

**MINUTES**  
**BROOKINGS PLANNING COMMISSION**  
May 1, 2007

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

*Commissioners Present:*

Steve Bismarck	Juliane Leighton
Bill Dundom	Hedda Markham
Randy Gorman	Bruce Nishioka

Commissioners Absent: Richard Yock

*Staff Present:* Dianne Morris, Planning Director, Donna Colby-Hanks, Senior Planner, and Cathie Mahon, Secretary.

*Other: Student ex officio* Sarra Jordon-Brune and approximately 6 participants in the audience

**CHAIR ANNOUNCEMENTS**

None.

Before the public hearing for File No. **SUB-1-07** was opened, Planning Director Morris explained the procedure of the hearing would be conducted with the Public Hearing first, followed by the Final Order, and the third action would be for approval of the Final Plat. She also reviewed the Conditions of Approval from the 2004 original file.

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

1. By a 6-0 vote (Motion: Commissioner Bismarck) the Planning Commission approved the preliminary approval of the *Andruss Subdivision*, a .97 acre parcel subdivided into four (4) lots; located at 17234 West Passley Road; Assessor's Map 40-14-36BA, Tax Lot 2000; R-1-6 (Single Family Residential, 6,000 sq.ft. minimum lot size) zone; Martin and Elizabeth Andruss; File No. **SUB-1-07**.

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

Mrs. Elizabeth Andruss	17941 Rainbow Rock Road	Brookings
Jim Metcalfe	17225 Garvin Court	Brookings

Commissioner Dundom was the only commissioner to declare 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 applicant waived their right to seven (7) additional days in which to submit written testimony.

## THE PLANNING COMMISSION TOOK THE FOLLOWING ACTION ON FINAL ORDERS

1. By a 6-0 vote (Motion: Commissioner Gorman) the Planning Commission approved the Final ORDER and Findings of Fact for File No. **SUB-1-07**.

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

1. By a 6-0 vote (Motion: Commissioner Bismarck) the Planning Commission voted to approve the Final Plat for the *Andruss Subdivision* located at 17234 Passley Road, File No. **SUB-1-07**.

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

1. By a 6-0 vote (Commissioner Dundom) the Planning Commission approved File No. **M3-3-07**, a request for a minor partition to divide a 1.54 acre parcel into two parcels; located at 96605 West Harris Heights; Assessor's Map 40-14-36BD, Tax Lot 1700; R-1-6 (Single Family Residential, 6,000 sq.ft. minimum lot size) zone; David Neighbors, representative; Barbara Shinn, property owner and applicant.

Commissioner Dundom 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 applicant waived their right to seven (7) additional days in which to submit written testimony.

2. By a 6-0 vote (Motion: Commissioner Bismarck) the Planning Commission approved the Final ORDER and Findings of Fact for File No. **M3-3-07**.

## THE PLANNING COMMISSION TOOK THE FOLLOWING ACTION IN THE LEGISLATIVE PUBLIC HEARING

1. By a 6-0 vote (Motion: Commissioner Bismarck) the Planning Commission voted to send a recommendation to City Council to approve amended Chapter 17.172-Land Divisions and Chapter 17.112-Rear Lot Development of the Brookings Municipal Code, File No. **LDC-2-06**.

Commissioner Bismarck declared ex parte due to a contact with Councilor Anderson. He stated he had written a memo to Councilor Anderson concerning *flags lots* and including them (flag lots) as part of Chapter 17.172-Land Divisions. There was no challenge from the audience as to the jurisdiction of the Commission to hear the request.

## COUNTY REFERRELS

None.

## MINUTES

By a 6-0 vote (motion: Commissioner Dundom) the Planning Commission approved the minutes of April 3, 2007.

## COMMENTS by the PLANNING STAFF

- Planning Director Morris discussed several items with File No. **LDC-2-06**:
  - Distributed a copy of Chapter 64-Violations approved by City Council at their April 23<sup>rd</sup> meeting.
  - City Council remanded *Section 170-Street Standards* and *Section 172-Public Improvements* will be reviewed at a CC workshop. After review the sections will go before a City Council hearing for approval to be included in the Brookings Municipal Code.
- Discussed examples of flag lots in the city.
- Distributed a survey from the League of Women Voters organization, regarding their findings from cities in Curry County on *Citizen Involvement in Land Use Planning*.
- Asked if anyone was planning to attend the *Coastal Zone Management in Oregon* seminar on May 18<sup>th</sup>.
- Announced there will be no second meeting on May 15<sup>th</sup>.
- Because the July meeting would be the day following 4<sup>th</sup> of July, it was decided to hold the meeting on July 10<sup>th</sup>.
- Candidates for the City Manager position will be interviewed on May 14<sup>th</sup>.
- Questioned who would like to be on the Review Committee. Chair Markham volunteered. Explained the review committee consists of city planners, Councilor Anderson, and Commissioner Markham. Review will begin this month on the *Parking and Downtown Business District*.
- Followed-up on the conditions of approval for an approved use for the Brookings-Harbor Christian School. One way signage for access and egress of the drop-off of student has been done. Another condition was erect fencing if outdoor sports equipment fell onto to Fifth Street. There have been no complaints so all the conditions have been met.
- Mentioned the absence of a representative from City Council. Under the advice of the City Attorney, it was decided there could be an ex parte issue when issues from the Planning Commission come before the Council.
- The Bruce Brothers appeal for *Pacific Terrace* is in mitigation. The water tank issue will go before City Council for final approval. Still pending and no meeting date has been set.
- Conditions recommended from the Commission for County Referral **CR-S-0603**, *Hoffeldt Subdivision*, resulted in a special hearing regarding the reconstruction of Payne and Foster roads. The hearing for **S-0603** is scheduled for sometime in June.
- Met with Harbor Sanitary personnel to discuss the availability of sewer hook-ups, and system development funds to expand. They said currently it's a first come, first serve.

## COMMISSIONERS COMMENTS

- Commissioner Dundom discussed his concern with commercial trucks parking on Railroad. He stated a safety issue occurs when a large commercial truck is parked on the street it is difficult to see around the vehicle, especially when crossing the street.
- Commissioner Markham commented on the dirt pile on King Street and Wharf.

Staff will forward the items to Public Works and report back to the commissioners at the next meeting.

- Commissioner Bismarck thanked the staff for their work on making the recent amended sections concise.

**ADJOURNMENT:**

With no further business before the Planning Commission, the meeting closed 8:32 p.m.

Respectfully submitted,



Hedda Markham, Chair

(approved at 6-5-07 meeting)