

**MINUTES
BROOKINGS PLANNING COMMISSION
REGULAR MEETING
December 3, 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.

Earl Breuer	Marvin Lindsey	John Bischoff, Planning Director
George Ciapusci	Judi Krebs	Linda Barker, Planning Secretary
Ted Freeman, Jr.	Chet Singleton	
Dave Ham	Jessica Babin, Ex Officio	

MINUTES

By a 6-0 vote (motion: Commissioner Ciapusci, second: Chair Ham) the Planning Commission approved the minutes of the November 7, 1996 meeting following corrections. Commissioner Freeman abstained as he was not present at the meeting.

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 7-0 vote, (motion: Commissioner Breuer, second: Commissioner Freeman) the Planning Commission approved (Planning Commission File No. SUB-2-95/Phase 1/Final Map) a request for final map approval for the first phase of four lots of an original eight-lot subdivision; located in the southeast corner of Fifth Street and Hassett Street; William and Leslie Wood, applicants.

THE PLANNING COMMISSION TOOK THE FOLLOWING ACTION IN THE PUBLIC HEARINGS

1. By a 7-0 vote, (motion: Commissioner Freeman, second: Commissioner Breuer) the Planning Commission approved (File No. M3-14-96) a request for a minor partition to create two lots of 0.64 acre (28,074 sq. ft.) and 1.04 acre (45,554 sq. ft.) in size from a 1.68 acre parcel; located on the north side of Marine Drive and the south side of Marina Heights Road, approximately 270 feet east of Old County Road; zoned R-1-6 (Single Family Residential, 6,000 sq. ft. minimum lot size); Royal Star, Inc., applicant, Nancy Brendlinger, representative.

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

- a) Nancy Brendlinger PO Box 6667 Brookings OR

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

argument.

2. By a unanimous vote (motion: Commissioner Freeman, second: Commissioner Breuer) the Planning Commission approved the Final ORDER and Findings of Fact for File Document No. M3-14-96.
3. By a unanimous vote (motion: Commissioner Krebs, second: Commissioner Breuer) the Planning Commission approved (File No. CUP-4-96) a request for a conditional use permit to establish and operate a day care/pre-school facility with a maximum of 25 students; located in the northwest corner of Arnold Lane and Moore Street; zoned R-3 (Multiple-Family Residential); John and Trisha Kukawski, applicants; Chris Hood, Stuntzner Engineering, representative. The motion included adding item 15, addressing the fire hydrant located on the corner of Arnold Lane and Moore Street, and removing the last sentence of item 1.

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

a) Chris Hood	PO Box 118	Coos Bay OR
b) Al Bernhard	1575 Beach Avenue	Brookings OR
c) Stan Morris	99852 So Bank Chetco	Brookings OR
d) Peter Spratt	PO Box 1139	Brookings OR
e) Tami Kunkel	860 Cameo Court	Brookings OR

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

4. By a unanimous vote (motion: Commissioner Krebs, second: Commissioner Ciapusci) the Planning Commission approved the Final ORDER and Findings of Fact for File Document No. CUP-4-96 with the change of conditions as noted above.

THE PLANNING COMMISSION TOOK THE FOLLOWING ACTION ON COUNTY REFERRALS

None

UNSCHEDULED PUBLIC APPEARANCES

None

REPORT OF THE CITIZENS ADVISORY COMMITTEE

None

MESSAGES AND PAPERS FROM THE CITY MANAGER

None

MESSAGES AND PAPERS FROM THE MAYOR

None

REPORT OF THE PLANNING DIRECTOR

The Planning Director gave a quarterly report which is attached and made a part of these minutes.

PROPOSITIONS AND REMARKS FROM COMMISSION MEMBERS

Commissioner Krebs requested that a copy of the Planning Director's quarterly report be mailed to all Commissioners. This will be done by the Planning Secretary.

Commissioner Ciapusci reported on an unauthorized sandwich board sign at Railroad Avenue and Wharf Street. The Planning Director responded that he is currently working with the City Manager on a resolution to this. The business owning the sign may be located in a zone that does not support its use.

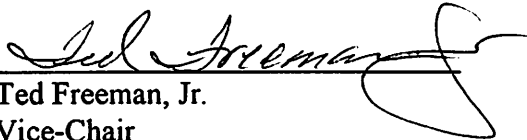
As this was Chair Ham's last meeting he thanked the members of the Commission and city staff for their support and help during his term on the Commission. Chair Ham, recently elected to the Brookings City Council, will take his place on that board during its first meeting in January, 1997. Commissioner members expressed their gratitude to Chair Ham for his dedication to the Planning Commission.

ADJOURNMENT

There being no further business before the Planning Commission, the meeting was adjourned at 9:04 p.m.

Respectfully submitted,

BROOKINGS PLANNING COMMISSION


Ted Freeman, Jr.
Vice-Chair

PLANNING DIRECTOR'S
QUARTERLY REPORT
December 3, 1996

1. **TGM Study** - Study is underway and first committee meeting has been held. This is a study of the in-fill and redevelopment potential of the developed area within and adjacent to the old UGB. It will entail the examination of the existing infrastructure to determine if it can support in-fill and redevelopment and a study of existing lots to determine if they can be divided further, or redeveloped to a higher use. The tentative December 11 meeting has been canceled because it took much longer to order, receive and prepare the information needed from the tax rolls. We were looking for lot sizes and improvement value to land value ratio but the county's computers cannot sort in either manner so it must be done by hand. The next meeting will be in January. The city has also been granted a supplemental grant for \$10,000 to do a financial analysis and a funding search, to finance the Waster Water Treatment project. The contract and work program has just been approved and the TGM Program will send out a RFP.
2. **Public Facilities and Services Plan** - The city has received Periodic Review Grant for \$30,000 to prepare the Public Facilities and Services Plan for the new UGB. The Public Facilities Plan is the third task of our periodic review work program. This plan will review the existing water, sewer and storm drain systems, recommend improvements, determine where new lines are needed to serve the new UGB and to prepare a time line of future projects to extend the system. The plan for the new water, sewer and storm drain systems will be only to the boundaries of the Master Planned areas of the new UGB. The extension of the mains into these areas will be the responsibility of the developer. This study is closely related to the TGM study and the work programs for both have been designed to coordinate the work rather than duplicate it.
3. **Couplet Refinement Study** - ODOT has funded the refinement study for the highway couplet project. This study will determine what additional right-of-way is needed to tie Railroad St. to 101 at each end and where the right-of-way will be. An advisory committee will be established to oversee the project and also a technical advisory committee. This is a big step in getting the highway onto the State Transportation Improvement Program (STIP) list. One of the things that they will be evaluating is the enthusiasm for the project within the community. We have received the work program from ODOT for review. Since this is funded by ODOT they will be hiring the engineering firm, etc, that will do the study.
4. **CPACT Study** - CPACT (Coastal Policy Advisory Committee On Transportation) is undertaking a study of the scenic attributes of the Highway 101 corridor between the state line and Pistol River. This is not a study of the highway itself but may involve such factors as the safety of getting on or off the highway at scenic overlooks and such. A committee will be established to oversee this process. The results of this study, coupled with the results along other such studies along the corridor, would determine if 101 is listed as a national scenic highway. Although the city has representatives on the local committee, Councilors Curry and Scott, the city staff will not be particularly involved beyond setting up the committee.

5. Driving Range - The driving range at Jacks Creek is essentially built with only the putting green left to do and is expected to be completed this winter.
6. SWOCC - Signs for and at the SWOCC facility are now in place, including directional signs and the signs required in the conditions of the use permit.
7. UGB Appeal - Nothing really new to report. An effort to explore the possibility of mediation did not come about. Currently waiting for 1000 Friends to file their written arguments.
8. Fast Gas - They have been contacted about the landscaping along Spruce Street.
9. The Commission has discussed establishing committees to study various aspects of the Land Development Code including:
 - a. Parking regulations
 - b. Deferred Improvement Agreement issues
 - c. Residential care facilities
 - d. Neighborhood circulation plan provisions.

We have several committees working now and its not feasible to establish a committee to consider any of these at this time, however, they are mentioned here to keep the them current.

10. I would also like to thank Linda for all of the excellent work she has done in the past year and look forward to working with her in the next.