

**MINUTES
BROOKINGS PLANNING COMMISSION
REGULAR MEETING
August 6, 2002**

Chair Randy Gorman called the regular meeting of the Brookings Planning Commission to order at 7:04 p.m. in the Council Chambers at Brookings City Hall on the above date with the following Commission members and staff in attendance.

Commissioners Present:

Ernie Cofrances	Randy Gorman	John Bishoff, Planning Director
Ted Freeman	Craig Michelson	Cathie Mahon, Secretary
Russ Fritz	Bruce Nishioka	
Tom Davis.		

CHAIRPERSON ANNOUNCEMENTS

None.

MINUTES

By a 5-0 vote, (motion: Commissioner Fritz; Commissioner Davis abstaining as he was not at the July 2, 2002 meeting, and Commission Nishioka was a few minutes late to the meeting) the Planning Commission approved the minutes of the July 2, 2002 regular meeting as written.

THE PLANNING COMMISSION TOOK THE FOLLOWING ACTION ON FINAL

None

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

City Manager Blodgett discussed the *Urban Renewal Plan and Report* included in the commissioner's packet. He fielded questions, answered concerns, and concluded by asking for a favorable vote by the Commission. The favorable recommendation would be presented to City Council for adoption at the August 12, 2002, public hearing.

1. By a 7-0 vote (motion: Commissioner Freeman) the Planning Commission agreed to a favorable recommendation of the *Urban Renewal Plan and Report*. The board's recommendation for approval will be noted at the City Council meeting on August 12, 2002.
2. By a 7-0 vote (motion: Commissioner Freeman) the Planning Commission approved the final map for File No. SUB-4-01; to divide two parcels and create an eighteen lot subdivision located at the southerly end of Passley Road and the easterly end of Ocean Park Drive; Mike Mahar, applicant; Kurt Kessler, representative.

THE PLANNING COMMISSION TOOK THE FOLLOWING ACTION IN THE PUBLIC HEARINGS

1. By a 6-1 vote (motion: Commissioner Freeman; voting for: Commissioners Davis, Freeman, Gorman, Cofrances, Michelson and Gorman; voting against: Commissioner Nisheoka), the Commission approved an application (File No. SUB-4-02) for a subdivision created from a 3.15 acre parcel into 15 lots; located between Weaver Lane and Meadow Lane; zoned R-1-6 (Single-family Residential), Donna and Allen Olander, applicants; Jim Capp, representative.

In addition to the general conditions (included in the packet) 2 specific conditions were placed on the motion:

- The final plat map shall contain a note that the driveway for Lot 6 shall have a "Private Driveway".
- The southerly end of Weaver Lane shall have a barrier structure until such at the time the adjoining property is developed and Weaver Lane is connected.

All Commissioners present declared ex parte due to a site visit. There was no challenge from the audience as to the jurisdiction of the Commission to hear the request.

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

Jim Capp	P. O. Box 2937	Harbor, OR 97415
Mary Kubic	1024 7 th Street	Brookings, OR 97415
Kevin Patrick	1051 Old County Road	Brookings, OR 97415
Holly Byer	625 Meadow Lane	Brookings, OR 97514

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

2. By a 6-1 vote (motion: Commissioner Freeman; Commissioner Nisheoka abstaining) the Planning Commission approved the Final ORDER and Findings of Fact for File No. SUB-4-02, as amended.
3. By a 6-1 vote (motion: Commissioner Davis; Commissioner Nishioka abstaining due to a possible conflict of interest) File No. SUB-3-02-Replat; the Commission moved to table the case due to the applicant failing to appear for the public hearing.
4. By a 7-0 vote (motion: Commissioner Davis) the Planning Commission approved (File No. VAR-4-02) an application for a variance to allow the front portion of the property at 534 Railroad Road for commercial parking; zoned C-3 (Commercial); located at 534 Railroad Road; Bix Weir, applicant.

All Commissioners present declared ex parte contact due to the site visit. There was no challenge from the audience as to the jurisdiction of the Commission to hear this request.

The action was taken following questions or comments regarding the requests from the following:

Bix Weir, applicant	P. O. Box 2413	Harbor, OR 97415
Eugene Hance, property owner	P. O. Box 1165	Harbor, OR 97415

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

5. By a 7-0 vote (motion: Commissioner Davis) the Planning Commission approved the final ORDER and Findings of Fact for File No. VAR-4-02 as written.

THE PLANNING COMMISSION TOOK THE FOLLOWING ACTION ON COUNTY REFERRALS

By a 7-0 vote (motion: Commissioner Michelson) the Planning Commission will send a favorable recommendation on a request for a partition, to divide Parcel 3 into two parcels; located at Crown Terrace Road; File No. CR-P-0204, zoned R-3 (Multi-family Residential), Patrick and Patricia McVay, applicants.

UNSCHEDULED PUBLIC APPEARANCES

None.

COMMISSIONERS COMMENTS:

Signage recommendation:

Discussion ensued on the testimony heard from residents in the Meadow Lane neighborhood (File No. SUB-4-02-Olander Subdivision). The commissioners expressed concern about the safety issues and appropriate signage, particularly with children walking to school. With the increase of traffic (expected to occur from the subdivision), they wanted an appropriate stop sign (on Seventh Street) and a speed sign posted. A motion was made (Commissioner Freeman) with all members concurring, that a recommendation be sent to City Council regarding:

- A "STOP" sign be placed on Meadow Lane at the intersection of Seventh Street
- "25 MPH" signs be placed along Seventh Street

Meeting Procedures:

Commissioner Fritz approached the board to consider putting a time limit on the length of meetings. He referenced the last meeting, which lasted until after midnight (12:00 a.m.), stating it is difficult for the board members, staff, and people who attend the meeting. He referenced that in Gold Beach, meetings are stopped at 10:30 p.m. Discussion ensued.

Update on File No. CUP-4-02:

Commissioner Fritz asked Planner John Bischoff if he had contacted the applicant (Anne Marie Brouillette-File No. CUP-4-02, to operate a daycare/preschool, approved May 7, 2002) concerning the conditions placed on that approval. Several members concurred that they were aware of the facility operating. A directive from the Board to Planner Bischoff that contact be made with this facility to apprise them of their responsibility in meeting these conditions.

Weaver Lane:

Chairman Gorman inquired about the status of the *DIA'S* (curbs and gutters) on Weaver Lane. He asked Planner Bischoff to continue to make the necessary contacts.

REPORT OF THE PLANNING DIRECTOR

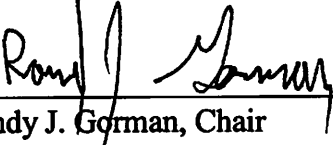
Planning Director Bischoff asked the members if they had filled out the form for the *training day*, scheduled for Saturday, September 21, 2002. He also reminded the members of the City picnic on Saturday, August 24th.

ADJOURNMENT

With no further business before the Planning Commission, the meeting adjourned at 12:00 p.m.

Respectfully submitted,

BROOKINGS PLANNING COMMISSION



Randy J. Gorman, Chair