

**MINUTES
BROOKINGS PLANNING COMMISSION
REGULAR MEETING
October 1, 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.

Judi Krebs	George Ciapusci
Dave Ham	Ted Freeman, Jr.
Marv Lindsey	John Bischoff, Planning Director
Earl Breuer	Linda Barker, Secretary

Commissioner Singleton was absent.

Before roll was called Chair Ham introduced Jessica Babin. Jessica, a high school junior, was appointed by Mayor Davis to serve on the Planning Commission in an ex-officio position. Although she will not be a voting member, her input will be sought on all matters brought before the Commission.

MINUTES

By a 5-0 vote (motion: Commissioner Krebs, second: Commissioner Lindsey) the Planning Commission approved the minutes of the August 6, 1996 meeting. Commissioner Ciapusci abstained as he was not in attendance at the August meeting.

By a 3-0 vote (motion: Commissioner Ciapusci, second: Chair Ham) the Planning Commission approved the minutes of the September 3, 1996 meeting following corrections. Commissioners Krebs, Breuer and Freeman abstained as they were not in attendance at the September meeting.

THE PLANNING COMMISSION TOOK THE FOLLOWING ACTION ON FINAL ORDERS

By a 5-0 vote, (motion: Commissioner Breuer, second: Chair Ham; Commissioner Ciapusci abstained as he was not present when the case was originally heard) the Planning Commission approved the Final ORDERS and Findings of Fact for File No. M3-8-96. The Final Order, which is a denial of the application, will include a statement that the denial is without prejudice allowing the applicants to resubmit their application within 12 months if they wish.

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

By a unanimous vote, (motion Commissioner Freeman, second: Commissioner Krebs) the Planning Commission approved a request for an extension of time to record the final map for a major partition (File No. MP-1-95) that created three lots of 7,505, 7,540, and 11,154 sq. ft. in size and a cul-de-sac access street located on the west side of South Passley Road; Victor and Susan Williams, applicant. The one-year extension of time will begin August 1, 1996 and run through July 31, 1997.

THE PLANNING COMMISSION TOOK THE FOLLOWING ACTION IN THE PUBLIC HEARINGS

1. By a unanimous vote, (motion: Commissioner Krebs, second: Commissioner Breuer) the Planning Commission approved (File No. VAR-2-96) a request for a variance to allow an off-site, free standing sign on a 67.5 sq. ft. parcel of land to provide advertising for a commercial lot that does not have street frontage; located on the west side of Highway 101 (Chetco Avenue) approximately 580 feet north of Arnold Lane; zoned C-4 (Tourist Commercial); Manuel Cunha, applicant; Suzie Etchart, representative. The motion stipulates that any sign erected on the subject property will be used only to advertise businesses on Assessor's Map 41-13-6BC, Tax Lots 1600 and 2100.

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

- a) Suzie Etchart PO Box 1117 Brookings OR

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

2. By a unanimous vote (motion: Chair Ham, second: Commissioner Krebs) the Planning Commission approved the Final ORDER and Findings of Fact for File Document No. VAR-2-96 with the above noted stipulation.
3. By a unanimous vote, (motion: Commissioner Breuer, second: Commissioner Freeman) the Planning Commission tabled (File No. LDC-4-96) an amendment to the Land Development Code, Section 8, Definitions, Section 172, Public Facilities Improvement Standards and Criteria, Section 176, Land Divisions, and to add Section 168, Neighborhood Circulation Plans, to clarify the intent of the neighborhood circulation plan provisions and to provide criteria to be used in decisions to approve or deny an application; City initiated. The amendment will be brought again to the Commission's attention after input on Neighborhood Circulation Plans is received from the League of Oregon Cities and community leaders in the Brookings area.

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

- a) Jim Capp PO Box 3000D Harbor OR

THE PLANNING COMMISSION TOOK THE FOLLOWING ACTION ON COUNTY REFERRALS

None

UNSCHEDULED PUBLIC APPEARANCES

None

REPORT OF THE CITIZENS ADVISORY COMMITTEE

Planning Director John Bischoff reported the City is continuing its efforts of forming infill and redevelopment committees in conjunction with the TGM grant. The City Council approved an

organizational list and staff has written letters requesting names of representatives from those organizations to serve on the Citizens' Advisory Committee (CAC). The first CAC meeting will be at 4 p.m. on October 10, 1996. The TAC (Technical Advisory Committee) will meet October 11, 1996 at 9:30 a.m. This committee will be made up of representatives from Harbor Water District PUD, Harbor Sanitary District, the Port of Brookings-Harbor, staff from the City of Brookings, and the consultant, Linda Davis from Cogan, Owens, Cogan. Commissioner Lindsey volunteered and was appointed to be the Planning Commission representative on the CAC.

The City is also continuing its efforts to finalize a grant for a public facilities and services plan that is required in our Periodic Review but is not ready at this time to set up a CAC. The grant amount is between \$30,000 and \$40,000.

MESSAGES AND PAPERS FROM THE CITY MANAGER

None

MESSAGES AND PAPERS FROM THE MAYOR

None

REPORT OF THE PLANNING DIRECTOR

Since Tuesday, November 5, 1996 is Election Day the Council Chambers will be used for voting and will be unavailable for the Planning Commission meeting. After brief discussion the date of the November meeting was changed to Thursday, November 7.

PROPOSITIONS AND REMARKS FROM COMMISSION MEMBERS

Commission Ciapusci reported a political sign has been placed at the corner of Railroad Avenue and Memory Lane. Since political signs are allowed in the City only within 30 days of the election staff will contact the candidate to have it removed.

Commissioner Krebs asked for clarification on sewer hook-ups. Director Bischoff explained that with the signing of the Mutual Agreement and Orders (MAO) with DEQ the City has until August 1, 1997 to obtain financing for the needed improvements to the wastewater treatment plant. These improvements must be completed by December 31, 2000. The City can authorize extensions of sewer mains and issue 644 EDU's (jointly with Harbor Sanitary District) through the year 2000 if the financing is obtained, however it is not certain what happens if funding is not arranged. All parties who were affected by the ban on extending mains have been notified of its lifting. The Building Department's monthly report has been changed to reflect the number of EDU's issued since the signing of the MAO.

ADJOURNMENT

There being no further business before the Planning Commission, the meeting was adjourned at 9:08 p.m.

Respectfully submitted,

BROOKINGS PLANNING COMMISSION


C. D. Ham, Chair