

**MINUTES**  
**BROOKINGS PLANNING COMMISSION**

January 3, 2012

The regular meeting of the Brookings Planning Commission was called to order by Chair McMahan 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:* Cheryl McMahan, Hedda Markham, Jerry Wulkowicz, Curtis Williams, Kelly McClain, Bryan Tillung, Ken Bryan

*Staff Present:* Planning Director Dianne Morris, Sr. Planner Donna Colby-Hanks and Secretary Alex Carr-Frederick *Others Present:* none

**PLANNING COMMISSION CHAIRPERSON ANNOUNCEMENTS**

Chair McMahan read her 2011 annual report into the record. There were no objections or additions from the rest of the Commission.

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

At 7:04 p.m., Chair McMahan opened the legislative hearing on File No. LDC-4-11 revisions to Chapter 17.136.080, Conditional Use Permit, Time limitation, City initiated. Sr. Planner Colby-Hanks presented the staff report. With minimal discussion, Commissioner Markham made a motion and Commissioner McClain seconded that the Planning Commission recommend approval to the City Council of File No. LDC-4-11. Motion passed 7-0.

Chair McMahan continued the legislative hearing with File No. LDC-5-11 revisions to Chapter 17.172.060(E) Partition, Chapter 17.172.070(G) Subdivisions, Expiration of Preliminary Plat, and Chapter 17.172.080, Subdivisions, Final subdivision plat approval, City initiated. Planning Director Morris presented the staff report. Commissioner Wulkowicz moved and Commissioner Markham seconded a favorable recommendation of changes to Chapters 17.172.060(E) Partition, & 17.172.070(G) Subdivisions, Expiration of Preliminary Plat. Motion carried 7-0. Commissioner Wulkowicz then moved to deny a recommendation of the proposed changes to Chapter 17.172.080, Subdivisions, Final subdivision plat approval. Commissioner McClain seconded and the motion carried unanimously.

The legislative hearing continued with File No. LDC-6-11, revisions to Chapter 17.116.070(B), Planned Community, Planning Commission action, Approval periods; and Chapter 17.116.060, Subdivision Regulations, City initiated. Commissioner Markham moved and Commissioner Williams seconded a positive recommendation to City Council regarding Chapter 17.116.070(B), Planned Community, Planning Commission action, Approval periods. Motion carried 7-0. Commissioner Wulkowicz then moved to deny a recommendation to the Council regarding the proposed changes in Chapter 17.116.060, Subdivision Regulations. Commissioner McClain seconded, motion carried 7-0.

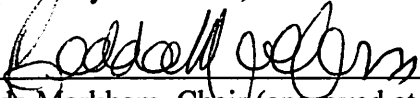
**COMMENTS from the PLANNING STAFF & COMMISSION**

Sr. Planner Colby-Hanks presented the annual Citizen Involvement Survey results. Out of 43 surveys mailed out, 7 were returned. The majority of the comments received were supportive and complimentary of the Planning procedures. Chair McMahan then called for a vote for the 2012 Chair and Vice Chair. By unanimous votes, Commissioner Markham was elected as Chair (motion: Chair McMahan, 2<sup>nd</sup>: Commissioner Markham) and Bryan Tillung (motion: Commissioner Wulkowicz, 2<sup>nd</sup>: Commissioner McClain) was elected Vice-Chair.

**ADJOURNMENT:**

With no further business before the Planning Commission, the meeting closed at 7:58 pm.

Respectfully submitted,



Hedda Markham, Chair (approved at the 2-7-11 meeting)