

**MINUTES
BROOKINGS PLANNING COMMISSION
REGULAR MEETING
July 1, 2003**

Chair Randy Gorman called the regular meeting of the Brookings Planning Commission to order at 7:05 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:

Ernest Cofrances	Randy Gorman	John Bischoff, Planning Director
Ted Freeman	Bruce Nishioka	Cathie Mahon, Secretary
Jim Collis	Bill Smith	

Commissioners Absent:

Russ Fritz.

CHAIRPERSON ANNOUNCEMENTS

None.

MINUTES

By a 4-0-2 vote, the Commission (motion: Commissioner Freeman; Commissioners Smith and Collis abstained due to absence for the meeting) approved the minutes of the May 21, 2003, a special public hearing.

By a 4-0-2 vote, the Commission (motion: Commissioner Smith; Commissioners Collis and Smith abstained due to being absence for the meeting) approved the minutes of June 3, 2003.

THE PLANNING COMMISSION TOOK THE FOLLOWING ACTION ON FINAL ORDERS

1. By a 4-0-2 vote (motion: Commissioner Freeman, Commissioners Collis and Smith abstained due to absence for the meeting) the Planning Commission approved File No. SUB-9-03, a request for a subdivision to divide a 2.96 acre parcel into 14 lots; located at Hampton Lane; R-1-6 (Single-family Residential, 6,000 square foot minimum lot size) zone; Kurt Kessler, applicant; Jim Capp, representative.

The following condition was added to the Conditions of Approval:

- Hampden Lane from Parkview Drive to the subject property, shall be constructed with an asphaltic overlay with a width of 20 feet. Construction plans for the overlay shall be approved by the City Engineer.

A petition was entered into the record from the following property owners with concerns about the *Oakwood* Development::

Robert Baker	P. O. Box 683	Brookings, OR 97415
Elaine Bannister	P. O. Box 7860	Brookings, OR 97415

Steven Bismarck	1300 Hampton Lane	Brookings, OR 97415
Jene and Debbie Bourdlaief	P. O. Box 2183	Brookings, OR 97415
Dave & Marcia Kitchen	P. O. Box 516	Brookings, OR 97415
Jerry & Cindy McGee	96949 Hampton Lane	Brookings, OR 97415
Chesley & Cheryl Noland	1372 Hampton Lane	Brookings, OR 97415
Will & Erika Westbrook	P. O. Box 1962	Brookings, OR 97415
Barbara Wilson	P. O. Box 7107	Brookings, OR 97415

2. By a 4-0-2 vote (Motion: Chair Gorman; Commissioners Collis and Smith abstained due to absence at the June public hearing) the Planning Commission approved the Final ORDER and Findings of Fact for File No. SUB 9-03.

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

1. By a 6-0 vote (motion: Commissioner Freeman) the Planning Commission approved the final map for a subdivision identified as *West Cliff*, dividing a 1.04 acres parcel of land into 5 lots; located at Passley Road; File No. SUB-1-03; zoned R-1-6, Steve Calwalader dba Bayside Builders, applicant.

THE PLANNING COMMISSION TOOK THE FOLLOWING ACTION IN THE PUBLIC HEARINGS

1. By a 5-1 vote, (motion: Commissioner Gorman; voting in the affirmative: Collis, Cofrances, Gorman, and Smith; voting against: Nishioka) the Planning Commission approved File No. CUP-7-03, a request to construct a veterinary hospital, located at 842 Railroad; Assessor's Map 41-13-06 DB, Tax Lot 1800; C-3 (General Commercial) zone; Jeffrey and Evonne Tribble, applicants.

An additional condition was added to the *Conditions of Approval*:

- All outdoor lighting shall be directed and/or shielded so as to prevent light from falling directly on adjoining properties. Applicant shall submit a lighting plan for the parking lot prior to occupancy.

Three commissioners (Freeman, Gorman, and Cofrances) declared a site visit exparte. There was no challenge from the audience as to the jurisdiction of the Commission to hear this request.

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

Jeffrey Tribble, applicant	15630 Hwy 101 S	Brookings, OR 97415
Barbara Nysted	427 Buena Vista Loop	Brookings, OR 97415

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

2. By a 5-1 vote (motion: Commissioner Gorman; voting in the affirmative: Freeman, Collis, CoFrances) the Planning Commission approved the Final ORDER and Findings of Fact for File No. CUP 7-03.

3. By a 5-1 vote (motion: Commissioner Freeman; voting in the affirmative: Collis, Cofrances, Freeman, Nishioka, and Smith; voting against: Gorman) the Planning Commission approved File No. CUP-8-03, a request for a conditional use permit to create a dwelling group; located at 712 Second Street; Assessor's Map 41-13-06 BA, Tax Lot 1703; R-1-6 (Single-family Residential, 6,000 square foot minimum lot size) zone; Skip Watwood, applicant; Richard Wilson, owner.

An additional condition was added to the Conditions of Approval:

- The driveway from Second Street to the garage of the new dwelling and including the parking spaces for the existing house shall be paved to a width of 20 feet. The 16 foot easement shall be paved from the garage of the new dwelling to the easterly property.

Two commissioners (Collis and Cofrances) declared a site visit ex parte. There was no challenge from the audience as to the jurisdiction of the Commission to hear this request.

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

Richard Wilson P. O. Box 1077 Brookings, OR 97415

Entered into the record was a letter from the property owners of 716 Second Street:
Scott & Betsy Emry 2730 So. Old State Road Mt. Shasta, CA 96067

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

4. By a 6-0 vote (Motion: Commissioner Freeman) the Planning Commission approved the Final ORDER and Findings of Fact for File No. CUP-8-03.

The following actions were taken regarding LDC(Land Development Code) File No. 3-03.

5. By a 6-0 (Motion: Commissioner Cofrances) the Planning Commission voted to send to City Council, a recommendation, with recommended changes, a draft of an amendment to the Land Development Code, adding a new zoning district titled "Master Plan Development (MPD)" district; to apply the zone to areas in the Urban Growth Boundary designated as requiring a Master Plan of Development if/when they are annexed into the city; and to apply the zone to any parcel of 50 acres or more as it is annexed or through the plan/zone change process.

The recommended changes to SECTION 70 MASTER PLANNED DEVELOPMENT:
Section 70.040 A. Application Requirements

- ~~d. The City Planner may waive any of the above requirements when determined the information required by this section is unnecessary to properly evaluate the proposed MPD.~~ The City Planner may require additional information to evaluate the proposal.

Section 70.070 Review Criteria

- C. The proposed MPoD will demonstrate that adequate utilities are available or can reasonably be made available at each phase. *The proposed MPoD will further demonstrate that existing utility services and water supplies for adjacent properties will not be negatively affected at each phase.*

Section 70.110 Effective Date and Assurance

- The decision of the *City Council* shall become effective 15 days from when the Notice of Decision is mailed ~~unless an appeal is filed.~~

Section 70.130 Modification of a Master Plan of Development (MPoD)

- b. Notice of a request. Within 7 days of receiving the complete application the City Planner will mail a notice of the request to all property owners within ~~100~~ 250 feet of the lot *and to persons on record as interested parties.*

Section 70.140 Detailed Development Plan (DDP) Review Procedures

A. Application Requirements

1. Graphic Requirements

- e. Utilities plan indicating how sanitary sewer, storm sewer, drainage, and water systems will function; *and how negative impacts to sanitary sewers, storm sewers, drainage and water systems of adjacent properties will be avoided.*

3. Tentative Plat

- If a MPoD is to be partitioned or subdivided, a tentative plan or plat ~~may also~~ *shall* be submitted as part of a MPoD or DDP submittal in accordance with Section 176, Land Divisions, to permit simultaneous review.

Section 70.170 Review Criteria for Determining Compliance with Master Plan of Development (MPoD)

- B. *All deviations within the limits set by criteria in "A" above from those of the approved MPoD shall be justified and explained either in the required graphic or narrative materials.*

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

Jim Capp, Western Land Use Services P.O. Box 2937	Harbor, OR	97415
Mike Smith	17444 Hwy 101	Brookings, OR 97415
Jerry LaRue	19221 Whaleshead	Brookings, OR 97415
Pete Chasar	935 Marina Heights Road	Brookings, OR 97415
Catherine Wiley	96370 Oceanview Drive	Brookings, OR 97415
Yvonne Maitland	15676 Oceanview Drive	Brookings, OR 97415
Ian Maitland	15676 Oceanview Drive	Brookings, OR 97415

The Planning Commission recessed at 10:00 p.m. Chair Gorman reconvened the meeting at 10:09 p.m. with the same six members present.

6. By a 6-0 vote (Motion: Commissioner Gorman) the Planning Commission voted to send a favorable recommendation to City Council to apply the new Master Plan for the Borax property.
7. By a 6-0 vote (Motion: Commissioner Nishioka) the Planning Commission approved an amendment to the City's Comprehensive Plan to include the Master Plan designation on the Land Use Designation Map and a textual change to Goal 14 Urbanization, to provide for the Master Plan designation.

THE PLANNING COMMISSION TOOK THE FOLLOWING ACTION ON COUNTY REFERRALS

None.

UNSCHEDULED PUBLIC APPEARANCES

None.

PROPOSITIONS AND COMMISSIONERS COMMENTS:

REPORT OF THE PLANNING DIRECTOR

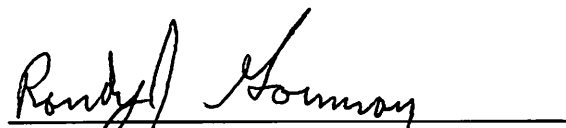
Planning Director Bischoff informed the Commission, a Press Release has been posted to fill the vacancy created by Commission Cofrances. Best wishes were expressed with the retirement of Commissioner Cofrances.

ADJOURNMENT

With no further business before the Planning Commission, the meeting adjourned at 11:20 p.m.

Respectfully submitted,

BROOKINGS PLANNING COMMISSION



Randy F. Gorman, Chair

cmm