

**MINUTES**  
**BROOKINGS PLANNING COMMISSION**  
November 6<sup>nd</sup>, 2012

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

Commissioners Present: Hedda Markham, Cheryl McMahan, Marianne Padilla, Curtis Williams, Jerry Wulkowicz, Bryan Tillung.

Commissioners Absent: None

Staff Present: Public Works and Development Services Director – Loree Pryce; Planning Manager - Donna Colby-Hanks; GIS Tech./PWD Admin - Jordan Fanning

Others Present: 4 members of the public

**WRITTEN REQUESTS AND COMMUNICATIONS**

Public Works and Development Services Director Loree Pryce introduced herself to the commission and briefed them on her role as a city employee. She then made a request for a letter of support to be sent to the Oregon Department of Transportation for funding of the “Railroad Street Improvements” project. Chair Markham made a motion to support and sign the letter of support, seconded by Commissioner Williams. The motion passed with full support.

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

Chair Markham opened the quasi-judicial hearing regarding File NO. VAR-1-12 at 7:05 pm. Planning Manager Colby-Hanks presented the staff report and briefly explained the Supplemental Packet, “Exhibit B”. Applicant Noah Bruce, PO Box 69, Brookings, OR, citing the receipt of “new information” requested a continuance in the matter of File No. VAR-1-12. Next, Byron Brimm, PO BOX 41, Brookings, OR, requested that his submission of Exhibit B-3 be withdrawn from the supplemental packet, until further notice. Brimm gave no reason for the withdrawal. At 7:24, public testimony was closed and Commissioner Williams made a motion, seconded by Chair Markham that the Commission allow the continuance regarding File No. VAR-1-12 until the next PC meeting on December 4<sup>th</sup>, 2012 at 7:00pm.

**APPROVAL of MINUTES**

By a 6-0 vote (motion: Commissioner McMahan, 2<sup>nd</sup> Commissioner Tillung,) the Planning Commission approved the minutes of the October 2, 2012 Planning Commission meeting.

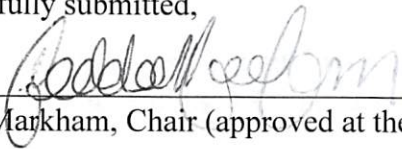
**REPORT from the PLANNING STAFF & COMMISSION**

On the October 2<sup>nd</sup> PC Meeting, the commission asked the staff to research the amount of park space contained within Brookings city limits. Colby-Hanks presented her findings on the acreage of park space and found that there are 35.9 acres per 1000 people. The National Parks and Recreation Association recommends 6-19 acres per 1000 residents. As part of normal duties, the Chair will need to prepare the Planning Commission Annual Report for the December meeting in preparation for its presentation to the City Council meeting in January. A summary of the Citizen Involvement Survey will be presented in the December hearing.

**ADJOURNMENT**

With no further business before the Planning Commission, the meeting adjourned at 7:26 pm.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Hedda Markham", written over a horizontal line.

Hedda Markham, Chair (approved at the 12/04/12 meeting)