum lot size required by the R-2 or the R-3 zone, the frontage of the lot is not sufficient to allow for a simple partition of the lot, nor does the depth allow for a partition using a flag lot configuration.

The proposed zone change is consistent with the goals and policies of the city's Comprehensive Plan.

## FINDINGS

1. The applicant is requesting a zone change from R-2 (Two Family Residential) to R-3 (Multiple-Family Residential) on a vacant 12,820.46± sq. ft. parcel of land. The subject property is designated as Residential by the city's Comprehensive Plan.



2. The property is located on the north side of Easy St. approximately 100 feet west of Pioneer Rd. and directly across the street from the high school.
3. The existing R-2 Zone will allow a single family home or a duplex to be constructed on the subject property as a permitted use.
4. The proposed R-3 Zone will allow up to six apartment units on the subject property as a permitted use.
5. The applicant has stated that he will place a four unit apartment on the property.
6. The adjoining lot to the west is currently zoned R-3 and contains a 13 unit apartment building. The land to the north, west and south of the subject property and the existing R-3 lot, is zoned P/OS (Public Open Space) and is the site of the K-School and high school. The land to the east of the subject property is zoned R-2 and is developed with single family, duplex and triplex residential units.
7. The parking lot for the high school exits onto Easy St. in the vicinity of the subject property.
8. Apartment buildings generate approximately 8 vehicular trips per day.
9. The City Police Department has stated that there is no record of accidents or traffic related complaints related to traffic generated from the existing 13 unit apartment building.
10. Goal 10, Housing, of the city's Comprehensive Plan contains policies that "City will provide for a variety of housing options and sites and plan for suitable locations" and "City shall, in light of increasing demand for multi-family housing, provide suitable and adequate areas for such development.
11. There is a water and sewer main located in Easy St. adjacent to the subject property, however, the City of Brookings has identified a limited maximum capacity in its wastewater treatment plant. This land use approval does not constitute a representation or commitment that capacity will exist in the wastewater treatment system of the City of Brookings to serve the development proposed. The availability of connection approvals to the wastewater treatment system are on a first come-first serve basis and regulated under the provisions of Ordinance No. 88-0-430.

## CONCLUSIONS

1. The subject site is currently zoned R-2 (Two Family Residential) and is adjacent to a single lot that is zoned R-3 (Multiple-Family Residential) in a large area zoned R-2 and P/OS (Public Open Space), and is thus considered to be a spot zone which is generally considered to be undesirable. The proposed zone change on the subject property will expand the R-3 zoning in the area, while still a spot zone, reduces the nature of the spot zone to some extent. It should also be considered that higher density residential is often used as a buffer between more intense uses, such as commercial and schools, and lower density or single family residential. In this regard the proposed zone change would be compatible with the apartments on the adjoining lots to the west, the duplex units on the east, with the single family residence to the north, and with the school.



2. The proposed zone change will allow up to a six unit apartment building on the subject property and has the potential to generate as many as 48 additional vehicular trips per day in the general vicinity of the subject site and the high school. A duplex on the same site would generate a potential of 20 additional vehicular trips per day. The applicants four unit apartment would generate only 12 more trips per day than a duplex unit on the same site. The high school parking lot is also in the immediate vicinity of the subject site. The City Police Department has stated that they have no record of accidents or complaints regarding traffic in the vicinity of the high school related to the existing 13 unit apartment building and that they do not see a problem with placing a four or six unit apartment on the subject property.

Morning peak hour traffic generated by apartments will occur prior to the start and evening peak hour traffic will be well after school lets out. There is no evidence that the proposed change of zone will create a significant traffic impact in the vicinity of the subject site.

3. The proposed change of zone is certainly compatible with the policies of Goal 10, Housing, of the city's Comprehensive Plan as stated in the staff report and the findings. The proposed change will provide for additional high density residential and increase the availability of affordable housing within the city.

## RECOMMENDATION

Staff recommends **FAVORABLE** recommendation of Case File No. CZ-1-00, to the City Council, based on the findings and conclusions stated in the staff report.

**CITY OF BROOKINGS CITY COUNCIL**  
**STAFF AGENDA REPORT**

SUBJECT: Zone Change  
FILE NO: CZ-1-00  
HEARING DATE: March 13, 2000

REPORT DATE: February 4, 2000  
ITEM NO: V. A

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**GENERAL INFORMATION**

APPLICANT: Anthony and Shirley Ardagna.

REPRESENTATIVE: None.

REQUEST: A change in zoning on the subject property from the existing R-2 (Two Family Residential) to R-3 (Multiple-Family Residential).

TOTAL LAND AREA: 12,619.20± sq. ft.

LOCATION: 602 Easy St. On the north side of Easy St. approximately 100 feet west of Pioneer Rd.

ASSESSOR'S NUMBER: 41-13-5BB, Tax Lot 4502.

**ZONING / COMPREHENSIVE PLAN INFORMATION**

EXISTING: R-2 (Two Family Residential).

PROPOSED: R-3 (Multiple Family Residential).

SURROUNDING: West-One R-3 lot then P/OS (Public Open Space); North and South-P/OS; East-R-2 (Two Family Residential).

COMP. PLAN: Residential.

**LAND USE INFORMATION**

EXISTING: Vacant.

PROPOSED: 4-plex.

SURROUNDING: West-Apartments and then elementary school; North-Elementary school; East-Residential uses; South-High school.

PUBLIC NOTICE: Mailed to all property owners within 250 feet of subject property and published in local news paper.



## **BACKGROUND**

This is a request to change the zone on a 0.30 acre lot from R-2 (Two Family Residential) to R-3 (Multiple-Family Residential). The property is located on the north side of Easy St. approximately 100 feet west of Pioneer Ln. The lot adjoining the subject property on the west is currently zoned R-3 and contains a 13 unit apartment building.

At their February 1, 2000 meeting the Planning Commission heard this case and voted unanimously to make a recommendation of approval to the City Council. The staff report prepared for the Planning Commission with a detailed analysis of this application is attached for your review.

Also attached is a Final Order and Ordinance No. 00-O-534 to be adopted to complete this zone change.

## **RECOMMENDATION**

The Planning Commission and Staff are recommending approval of Change of Zone Case No. CZ-1-00, based on the findings and conclusions in the Planning Commission Staff Report.





February 24, 2000

Mr. Tom Weldon  
City of Brookings  
898 Elk Drive  
Brookings, OR 97415

Dear Tom:

In anticipation of the 61st Azalea Festival, scheduled for the Memorial Day Weekend, May 26th through the 29th, 2000, the Brookings-Harbor Chamber of Commerce asks the City to permit the following requests:

1. The closure of the Frontage Road in the area bordering Highway 101, in front of Chetco Pharmacy, Video and More and Western Bank (see attached map), from 5 p.m., Friday, May 26 to 7:00 p.m., Monday, May 29, 2000.
2. The closure of Ross Lane - the area between Mory's and the entrance to Chetco Pharmacy & Gifts (see attached map), for the same time frame as in request #1.

BOTH OF THESE CLOSURES ARE TO INSURE PEDESTRIAN SAFETY. AN ADEQUATE EMERGENCY VEHICLE LANE WILL BE MAINTAINED.

3. Request for a sufficient number of city barricades for both closures.
4. The waiving of the City's Sidewalk Sale Ban during the time frame stated in request #1. We believe that by allowing merchants along Chetco Avenue to create an atmosphere of interest and festivity, more foot traffic will be generated and retail and restaurant sales will benefit.
5. Waiving requirement for the need for a Brookings Business License for Azalea Festival Street and Crafts Fair participants.



Page Two - 2000 Azalea Festival Requests

6. Waving the fee for the use of the Azalea Park Garden Area on Friday, May 26, 2000, for the Azalea Festival Mixer, and "Stage Under The Stars" for the Park Program component of the festival on Saturday, May 27, 2000 (please see attached "Park Use Application Form").
7. Declaring "No Parking" on Chetco Avenue during the hours of 8:00 a.m. through Noon, on Saturday, May 27, 2000, to coincide with the parade.
8. Use of parking area south of City Hall (between City Hall and the Elks Lodge), for use by non-profit organizations, to set up booths to promote their organizations as an expansion of the Street Fair. Access for emergency vehicles will be maintained.

With the above requested assistance from the City of Brookings we are confident that this year's Azalea Festival, our community's 61st, with its theme of "Sandcastle Days...Lighthouse Nights," will again be a big success.

Sincerely,

A handwritten signature in dark ink, appearing to read "Les Cohen", with a stylized, flowing script.

Les Cohen  
Executive Director

enclosures

xc: Chief Ken Lewis, Brookings Police Department



PARK USE  
APPLICATION FORM



The City of Brookings programs, service and activities are open to all persons without regard to race, age, sex, disability, religion, or national origin.

SPECIFIC PARK/LOCATION: (Circle One)

Azalea Park Bud Cross Park

Chetco Point Park Stout Park

Easy Manor Park Other: \_\_\_\_\_

Event Date(s): May 26, 2000

Time: From - 5:00 m.p.m. To - 7:30 a.m. (p.m.)

Approximate Number expected to attend event (each day): 100 - 150

Nature of Event: Azalea Festival Mixer

Name of Organization: Brookings - Harbor Chamber of Commerce

Contact Person: Les Cohen

Date of Birth: 6-26-44

Mailing Address: P.O. Box 940 B/Cg

Phone: 469-3181 (Day/Night)

Is this event free to the public? yes

Will any merchandise be sold? No; What?

Will alcohol be sold? No OR consumed? yes; SEE ALCOHOL USE PERMIT/APPLICATION INFORMATION

Will you be using amplification equipment? No; Type of equipment? N/A

SPECIAL REQUESTS (Print or Type): \_\_\_\_\_

LIABILITY STATEMENT/AGREEMENT

I/We agree to abide by all applicable federal, state, and local laws, regulations, and ordinances which pertain to the use of said property and agree to pay for any damage to same, as a result of use. I/We further agree to hold the city, its officials and employees, harmless from any liability resulting from use of said property.

THE CITY OF BROOKINGS ASSUMES NO RESPONSIBILITY OR LIABILITY FOR  
INCLEMENT WEATHER.

The undersigned user agrees to pay for any and all damages occurring during the reserved period. User agrees that the deposit paid herewith will be applied toward damages to the facility or its contents during the reserved period. Any of the deposit not applied to damages will be applied first to unpaid rental fees with any excess refunded to user. Normal wear and tear as determined by the City of Brookings shall not be considered damage.

Signature of person completing this application: Les Cohen

Date: 2/24/00

Printed name of person completing this application: Les Cohen

Review Back Page

FOR CITY PERSONNEL USE ONLY: Completed App. received:  
Forwarded to: Date Sent - \_\_\_\_\_ to ☐ Community Dev.  
Date Sent - \_\_\_\_\_ to ☐ Chief of Police  
Date Sent - \_\_\_\_\_ to ☐ Fire Chief  
Date Sent - \_\_\_\_\_ to ☐ City Manager  
APPROVAL ON BACK SIDE: Make notations, sign & date; PC's to follow



# PARK USE APPLICATION FORM



The City of Brookings programs, service and activities are open to all persons without regard to race, age, sex, disability, religion, or national origin.

FOR CITY PERSONNEL USE ONLY: Completed App. received:  
Forwarded to: Date Sent - \_\_\_\_\_ to ☐ Community Dev.  
Date Sent - \_\_\_\_\_ to ☐ Chief of Police  
Date Sent - \_\_\_\_\_ to ☐ Fire Chief  
Date Sent - \_\_\_\_\_ to ☐ City Manager  
APPROVAL ON BACK SIDE: Make notations, sign & date; PC's to follow

SPECIFIC PARK/LOCATION: (Circle One)

Azalea Park Bud Cross Park

Cheteo Point Park Stout Park

Easy Manor Park Other: \_\_\_\_\_

SPECIFIC ACTIVITY AREA NEEDED: (Circle one or more)

Gazebo Bandshell/Stage Kidtown Picnic-Area

Lawn-ONLY/Area: \_\_\_\_\_ Little League Field(s)

Softball/Soccer Field(s) Tennis Courts Other: \_\_\_\_\_

Event Date(s): SAT, MAY 27, 2000

Time: From - 11:00 a.m./p.m. To - 5:00 a.m./p.m.

Approximate Number expected to attend event (each day): 300

Nature of Event: AZALEA FESTIVAL PROGRAM

Name of Organization: Brookings-Harbor Chamber of Commerce

Contact Person: Les Cohen Date of Birth: 6-26-44

Mailing Address: P.O. Box 940, B/Kg Phone: 469-3181 (Day/Night)

Is this event free to the public? Yes Will any merchandise be sold? No; What? \_\_\_\_\_

Will alcohol be sold? No OR consumed? No; SEE ALCOHOL USE PERMIT/APPLICATION INFORMATION

Will you be using amplification equipment? Yes; Type of equipment? \_\_\_\_\_

SPECIAL REQUESTS (Print or Type) We respectfully request a waiver of fees for stage rental

## LIABILITY STATEMENT/AGREEMENT

I/We agree to abide by all applicable federal, state, and local laws, regulations, and ordinances which pertain to the use of said property and agree to pay for any damage to same, as a result of use. I/We further agree to hold the city, its officials and employees, harmless from any liability resulting from use of said property.

## THE CITY OF BROOKINGS ASSUMES NO RESPONSIBILITY OR LIABILITY FOR INCLEMENT WEATHER.

The undersigned user agrees to pay for any and all damages occurring during the reserved period. User agrees that the deposit paid herewith will be applied toward damages to the facility or its contents during the reserved period. Any of the deposit not applied to damages will be applied first to unpaid rental fees with any excess refunded to user. Normal wear and tear as determined by the City of Brookings shall not be considered damage.

Signature of person completing this application: Les Cohen Date: 2/24/00

Printed name of person completing this application: Les Cohen Review Back Page

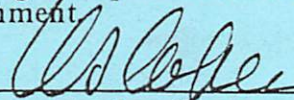




## APPLICATION TO POSSESS AND CONSUME ALCOHOLIC BEVERAGES ON CITY OF BROOKINGS PUBLIC PROPERTY

- ◆ GROUP OR ORGANIZATION NAME B-H Chamber of Commerce
- ◆ CONTACT PERSON Les Cohen
- ◆ DAYTIME PHONE NUMBER 469-3181
- ◆ ADDRESS P.O. Box 940 Brookings, OR 97415
- ◆ PUBLIC LOCATION REQUESTED Azalea Park Gardens
- ◆ DATE REQUESTED Friday May 26, 2000
- ◆ TIME REQUESTED 5<sup>00</sup> pm - 7<sup>30</sup> pm
- ◆ TYPE OF ALCOHOLIC BEVERAGES INVOLVED  
Beer & Wine
- ◆ PURPOSE OF GATHERING Azalea Festival  
Chamber mixer

As an official representative of the above named group I request a temporary permit to possess and consume alcoholic beverages on public premises in accordance with Brookings Ordinance No. 79-0-315, Sec. 4., which I have reviewed. I understand our organization must meet all State of Oregon requirements for serving alcohol and must provide insurance as shown on the attachment.

  
Representative Signature

2/24/00  
Date Signed

Special Conditions: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Application: \_\_\_\_\_ Approved \_\_\_\_\_ Not Approved

\_\_\_\_\_  
City Manager

\_\_\_\_\_  
Date Signed



HIGHWAY 101

MORRY'S

ROSS ROAD

FRONTAGE ROAD

EVERGREEN  
FEDERAL

CHETCO  
PHARMACY  
VIDEO & MORE  
LIQUOR STORE

WESTERN

FIFTH STREET

ROSS ROAD

ACCESS

ELK DRIVE

COPY

mshpub32map



IN AND FOR THE CITY OF BROOKINGS  
STATE OF OREGON

In the Matter of an Ordinance Governing     )  
the Procedures of the Brookings Common     )     *ORDINANCE NO.* \_\_\_\_\_  
Council     )

Sections:

- |             |   |
|-------------|---|
| Section 1.  | Regular monthly council meeting date.                         |
| Section 2.  | <del>Regular monthly</del> Study session date.                |
| Section 3.  | Special meetings.   |
| Section 4.  | Continuance of meeting.                                       |
| Section 5.  | Quorum.   |
| Section 6.  | Public notice required for meetings.                          |
| Section 7.  | Written minutes required.                                     |
| Section 8.  | Agenda.   |
| Section 9.  | Regular or special meetings to be public.                     |
| Section 10. | Executive sessions permitted on certain matters.              |
| Section 11. | Presiding officer at council meetings.                        |
| Section 12. | Order of business of council.                                 |
| Section 13. | Consent Calendar.   |
| Section 14. | Council debate.   |
| Section 15. | Addressing council.   |
| Section 16. | Voting by council.  |
| Section 17. | Conflicts of interest.  |
| Section 18. | Council-administration relations.                             |
| Section 19. | Boards and Commissions.                                       |
| Section 20. | Appointments to boards, commissions, and committees.          |
| Section 21. | Maintenance of order and decorum of council meetings.         |
| Section 22. | <del>Indoctrination</del> Orientation of new council members. |
| Section 23. | Council Member Communications.                                |
| Section 24. | Evaluation of Council Appointive Officers.                    |
| Section 25. | Employees Attendance at Meetings.                             |
| Section 26. | Severability.   |



The city of Brookings ordains as follows:

**Section 1.**            **Regular council meeting dates.** The common council of the city of Brookings shall have as its regular meeting dates the second and fourth Mondays of each month of the calendar year and further, said meetings shall be held within the council chambers of the Brookings city hall, 898 Elk Drive, Brookings, Curry County, Oregon; EXCEPTING ONLY, however, that should said any regular meeting date fall on a legal holiday, then the city council shall meet in the same place on the day following such legal holiday or such other date as may be chosen by the city council of the common council may be canceled or rescheduled by a majority vote of the council members. [~~Section 1 as amended by Ordinance No. 92-O-474.B, effective August 11, 1992~~]

**Section 2.**            **Work Study sessions.** Upon legal notice duly given, the Brookings Common Council shall have the power to schedule work study sessions of the Common Council of the City of Brookings pursuant to Section 13 of the City Charter, which work study sessions may be called by the Mayor or a majority of the members of the Council. Each work study session shall be devoted exclusively to matters regarding which the interchange of information preliminary to taking action thereon is deemed to be essential. At a work study session no formal vote shall be taken on any matter under discussion, nor shall any member enter into a commitment with another respecting a vote to be taken subsequently in a formal meeting. [~~Section 2 as amended by Ordinance No. 95-O-474.E, effective January 10, 1995~~]

**Section 3.**            **Special meetings.** Upon legal notice duly given, the city council shall have and retain all due powers to set other dates and times for special meetings of the common council of the City of Brookings pursuant to Section 13 of the Brookings Charter.

**Section 4.**            **Continuance of meetings.** Any meetings of the city council may be continued from day to day, or for more than one day, but no continuance shall extend beyond the next regular meeting thereafter.

**Section 5.**            **Quorum.** For the transaction of business by the city council, there shall be present a majority of the members of the council currently holding office. If a quorum is not present, the council clerk shall immediately inform the absent members, except those known to be unavoidably detained, that their presence is required to enable the council to proceed. If the absent member or members do not appear after the notice, the members present shall adjourn until a specific time or until the next regular meeting.



**Section 6.**        **Public notice required for meetings.** Public notice of the time, place, and the principal subjects anticipated to be covered at the council's regular or special meetings, including those for executive session only shall be provided as required in ORS 192. Interested persons and the news media which have stipulated in writing that they wish to be notified of every meeting must be so notified. Such persons, other than those representing the news media, shall be required to express an interest in remaining on the notification list every six (6) months.

**Section 7.**        **Written minutes.** The council shall provide for the taking of written minutes of all its meetings under the provisions of ORS 192. A summary report of all actions taken by the city council at each of its meetings shall be prepared by the city manager as soon after each meeting as is practicable and shall be distributed to such interested parties as may be determined by the council.

**Section 8.**        **Agenda.** The city manager shall prepare an agenda of the business to be presented at a regular council meeting, which shall be published in the Curry Coastal Pilot prior to the meeting. Council members shall be given copies of this agenda on within 48 hours of the day it is delivered to the newspaper. Additions to the published preliminary agenda are not encouraged but may be permitted based on proven need. Non-agenda items brought before the council during a meeting shall normally be for informational purposes only. Unanimous approval of all council members present is a prerequisite for any non-agenda item to be added to the agenda and considered for action.

**Section 9.**        **Regular or special meetings to be public.** All regular or special meetings and all study sessions of the city council shall be public meetings and open to the public and all persons shall be permitted to attend any meeting.

**Section 10.**       **Executive sessions permitted on certain matters.** The city council may conduct an executive session during a regular, special or emergency meeting, or study session so as long as appropriate statutory limitations are met.

**Section 11.**       **Presiding officer at council meetings; calling of roll.** The mayor, or in his/her absence, the council president, shall take the chair of city council meetings at the hour appointed and shall immediately call the council to order. The roll shall then be called by the council clerk who shall enter in the minutes of the meeting the names of the councilors present. In the absence of the mayor and the council president, the council clerk shall call the council to order whereupon a temporary chairman presiding officer shall be elected by the members of the council



present. Upon arrival of the mayor at the meeting, the council president, if then presiding, shall relinquish the chair upon the conclusion of the business immediately before the council. If a temporary chairman presiding officer is presiding he/she shall relinquish the chair upon the conclusion of the business immediately before the council to the mayor or council president upon the arrival of either.

The council has an obligation to be clear and simple in its procedures and the consideration of the questions coming before it. It should avoid invoking the finer points of parliamentary rules which may serve only to obscure the issues and arouse the suspicion of the audience and of the citizens of the city in general.

~~[Section 11 as amended by Ordinance No. 92-0-474.A, Effective March 10, 1992]~~

**Section 12. Order of business of council.** The order of business at regular council meetings shall be as follows except the city manager may delete items IV, V, VI, VIII, IX, and X if there is no specific business under that item and the chair presiding officer may revise the order of business in response to special circumstances:

- I. Call to order
- II. Pledge of allegiance
- III. Roll call
- IV. Ceremonies/Appointments/Announcements
- V. Public hearings
- VI. Scheduled public appearances
- VII. Oral requests and communications from the audience
- VIII. Staff reports
- IX. Consent Calendar
- X. Ordinances/Resolutions/Final Orders
- XI. Committee reports
- XII. Remarks from mayor and councilors
- XIII. Adjournment

~~[Section 12 as amended by Ordinance No. 94-O-474.D, effective March 16, 1994]~~

**Section 13. Consent calendar.** To make more efficient use of meeting time, the city manager shall place all routine items which are routine in nature and concerning which when no debate is expected on a "Consent Calendar" to be considered at the council's regular monthly meetings. Any item placed on the consent calendar shall be removed at the request of the mayor or a councilor prior to the time



a vote is taken on the Consent Calendar items. All remaining items on the Consent Calendar shall be disposed of by a single motion "to adopt the Consent Calendar", which shall not be debatable. Adoption of the Consent Calendar shall be by the affirmative vote of all councilors present at the time the vote is taken and shall have the same effect as a separate vote for each item. If there are dissenting votes, each item shall be voted on separately in the usual manner.

**Section 14.**        **Council debate.** Debate by the city council shall be conducted as follows:

A.        The mayor, or such other member of council as may be presiding, may move, second and debate from the chair, subject only to such limitations of debate as are by these rules imposed on all members and the presiding officer shall not be deprived of any privileges of a councilor by reason of his/her acting as the presiding officer.

B.        Every councilor desiring to speak shall address the chair and upon recognition by the presiding officer, shall confine him/herself to the question under debate.

C.        A councilor, once recognized, shall not be interrupted while speaking unless it be to call him/her to order or as herein otherwise provided. If a member of the council, while speaking, be called to order, he/she shall cease speaking on the point until the question of order be determined and if in order, he/she shall be permitted to proceed.

D.        The mayor or any councilor shall have the privilege of having an abstract of his/her statement on any subject under consideration by the council entered in the minutes.

**Section 15.**        **Addressing council.**

A.        Administrative staff and city employees addressing council or Ppublic. Members of the city's administrative staff and other city employees desiring to address the council or members of the public ~~shag~~ shall first be recognized by the ~~chair~~ presiding officer and shall address such remarks to the ~~chair~~ presiding officer. The staff may respond to questions or comments by the council or members of the public with permission of the ~~chair~~ presiding officer, but shall always do so in a polite, tactful manner.



B. Public members addressing the council,

1. Any public member desiring to address the council shall wait to be recognized by the presiding officer. After recognition, the person's name and address shall be stated for the record and the remarks shall be limited to the question under discussion. All remarks and questions shall be addressed to the presiding officer and not to any individual councilor, staff member or other person. No person shall enter into any discussion without being recognized by the presiding officer.

2. Any public member addressing the council shall be limited to five minutes unless further time is granted by the presiding officer. No public member shall be allowed to speak more than once upon any one subject until every other public member choosing to speak thereon has spoken.

3. After a motion has been made or after a public hearing has been ~~closed~~ closed, no public member shall address the council without securing permission from the majority of the council.

**Section 16.**        **Voting by council.** Voting by the council on all matters shall be as follows:

A. The council clerk shall call the name of each councilor in attendance and the "aye" or "nay" of each shall be recorded in the minutes of the records of the council proceedings. Any member may change his/her vote prior to the next order of business.

B. Except as otherwise provided in the charter of the city of Brookings, Oregon, a motion shall be deemed carried if a quorum is present and a majority of those voting vote "aye".

C. Every member of the council, when present, has a responsibility to vote upon all matters before the council. Should a council member abstain from voting on a particular matter, he or she shall give a clear and concise reason for the abstention which shall be listed in the written minutes of the meeting.

D. Any member who voted with the majority may move for a reconsideration of an action at the same or the next following regular meeting. Once a matter has been reconsidered, no motion for further reconsideration thereof shall be made without unanimous consent of the council.



**Section 17.**        **Conflicts of interest.** Members of the council and all other persons who serve the city in any capacity (e.g., officer, employee, agent, or otherwise) shall perform their duties in accordance with Oregon's ethics laws as provided in ORS Chapter 244.

A.        During ~~the~~ a regular council meeting in the month of April each year the city attorney shall review the latest edition of the Ethics Guide for Public Officials with council and staff.

B.        Each newly elected or appointed member of the council shall be given a copy of the latest edition of the Ethics Guide for Public Officials prior to the member's participation in any decision making process. It ~~shall~~ be the duty of the ~~mayor, or in the mayor's absence the council president~~ city manager, to distribute the guide in ~~timely order~~ a timely manner.

C.        Elected officials, appointed officers or employees of the city who have a potential or actual conflict as deemed by ORS 244.020(1) and ~~(8)~~ (7) relative to any matter or ordinance coming before the ~~City Council~~ shall declare such conflict immediately upon introduction of the item to the ~~City Council~~ by the presiding officer. Disclosure of such potential or actual conflict shall be made a part of the record of the proceedings. Nothing in this section authorizes a public official to vote if the official is otherwise prohibited from doing so.

**Section 18.**        **Council-administration relations.** Members of the council shall have the authority to closely scrutinize, by questions and personal observations, all aspects of city government operations so as to obtain independent information to assist the members in the formulation of sound policies to be considered by the council. Members shall have the authority to discuss any aspect of city government with city officers or employees, however, members are not authorized to issue orders or directives to city officers and employees because the supervision of said officers and employees is the responsibility of the city manager under Ordinance No. 89-0-457. In order to assist the manager in coordinating efforts of all city departments so as to achieve the greatest possible savings through the most efficient and sound means available, recommendations for improvement in city government operations should be made to and through the city manager.

**Section 19.**        **Boards and Commissions.** The council may establish boards and commissions and provide for their powers and duties, and the council may consolidate, merge, or abolish any of the said boards or commissions. The establishment, consolidation, merger, or abolishment of any boards or commissions shall be accomplished only by ordinance. Unless otherwise required by law or the city charter, all board and commission members shall be appointed by the mayor with the approval of the council. Initial appointments shall specify the term of office of



each individual in order to achieve overlapping tenure. All members shall be subject to removal by the appointing authority. Appointments to fill vacancies for unexpired terms shall also be made by the mayor with the approval of the council. Except as otherwise provided in this ordinance, each board and commission shall choose its own chairman and vice-chairman from its members and operate in accordance with the rules of procedures set forth in this ordinance, unless inconsistent with the provisions of the ordinance establishing the board or commission.

**Section 20.**            **Appointments to boards, commissions, and committees.**

A.        All appointments to city boards, commissions and lay committees shall be made in accordance with the Oregon Revised Statutes, the city charter and Section 19 of this ordinance. Appointees shall not be appointed to more than one board or commission at a time.

B.        Upon the expiration of the term of office for any board, commission or lay committee member, public notice of that expiration of term shall be made in the media. The person whose term of office has so expired may, if he/she chooses, apply for reappointment.

C.        Upon the start of each calendar year the city manager shall provide to all members of the city council a listing of all board, commission and committee terms due to expire in that year. The city manager shall further give written notice to all members of the city council of the expiration of the term of office of all members of boards, commissions and lay committees appointed by the mayor or council at least thirty (30) days prior to expiration date of said term of office. All appointments shall be presented by the mayor and confirmed by a majority vote of the councilors present and voting. In all appointments the mayor shall endeavor to submit to the council the names of persons nominated for appointment as far in advance as practicable to the date of the meeting wherein said appointment shall be considered.

**Section 21.**            **Maintenance of order and decorum of council meetings.**

It shall be the duty of the presiding officer to maintain order during council meetings. Vituperative Harsh or abusive language shall not be permitted. In the event of circumstances beyond the ability of the presiding officer to control, the that officer is empowered to instruct the police department to preserve order.



**Section 22.**        **Indoctrination Orientation of new council members.** To ensure an orderly transition or continuance of legislative authority, all newly elected or appointed council members shall be formally advised of current council affairs and procedures.

A.        Immediately upon election or appointment to the council, new members shall thenceforth be given copies of all printed materials which are distributed to other members of the council.

B.        Within ~~14~~ 7 days of election or upon appointment to the council of any new member, the ~~mayor, or in the mayor's absence the council president, or in the absence of both the city manager,~~ shall schedule ~~at least two work~~ the necessary study sessions for the sole purpose of the indoctrination orientation of the new member.

C.        Within ~~14~~ 7 days of election or upon appointment to the council, new members shall be given:

1. The ~~city charter~~ City Charter
2. Ethics Guide for Public Officials
3. Brookings Comprehensive Plan and Land Development Code
4. Selected ordinances and resolutions
5. L.O.C. Handbook for Oregon City Councilors
6. Current city budget and ~~Chart of Accounts~~ the most recent audit
7. Land Use Planning in Oregon, Rohse
8. Roster of city officials and standing committees

**Section 23.**        **Council Member Communications.** Unless authorized by a majority vote of the ~~City~~ Council to speak on their behalf, any written or oral communication by the ~~M~~mayor or any ~~City~~ Council member which could be interpreted as being representative of a position of the ~~City~~ Council in general, must contain a disclosure that the communication is solely that of the sender.

**Section 24.**        **Evaluation of Council Appointive Officers.** Council appointed officers of the city shall have their job performance evaluated at regular intervals. The results of each evaluation shall be reviewed and discussed with the officer and shall be filed in the officer's personnel record.



A. City Manager. The city manager shall be evaluated by the city council using council adopted criteria at least semi-annually. Upon initial employment the manager may be evaluated after his/her third and sixth months of service.

B. Municipal Judge and City Attorney. An annual evaluation of these offices shall be performed by the council in the month of March.

C. City Recorder. The recorder shall be evaluated by the city manager annually and the results of these evaluations shall be presented to the council.

**Section 25. Employee Attendance at Meetings.**

A. City Manager. The city manager shall attend all meetings of the council unless excused by the mayor and or the council. The manager may take part in all discussions concerning the welfare of the city. He/she shall have the authority to make recommendations to the council and when doing so shall present all reasonable alternatives for council consideration.

B. City Attorney. The city attorney, either in person or by deputy, shall attend at least one regular monthly meetings of the council unless excused by the mayor and or the council and shall attend all other special meetings, work study sessions and events as may be directed by the city manager, mayor or the council.

C. Officers and Employees. Any member of the council may request that the city manager direct any employee to attend any regular, special or executive meeting to confer with the council on matters relating to the city.

**Section 26. Severability clause.** If any provisions, part or parts of this ordinance shall be held to be unconstitutional, invalid or otherwise inoperative, such invalidity shall not effect other provisions hereof which can be given effect without the invalid provision, the remainder hereof shall remain in full force and effect as a valid and subsisting ordinance until repealed, and to this end the provisions of this ordinance are declared to be severable.

**[Effective October 18, 1991]**



First Reading: \_\_\_\_\_

Second Reading: \_\_\_\_\_

Passage: \_\_\_\_\_

Effective Date: \_\_\_\_\_

**Signed** by me in authentication of its passage this \_\_\_\_ day of \_\_\_\_\_,  
2000.

\_\_\_\_\_  
Bob Hagbom  
Mayor

ATTEST:

\_\_\_\_\_  
Gail L. Hedding,  
Finance Director/Recorder



# Memorandum

**TO:** Mayor, City Council

**FROM:** Leo Lightle, Community Development Director *LBX*

**THROUGH:** Tom Weldon, City Manager *Tom*

**DATE:** February 24, 2000

**ISSUE:** Awarding contract for the service body and crane for the new Ford pickup for the Treatment Plant Division.



Recommendation: The City Council award the purchase of a new service body and crane for a Treatment Plants Division pickup truck to Northside Truck Body and Equipment in the amount of \$7,562.

Background Bids for the service body and crane were opened February 23, 2000. One company bid on the service body and crane package (Northside Truck Body and Equipment of Portland). The bid was in the amount of \$7,562. A second bid was received on February 24, after the stated bid opening date and was deemed not responsive.

The City Council authorized staff to call for bids on a Treatment Plant Division shop truck and service body and crane at their December 6, 1999, meeting. The 1999-2000 budget includes money for a shop truck and a service body and crane with the cost divided evenly between the Water Treatment and Wastewater Treatment Divisions. The items were advertised independently of each other; the truck and chassis was bid as an item and the service body and crane was bid as an item.

Bids were opened on January 6, 2000, for the truck and chassis and at the Council meeting of January 10, 2000, Siegrist Ford, Brookings was awarded the purchase of the pickup in the amount of \$19,561.40.



**TO:** Mayor, City Council  
**FROM:** Leo Lightle, *LBL*  
Community Development Director  
**THROUGH:** Tom Weldon, City Manager *TW*  
**DATE:** March 7, 2000  
**ISSUE:** Brookings Biosolids Management Plan

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Community Development Department



**RECOMMENDATION:** The City Council amend our Engineering Contract with Brown and Caldwell to include a Brookings Biosolids Management Plan.

**BACKGROUND:** The City of Brookings is required to submit to the Oregon Department of Environmental Quality a Biosolids Management Plan. Brown and Caldwell has been working with the city's plan and design of sludge removal and sludge storage as part of the treatment plant expansion (sludge is now also call biosolids). Because of the work and information that Brown and Caldwell has regarding the biosolids of the City of Brookings it only makes sense to have them write the Biosolids Management Plan. It is a natural extension of their previous work. Brown and Caldwell will provide the final plan in writing as well as on computer disk so that we can update the plan in the future.



February 22, 2000

Mr. Joe Ingwerson  
Chief Operator  
City of Brookings Wastewater Treatment Plant  
901 Wharf Drive  
Brookings, Oregon 97415

13-16273



Subject: Proposal for Updating the Brookings Biosolids Management Plan

Dear Mr. <sup>Joe</sup>Ingwerson:

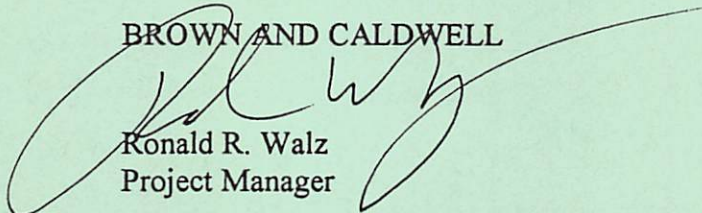
I am pleased to provide you with this proposal to update your Brookings Biosolids Management Plan (BMP). The BMP would be prepared by Mr. Steve Wilson in our Portland office. I have enclosed a copy of his resume for your information. Steve has prepared numerous BMPs and is very familiar with the CFR 503 regulations. The BMP will be submitted to DEQ for review and approval.

As we discussed, the City has most of the basic information required for the plan. The City needs the report assembled to meet DEQ standards and supplemented with additional information as necessary. Based on our understanding, we can produce an updated and approved BMP for the City of Brookings WWTP for \$5,000. This is based on the City providing us with the background information listed below. We look forward to working with the city on the BMP update. If you have any questions or comments, please feel free to contact me.

1. Annual DEQ/EPA report for last year.
2. DEQ land application site authorization letters.
3. Land application site location maps on USGS, SCS, or other map base.
4. Aerial photo showing land application sites.
5. Current and historical bio-solids test results for all required parameters.
6. Description of application equipment.
7. How application rates are determined and equipment calibrated.
8. Solids Q, acreage applied, and location for last year.
9. Any site monitoring such as background soil test results.

Very truly yours,

BROWN AND CALDWELL



Ronald R. Walz  
Project Manager

RRW:ps  
Enclosure



**CITY OF BROOKINGS**  
**SPECIAL COUNCIL STUDY SESSION MINUTES**  
City Hall Council Chambers  
898 Elk Drive, Brookings, OR 97415  
February 23, 2000  
10:00AM

***I. CALL TO ORDER***

Mayor Bob Hagbom called the meeting to order at 10:04AM.

***II. PLEDGE OF ALLEGIANCE***

Led by Councilor George Ciapusci

***III. ROLL CALL***

Council Present: Mayor Bob Hagbom, Councilors Frances Johns, and George Ciapusci, a quorum present.

Council Absent: Council President Larry Curry, Councilor Keith Pepper and Ex-Officio Councilors Shiloh Thom and Cindi Peterson, excused

Staff Present: City Manager Tom Weldon, Community Development Director Leo Lightle, Wastewater Treatment Plants Chief Operator Joe Ingwersen, and Planning Director John Bischoff

Media Present: Chuck Hayward, Curry Coastal Pilot

Other: Clay Baumgartner and Richard Nored of HGE, Inc.

***IV. WATER MANAGEMENT AND CONSERVATION PLAN - HGE, Inc., Architects Engineers Surveyors & Planners***

Clay Baumgartner reminded the Council HGE, Inc. was preparing three reports for the City: 1) supply and water treatment plan, 2) water master plan, and 3) water conservation plan - which is required by the state. He noted the City had applied and received a \$25,000 grant to help finance these studies. Today, their focus will be on supply and water treatment plant facilities plan, which is not completed. The report given was just an update for the Council's information. They are using a three percent growth rate (from our comprehensive plan) for their studies.



Baumgartner continued with a review of the City's water system and its needs for future improvements, expansions and estimated costs they (HGE) believe will be necessary to serve a growing community.

Questions from the Council were answered by the engineers and their staff.

V. **OTHER**  
None

VI. **ADJOURNMENT**  
The meeting was adjourned by Mayor Hagbom at 11:38AM.

Respectfully submitted:

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Bob Hagbom  
Mayor

ATTEST:

---

Gail L. Hedding  
Finance Director/Recorder



**CITY OF BROOKINGS  
COMMON COUNCIL MEETING MINUTES  
City Hall Council Chambers  
898 Elk Drive, Brookings, OR 97415  
February 28, 2000  
7:00PM**

***I. CALL TO ORDER***

Mayor Bob Hagbom called the meeting to order at 7:01PM, and reminded the audience and Council the meeting tonight would be televised live, and that he appreciated all those in attendance and watching for their patience and understanding during this new process.

***II. PLEDGE OF ALLEGIANCE***

Led by Council President Larry Curry

***III. ROLL CALL***

Council Present: Mayor Bob Hagbom, Councilors Larry Curry, Keith Pepper, George Ciapusci, and Student Ex-Officios Shiloh Thom and Cindi Peterson, a quorum present.

Council Absent: Councilor Frances Johns, excused.

Staff Present: City Manager Tom Weldon, Fire Chief William Sharp, Police Chief Ken Lewis, WWTP Operator Assistant Dave Ford, Police Officer Josh Pieren, Community Policing Officer Barbara Palicki, McGruff, Eddie Eagle, and Administrative Secretary Sharon Ridens

Media Present: Chuck Hayward, Curry Coastal Pilot, and William Dwinell, KURY Radio

Other: Chamber of Commerce Executive Director Les Cohen, Augie Kofoet-Vice President Businesses for a Better Brookings, General Manager of Cal-Ore Life Flight Ground and Air Dan Brattain, and approximately 12 other citizens, including former Mayor Nancy Brendlinger

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

***A. Announcements***

- 1. Dave Ford - New Employee/WWTP-Treatment Plants Operator Assistant***  
City Manager Tom Weldon introduced and provided a brief background of



new employee Dave Ford to the Council.

2. *Josh Pieren - New Temporary Employee/Police Department- School Resource Officer*  
Police Chief Ken Lewis introduced the new SRO Josh Pieren, a temporary employee.
3. *Public Safety Trading Cards - Community Policing Officer Barbara Palicki*  
Officer Barbara Palicki brought Eddie Eagle and McGruff to announce the "kick-off" of the Public Safety Trading Cards program for the community children. She told the Council there were sixteen separate cards, available upon request from the participating officers, including the Fire Chief Bill Sharp, Detective John Bishop, and Hojee, the K-9 Officer. Palicki proudly reported the program was made possible by a grant and local businesses sponsoring a card (person). Mayor Hagbom was officially given the first set.

City Manager Weldon acknowledged the assistance from Charter Communication's employee Tracy Ellenbecker, who was present tonight to assure the televising and taping of tonight's meeting ran smoothly. Mayor Hagbom noted Past Mayor Nancy Brendlinger's presence in the audience, who has long worked towards televising these meetings.

V. **PUBLIC HEARING**

None

VI. **SCHEDULED PUBLIC APPEARANCES**

- A. *Jim Burfield - Curry County Transit*  
Mayor Hagbom called for Jim Burfield, but he was not present. The agenda continued.

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

- A. *Committee and Liaison reports*
  1. *Chamber of Commerce*  
President Richard Gyuro, in the absence of Executive Director Les Cohen, who was attending a conference, advised the Council the Chamber was currently preparing for the Azalea Festival. A theme has been selected and crowning the princesses will take place on the second Thursday in March. Gyuro gave a brief report on the business plan for the fiscal year 2000-2001, which includes developing a plan for future economic development.



He also noted the Fred Meyer information center has turned out to be one of the Chamber's best advertisers, because of the ease in which visitors (especially those with RV's) can see and retrieve the information. The brochure fill rate is higher than any of the other information centers. Guyro made special notation to the Council that this facility was being provided free to the Chamber and therefore no bed tax dollars were being used to maintain it.

Councilor Keith Pepper asked for the Azalea Festival Theme - Sand Castle Days Lighthouse Nights

2. *Businesses for a Better Brookings*

Vice President Augie Kofoet made reference to a letter to the editor of The Curry Coastal Pilot, in which a visitor to the community commended the extensive use of the American Flags. Kofoet asked the Mayor for a status of the last Council meeting's request from Businesses for a Better Brookings, for funding of some of their community expenses. Mayor Hagbom explained the City is in the middle of the budget process, and that the Council receives many requests from individuals and groups. These requests will be passed on to the Budget Committee when they convene. City Manager Weldon detailed further the budget process. Kofoet proceeded with questions regarding the goals, but was confused thinking the Council's newly adopted goals were the budget items. Mayor Hagbom and Weldon clarified the differences and that the Budget Committee meets to consider all requests proposed, noting the Council Goals are only a small portion of the budget. Weldon suggested Kofoet call him for further questions and clarifications.

3. *Port of Brookings-Harbor*

None

4. *Council Liaisons*

Councilor George Ciapusci attended the Port of Brookings meeting reporting on the Harbor Restoration, grant applications, hiring of Beach front RV hosts, awarding a bid for major electrical supplies and installation, and finally a discussion of a possible public meeting on a law enforcement levy. Subsequently the matter was withdrawn when the Port found out it could not legally be done. Ciapusci also reported there was a review of a draft for a hotel site lease and an update on the boat basin project.

Councilor Keith Pepper advised he would be attending a legal advocacy meeting (League of Oregon Cities) this coming Friday, in Salem.



B. *Unscheduled*

Dr. Charles Harmon of Box 4031, Brookings, asked Mayor Hagbom to address the alleged recent incidents of discrimination by City employees and demanded a public hearing to review the matter. Mayor Hagbom advised Harmon, he had just become aware of contents of the letter he was referring to at approximately 5:00PM today. Hagbom stated he did not know Harmon's reason for taking up this person's cause, especially since Harmon himself did not live within the City limits of Brookings. Hagbom stated there would be no public hearing on the matter. Mayor Hagbom thanked him (Harmon) for comments, and asked him to be seated.

**VIII. STAFF REPORTS**

A. *City Manager*

1. *Acceptance of "Curry Governments" By-laws and appointment of Voting Representative and Alternate*

City Manager Tom Weldon explained that the "Tri-Cities" group, made up of the County and three cities is changing so as to help us communicate better among ourselves and so we, as a group, can have more influence in world affairs. Weldon referred to bylaws presented by the new group - "Curry Governments". He advised each of seven governments (three cities, three port districts and Curry County) are being asked to adopt the by-laws, so that when issues come to light, they can come together to support or not. Weldon recommended the Council approve the bylaws as presented, appoint Mayor Hagbom as "primary" voting representative for the City, and appoint Council President Curry as "alternate" voting representative for the City.

There was no discussion.

**Councilor Ciapusci moved, Councilor Pepper seconded, and the Council voted unanimously to accept the "Curry Governments" by-laws as presented, to appoint Mayor Bob Hagbom as the primary and Council President Curry as the alternate for voting on behalf of the City of Brookings.**

2. *Acceptance of SWACT By-laws ~ adopt*

City Manager Weldon reviewed the status of the South West Area Commission on Transportation (SWACT) by-laws with the council and recommended the Council adopt the resolution accepting the SWACT by-laws and appoint Mayor Hagbom as the City's primary voting representative and himself, as the alternate voting representative to the Highway 101 Southern group. There was no discussion.



**Councilor Pepper moved, Councilor Curry seconded, and the Council voted unanimously to adopt the SWACT by-laws by Resolution No. 00-R-669, and appoint Mayor Bob Hagbom as the primary and City Manager Tom Weldon as the alternate voting representatives from the City of Brookings.**

3. *2000-2001 Council Goals*

City Manager Weldon reviewed the process during goals study session held February 16, 2000, of which all five of the Council attended. It included a review of this year's goals and their status, and the 19 areas interested for consideration for the 2000-2001 Council Goals. Weldon recommended the Council adopt the final eleven goals that remained after their study session discussion, not in priority order.

**Councilor Curry moved, Councilor Ciapusci seconded, and the Council voted unanimously to adopt the following goals for fiscal year 2000-2001 (alphabetically - not priority listed):**

- 1) **DOWNTOWN REVITALIZATION: Begin implementation of downtown revitalization plan**
- 2) **FIBER OPTICS: \*Easements \* Franchise \* "POPS" (Access) in Brookings**
- 3) **FIRE DEPARTMENT: \* Obtain funding for and build a 3-bay addition to Fire Hall \* Take bids and order new fire truck**
- 4) **GRANT WRITER**
- 5) **LAND/OFFICE SPACE: Identify options - New Businesses**
- 6) **PARKS MASTER PLAN: Develop and adopt a master plan for all Brookings' parks**
- 7) **SWIMMING POOL: Enhancements (refurbishing and cover)**
- 8) **TRANSPORTATION SYSTEM: \* Continue to work on U.S. 101 Couplet \* Overlays \* Sidewalks**
- 9) **URBAN GROWTH BOUNDARY: Continue work**
- 10) **WATER SYSTEM: \* Implement Water Management Plan \* Treatment Plant and associated**



**lines upgrade \* Build one million gallon Reservoir and associated lines**

**11) YOUTH ACTIVITIES: Expand opportunities and continue city involvement with youth**

Mayor Hagbom noted and thanked Student Ex-Officios Thom and Peterson for any and all input throughout the evening.

**Councilor Ciapusci moved, Councilor Curry seconded, and the Council voted unanimously to add to the agenda the matter of dispatching for Cal-Ore Life Flight Ground and Air 911 Emergency Ambulance Services.**

City Manager Weldon informed the Council of an urgent situation which has come up recently due to a notice that BECCO, Inc. had been sold and as of March 1, 2000, would not be providing ambulance dispatching. Weldon reviewed what is currently happening during a 911 call, and what would be occurring as of March 1, 2000, if the Council accepted his recommendation. He stated our 911 dispatchers will do all the ambulance dispatching, and our citizens, who call for this service, will probably not notice any change - if anything, their calls for help will be answered smoother and quicker. Weldon proposed a new short term agreement between the City and the ambulance company. Because of the short notice, they (Cal-Ore and the City) have not ironed out all the language details necessary for a long term contract between the City and the ambulance service. He noted City Attorney John Trew and General Manager Dan Brattain, present in the audience, had met to present the proposed agreement. Weldon and Brattain recommended the Council authorize Mayor Hagbom to sign agreement so that we can provide complete ambulance dispatching. Discussion ensued with Cal-Ore Life Flight Ground and Air General Manager Dan Brattain of Box 1986, Brookings and Weldon answering questions from the Council. Brattain agreed he would be amicable to 90 days for having a permanent contract - under "termination and renewal". Corrections were suggested and made on the contract, and again, Brattain agreed.

**Councilor Pepper moved, Councilor Ciapusci seconded, and the Council voted unanimously to approve the temporary contract between the City and Cal-Ore Life Flight Ground and Air, as amended under "Termination and Renewal" by changing the effective dates to "March 1, 2000, and shall continue in effect for an initial term ending June 1, 2000.", and to authorize Mayor Bob**



**Hagbom to sign the contract on behalf of the Council.**

**IX. CONSENT CALENDAR**

- A. *Approval of Council Meeting Minutes*
  - 1. *Minutes of February 14, 2000, Regular Council Meeting*
- B. *Acceptance of Parks and Recreation Commission Minutes*
  - 1. *Minutes of January 27, 2000, Regular Commission Meeting*

*(end Consent Calendar)*

Administrative Secretary Sharon Ridens noted a correction in the minutes - page 6 of 11, second line. A discussion ensued regarding the Parks and Recreation Commission minutes of January 27, 2000, regarding comment about the Elks Lodge. After Weldon explained that the correction had been made at the Commission's February 24, 2000, meeting, it was a Council consensus to eliminate agenda item IX.B. from the consent calendar until after the next Parks and Recreation Commission meeting whereby they would accept their February 24, 2000 minutes.

**Councilor Pepper moved, Councilor Ciapusci seconded, and the Council voted unanimously to approve the consent calendar with the exclusion of Agenda Item No. IX.B.**

**X. ORDINANCES/RESOLUTIONS/FINAL ORDERS**

- A. *Ordinances*

None
- B. *Resolutions*
  - 1. *Approval of Resolution No. 00-R-668, for adopting "Curry Governments" By-laws*

**Councilor Curry moved, Councilor Pepper seconded, and the Council voted unanimously to approve Resolution No. 00-R668, adopting "Curry Governments" by-laws.**
  - 2. *Approval of Resolution No. 00-R-669, for adopting "SWACT" By-laws*

Approved previously under Agenda Item No. VIII.A.2.

Mayor Hagbom acknowledged Jim Burfield, who was now in the audience.

Curry Public Transit Manager Jim Burfield, Chetco Senior Center, Chetco Lane, Brookings, summarized the successful program and experiences of last summer's



downtown shuttle, even though there was lower usage than expected. He stated they had over estimated the number of people who would use the service, but they had learned from the problems presented with promotion and advertisement and the changing type of tourist and their needs daily and hourly. Burfield stated they would be improving the program.

Discussion ensued, with Councilor Pepper speaking of the success with the Bandon transit area and Burfield noting the trend line for the transit need is good, soon to be serving and connecting more towns more effectively - particularly those in the north county. Mayor Hagbom asked Burfield if he wanted to discuss this at the "Tri-Cities/Curry Governments" meeting set for March 8, 2000, at 7:00Pm in Gold Beach. Burfield agreed and Weldon will make arrangements for Burfield to be on agenda . Burfield was given special appreciation for the Chetco Sr. Center, it's bus drivers and other volunteers who have made this project happen.

***XI. REMARKS FROM MAYOR AND COUNCILORS***

*A. Council*  
None

*B. Mayor*  
Mayor Hagbom thanked everyone for their consideration during this first televised meeting and reminded the Council of the previously mentioned Tri-Cities meeting on March 8, 2000 in the Gold Beach City Hall.

***XII. ADJOURNMENT***

**Councilor Ciapusci moved, Councilor Curry seconded, and the Council voted unanimously to adjourn the meeting at 8:05PM.**

Respectfully submitted:

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Bob Hagbom  
Mayor

ATTEST:

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Gail L. Hedding  
Finance Director/Recorder



**MINUTES  
BROOKINGS PLANNING COMMISSION  
REGULAR MEETING  
February 1, 2000**

The regular meeting of the Brookings Planning Commission was called to order by Chair Ted Freeman 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.

Ted Freeman	Vikki Nuss	John Bischoff, Planning Director
Judi Krebs	Marv Lindsey	Linda Barker, Secretary
Richard Gyuro	Earl Breuer	

Commissioner Dentino was not present.

**CHAIRPERSON ANNOUNCEMENTS**

Chair Freeman introduced and welcomed new Commissioner Richard Gyuro. Commissioner Gyuro replaces Reily Smith who resigned his position in December to take employment elsewhere.

The Chair also announced that Commissioner Lindsey will be presenting the 1999 Planning Commission Annual Report to the City Council at their meeting February 14.

**MINUTES**

By a 3-0 vote (motion: Commissioner Breuer, second: Commissioner Freeman; voting for Commissioners Breuer, Freeman and Krebs; abstaining as they were not present at the January 4, 2000, meeting: Commissioners Lindsey, Gyuro and Nuss) the Planning Commission approved the minutes of the January 4, 2000, regular meeting as written.

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

None

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

1. By a 6-0 vote (motion: Commissioner Breuer, second: Commissioner Lindsey) the Planning Commission approved the final map (SUB-1-99/FIN) for a 14 lot subdivision located on Old County Road; Alberto and Eloise Rosichelli, applicants. This subdivision was approved January 5, 1999.

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

1. By a 5-0 vote (motion: Commissioner Krebs, second: Commissioner Lindsey; Commissioner Breuer declared ex parte contact and left the bench. He also removed himself from the meeting chamber) the Planning Commission will send a favorable recommendation to the City Council for File No. CZ-1-00, a request for a zone change from R-2 (Two-family Residential) to R-3 (Multiple-family Residential) for a 12,820 ± sq. ft. parcel of land located on the north side of Easy Street, approximately 100 feet west of Pioneer Road, more specifically 602 Easy Street; Anthony and Shirley Ardagna, applicants.





2. He also reported on the meeting held in November, 1999, with the farmers of the Harbor bench and efforts to mitigate and satisfy the farmers concerns over their ability to continue normal farming practices when the UGB is adopted adjacent to their property.
3. A quarterly report will be prepared and presented at the March meeting.
4. Commissioner Krebs asked about the letter the city had received from ODOT regarding the "S" curve on Dawson Road and the city's response. Director Bischoff will make a copy of the letter available to the Commissioners and report on the city's response at the next Planning Commission meeting.

The Commission recessed from 8:10 to 8:15 p.m.

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

1. By a 4-1 vote (voting for: Commissioners Breuer, Freeman, Nuss and Lindsey; voting against: Commissioner Krebs; abstaining: Commissioner Gyuro) the Planning Commission approved the 1999 Annual Report with a correction to the spelling of Commissioner Nuss's first name (Vikki instead of Vicki). The report will be presented at the February 14 City Council meeting by Marv Lindsey, the 1999 Planning Commission Chair.

#### **ADJOURNMENT**

There being no further business before the Planning Commission, the meeting was adjourned at 8:30 p.m.

Respectfully submitted,

**BROOKINGS PLANNING COMMISSION**

  
Ted Freeman, Jr., Chair



Per	Date	Check No	Vendor No	Payee	Check GL Account Number	Amount
02/00	02/04/2000	35804	100	Anchor Lock & Key	10-00-2005	50.00
02/00	02/04/2000	35805	496	APSCO	10-00-2005	1,175.62
02/00	02/04/2000	35806	303	Associated Bag Company	10-00-2005	132.09
02/00	02/04/2000	35807	148	B-H Chamber of Commerce	10-00-2005	3,521.52
02/00	02/04/2000	35808	146	Bay West Supply, Inc	10-00-2005	87.02
02/00	02/04/2000	35809	138	Becco, Inc	10-00-2005	85.85
02/00	02/04/2000	35810	546	Booth & Collinson	10-00-2005	100.00
02/00	02/04/2000	35811	559	Brian Branton	10-00-2005	33.85
02/00	02/04/2000	35812	541	Brookings Elks Lodge #1934	10-00-2005	4,161.50
02/00	02/04/2000	35813	313	Brookings Vol Firefighters	10-00-2005	1,666.67
02/00	02/04/2000	35814	192	Brown & Caldwell	10-00-2005	55,536.40
02/00	02/04/2000	35815	563	Byron Thompson	10-00-2005	10.12
02/00	02/04/2000	35816	159	CAL/OR Insurance Specialist	10-00-2005	397.00
02/00	02/04/2000	35817	528	Caselle, Inc	10-00-2005	840.00
02/00	02/04/2000	35818	112	Ciba Specialty Chemicals	10-00-2005	2,447.55
02/00	02/04/2000	35819	306	Coastal Carpet Cleaning	10-00-2005	665.00
02/00	02/04/2000	35820	150	Coastal Coffee Service	10-00-2005	61.00
02/00	02/04/2000	35821	548	Coastal Copiers Sales & Leasin	10-00-2005	132.56
02/00	02/04/2000	35822	183	Colvin Oil Company	10-00-2005	1,014.72
02/00	02/04/2000	35823	182	Coos-Curry Electric	10-00-2005	8,192.98
02/00	02/04/2000	35824	389	Cummins Northwest	10-00-2005	1,373.87
02/00	02/04/2000	35825	566	Curry County Clerk	10-00-2005	106.00
02/00	02/04/2000	35826	173	Curry Equipment Company	10-00-2005	39.90
02/00	02/04/2000	35827	166	Dan's Auto & Marine Electric	10-00-2005	381.94
02/00	02/04/2000	35828	129	David Evans & Associates, Inc	10-00-2005	3,245.00
02/00	02/04/2000	35829	567	Deborah Fries	10-00-2005	26.00
02/00	02/04/2000	35830	185	Del Cur Supply	10-00-2005	17.80
02/00	02/04/2000	35831	196	DHR Child Support Unit	10-00-2005	481.39
02/00	02/04/2000	35832	562	Didi Burke	10-00-2005	46.46
02/00	02/04/2000	35833	560	Dorian & Liz James	10-00-2005	27.70
02/00	02/04/2000	35834	145	EBS Trust	10-00-2005	57.00
02/00	02/04/2000	35835	552	Edward VanVliet	10-00-2005	20.67
02/00	02/04/2000	35836	409	VOID	10-00-2005	.00
02/00	02/04/2000	35837	419	Enviro Technologies Int	10-00-2005	662.50
02/00	02/04/2000	35838	105	First Impressions	10-00-2005	85.00
02/00	02/04/2000	35839	529	Flora Pacifica Inc	10-00-2005	50.00
02/00	02/04/2000	35840	298	Freeman Rock Enterprises, Inc	10-00-2005	228.14
02/00	02/04/2000	35841	561	G. Stephen Demiers	10-00-2005	14.92
02/00	02/04/2000	35842	289	Gail Hedding	10-00-2005	76.38
02/00	02/04/2000	35843	154	Hagen's Dry Cleaners	10-00-2005	65.45
02/00	02/04/2000	35844	131	HGE, Inc	10-00-2005	24,438.30
02/00	02/04/2000	35845	568	IAPE	10-00-2005	35.00
02/00	02/04/2000	35846	201	ICMA Retirement Trust 457	10-00-2005	998.00
02/00	02/04/2000	35847	558	Jessie Faltinson	10-00-2005	13.87
02/00	02/04/2000	35848	569	Jim Zastrow	10-00-2005	985.00
02/00	02/04/2000	35849	438	John Bishop	10-00-2005	26.59
02/00	02/04/2000	35850	162	Kerr Hardware	10-00-2005	313.71
02/00	02/04/2000	35851	262	Kim Hunnicutt Court Reporting	10-00-2005	159.00
02/00	02/04/2000	35852	137	LauraLee Gray	10-00-2005	197.60
02/00	02/04/2000	35853	448	Leo Lightle	10-00-2005	73.00
02/00	02/04/2000	35854	328	Les Schwab Tire Company	10-00-2005	103.35
02/00	02/04/2000	35855	556	Marco Rosichelli	10-00-2005	7.36
02/00	02/04/2000	35856	553	Mary Anderson	10-00-2005	45.00
02/00	02/04/2000	35857	538	McGraw-Hill Companies	10-00-2005	136.75
02/00	02/04/2000	35858	557	Michael & Katie Kraynak	10-00-2005	1.14
02/00	02/04/2000	35859	554	Mike Cremarosa	10-00-2005	10.54
02/00	02/04/2000	35860	155	Mory's	10-00-2005	119.90

Per	Date	Check No	Vendor No	Payee	Check GL Account Number	Amount
02/00	02/04/2000	35861	140	Newman Traffic Signs	10-00-2005	177.10
02/00	02/04/2000	35862	573	OBOA	10-00-2005	50.00
02/00	02/04/2000	35863	572	OMFOA	10-00-2005	225.00
02/00	02/04/2000	35864	545	OR Admin Rules Unit	10-00-2005	300.00
02/00	02/04/2000	35865	374	OR Downtown Dev Assn	10-00-2005	20.00
02/00	02/04/2000	35866	144	OR Teamster Emp Trust-Union	10-00-2005	6,617.38
02/00	02/04/2000	35867	189	OR Teamster Employers Trust	10-00-2005	13,234.76
02/00	02/04/2000	35868	542	Oregon Department of Justice	10-00-2005	40.00
02/00	02/04/2000	35869	143	Oregon Department of Revenue	10-00-2005	3,869.69
02/00	02/04/2000	35870	205	PERS Retirement	10-00-2005	7,809.84
02/00	02/04/2000	35871	206	Pitney Bowes, Inc	10-00-2005	488.00
02/00	02/04/2000	35872	323	Pitneyworks	10-00-2005	515.00
02/00	02/04/2000	35873	322	Postmaster	10-00-2005	500.00
02/00	02/04/2000	35874	500	ProRider, Inc	10-00-2005	238.00
02/00	02/04/2000	35875	492	PW Athletic Company	10-00-2005	53.00
02/00	02/04/2000	35876	187	Quality Fast Lube & Oil	10-00-2005	50.90
02/00	02/04/2000	35877	207	Quill Corporation	10-00-2005	827.74
02/00	02/04/2000	35878	181	Ramcell of Oregon	10-00-2005	195.35
02/00	02/04/2000	35879	493	Ray Allen Manufacturing	10-00-2005	78.90
02/00	02/04/2000	35880	214	Regence Life & Health Ins	10-00-2005	222.60
02/00	02/04/2000	35881	199	Richard Harper	10-00-2005	300.00
02/00	02/04/2000	35882	429	Sportsdecals, Inc	10-00-2005	428.75
02/00	02/04/2000	35883	570	State of Oregon-Corp Div	10-00-2005	20.00
02/00	02/04/2000	35884	571	Sunriver Resort	10-00-2005	239.40
02/00	02/04/2000	35885	555	Tammy Beckley	10-00-2005	30.74
02/00	02/04/2000	35886	213	Teamsters Local Union 223	10-00-2005	542.00
02/00	02/04/2000	35887	142	Tidewater Contractors Inc	10-00-2005	62,306.53
02/00	02/04/2000	35888	539	Touchstone Engraving	10-00-2005	75.00
02/00	02/04/2000	35889	295	Tsunami Computer Service	10-00-2005	19.95
02/00	02/04/2000	35890	138	United Pipe & Supply Co Inc	10-00-2005	402.81
02/00	02/04/2000	35891	268	US Filter Company	10-00-2005	437.10
02/00	02/04/2000	35892		Information Only Check	10-00-2005	.00 V
02/00	02/04/2000	35893	157	Viking Office Products	10-00-2005	1,115.89
02/00	02/04/2000	35894	551	Western Pacific Tree Service	10-00-2005	75.00
02/00	02/04/2000	35895	564	William & Wilma Moore	10-00-2005	44.25
02/00	02/04/2000	35896	253	Xerox Corporation	10-00-2005	194.78
02/00	02/04/2000	35897	541	Brookings Elks Lodge #1934	10-00-2005	221.00
02/00	02/11/2000	35898	103	Amazing Computers	10-00-2005	2,784.75
02/00	02/11/2000	35899	574	Baseball Cards & More	10-00-2005	180.00
02/00	02/11/2000	35900	110	Brookings Auto Parts	10-00-2005	133.62
02/00	02/11/2000	35901	251	Brookings Sports Unlimited	10-00-2005	1,795.00
02/00	02/11/2000	35902	149	Carpenter Auto Center	10-00-2005	747.26
02/00	02/11/2000	35903	183	Colvin Oil Company	10-00-2005	1,376.94
02/00	02/11/2000	35904	182	Coos-Curry Electric	10-00-2005	992.77
02/00	02/11/2000	35905	151	Curry Coastal Pilot	10-00-2005	240.25
02/00	02/11/2000	35906	195	Curry Transfer & Recycling	10-00-2005	80.85
02/00	02/11/2000	35907	259	Da-Tone Rock Products	10-00-2005	247.66
02/00	02/11/2000	35908	117	Dan's Photo & Cameras	10-00-2005	40.98
02/00	02/11/2000	35909	185	Del Cur Supply	10-00-2005	163.84
02/00	02/11/2000	35910	409	Emblem Enterprises	10-00-2005	643.47
02/00	02/11/2000	35911	153	Ferrellgas	10-00-2005	567.83
02/00	02/11/2000	35912	332	Gable's Construction	10-00-2005	1,744.00
02/00	02/11/2000	35913	198	Grants Pass Water Lab	10-00-2005	133.00
02/00	02/11/2000	35914	296	GTE	10-00-2005	1,851.48
02/00	02/11/2000	35915	197	GTE Northwest	10-00-2005	1,357.64
02/00	02/11/2000	35916	576	Har-Brook Jewelers	10-00-2005	23.20
02/00	02/11/2000	35917	394	Internet Technologies Inc	10-00-2005	136.00

M = Manual Check, V = Void Check



Per	Date	Check No	Vendor No	Payee	Check GL Account Number	Amount
02/00	02/11/2000	35918	137	LauraLee Gray	10-00-2005	80.00
02/00	02/11/2000	35919	373	McMurray & Sons Roofing	10-00-2005	15.30
02/00	02/11/2000	35920	584	Oregon Municipal Judges Assn	10-00-2005	75.00
02/00	02/11/2000	35921	293	Petty Cash	10-00-2005	228.12
02/00	02/11/2000	35922	180	Ray's Food Place	10-00-2005	35.95
02/00	02/11/2000	35923	169	Roto Rooter of Curry County	10-00-2005	3,854.60
02/00	02/11/2000	35924	380	Stadelman Electric	10-00-2005	460.65
02/00	02/11/2000	35925	156	That Special Touch Florist	10-00-2005	182.40
02/00	02/11/2000	35926	179	Trew & Cyphers	10-00-2005	1,999.00
02/00	02/11/2000	35927	161	United Communications Inc	10-00-2005	551.82
02/00	02/11/2000	35928	407	United Parcel Service	10-00-2005	45.65
02/00	02/18/2000	35931	527	AWWA Short School	10-00-2005	405.00
02/00	02/18/2000	35932	190	Bankcard Center	10-00-2005	1,244.89
02/00	02/18/2000	35933	174	Barbara Palicki	10-00-2005	35.04
02/00	02/18/2000	35934	146	Bay West Supply, Inc	10-00-2005	172.92
02/00	02/18/2000	35935	138	Becco, Inc	10-00-2005	142.00
02/00	02/18/2000	35936	251	Brookings Sports Unlimited	10-00-2005	134.97
02/00	02/18/2000	35937	418	C.E.D.	10-00-2005	204.62
02/00	02/18/2000	35938	588	Cardinal Services Inc	10-00-2005	37.50
02/00	02/18/2000	35939	150	Coastal Coffee Service	10-00-2005	41.00
02/00	02/18/2000	35940	183	Colvin Oil Company	10-00-2005	677.93
02/00	02/18/2000	35941	182	Coos-Curry Electric	10-00-2005	2,816.96
02/00	02/18/2000	35942	497	Curry County Computer Services	10-00-2005	50.00
02/00	02/18/2000	35943	259	Da-Tone Rock Products	10-00-2005	180.18
02/00	02/18/2000	35944	284	Day-Wireless Systems	10-00-2005	886.50
02/00	02/18/2000	35945	371	DEQ Business Office	10-00-2005	240.00
02/00	02/18/2000	35946	196	DHR Child Support Unit	10-00-2005	481.39
02/00	02/18/2000	35947	491	Entenmann Rovin Company	10-00-2005	1,234.10
02/00	02/18/2000	35948		Void Check	10-00-2005	.00 V
02/00	02/18/2000	35949	113	Fred Meyer	10-00-2005	107.96
02/00	02/18/2000	35950	298	Freeman Rock Enterprises, Inc	10-00-2005	2,976.00
02/00	02/18/2000	35951	332	Gable's Construction	10-00-2005	329.00
02/00	02/18/2000	35952	201	ICMA Retirement Trust 457	10-00-2005	998.00
02/00	02/18/2000	35953	593	James Eibel	10-00-2005	20.07
02/00	02/18/2000	35954	262	Kim Hunnicutt Court Reporting	10-00-2005	21.00
02/00	02/18/2000	35955	121	Lane County, Finance	10-00-2005	920.00
02/00	02/18/2000	35956	271	Larry Curry	10-00-2005	260.08
02/00	02/18/2000	35957	203	Marquess & Associates, Inc	10-00-2005	29.00
02/00	02/18/2000	35958	339	Mike Cooper	10-00-2005	59.01
02/00	02/18/2000	35959	583	Motor Vehicles Division	10-00-2005	26.00
02/00	02/18/2000	35960	283	Muffler & More	10-00-2005	74.00
02/00	02/18/2000	35961	290	Nat'l Crime Prevention Council	10-00-2005	299.77
02/00	02/18/2000	35962	286	NEBS	10-00-2005	247.95
02/00	02/18/2000	35963	425	Northwestern Aquatic Sciences	10-00-2005	3,300.00
02/00	02/18/2000	35964	589	Ocean Terrace Condominiums	10-00-2005	369.18
02/00	02/18/2000	35965	580	OFCA	10-00-2005	255.00
02/00	02/18/2000	35966	375	OR Department of Revenue	10-00-2005	7.50
02/00	02/18/2000	35967	143	Oregon Department of Revenue	10-00-2005	3,862.95
02/00	02/18/2000	35968	579	Oregon Dept of Justice	10-00-2005	40.00
02/00	02/18/2000	35969	252	Paramount Pest Control	10-00-2005	31.00
02/00	02/18/2000	35970	205	PERS Retirement	10-00-2005	7,686.48
02/00	02/18/2000	35971	187	Quality Fast Lube & Oil	10-00-2005	33.90
02/00	02/18/2000	35972	278	Ron Plaster	10-00-2005	1,000.00
02/00	02/18/2000	35973	169	Roto Rooter of Curry County	10-00-2005	67.20
02/00	02/18/2000	35974	524	Salishan Lodge	10-00-2005	407.04
02/00	02/18/2000	35975	591	Salmon Run	10-00-2005	35.00
02/00	02/18/2000	35976	517	Santiam Emergency Equipment	10-00-2005	105.90

Per	Date	Check No	Vendor No	Payee	Check GL Account Number	Amount
02/00	02/18/2000	35977	540	South Coast Lumber	10-00-2005	44,311.08
02/00	02/18/2000	35978	380	Stadelman Electric	10-00-2005	3,303.85
02/00	02/18/2000	35979	341	U.S. Department of Justice	10-00-2005	54.25
02/00	02/18/2000	35980	136	United Pipe & Supply Co Inc	10-00-2005	30.00
02/00	02/18/2000	35981	212	White House Sales	10-00-2005	912.93
02/00	02/18/2000	35982	594	William J Davis	10-00-2005	29.83
02/00	02/18/2000	35983	592	Words and Pictures	10-00-2005	54.56
02/00	02/18/2000	35984	269	VW Grainger	10-00-2005	220.11
02/00	02/18/2000	35985	253	Xerox Corporation	10-00-2005	303.54
02/00	02/18/2000	35986	178	Chetco Pharmacy & Gift	10-00-2005	2.79
02/00	02/18/2000	35987	499	Fastenal Company	10-00-2005	118.49
02/00	02/18/2000	35988	152	FedEx	10-00-2005	45.50
02/00	02/24/2000	35989	280	ADS Equipment	10-00-2005	897.65
02/00	02/24/2000	35990	167	American Sigma	10-00-2005	188.10
02/00	02/24/2000	35991	599	Andrew C Stringer	10-00-2005	17.68
02/00	02/24/2000	35992	303	Associated Bag Company	10-00-2005	134.80
02/00	02/24/2000	35993	527	AWWA Short School	10-00-2005	135.00
02/00	02/24/2000	35994	415	Baudville Inc	10-00-2005	66.80
02/00	02/24/2000	35995	192	Brown & Caldwell	10-00-2005	295.00
02/00	02/24/2000	35996	193	Central Equipment Co, Inc	10-00-2005	129.96
02/00	02/24/2000	35997	547	Charts Inc	10-00-2005	56.55
02/00	02/24/2000	35998	150	Coastal Coffee Service	10-00-2005	51.50
02/00	02/24/2000	35999	183	Colvin Oil Company	10-00-2005	1,284.78
02/00	02/24/2000	36000	182	Coos-Curry Electric	10-00-2005	9,198.84
02/00	02/24/2000	36001	595	D P Sales	10-00-2005	3,140.00
02/00	02/24/2000	36002	543	Eagle Equipment	10-00-2005	3,495.00
02/00	02/24/2000	36003	145	EBS Trust	10-00-2005	59.00
02/00	02/24/2000	36004	409	Emblem Enterprises	10-00-2005	198.10
02/00	02/24/2000	36005	113	Fred Meyer	10-00-2005	118.80
02/00	02/24/2000	36006	119	Gall's Inc	10-00-2005	372.98
02/00	02/24/2000	36007	605	Gene Allen	10-00-2005	7.33
02/00	02/24/2000	36008	131	HGE, Inc	10-00-2005	18,400.25
02/00	02/24/2000	36009	600	Margaret Wood	10-00-2005	1.95
02/00	02/24/2000	36010	339	Mike Cooper	10-00-2005	113.00
02/00	02/24/2000	36011	602	Mike Mitchell	10-00-2005	78.00
02/00	02/24/2000	36012	597	Natl Public Safety Info Bureau	10-00-2005	99.00
02/00	02/24/2000	36013	400	Oregon APCO c/o OEMD	10-00-2005	50.00
02/00	02/24/2000	36014	207	Quill Corporation	10-00-2005	115.79
02/00	02/24/2000	36015	603	Roy Payne	10-00-2005	27.22
02/00	02/24/2000	36016	606	VOID	10-00-2005	.00 M
02/00	02/24/2000	36017	582	South Coast Office Supply	10-00-2005	580.00
02/00	02/24/2000	36018	571	Sunriver Resort	10-00-2005	239.40
02/00	02/24/2000	36019	601	Super 8 Motel	10-00-2005	163.11
02/00	02/24/2000	36020	604	Susan Frisch	10-00-2005	12.99
02/00	02/24/2000	36021	277	Taplin Janitorial Services	10-00-2005	619.05
02/00	02/24/2000	36022	295	Tsunami Computer Service	10-00-2005	19.95
02/00	02/24/2000	36023	170	Umpqua Research Co	10-00-2005	265.50
02/00	02/24/2000	36024	136	United Pipe & Supply Co Inc	10-00-2005	1,208.34
02/00	02/24/2000	36025	268	US Filter Company	10-00-2005	483.27
02/00	02/24/2000	36026	432	USA Blue Book	10-00-2005	313.05
02/00	02/24/2000	36027	248	Vic Williams	10-00-2005	7.65
02/00	02/24/2000	36028	157	Viking Office Products	10-00-2005	180.23
02/00	02/24/2000	36029	269	VW Grainger	10-00-2005	50.62
02/00	02/24/2000	36030	253	Xerox Corporation	10-00-2005	632.66
02/00	02/25/2000	36031	611	Charlotte Burnham	10-00-2005	500.00



Per	Date	Check No	Vendor No	Payee	Check GL Account Number	Amount
Totals:						365,466.97

BEFORE THE PLANNING COMMISSION  
CITY OF BROOKINGS, COUNTY OF CURRY  
STATE OF OREGON

In the matter of Planning Commission File No.     )  
CZ-1-00; application for approval of a change of     )  
zone; Anthony and Shirley Ardagna, applicant.     )  
\_\_\_\_\_)

Final ORDER  
and Findings of  
Fact

**ORDER** approving an application for a change of zone from R-2 (Two Family Residential) to R-3 (Multiple-Family Residential) on a 0.30 acre lot located on the north side of Easy St. approximately 100 feet west of Pioneer Ln.; Assessor's Map 41-13-5BB, Tax Lot 4502.

**WHEREAS:**

1. The Planning Commission duly accepted the application filed in accordance with Section 144, Amendments, of the Land Development Code; and,
2. The Brookings Planning Commission duly considered the above described application on the agenda of its regularly scheduled public hearing on February 1, 2000; and
3. Recommendations were presented by the Planning Director in the form of a written Staff Agenda Report dated January 20, 2000, and by oral presentation, and evidence and testimony was presented by the applicant and the public at the public hearing; and,
4. At the conclusion of said 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 recommended that the City Council approved the request, and
5. The Brookings City Council duly considered the above described application in a public hearing at a regularly scheduled public meeting held on March 13, 2000, and is a matter of record; and
6. 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, accepted the Planning Commissions recommendation; and

**THEREFORE, LET IT BE HEREBY ORDERED** that the application for an amendment on the subject parcel is approved. This approval is supported by the following findings and conclusions:

**FINDINGS**

1. The applicant is requesting a zone change from R-2 (Two Family Residential) to R-3 (Multiple-Family Residential) on a vacant 12,820.46± sq. ft. parcel of land. The subject property is designated as Residential by the city's Comprehensive Plan.
2. The property is located on the north side of Easy St. approximately 100 feet west of Pioneer Rd. and directly across the street from the high school.



3. The existing R-2 Zone will allow a single family home or a duplex to be constructed on the subject property as a permitted use.
4. The proposed R-3 Zone will allow up to six apartment units on the subject property as a permitted use.
5. The applicant has stated that he will place a four unit apartment on the property.
6. The adjoining lot to the west is currently zoned R-3 and contains a 13 unit apartment building. The land to the north, west and south of the subject property and the existing R-3 lot, is zoned P/OS (Public Open Space) and is the site of the K-School and high school. The land to the east of the subject property is zoned R-2 and is developed with single family, duplex and triplex residential units.
7. The parking lot for the high school exits onto Easy St. in the vicinity of the subject property.
8. Apartment buildings generate approximately 8 vehicular trips per day.
9. The City Police Department has stated that there is no record of accidents or traffic related complaints related to traffic generated from the existing 13 unit apartment building.
10. Goal 10, Housing, of the city's Comprehensive Plan contains policies that "City will provide for a variety of housing options and sites and plan for suitable locations" and "City shall, in light of increasing demand for multi-family housing, provide suitable and adequate areas for such development.
11. There is a water and sewer main located in Easy St. adjacent to the subject property, however, the City of Brookings has identified a limited maximum capacity in its wastewater treatment plant. This land use approval does not constitute a representation or commitment that capacity will exist in the wastewater treatment system of the City of Brookings to serve the development proposed. The availability of connection approvals to the wastewater treatment system are on a first come-first serve basis and regulated under the provisions of Ordinance No. 88-0-430.

## CONCLUSIONS

1. The subject site is currently zoned R-2 (Two Family Residential) and is adjacent to a single lot that is zoned R-3 (Multiple-Family Residential) in a large area zoned R-2 and P/OS (Public Open Space), and is thus considered to be a spot zone which is generally considered to be undesirable. The proposed zone change on the subject property will expand the R-3 zoning in the area, while still a spot zone, reduces the nature of the spot zone to some extent. It should also be considered that higher density residential is often used as a buffer between more intense uses, such as commercial and schools, and lower density or single family residential. In this regard the proposed zone change would be compatible with the apartments on the adjoining lots to the west, the duplex units on the east, with the single family residence to the north, and with the school.
2. The proposed zone change will allow up to a six unit apartment building on the subject property and has the potential to generate as many as 48 additional vehicular trips per day in the general vicinity of the subject site and the high school. A duplex on the same site would generate a



potential of 20 additional vehicular trips per day. The applicants four unit apartment would generate only 12 more trips per day than a duplex unit on the same site. The high school parking lot is also in the immediate vicinity of the subject site. The City Police Department has stated that they have no record of accidents or complaints regarding traffic in the vicinity of the high school related to the existing 13 unit apartment building and that they do not see a problem with placing a four or six unit apartment on the subject property.

Morning peak hour traffic generated by apartments will occur prior to the start of school and evening peak hour traffic will be well after school lets out. There is no evidence that the proposed change of zone will create a significant traffic impact in the vicinity of the subject site.

3. The proposed change of zone is certainly compatible with the policies of Goal 10, Housing, of the city's Comprehensive Plan as stated in the staff report and the findings. The proposed change will provide for additional high density residential and increase the availability of affordable housing within the city.

Dated this 13<sup>th</sup> day of **March**, 2000.

---

Bob Hagbom, Mayor

ATTEST:

---

John C. Bischoff, Planning Director



**IN AND FOR THE CITY OF BROOKINGS  
STATE OF OREGON**

In the Matter of an Ordinance amending       )  
the zoning map of the City of Brookings by       )  
rezoning from R-2 (Two Family       )       *ORDINANCE No. 00-O-534*  
Residential) to R-3 (Multiple-Family       )  
Residential) on that certain property       )  
described below       )

**Sections:**

**Introduction.**

**Section 1.       Zoning Map to designate property as R-2.**

WHEREAS, a public hearing was held on February 1, 2000 before the Brookings Planning Commission for the purpose of considering a request for a rezone from Two-Family Residential (R-2) to Multiple Family-Residential (R-3), on 0.30 acres of property located on the north side of Easy St.; (identified as Assessor's Map No. 41-13-5BB, Tax Lot 4502.

WHEREAS, following closure of the public hearing after considerable evidence and testimony was presented by proponents and opponents, the Planning Commission, by a unanimous vote, directed the Planning Director to prepare a recommendation, with findings, to the City Council, for approval of the request for the rezoning from R-2 to R-3; and

WHEREAS, the Brookings City Council, at its regularly scheduled meeting of March 13, 2000 did conduct a public hearing on this matter, during which hearing considerable testimony and evidence was presented by the applicant's representative, interested parties and recommendations were received from and presented by the Planning Director; and



WHEREAS, at the conclusion of said public hearing, after consideration and discussion, the Brookings City Council, upon a motion duly seconded, did vote in the majority to adopt a Final Order and Findings of Fact document dated March 13, 2000 on its decision to grant the applicant's request;

The city of Brookings ordains as follows:

Section 1. Amendment to the Zoning Map to designate property Multiple-Family Residential (R-3).

The Zoning Map of the City of Brookings is amended to show that the following described property is zoned Multiple-Family Residential (R-3).

(See Attachment A)

First Reading: \_\_\_\_\_

Second Reading: \_\_\_\_\_

Passage: \_\_\_\_\_

Effective Date: \_\_\_\_\_

Signed by me in authentication of its passage this \_\_\_\_\_ day  
of \_\_\_\_\_, 2000.

\_\_\_\_\_  
Bob Hagbom,  
Mayor

ATTEST:

\_\_\_\_\_  
Gail L. Hedding  
Finance Director/Recorder



## EXHIBIT A

A parcel of land in the Northwest Quarter (NW $\frac{1}{4}$ ) of Section 5, Township 41 South, Range 13 West, Willamette Meridian, Brookings, Curry County, Oregon being a part of that Parcel described in Book 30, page 409, Official Records of Curry County and more particularly described as follows:

Beginning at a 5/8" iron rod driven in the ground at a point which is South 1414.96 feet and East 247.89 feet from the Northwest corner of said Section 5;

thence West 3.00 feet to a 5/8" iron rod;

thence North 61.95 feet to a 5/8" iron rod;

thence West 98.57 feet to a 5/8" iron rod;

thence South 131.95 feet to a 5/8" iron rod in the North line of Easy Street;

thence along said line East 98.57 feet to a 5/8" iron rod;

thence leaving said line North 70.00 feet to the point of beginning;

Said Parcel comprising 12820 square feet.



## BUILDING DEPARTMENT ACTIVITIES SUMMARY

For Month of February 2000

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
5	Single Family Dwelling	\$2,731.25	\$2,078.34	\$0.00	\$22,335.00	\$723,089.70	6	\$885,726.70	7	\$914,907.00
1	Single Family Addition	\$215.50	\$140.00	\$15.09	\$0.00	\$35,000.00	1	\$35,000.00	7	\$154,301.28
1	Single Family Garage-Carport	\$86.50	\$56.22	\$6.06	\$0.00	\$11,000.00	1	\$11,000.00	0	\$0.00
0	Two Family Residential	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0	\$0.00	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
0	Commercial Addition-Change	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	2	\$12,495.00	2	\$6,800.00
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	1	\$0.00	0	\$0.00
2	Misc.-Retaining Wall-Fence	\$44.50	\$28.92	\$3.12	\$0.00	\$4,000.00	2	\$4,000.00	1	\$700.00
9	Total Building Permits	\$3,077.75	\$2,303.48	\$215.44	\$22,335.00	\$773,089.70	13	\$948,221.70	17	\$1,076,708.28
7	Mechanical Permits	\$162.45	N/A	\$11.37		N/A	14	N/A	13	N/A
7	Plumbing Permits	\$333.20		\$23.32	\$0.00	N/A	8	N/A	7	N/A
0	Manufactured Home Permits	\$0.00		\$0.00	\$0.00	N/A	0	N/A	0	N/A
23	TOTAL PERMITS	\$3,573.40	\$2,303.48	\$250.14	\$22,335.00	\$773,089.70	35	\$948,221.70	37	\$1,076,708.28
	Total Year to Date Calculated Fees	\$4,466.50	\$2,764.64	\$312.66	\$26,802.00					
	1999 YTD Calculated Fees	\$5,211.70	\$2,423.39	\$260.59	\$31,269.00					

In January, 1999 Harbor issued permits for 0.0 EDUs.

During the Month of February 2000, Brookings issued permits for 5.00 new sewer connections. The City of Brookings now has 336.94 EDU Units connected to the Brookings Wastewater System since the signing of the MAO.





# Oregon

John A. Kitzhaber, M.D., Governor

*passed out at Council meeting 3/13/00*  
*Tom*

Department of Transportation

Region 3

3500 NW Stewart Parkway

Roseburg, OR 97470

(541) 957-3500

FAX (541) 957-3547

January 31, 2000

FILE CODE:

JOHN C. BISCHOFF, PLANNING DIRECTOR  
CITY OF BROOKINGS  
898 ELK DRIVE  
BROOKINGS, OR 97415

Re: Rezone from R-2 (Two-Family Residential) to R-3 (Multiple-Family Residential)  
CZ-1-2000

*John*  
Dear Mr. Bischoff,

This correspondence is to provide comments on the proposed rezone from R-2 (Two-Family Residential) to R-3 (Multiple-Family Residential) for a 0.30 acre parcel of land located on the north side of Easy Street approximately 100 feet west of its intersection with Pioneer Road. The Oregon Department of Transportation (ODOT) has no transportation concerns with the proposed rezone.

We are not recommending a traffic analysis consistent with OAR 660-12-060 for the proposed rezone from R-2 to R-3. The land use change from two-family residential dwellings to multiple-family residential dwellings on 0.30 acres is not expected to substantially impact state transportation facilities beyond existing conditions.

ODOT appreciates the opportunity to provide technical assistance on the proposed rezone, and looks forward to working with the City of Brookings in the future. If you have any questions or need additional information, please contact me at (541) 957-3692.

Sincerely,

*Thomas Guevara*

THOMAS GUEVARA  
Short Range Planner

Cc: Haregu Nemariam, Access management Coordinator  
Jeff Waddington, Permit Specialist



# CITY OF BROOKINGS

*passed out at  
Council meeting  
3/13/00*

**POLICE DEPARTMENT**  
Ken Lewis, Chief of Police



898 Elk Drive,  
Brookings, Oregon 97415

Phone (541) 469-3118  
Fax (541) 412-0253  
police@brookingsor.org

To: Planning Commission

From: Sgt. Mike Cooper

**RECEIVED**

JAN 24 2000

CITY OF BROOKINGS  
COMMUNITY DEVELOPMENT

The Brookings Police Department has checked our records and has found no problems with traffic accidents in the area of the High School and the apartments at 606 Easy street.

M:\CORSPOND\Corresp. 2000\Planning.wpd

**"Home of Winter Flowers"**