

**MINUTES**  
**BROOKINGS PLANNING COMMISSION**  
**Regular Meeting**  
**October 5, 2004**

Chairman Gilmore called the meeting of the Brookings Planning Commission to order at 7:08 p.m. in the Council Chambers at the Brookings City Hall on the above date with the following Commission members and staff in attendance.

*Commissioners Present:*

Jim Collis                      Ted Freeman  
Bill Dundom                  Bruce Nishioka  
Randy Gorman                Bob Gilmore  
Emilia Parada, Ex Officio Student Commissioner

*Commissioners Absent:*

Commissioner Smith

*Staff Present:*

John Bischoff, Planning Director  
Dianne Snow, Assistant Planner  
Ed Wait, Economic and Urban Development Director  
Cathie Mahon, Community Development Secretary

*Media:*

Curry Coastal Pilot reporter, Brian Bullock

*Other:*

Approximately 10 citizens in the audience.

**CHAIRPERSON ANNOUNCEMENTS**

The meeting did not promptly open at 7:00 p.m. to allow Chair Gilmore time to discuss several issues with the Planning Director. One of the items was a letter from Commissioner Smith who requested a letter he had written be read at the meeting (in his absence). It was decided his letter be read at the next meeting when he returns from his vacation.

**MINUTES**

By a 5-0-1 vote (motion: Commissioner Freeman; Commissioners Dundom, Freeman, Gorman, Nishioka and Collis voted in the affirmative; Commissioner Gilmore abstained due to absence at the meeting) the Planning Commissioner approved the minutes of the regular meeting on September 7, 2004.

**THE PLANNING COMMISSION TOOK THE FOLLOWING ACTION ON WRITTEN REQUESTS AND COMMUNICATION**

None.

**THE PLANNING COMMISSION TOOK THE FOLLOWING ACTION IN THE PUBLIC HEARINGS**

The Planning Commission decided to postpone making a decision on File No. **LDC-1-04**. The file under consideration was:

Ordinance No.04-O-446.TT, titled "Section 54, Downtown Business (DB) District." This ordinance provides for permitted uses, building setback standards, and other requirements that are different than the existing C-3 Zone. The subject area includes the first tier of lots on the north side of Highway 101 (Chetco Avenue) to the north side of Railroad Street, and between Center Street on the west and Alder Street on the east. This is a City initiated amendment. The Planning Commission will make a recommendation to the City Council.

Discussion ensued because of the volume of material to study: 50+ pages of the *City of Brookings Downtown Master Plan*, and the 55 page *Downtown Brookings Master Plan: Implementation Tools & Resources*. (Note: staff overlooked attaching these two documents to the packet. Some commissioners received them a day before the meeting and others at the meeting). Several commissioners expressed additional time was needed before making a decision on the request.

Discussion ensued about adding **LDC-1-04** to next month's agenda. Economic Director Wait approached the podium. He discussed the time element concerning the importance of having the zone district implemented before ODOT reconfigures Highway 101 in 2005.

1. By a 2-4 vote (motion: Commissioner Dundom; Commissioners Dundom and Freeman voted in the affirmative; Gorman, Gilmore, Collis and Nishioka voted in opposition) a motion was made to postpone the decision for File No. **LDC-1-04** until the November 2, 2004, public hearing.
2. By a 6-0 vote (motion: Commissioner Dundom) the Planning Commission approved the motion to continue the hearing until October 19, 2004.

All members of the Commission declared ex parte due to familiarity to the area of concern in this case. 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:

Toni Mefford	17744 Hwy.101, #B101	Brookings,OR 97415
Judy Caplan	P. O. Box 4187	Brookings, OR
Richard Geraghty	P. O. Box 1459	Brookings, OR
Mike Anderson	P. O. Box 1235	Brookings, OR
Rick Bishop	P. O. Box 267	Brookings, OR

Chair Gilmore clarified the meeting scheduled in two weeks is for the "continuation" of File No. **LDC-1-04**, further clarifying more testimony can be made at that time.

## THE PLANNING COMMISSION TOOK THE FOLLOWING ACTION ON COUNTY REFERRALS

1. By a 6-0 vote (Motion: Commissioner Freeman) the Planning Commission will send a favorable recommendation to Curry County in the matter of File No. **CR-AD-0452**, a request for a conditional use permit to construct a 100 foot high monopole, telecommunications tower consisting of a 3-sector omni antenna with 4 antennas per sector, two of which are to be added in the future. A 20' x 11'6" equipment building will be located at the base of the tower. A total area occupied by the facility will be 60' x 50'. Location is on the west side of Carpenter Road at the intersection of Highway 101; Assessor's Map 40-14-25, tax lot 1305; property owner is South Coast Lumber Corp; applicant, Sharon Gretch for Nextel Communications.

The motion was amended to include the following recommended conditions:

- That the maximum height of the tower be held to 110 feet including antennas as per the applicant's submittal.
- That the county ensures that the fall line of the tower would not be across the actual travel way of Highway 101. The right-of-way in that area is 225 feet wide but where the actual travel way is located within the right-of-way should be located to determine if the tower poses a threat.

In the staff report the following recommendations were:

- No lighting shall be permitted on the tower except as required by the FAA.
- No advertising or signs of any type are to be placed on the tower except those required or necessary for safety and warnings.

## UNSCHEDULED PUBLIC APPEARANCES

None.

## PLANNING DIRECTOR COMMENTS:

Bischoff reported the on two appeals:

- File No. **APP-2-04**, an appeal of the Planning Commission's approval of **PUD-2-04**, the Planned Unit Development of 36 condominiums, referred to as *Ransom Creek*, located at the north end of Timberline Drive; Bruce Brothers, applicant; Debbie Hodges, appellant. The Planning Commission made their decision on August 3, 2004. City Council heard the appeal on September 27, 2004; it was continued for further written testimony until October 25<sup>th</sup> at which time the City Council will make their decision.
- File No. **VAR-3-04**, a variance to allow a side yard setback of 5 feet in lieu of the required 10 feet for a garage building; located at 912 Easy Street; Brian Woosley, applicant; was heard and approved by the Planning Commission on September 7, 2004. **APP-3-04** is an appeal of that decision by Patrick Dodgen. The appeal will go before City Council on October 25, 2004.
- File No. **MPD-1-04**, the Lone Ranch Master Plan filed by Borax, was heard at the September 13<sup>th</sup> meeting. It has continued for additional written testimony to October 11, 2004, at which time City Council is expected to make a decision.

## PROPOSITIONS AND COMMISSIONERS COMMENTS

None.

### ASSISTANT PLANNER COMMENTS:

Assistant Planner Snow explained she has been involved with the Downtown Development Committee. She said the two documents of the *Downtown Brookings Master Plan* are good reference tools to refer to when considering the request for the new zone district, *DBD, Downtown Business District*, File No. **LDC-1-04**. They are guidelines for development within that area of the city.

She also updated the Planning Commission on their recommendation for approval on a county case heard at the September 7<sup>th</sup> meeting:

- File No. **CR-P-0409**, a request for a partition was approved by the County and included the condition for drainage suggested by the Planning Commission:

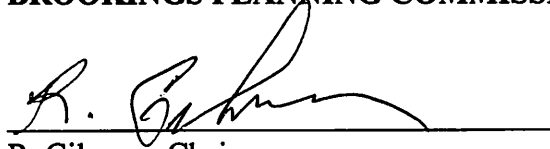
*Prior to final approval of the plat, an engineered storm drainage plan for Parcel 1 must be submitted and approved to prevent runoff from damaging other properties. If substandard, Crown Terrace must be improved to Rural Collector standard.*

### ADJOURNMENT:

With no further business before the Planning Commission, the meeting adjourned at 9:03 p.m.

Respectfully submitted,

**BROOKINGS PLANNING COMMISSION**



R. Gilmore, Chairperson