

MINUTES of the BROOKINGS PLANNING COMMISSION

November 29, 2011

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

Commissioners Present: Jerry Wulkowicz, Hedda Markham, Curtis Williams, Bryan Tillung, Ken Bryan

Commissioners Absent: Cheryl McMahan, Kelly McClain

Staff Present: Planning Director, Dianne Morris, Sr. Planner Donna Colby-Hanks, Secretary Alex Carr-Frederick, City Manager Gary Milliman

Other: six members of the public

WRITTEN REQUESTS AND COMMUNICATIONS:

Sr. Planner Colby-Hanks presented the staff report for File No. **SUB-2-09**, a request for an extension of time for preliminary approval to subdivide a 3.11 acre parcel located on the east side of Fourth Street; was made by the applicant, Kurt Kessler. The development was unable to be completed due to tough economic times. With minimal discussion, Commissioner Bryan moved and Commissioner Tillung seconded an approval of the extension. Motion carried 5-0.

THE PLANNING COMMISSION TOOK THE FOLLOWING ACTION IN THE PUBLIC HEARINGS

At 7:11 p.m., Vice Chair Markham opened the quasi-judicial hearing regarding File Nos. **VAC-1-11**, a request for the Vacation and realignment of a portion of Cove Rd. adjacent to tax lots 1000 and 802, Map 41-13-06DD. Also a Minor change, File No. **MC-1-11** to **CUP-1-11**, to the approved Conditional Use Permit, CUP-1-11, for the siting of a retail business on tax lot 802; map 41-13-06DD. This Minor Change is needed to accommodate the Vacation/ realignment of Cove Rd.

Planning Director Dianne Morris presented the staff report. Gary Milliman, Brookings City Manager, was available for questions regarding the application and waived additional time for written argument. Commissioner Wulkowicz moved to recommend approval of File No. **MC-1-11** to **CUP-1-11**, Commissioner Bryan seconded. Motion carried 5-0. Chair Markham made a motion to approve the prepared Final Order, Commissioner Wulkowicz seconded and the motion carried 5-0. Next, the commission moved to discussing File No. **VAC-1-11**. Commissioner Bryan then made a motion to send a positive recommendation to the City Council regarding the vacation, Commissioner Williams seconded and motion carried 5-0.

APPROVAL of MINUTES

With a vote of 4-0, (Commissioner Bryan abstained) the Planning Commission approved the minutes from the 11-1-11 meeting (Motion: Vice Chair Markham, 2nd: Commissioner Williams).

COMMENTS from the PLANNING STAFF

Sr. Planner Colby-Hanks informed the Commission that they would likely be looking at two Land Development Code changes and a vacation for the January meeting. She also explained that staff would have a summary of the Citizen Involvement Surveys received from citizens for the last year.

COMMENTS FROM THE PLANNING CHAIR

Vice-Chair Markham read Chair McMahan's annual report into the record. Commissioner

Vice-Chair Markham re: Chair McMahan's annual report into the record. Commissioner Wulkowicz cited the omission of the Commissions two grant support letters in 2011 and requested that they be added in. Approval of the report was delayed until those changes are made.

ADJOURNMENT:

With no further business before the Planning Commission, the meeting adjourned at 7:46 pm.

Respectfully submitted,



Hedda Markham, Chair (approved at February 7, 2012 meeting)