

MINUTES
BROOKINGS PLANNING COMMISSION
November 4, 2008

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	Hedda Markham
Ken Bryan	Cheryl McMahan
Randy Gorman	Bruce Nishioka
Juliane Leighton	

Staff Present:

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

Other: Approximately 6 participants in the audience.

CHAIR ANNOUNCEMENTS

None.

WRITTEN REQUEST and COMMUNICATIONS

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

THE PLANNING COMMISSION TOOK THE FOLLOWING ACTION ON FINAL ORDERS

THE PLANNING COMMISSION TOOK THE FOLLOWING ACTION IN THE PUBLIC HEARINGS

1. By a 7-0 vote (Motion: Commissioner Bismarck) the Planning Commission approved File No. **SUB-1-08**, an application for a subdivision to be known as *Neighbor Subdivision*, to divide a .87 acre parcel of land into three (3) parcels; located at 96659 West Harris Heights; Assessor's Map 40-14-36BD, Tax Lot 1701; R-1-6 (Single-family Residential 6,000 sq. ft. minimum lots size), Sherri and David Neighbor, applicants.

No exparte contact, personal bias, personal interest, conflicts or objections were declared by the Commission. 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:

David Neighbor, applicant	96659 West Harris Heights	Brookings, OR
Rich Roberts-Roberts & Assocs.	Land Surveying P.O. Box 1599	Brookings, OR
Peterson	96577 West Harris Heights	Brookings, OR

Entered into the record were documents from the following:

Attachment A Betty Jean Bolton, owner of 96563 W. Harris Hgts.
Attachment B John & Linda Petersen 96577 W. Harris Hgts.
Attachment C-Rich Roberts-Roberts & Assoc.Land Surveying 611 Spruce

The motion was amended to include the conditions of approval in the staff report with the addition of the following:

General Conditions:

- 11) The applicant shall contact the Oregon Department of Environment Quality (DEQ) about the need for a 1200C permit. If one is required a copy shall be provided to the City.
- 12) A 2 ½ foot vegetation easement, in the area adjacent to the west boundary of Neighbor Way, is part of Lot 1. The easement shall be shown on the plat and a note on the plat will describe it as benefiting Lots 2 and 3.

Street Conditions:

- 19) The applicant shall record a Deferred Improvement Agreement (DIA) for future street improvements including storm drainage on the frontage of West Harris Heights Road on Lot 1.

The applicant waived their right to seven (7) additional days in which to submit written testimony. The public hearing was closed at 7:45 p.m.

2. By a 7-0 vote (Motion: Commissioner Markham) the Planning Commission approved the Final ORDER and Findings of Fact for File No. **SUB-1-08**.
3. The Chair opened the public hearing for the continuation of File No. **CP-1-08** at 7:50 p.m. The request is to consider the adoption of the "*Storm and Surface Water Facilities Plan for the Brookings-Harbor Area.*" This plan, which is to be jointly adopted by the City of Brookings and Curry County, addresses storm and surface water issues within the Urban Growth Boundary.

No ex parte contact, personal bias, personal interest, conflicts or objections were declared by the Commission. There was no challenge from the audience as to the jurisdiction of the Commission to hear the request.

Entered into the record:

Exhibit M a 7-page document from Tom Huxley 15877 Pelican Dr. Brookings
Exhibit I a 3-page document from Yvonne Maitland 15676 Oceanview Drive

By a 6-0-1 vote (Motion: Commissioner Bismarck) the Planning Commission voted to forward a favorable recommendation to City Council for File No. **CP-1-08**. Commissioner Nishioka cast the dissenting vote because he did not participate at previous hearings concerning the request.

COUNTY REFERRELS

None.

APPROVAL of MINUTES

By a 4-0-3 vote (motion: Commissioner Markham) the Planning Commission approved the minutes of October 7, 2008 as written. Commissioners Leighton, McMahan, and Nishioka abstained due to absence at the hearing.

COMMENTS by the PLANNING STAFF

Planning Director Morris discussed several items:

- Planner Morris reported according to Resolution #399, an annual evaluation of the *Citizen Involvement Committee (CIC)* program is due each year. Planning Department staff will mail-out the survey/questionnaire in November. A report will be prepared detailing some of the comments received in the questionnaire. The report will be in the December packet following by forwarding the report to the Mayor and City Council at their January meeting.
- The Commission was reminded the annual report is due for the City Council.
- Five volunteers have been chosen to serve on the *Public Art Committee*. This committee reviews applications for murals to be placed on buildings or other structures in the City.
- A "Ten Commandments for Planning Commissioners" hand-out was distributed to the commissioners.
- An annexation and two (2) amendments to the Land Development Code are scheduled for the December 2, 2008, public hearing.

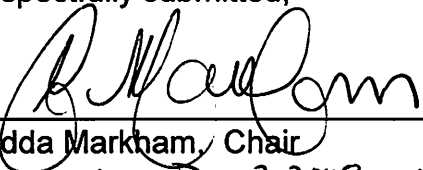
COMMISSIONERS COMMENTS

Commissioner Gorman asked about the changes to SDC's (System Development Charges). Director Morris stated the fee review is in the "draft" stage and he can obtain a copy from the Planning Department.

ADJOURNMENT:

With no further business before the Planning Commission, the meeting closed 8:21 p.m.

Respectfully submitted,



Hedda Markham, Chair
(approved at Dec 2, 2008 meeting)