

# Agenda

City of Brookings

Common Ccouncil Neeting

Brookings City Hall Council Chambers

898 Elk Drive, Brookings, Oregon

April 8, 1996

7:00 p.m.





# agenda

CITY OF BROOKINGS

COMMON COUNCIL MEETING

Brookings City Hall Council Chambers

898 Elk Drive, Brookings, Oregon

April 8, 1996

7:00 p.m.

I. CALL TO ORDER

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL

IV. CEREMONIES/APPOINTMENTS/ANNOUNCEMENTS

1. Employee of the Season

2. Proclamation - Ground Water Awareness Week - April 8-14, 1996  
and Drinking Water Awareness Week - May 5-11, 1996 (gold)

V. PUBLIC HEARINGS

1. An amendment to the Land Development Code to Change  
Section 88, Sign Regulations, to add a list of the submittal  
requirements for a sign application and a housekeeping  
amendment to provide internal consistency (tan)

2. Amendments to the Land Development Code, Section 4,  
Section 12, Section 68, Section 140, Section 144, Section  
156, and Section 176, to clarify, correct wording, and to  
create internal consistency within the code and an  
amendement to correct a misused word that occurs  
throughout the code (green)

VI. SCHEDULED PUBLIC APPEARANCES

VII. ORAL REQUESTS AND COMMUNICATIONS FROM THE AUDIENCE

VIII. STAFF REPORTS

A. City Attorney

Review of Ethics Guide for Public Officials



**IX. CONSENT CALENDAR**

**A. Approval of Council Meeting Minutes**

1. March 25, 1996 Regular Council Meeting (ivory)

**B. Acceptance of Commission/Board Minutes**

1. Planning Commission Meeting (blue)

(end Consent Calendar)

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

**A. Ordinances**

Ordinance No. 96-O-446.BB - An ordinance amending Ordinance No. 89-O-446 (Land Development Code), Section 4 (Development Permit Procedures), Section 12 (Establishment of Zoning Districts and Zoning Map, Section 68 (General Industrial District), Section 88 (Sign Regulations, Section 140 (Conditional Use Permits) Section 144 (Amendments), Section 156 (Appeal to the City Council), and Section 176 (Land Divisions), of the City of Brookings. (gray)

**B. Resolutions (none)**

**XI. COMMITTEE REPORTS**

**A. Planning Commission**

**B. Parks and Recreation Commission**

**C. Chamber of Commerce**

**XII. REMARKS FROM MAYOR AND COUNCILORS**

**A. Mayor**

**B. Council**

1. Waterways Task Force Nominations (salmon)

**EXECUTIVE SESSION - ORS 192.660(1)(i) - Performance Evaluations of Public Officers and Employees**

**XIII. ADJOURNMENT**







# April 1996



## City of Brookings Monthly Activities Schedule

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday																																																																																											
	1	2 7:00 PM Planning Comm. Meeting	3 12:00 PM City/County Community Work Session	4 Passover	5 Good Friday	6																																																																																											
7  Daylight Savings Time Begins  Easter	8 7:00 PM Council Meeting	9	10	11	12	13																																																																																											
14	15 7:00 PM Special Council Meeting	16	17	18 1:30 PM CIP 7:00 PM Parks & Rec. Comm.	19	20																																																																																											
Oregon Assoc. Chiefs of Police Conf. - Medford																																																																																																	
21	22 7:00 PM Council Meeting	23	24	25	26	27																																																																																											
Oregon Fire Chiefs Assoc. Annual Conf. - Kah-ne...																																																																																																	
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# May 1996



## City of Brookings Monthly Activities Schedule

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# PROCLAMATION

WHEREAS, Drinking water is basic to human life; and

WHEREAS, A healthy water environment is vital to the well-being of our communities; and

WHEREAS, Ground water is a critical natural resource providing municipal, domestic, industrial and agricultural water supply, as well as base flow for our rivers, lakes, streams and wetlands; and

WHEREAS, More than seventy-five percent of our citizens depend at least in part upon ground water for their drinking water supply; and

WHEREAS, Quality drinking water is essential to our community's social and economic well being; and

WHEREAS, Ground water is highly vulnerable to pollution from surface activities, and once contaminated, is difficult, costly, and sometimes impossible to clean up; and

WHEREAS, Ground water protection can be achieved only if citizens are aware of the challenge and participate in ground water protection activities in their communities;

NOW, THEREFORE, I, Tom Davis, Mayor of the City of Brookings, do hereby proclaim April 8 - 14, 1996

## GROUND WATER AWARENESS WEEK

and May 5 - 11, 1996

## DRINKING WATER AWARENESS WEEK

in Brookings and encourage all residents to join in this observance.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the seal of the City of Brookings to be affixed this 8th day of April, 1996.



Tom Davis  
Mayor



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

SUBJECT: Land Development Change  
FILE NO: LDC-1-96  
HEARING DATE: February 6, 1996

REPORT DATE: January 9, 1996  
ITEM NO: 8.1

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**GENERAL INFORMATION**

APPLICANT: City Initiated.

REPRESENTATIVE: Staff

REQUEST: An amendment to the Land Development Code to change Section 88, Sign Regulations, to add a list of the submittal requirement for a sign application and a housekeeping amendment to provide internal consistency.

TOTAL LAND AREA: City Wide.

PUBLIC NOTICE: Published in local newspaper.

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**BACKGROUND INFORMATION**

It has come to the staff's attention that Section 88, Sign Regulations, of the Land Development Code does not contain the submittal requirements for a sign permit application. The requirements are listed on the application form but without being established by ordinance the requirements are open to question. Staff is recommending that Section 88.030, Applications, be amended to include a list of the submittal requirements as follows:

1. Filing fee.
2. Plot drawn to scale, of the Lot on which the sign is to be placed showing the location of the sign and the structure or, if free standing, its distance from property lines, and easements.
3. Engineering wind load data for free standing signs.
4. A scale drawing of the sign and its support structure, indicating dimensions, size of letters, lighting and color scheme.
5. Name and address of the property on which the sign will be placed and of the company constructing the sign, if any.

It has also come to the staff's attention that the State Electrical Codes requires that all advertising signs using electricity for any purpose must be listed as tested by an authorized testing facility such as the United Laboratories (UL). This requirement is not listed in either the Land Development Code

V.1



or on the application as a submittal item and is thus generally unknown by a potential sign permit applicant. Electrical inspections, including signs, in the city are currently done by a state inspector. If the applicant is not aware of this requirement for the listing, he may encounter considerable cost if the proposed sign does not meet this requirement.

Staff is recommending that a submittal requirement be added to the existing list as follows.

6. "If the proposed sign is lighted or uses electricity for any purpose, evidence that the sign is listed as being approved by a licensed testing facility, must be submitted with the application."

There is also an error in Section 88.100.E, that states "No signs, as provided in section 88.090 shall project..... This should read "..... as provided in Section 88.100 shall....." This change was not picked up when the sign ordinance was changed in July of last year which added a section causing all subsequent sections to be renumbered and this notation did not get changed.

There is also a housekeeping amendment at the beginning under Sections:, 88.100 should be amended to read: "Commercial (C-2, C-3, C-4) and industrial (I-P, M-2) districts." This will reflect the fact that the old C-5 and M-1 Zones were combined to create the I-P Zone.

## **RECOMMENDATION**

Staff recommends **APPROVAL** of Case File No. LDC-1-96.



PUBLISH DATE March 27, 1996

**PUBLIC NOTICE  
NOTICE OF PUBLIC HEARING**

NOTICE IS HEREBY GIVEN that a public hearing will be held before the Brookings' City Council on Monday, April 8, 1996, at 7:00 p.m. in the Council Chambers of Brookings City Hall, 898 Elk Drive, Brookings.

The purpose of the public hearing is to consider the following:

1. An amendment to the Land Development Code to change Section 88, Sign Regulations, to add a list of the submittal requirements for a sign application and a housekeeping amendment to provide internal consistency.
2. Amendments to the Land Development Code, Section 4, Section 12, Section 68, Section 140, Section 144, Section 156, and Section 176, to clarify, correct wording, and to create internal consistency within the code and an amendment to correct a misused word that occurs throughout the code.

The public is invited to attend and participate in this public hearing. All persons wishing to address this matter will have an opportunity to do so in person at the hearing or can submit written evidence to the Brookings City Planning Director at the address above. A copy of the staff report prepared for this case will be available for inspection, at no cost, and provided at reasonable cost, seven days prior to the hearing. All documents may be viewed or obtained at the Planning Department at Brookings City Hall or call John Bischoff at 469-2163.

If special accommodations are needed for the physically challenged, contact Donna Van Nest at 469-2163 or TDD 469-3118.

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John C. Bischoff, Planning Director



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

SUBJECT: Ordinance Amendment (LDC)  
FILE NO: LDC-2-96  
HEARING DATE: February 6, 1996

REPORT DATE: January 18, 1996  
ITEM NO: 8.2

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**GENERAL INFORMATION**

APPLICANT: City Initiated.

REPRESENTATIVE: Staff.

REQUEST: Amendments to the Land Development Code, Section 4, Section 12, Section 68, Section 140, Section 144, Section 156, and Section 176, to clarify, correct wording, and to create internal consistency within the code and an amendment to correct a misused word that occurs throughout the Code.

TOTAL LAND AREA: City wide.

PUBLIC NOTICE: Published in local newspaper.

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**BACKGROUND INFORMATION**

Over the years as changes have been made to the Land Development Code (LDC), we have not always made the appropriate changes to related areas throughout the code. The purpose of this code amendment is to do the housekeeping to remove references to subjects or items that no longer exist or to bring consistency between areas that have been changed and references to the changed area. The following are the recommended changes:

1. Section 4, Development Permit Procedures. Section 4.150, Decision timelines and notice, contains an incomplete word in an incomplete sentence. The first sentence in this subsection should read as follows:

“Within 15 days of the date of accepting a permit application not involving approval ~~from~~ governmental bodies, the city manager or his designate shall grant or deny the development permit.”

2. Section 12, Establishment of Zoning Districts And Zoning Map. Section 12.010 still contains reference to the *Central* Commercial (C-3) District, which was changed to the General Commercial (C-3) District and to the old C-5 and M-1 Zones. This section should be amended to correct the name of the C-3 Zone to General Commercial, to delete reference to the C-5 and M-1 Zones and add the following:

Industrial Park

I-P

V.2



3. Section 68, General Industrial (M-2) District. Section 68.020, Permitted Uses, Allows as a permitted use "Any use permitted in the M-1 District." This should be changed to read:

"Any use permitted in the I-P District."

4. In the original version of the 1989 Land Development Code the initial reference to the public hearings requirements was made in Section 136, Variances, under subsections 136.050, .060 and .070 and every other section that required a public hearing referred back to Section 136. A couple of years ago the LDC was changed to create a complete separate section describing the hearing process and the notification procedures. This became Section 84, Public Hearing Notice Procedures. Several of the other sections, Sections 140, 144, 156, and 176, were not corrected at that time and still refer to Section 136, subsections .050, .060 and .070. All of these sections should be amended to refer to Section 84.
5. Throughout the Land Development Code the term "City Manager or his designate" is used. This is incorrect since the word "designate" is not a noun but is being used as such. Staff is recommending that the code be amended to read "City Manager or his designee" in all places where the term appears.

## RECOMMENDATION

Staff recommends **APPROVAL** of Case File No. LDC-2-96.



# CITY OF BROOKINGS

898 Elk Drive  
Brookings, Oregon 97415  
Phone (503) 469-2163  
Fax (503) 469-3650

OFFICE OF THE MAYOR



## IMPORTANT ANNOUNCEMENT

CITY COUNCIL  
PLANNING COMMISSION  
PARKS AND RECREATION COMMISSION  
SYSTEMS DEVELOPMENT CHARGE REVIEW BOARD  
BUDGET COMMITTEE  
DEPARTMENT HEADS

PLEASE BE ADVISED THAT CITY ATTORNEY MARTIN STONE WILL BE IN ATTENDANCE AT THE BROOKINGS CITY COUNCIL MEETING ON APRIL 8, 1996 TO REVIEW THE ETHICS GUIDE FOR PUBLIC OFFICIALS, AS IS REQUIRED BY ORDINANCE NO. 91-O-474.

THIS REVIEW IS EXTREMELY IMPORTANT FOR ALL ELECTED AND APPOINTED PUBLIC OFFICIALS. PLEASE PLAN TO ATTEND.

VIII.A.1



# minutes

CITY OF BROOKINGS  
COMMON COUNCIL MEETING  
City Hall Council Chambers  
898 Elk Drive, Brookings, Oregon  
March 25, 1996  
7:00 p.m.

## I. CALL TO ORDER

Mayor Davis called the meeting to order at 7:04 p. m.

## II. PLEDGE OF ALLEGIANCE

## III. ROLL CALL

Council Present: Mayor Tom Davis, Councilors Nancy Brendlinger, Bob Hagbom, Larry Curry

Council Absent: Councilor Dave Scott, Ex-Officio Marci Wallace

Staff Present: City Manager Tom Weldon, Administrative Assistant Donna Van Nest, Community Development Director Leo Lightle

Media Present: Anita Rainey, Curry Coastal Pilot; Martin Kelly, KCRE; Joel Buffington, KURY

## IV. CEREMONIES/APPOINTMENTS/ANNOUNCEMENTS

### 1. Appointments to Planning Commission

Councilor Curry moved, Councilor Hagbom seconded and the Council voted unanimously to reappoint Earl Breuer and Marvin Lindsey to four-year terms on the Planning Commission. [Terms expire April 1, 2000]



2. Mayor Davis proclaimed April as "Spring Clean-Up Month in Brookings-Harbor" and asked all citizens to "pitch-in", join the "Brookings-Harbor Clean-Up Program" and help show pride in our community. Several "clean" citizens attended the ceremony carrying brooms.
3. Mayor Davis proclaimed April as "NATIONAL COMMUNITY COLLEGE MONTH" in honor of the community college system in our state and its leadership role in providing educational advantages and employment opportunities for all. Peggy Goergen, Associate Dean of Southwestern Oregon Community College Brookings Center, accepted the proclamation.

V. PUBLIC HEARINGS none

VI. SCHEDULED PUBLIC APPEARANCES none

VII. ORAL REQUESTS AND COMMUNICATIONS FROM THE AUDIENCE

Dave Nedervel requested support from the Council for Olympic Javelin Hopeful Nikki Becker.

VIII. STAFF REPORTS

A. Community Development

1. Report on Bids - Public Works Department Pickup

Councilor Brendlinger moved, Councilor Curry seconded and the Council voted unanimously to award the bid for the Public Works pickup to low bidder Coast Auto Center at a total cost of \$15,473.23.



## **2. Capital Improvements/Expenditures Plan**

**Councilor Curry moved, Councilor Brendlinger seconded and the Council voted unanimously to accept the Capital Improvements/Expenditures Plan as recommended by the Council's Capital Improvements Plan Committee and presented by staff.**

### **B. City Manager**

- 1. Request for authorization to apply for summer youth work grant**

**Councilor Brendlinger moved, Councilor Curry seconded and the Council voted unanimously to authorize the City Manager to apply for a summer youth work grant in order to hire youth to work on projects at the Ferry Creek Reservoir.**

- 2. Review of DEQ Restrictions**

**Councilor Brendlinger moved, Councilor Curry seconded and the Council voted unanimously to direct staff to work with Martin Stone to send a letter to DEQ as Marty suggested.**

- 3. Emergency Preparedness Drill**

**Fire Chief Bill Sharp presented Council with a report on the Emergency Preparedness Drill which was performed on March 20. The drill was centered around Curry Good Samaritan Center. Chief Sharp was pleased with the drill overall. He also noted that a critique session was held following the drill, and suggestions were taken from participants and will be addressed prior to the next drill. No formal action taken.**



**IX.**

**CONSENT CALENDAR**

Councilor Curry moved, Councilor Brendlinger seconded and the Council voted unanimously to approve the Consent Calendar as follows:

**A. Approval of Council Meeting Minutes**

**1. March 11, 1996 Regular Council Meeting**

**(end Consent Calendar)**

**X.**

**ORDINANCES/RESOLUTIONS/FINAL ORDERS**

**A. Ordinances (none)**

**B. Resolutions (none)**

**XI.**

**COMMITTEE REPORTS**

**A. Planning Commission none**

**B. Parks and Recreation Commission none**

**C. Chamber of Commerce none**

**XII.**

**REMARKS FROM MAYOR AND COUNCILORS**

**A. Mayor**

Mayor Davis gave a brief report on the Oregon Mayors Association Board of Directors meeting which he attended at Sun River last week. Mayor Davis is the President of the Oregon Mayors Association.



**B. Council**

1. **Evaluation process for City Attorney and Municipal Court Judge**

**Council directed staff to add the evaluation of the City Attorney and the Municipal Court Judge to the agenda for the April 8, 1996 Council meeting and work with City Attorney to come up with a written evaluation form for the City Attorney.**

2. **OCZMA**

**Councilor Curry moved, Mayor Davis seconded and the Council voted unanimously to continue membership in the Oregon Coastal Zone Management Association.**

**XIII. ADJOURNMENT**

**Councilor Hagbom moved, Councilor Brendlinger seconded and the Council voted unanimously to adjourn the meeting at 8:07 p.m.**

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**Tom Davis  
Mayor**



**MINUTES  
BROOKINGS PLANNING COMMISSION  
REGULAR MEETING  
March 5, 1996**

The regular meeting of the Brookings Planning Commission was called to order 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.

<b>Ted Freeman</b>	<b>Earl Breuer</b>
<b>Judi Krebs</b>	<b>Dave Ham</b>
<b>Marv Lindsey</b>	<b>John Bischoff, Planning Director</b>
<b>George Ciapusci</b>	<b>Linda Phillips, Secretary</b>

**MINUTES**

By a 6-0 vote, (motion: Commissioner Krebs, second: Commissioner Breuer) the Planning Commission approved the minutes of the February 6, 1996 Planning Commission regular meeting.

**FINAL ORDERS**

None

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

By a unanimous vote, (motion: Commissioner Ciapusci, Second: Commissioner Breuer) the Planning Commission approved the final map for the Brookings Town Center II Subdivision, a 4-lot commercial subdivision approved on November 7, 1995; South Coast Lumber, applicant.

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

1. Items 8.1 and 8.2 on the agenda were withdrawn by the applicants. They were File No. M3-1-96 and File No. M3-2-96.
2. By a 6-0 vote, (motion: Commissioner Krebs, second: Commissioner Ciapusci) the Planning Commission approved (File No. SUB-1-96) a request to create a subdivision consisting of 21 lots ranging in size from 6,100 to 12,475 sq. ft. with an average lot size of 7,752 sq. ft; located on the west side of Old County Rd. at the end of Meadow Lane; zoned R-1-6 (Single Family Residential, 6,000 sq. ft. minimum lot size); Allen Olander, applicant. The motion included changing Conditions of Approval #11 to reflect that the applicant construct Weaver Lane, *within the subject site*; changing Condition #12 regarding the need for curbing along the westerly side of Old County Road; an additional condition that fire hydrants be installed on Weaver and the capacity of the hydrant on Meadow Lane be determined; and that short lengths of 18° grade be permitted on the new section of Weaver Lane, to accommodate a better alignment with Old County Road.



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

- |    |                  |                       |                |
|----|------------------|-----------------------|----------------|
| a) | Jim Capp         | PO Box 2937           | Harbor OR      |
| b) | Tim Bossert      | 133 NW "D" Street     | Grants Pass OR |
| c) | Allen Olander    | 1529 W Newgrove       | Lancaster CA   |
| d) | Sandra Bonney    | 16900 Old County Road | Brookings OR   |
| e) | Katherine Martin | PO Box 3298           | Harbor OR      |

The applicant waived his right to seven (7) additional days in which to submit written argument.

2. By a 6-0 vote, (motion: Commissioner Krebs, second: Commissioner Freeman) the Planning Commission approved the Final ORDER and Findings of Fact for File Document No. SUB-1-96 as amended.

The Commission recessed from 8:56 to 9:04.

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

1. By a 6-0 vote (motion: Commissioner Breuer, second: Commissioner Freeman) the Planning Commission voted to send a favorable recommendation to Curry County in the matter of File No. CR-P9601; a request for a minor partition of a 15.27 acre parcel of land to create three lots of 1.96, 6.45 and 6.86 acres in size; located at the northern extreme of Crown Terrace Drive; zoned County R-3 (Residential-three); Patrick and Patricia McVay and Rocky and Jeanette McVay, applicants. The applicants were not present.

#### **UNSCHEDULED PUBLIC APPEARANCES**

None

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

None

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

The Capital Improvements Plan Committee will hold a public meeting on March 13, 1996 at 7:00 pm in the Council Chambers. The Planning Commissioners were given copies of the preliminary list of projects and invited, as individuals, to attend the meeting.

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

None

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

No one from the Planning Commission will be attending the American Planning Association training session to be held in Springfield, March 9.

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

Members praised Commissioner Breuer for his dedicated and professional service to the City of Brookings during his years on the Planning Commission.



After the presentation of the Planning Commission Annual Report to the City Council, it was recommended that the Planning Commission and City Council hold joint meetings regularly, perhaps on a quarterly basis. After discussion, staff was directed to work with the Council staff to coordinate these meetings and set up a schedule.

Clarification on the Capital Improvements Plan public meeting was given. The purpose of the March 13th meeting is to gather public input. The CIP Committee will meet next on March 14, the day after the public meeting, to adopt the preliminary list. The proposed projects list will be on the City Council agenda in late March or early April. The Council can add, change, delete or table items, then the Council recommendations will be sent to the Budget Committee. This process will not be completed in time to be included in the budget packet, therefore the recommendations will be given separately to the Budget Committee. In lieu of calling a special meeting to give a Planning Commission recommendation on the Plan, Commissioners were urged to attend the public meeting on March 13th and to give input, not as Planning Commission members but as individual citizens.

#### **ADJOURNMENT**

There being no further business before the Planning Commission, the meeting was adjourned at 9:34 p.m.

Respectfully submitted,

**BROOKINGS PLANNING COMMISSION**

  
C. D. Ham, Chair



**MINUTES**  
**BROOKINGS PLANNING COMMISSION**  
**JOINT MEETING WITH CAPITAL IMPROVEMENTS PLAN COMMITTEE**  
**MARCH 13, 1996**

A joint meeting of the Brookings Planning Commission and Capital Improvements Plan Committee was called to order at 7:00 p.m. by Dave Ham, Chair, in the Council Chambers at Brookings City Hall on the above date with the following Commission and Committee members and staff in attendance.

Ted Freeman  
Dave Ham  
Chet Singleton  
George Ciapusci

Olivia Abbot  
Jim Collis  
Nancy Brendlinger  
Larry Smith

Tom Weldon, City Manager  
Leo Lightle, Community  
Development Director  
Linda Phillips, Secretary

Tom Weldon welcomed members of the two bodies and summarized the development of the Capital Improvement Plan (CIP). Establishing the CIP was one of the City Council's goals for fiscal year 1995/1996. After working on the plan for the last six to eight months, the Capital Improvement Plan Committee presented a draft list of projects for the next five years, 1996 to 2001. Section 10.B of Brookings Ordinance 91-O-483 states the Planning Commission shall review annually any Capital Improvement Plan. After Planning Commission recommendations, the CIP Committee will develop its final list and present it to the City Council at its meeting, March 25, 1996.

Leo Lightle presented the thirteen page draft list to the Planning Commission. Projects and Expenditures on the draft list (attached) are: Vehicles more than \$25,000; Projects (City Hall); Parking Lots Paving; Parks; Streets, curbs and sidewalks (utilizing System Development Charges and System Replacement Funds); Wastewater and Water.

By unanimous vote, (motion: Commissioner Freeman, second: Commissioner Ciapusci ) the Planning Commission approved a motion accepting the Capital Improvements/Expenditures Plan, 1996-2001, Preliminary List, as written with the following revisions, and to pass it to the City Council with a positive recommendation:

1. The priority order of "Vehicles More than \$25,000" be changed to
  1. Grader
  2. Fire Truck
  3. Backhoe/Loader
  4. Dump Truck
2. As Number 1 priority in the "Projects" section, an addition for maintenance, painting and reroofing of the City Hall.
3. And a rewording of the Ferry Creek Reservoir project description in the "Water Distribution" section of the plan.



**ADJOURNMENT**

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

Respectfully submitted,

**BROOKINGS PLANNING COMMISSION**



C. D. Ham, Chair



## **ORDINANCE NO. 96-O-446.BB**

**AN ORDINANCE AMENDING ORDINANCE NO. 89-O-446 (LAND DEVELOPMENT CODE), SECTION 4 (DEVELOPMENT PERMIT PROCEDURES), SECTION 12 (ESTABLISHMENT OF ZONING DISTRICTS AND ZONING MAP, SECTION 68 (GENERAL INDUSTRIAL DISTRICT), SECTION 88 (SIGN REGULATIONS, SECTION 140 (CONDITIONAL USE PERMITS) SECTION 144 (AMENDMENTS), SECTION 156 (APPEAL TO THE CITY COUNCIL), AND SECTION 176 (LAND DIVISIONS), OF THE CITY OF BROOKINGS.**

### **Sections:**

<b>Section 1.</b>	<b>Ordinance Identified</b>
<b>Section 2.</b>	<b>Amendment to Section 4</b>
<b>Section 3.</b>	<b>Amendment to Section 12</b>
<b>Section 4.</b>	<b>Amendment to Section 68</b>
<b>Section 5.</b>	<b>Amendment to Section 88</b>
<b>Section 6.</b>	<b>Amendment to Section 140</b>
<b>Section 7.</b>	<b>Amendment to Section 144</b>
<b>Section 8.</b>	<b>Amendment to Section 156</b>
<b>Section 9.</b>	<b>Amendment to Section 176</b>
<b>Section 10.</b>	<b>Amendment to all sections inclusive.</b>

**The city of Brookings ordains as follows:**

**Section 1.      Ordinance Identified.      This ordinance amends Ordinance No. 89-O-446, enacted April 10, 1989, entitled, "An ordinance adopting the Land Development Code and zoning map of the City of Brookings, repealing certain prior ordinances."**



**Section 2.      Amendment to Section 4. Ordinance No. 89-O-446,  
Section 4, is hereby amended to read as follows:**

**Section 4.150    Decision time lines and notice.**

**Within 15 days of the date of accepting a permit application not involving approval from governmental bodies, the city manager or his designee shall grant or deny the development permit.**

**Section 3.      Amendment to Section 12. Ordinance No. 89-O-446, Section 12, is hereby amended as follows:**

**Section 12.010   Classification of zoning districts.**

**The words "Central Commercial" shall be deleted and the words "General Commercial" shall be inserted.  
Any reference to the C-5 Zone shall be deleted in its entirety.  
The words "Light Industrial - M-1" shall be deleted and the words "Industrial Park - I-P" shall be inserted.**

**Section 4.      Amendment to Section 68. Ordinance No. 89-O-446,  
Section 68, is hereby amended to read as follows:**

**Section 68.020   Permitted uses.**

**A.    Any use permitted in the I-P district.**

**Section 5.      Amendment to Section 88. Ordinance No. 89-O-446,  
Section 88 is hereby amended as follows:**

**Section 88.030   Application.**

**The words, "Pending the adoption of such a resolution, the fee shall be \$15.00, no part of which is refundable" shall be deleted from the first paragraph.**



The following shall be inserted at the end of the first paragraph:

"The following shall be submitted with each application:

1. Filing fee.
2. Plot drawn to scale, of the Lot on which the sign is to be placed showing the location of the sign and the structure or, if free standing, its distance from property lines, and easements.
3. Engineering wind load data for free standing signs.
4. A scale drawing of the sign and its support structure, indicating dimensions, size of letters, lighting and color scheme.
5. Name and address of the property on which the sign will be placed and of the company constructing the sign, if any.
6. If the proposed sign is lighted or uses electricity for any purpose, evidence that the sign is listed as being approved by a licensed testing facility, must be submitted with the application."

**Section 88.100. Commercial (C-2, C-3, C-4) and Industrial (I-P, M-2) districts.**

- E. The numbers "88.090" shall be deleted and the numbers "88.100" shall be inserted.

**Section 6. Amendment to Section 140. Ordinance No. 89-O-446, Section 140, is hereby amended as follows:**

**Section 140.040 Public hearings.**

Reference to "Sections 136.050 thru 136.070" shall be deleted and "Section 84" shall be inserted.



**Section 140.110**      **Violation of Conditions.**

Reference to "Sections 136.050 thru 136.070" shall be deleted and "Section 84" shall be inserted.

**Section 7.**      **Amendment to Section 144.** Ordinance No. 89-O-446, Section 144, is hereby amended as follows:

**Section 144.040**      **Action by the Planning Commission.**

- A. Reference to "Sections 136.050 thru 136.070" shall be deleted and "Section 84" shall be inserted.

**Section 144.050**      **Action by the City Council.**

- A. Reference to "Sections 136.050 thru 136.070" shall be deleted and "Section 84" shall be inserted.

**Section 8.**      **Amendment to Section 156.** Ordinance No. 89-O-446, Section 156, is hereby amended as follows:

Reference to "Sections 136.050 thru 136.070" shall be deleted and "Section 84" shall be inserted.

**Section 9.**      **Amendment to Section 176.** Ordinance No. 89-O-446, Section 176, is hereby amended as follows:

**Section 176.060**      **Major partitions and subdivisions.**

- F. Reference to "Sections 136.050 thru 136.070" shall be deleted and "Section 84" shall be inserted.



**Section 10.      Amendment to Section 1 through 176. Ordinance No. 89-O-446, in its entirety, is hereby amended as follows:**

**Section 1 through 176.**

**The term "City Manager or his designate" shall be deleted and the term "City Manager or his designee" shall be inserted.**

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

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

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

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

**Signed by me in authentication of its passage this \_\_\_\_\_ day of \_\_\_\_\_, 1996.**

\_\_\_\_\_  
**Tom Davis**  
**Mayor**

**ATTEST:**

\_\_\_\_\_  
**Beverly S. Shields**  
**Finance Director/Recorder**



Oregon



March 11, 1996

MAR 15 1996

To: Interested Persons

From: Paul R. Cleary, Director

Re: **Waterways Task Force Nominations**

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DIVISION OF  
STATE LANDS

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STATE LAND BOARD

JOHN A. KITZHABER  
GovernorPHIL KEISLING  
Secretary of StateJIM HILL  
State Treasurer

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775 Summer Street NE  
Salem, OR 97310-1337  
(503) 378-3805  
FAX (503) 378-4844  
TTY (503) 378-4615

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As you may know, last December the State Land Board adopted an Asset Management Plan for management of the Division's trust and non-trust land resources. There were four primary reasons for undertaking this Plan: (1) the need to establish a coordinated comprehensive real estate management philosophy; (2) the need to proactively manage the Land Board's real estate assets with the same vigor applied to the investment portfolio; (3) the need to increase net revenues from CSF real estate assets to meet Land Board goals; and (4) the need to provide a guide to balance revenue generation and resource conservation decisions. A copy of the adopted Plan is available upon request.

The Land Board has recently authorized the Division to establish a Waterways Task Force (WTF). The WTF will be appointed by the Land Board based upon the recommendation of the Director of the Division.

The main purpose of the WTF is to undertake a comprehensive review of waterway lease rates, terms and procedures. It is expected that the WTF will develop a scope of work sufficient to address these inter-related issues so as to allow the hiring of a consultant to undertake the actual study. One expected result of this study will be the information base necessary to develop new waterway lease rates and new waterway lease administrative rules.

I am writing to invite you to nominate a representative to be considered for appointment to the WTF. The WTF is expected to be composed of 10 to 12 persons representing a wide range of waterway users and interests, who will serve for a minimum of one year beginning in June 1996. Meetings are expected to take place every six weeks. We regret that we are unable to provide any compensation or expenses for this effort (e.g., travel, lodging).

To nominate someone, please send me a letter by **April 19, 1996**, including the name and address of the interested person. Individuals can nominate themselves, but should submit letters or references from interests or organizations to be represented. Division staff will forward recommendations to me for consideration.

Questions regarding the WTF should be addressed to: David Blum at the address above or by telephone at (503) 378-3805 extension 273.

wtf.doc

XII.B.1



# BROOKINGS MUNICIPAL COURT MONTHLY REPORT

MARCH 1996

	<u>BAILS</u>	<u>TRAFFIC</u>	<u>OTHERS</u>	<u>DUI CON</u>	<u>DUI DIV</u>	<u>TOTALS</u>
<b>COLLECTED</b>	<b>\$3,655.00</b>	<b>\$4,678.00</b>	<b>\$901.00</b>	<b>\$400.00</b>	<b>\$390.00</b>	<b>\$10,024.00</b>
<b>FINES</b>	<b>\$586.00</b>	<b>\$2,576.00</b>	<b>\$415.00</b>	<b>\$283.00</b>	<b>\$84.00</b>	<b>\$3,944.00</b>
<b>COSTS</b>	<b>\$417.50</b>	<b>\$290.00</b>	<b>\$40.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$747.50</b>
<b>PA</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>LEMA</b>	<b>\$10.00</b>	<b>\$53.00</b>	<b>\$4.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$67.00</b>
<b>INTX</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$64.00</b>	<b>\$64.00</b>
<b>D.M.V.</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$67.00</b>	<b>\$0.00</b>	<b>\$67.00</b>
<b>M.H.</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$77.00</b>	<b>\$77.00</b>
<b>SA</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>COUNTY</b>	<b>\$111.00</b>	<b>\$593.00</b>	<b>\$34.00</b>	<b>\$50.00</b>	<b>\$0.00</b>	<b>\$788.00</b>
<b>ATC</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>CFAA</b>	<b>\$154.00</b>	<b>\$1,116.00</b>	<b>\$358.00</b>	<b>\$0.00</b>	<b>\$165.00</b>	<b>\$1,793.00</b>
<b>REST.</b>	<b>\$0.00</b>	<b>\$50.00</b>	<b>\$50.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$100.00</b>
<b>DUE CITY</b>						<b>\$4,691.50</b>
<b>REFUND</b>	<b>\$2,376.50</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$2,376.50</b>



## BUILDING DEPARTMENT ACTIVITIES SUMMARY

For Month of March, 1996

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
4	Single Family Dwelling	\$2,184.50	\$1,266.00	\$109.23	\$10,228.00	\$579,225.10	5	\$690,049.10	9	\$1,014,376.00
2	Single Family Addition	\$101.00	\$65.00	\$5.05	\$0.00	\$9,500.00	8	\$61,945.00	9	\$153,368.00
3	Single Family Garage-Carport	\$211.50	\$136.00	\$10.58	\$0.00	\$23,427.00	6	\$49,144.00	3	\$17,864.00
0	Two Family Residential	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	1	\$154,370.00	1	\$129,362.00
0	Multi-Family Residential Apts	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	3	\$1,487,885.00	0	\$0.00
2	Commercial New	\$578.50	\$376.00	\$28.93	\$5,000.00	\$104,115.00	3	\$252,716.00	1	\$44,455.00
1	Commercial Addition-Change	\$32.50	\$21.00	\$1.63	\$0.00	\$1,980.00	4	\$18,634.76	5	\$43,966.00
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	1	\$7,000.00
1	Building Removal	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	2	\$0.00	2	\$0.00
0	Misc.-Retaining Wall-Fence	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	4	\$9,500.00	0	\$0.00
13	Total Building Permits	\$3,108.00	\$1,864.00	\$155.40	\$15,228.00	\$718,247.10	36	\$2,724,243.86	31	\$1,410,391.00

7	Mechanical Permits	\$191.50	N/A	\$9.58		N/A	14	N/A	8	N/A
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6	Plumbing Permits	\$333.20		\$16.66	\$0.00	N/A	11	N/A	12	N/A
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1	Manufactured Home Permits	\$105.00		\$5.25	\$2,557.00	N/A	2	N/A	1	N/A
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27	TOTAL PERMITS	\$3,737.70	\$1,864.00	\$186.89	\$17,785.00	\$718,247.10	63	\$2,724,243.86	52	\$1,410,391.00
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During the Month of March, 1996, permits were issued for 7 new sewer connections. The City of Brookings  
 now has 491.41 EDU Units connected to the Brookings Wastewater System.