

**MINUTES
BROOKINGS PLANNING COMMISSION
REGULAR MEETING
March 4, 2003**

Chair Randy Gorman called the regular meeting of the Brookings Planning Commission 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.

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

Commissioner Fritz was not present at the meeting.

CHAIRPERSON ANNOUNCEMENTS

None.

MINUTES

By a 6-0 vote, the Commission (motion: Commissioner Freeman) approved the minutes of the February 4, 2003, regular meeting.

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 6-0 vote (motion: Commissioner Freeman) the Commission approved File No. M3-1-03, an application for a minor partition to divide a .41 acre parcel into 3 lots; located at the north east corner of Seventh Street and Meadow Lane; Assessor's Map 40-13-31 DD, Tax Lot 700; R-1-6 (Single-family Residential, 6,000 square foot minimum lot size) zone; Terravita Development, applicant; K. C. Erb, representative.

In addition to the general conditions included in the packet, 3 additional conditions were placed on the motion:

- Prior to the recordation of the final plat map the applicant shall remove the shed located across the northerly property line and;
- Applicant shall install a street light, if determined necessary, in a position to be determined by city staff and;

- Applicant shall work with the Post Office to determine the location of the existing mailboxes at the corner of Meadow Lane and Seventh Street.

Three commissioners (Commissioners Collis, Freeman and Gorman) 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 and comments regarding the request from the following:

K. C. Erb	15342 Oceanview Drive	Harbor, OR 97415
Holly Byer	625 Meadow Lane	Brookings, OR 97415
Nicki VanNoort	1027 ½ Seventh Street	Brookings, OR 97415

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

2. By a 6-0 vote (motion: Commission Gorman) the Commission approved the Final ORDER and the Findings of Fact for File No. M3-1-03.
3. By a 6-0 vote, (motion: Commissioner Nishioka) the Planning Commission approved File No. CUP 6-03, a conditional use permit to construct a new church, located at 102 Park Avenue; Assessor's Map 41-13-6 DA, Tax Lot 10900; R-3 (Multiple-family Residential) zone; Brookings Seventh Day Adventist Church, applicant; Glenn E. Payne, representative.

Two commissioners (Commissioners Collis and Freeman) declared ex parte due to a 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 and comments regarding the request from the following:

Glenn Payne, Sr	104 Rivers End Road	Smith River, CA 95567
Janet Knutsen	205 Knutsen Lane	Smith River, CA 95567

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

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

THE PLANNING COMMISSION TOOK THE FOLLOWING ACTION ON COUNTY REFERRALS

5. By a 6-0 vote (Motion: Commissioner Freeman) the Planning Commission approved File No. S-0301, a request for an 18-lot subdivision from a 9.5-acre parcel; and File No. AD-0308, a variance to the road standards regarding road width, cul-de-sac length, and driveway separation; to be identified as *Pacific Sunset Pointe*; R-2 (Multi-family Residential) zone; Assessor's Map 41-13-4 b, Tax Lots 100, 300 and 2001; Michael Mahar and Kurt Kessler,

applicants; Jim Capp, representative.

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

Jim Capp	P. O. Box 2927	Harbor, OR 97415
Don Hoag	17156 Mountain Drive	Brookings, OR 97415
Kurt Kessler	P. O. Box 6335	Brookings, OR 97415
Rob Hammond	98041 Hall Way	Brookings, OR 97415
Dale Coleman	15745 Highway 101	Brookings, OR 97415

UNSCHEDULED PUBLIC APPEARANCES

Planning Director Bischoff was asked for a definition of a *land-locked property* by the following:

Rocky McVay	15955 Short Way	Brookings, OR 97415
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PROPOSITIONS AND COMMISSIONERS COMMENTS:

Chair Gorman questioned the Planning Director on the previous concern about potholes on Ransom Avenue between Fifth and Sixth Street. Planning Director responded he contacted Public Works regarding the issue.

Commissioner Collis questioned how many days are required after a business closes to remove their sign. His two concerns were: *Fat Boys Restaurant* and *Dan's photo*. He also expressed concern about the absence of a stop sign at Velopa Court.

Planning Director stated the *sign code* states 90 days for removal of a sign after vacating the business location.

REPORT OF THE PLANNING DIRECTOR

None.

ADJOURNMENT

With no further business before the Planning Commission, the meeting adjourned at 9:17 p.m.

Respectfully submitted,

BROOKINGS PLANNING COMMISSION



Randy J. Gorman, Chair