

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

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

Russ Fritz	Richard Gyuro	John Bischoff, Planning Director
Randy Gorman	Judi Krebs	Linda Barker, Secretary

Commissioners Freeman, Nuss and Collis were not present at the meeting.

CHAIRPERSON ANNOUNCEMENTS

None

MINUTES

By a 3-0 vote (motion: Commissioner Gorman, second: Commissioner Fritz; Commissioner Krebs abstaining as she was not present at the October 2, 2001 meeting) the Planning Commission approved the minutes of the October 2, 2001, 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

None

THE PLANNING COMMISSION TOOK THE FOLLOWING ACTION IN THE PUBLIC HEARINGS

1. By a 3-0 vote (motion: Commissioner Krebs, second: Commissioner Fritz; Commissioner Gorman was the applicant and had removed himself from the Public Hearing and left the Chambers) the Planning Commission approved (File No. SUB-5-01) a request for a 4-lot subdivision with lots ranging in size from 8,025 to 16,199 sq. ft.; located in the southwest corner of Hassett and Fifth streets; zoned R-1-8 (Single-family Residential, 8,000 sq. ft. minimum lot size); Randy Gorman, applicant, Lloyd Matlock, representative. The approval included a change to the proposed conditions of approval requiring sufficient additional right-of-way be dedicated to the city to ensure all street improvements are within the street right-of-way.

After Commissioner Gorman left the Chambers and before the Public Hearing started

Commissioners Fritz, Krebs and Gyuro declared ex parte contact due to a site visit. The Commissioners stated that although they are on the Commission with the applicant this caused no bias on their part. There was no challenge from the audience as to the jurisdiction of the Commission to hear this request.

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

Lloyd Matlock PO Box 8026 Brookings Oregon

The applicant waived his right to seven (7) additional days in which to submit written argument. The public hearing was closed at 7:20 p.m.

2. By a 3-0 vote (motion: Commissioner Krebs, second: Commissioner Fritz) the Planning Commission approved the Final ORDER and Findings of Fact for File No. SUB-5-01 as amended.

Commissioner Gorman returned to the bench at 7:21 p.m.

3. By a 4-0 vote (motion: Commissioner Krebs, second: Commission Gorman) the Planning Commission tabled (File No. CUP-3-95/MC-1) a request for a minor change to an approved conditional use permit that allowed a triplex in the R-2 Zone, to add one additional unit in the lower portion of a two-story building; located on the west side of Arnold Lane between Rowland Lane on the south and Iris Street on the north; zoned R-2 (Two-family Residential); Gabriel and Gale Azevedo, applicants; Georgia Poole-Alexander, representative. The request was tabled until the applicant could supply a parking plan.

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

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

Gabe Azevedo 5300 Swanson Denair California
Georgia Poole-Alexander PO Box 3041 Harbor Oregon

The applicant waived his right to seven (7) additional days in which to submit written argument. The public hearing was closed at 7:57 p.m.

THE PLANNING COMMISSION TOOK THE FOLLOWING ACTION ON COUNTY REFERRALS

1. A request (CR-CP/Z-0102) from Loren Griffith to change the county comprehensive plan designation from Residential to Commercial and to change the zoning from County

Residential Three (R-3) to County Commercial One (C-1) to allow the existing apartment building located on the east side of Lower Harbor Road to be converted to a motel was withdrawn. The request for a recommendation from the Planning Commission was withdrawn when it was learned the County Commissioners had granted the plan and zone change at their meeting that afternoon.

2. By a 4-0 vote (Motion: Commissioner Krebs, Second: Commissioner Fritz) the Planning Commission will send a favorable recommendation to Curry County regarding CR-P-0112, a request for a minor partition to divide a 20-acre parcel into two lots of 0.055 acres (2,400 sq. ft.) and 19.945 acres, to provide a small parcel for a water tank in the Harbor Water District's system within the Brookings UGB; located on the west side of Crown Terrace Road, adjacent to the easterly side of the subject parent parcel; zoned County Forest Grazing; (FG); Jodel, LLC, applicant.

Speaking to the Commission on this matter were:

Dale Coleman	17546 Highway 101 S	Brookings Oregon
Randy Gerlach	16925 Crown Terrace	Brookings Oregon

UNSCHEDULED PUBLIC APPEARANCES

None

REPORT OF THE CITIZENS ADVISORY COMMITTEE

None

MESSAGES AND PAPERS FROM THE CITY MANAGER

None

MESSAGES AND PAPERS FROM THE MAYOR

None

REPORT OF THE PLANNING DIRECTOR

A joint meeting of the Planning Commission and City Council will be set to continue to seek solutions to the DIA quandary.

The Exxon Station landscaping has been improved. A letter was sent to Verizon Communications regarding the need of site-obscuring fencing around their yard on Memory Lane. Since no response has been received, a second letter will be sent to the landowner and Verizon.

Director Bischoff noted the first Tuesday in January, 2002, falls on New Year's Day and requested changing the meeting date. The date was set for January 8. He also reminded the Commission of the Commission's annual report due to the City Council in January. He will prepare a Planning Director's quarterly report for the December meeting.

The City Council Public Hearing on LDC-2-01, Vacation Rentals, will be held November 19. As a result of discussions among staff and with the City Attorney, staff's recommendation to the Council will be to hold a conditional use permit public hearing before the Planning Commission for each vacation rental request rather than to make the decisions administratively as was the Planning Commission's recommendation. As the fee to appeal an administrative decision is quite low and recent changes to state law have made more decisions appealable, it is staff's opinion that most decisions will be appealed. Also, at this time there are no provisions in City ordinances to allow administrative decision for Conditional Use Permits. The Planning Commission's recommendation will also be forwarded to the Council.

PROPOSITIONS AND REMARKS FROM COMMISSION MEMBERS

Commissioner Krebs noted there seems to be an on-going outdoor sale on Hillside Avenue behind the old Green Door Restaurant. Staff will pursue this matter.

ADJOURNMENT

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

Respectfully submitted,

BROOKINGS PLANNING COMMISSION


Richard Gyuro, Chair