

**MINUTES**  
**BROOKINGS PLANNING COMMISSION**  
December 4<sup>th</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.

Commissioners Absent: Bryan Tillung

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

Others Present: 5 members of the public

**WRITTEN REQUESTS AND COMMUNICATIONS**

Because the New Year falls on the first Tuesday of January for 2013, the next Planning Commission meeting will be held on January the 8<sup>th</sup> of 2013.

**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 7:02 pm. Planning Manager Colby-Hanks recounted the discussion that occurred at the November 6<sup>th</sup> meeting regarding VAR-1-12. Colby-Hanks then presented updated details from the staff report, answered questions from the commissioners, and briefly gave a summary of “Exhibit D” in the supplemental packet. Applicant Noah Bruce, PO Box 69, Brookings, OR, fielded questions from the Commissioners regarding the on-site retaining wall and a clarification of “lower garage”. At 7:17pm Commissioner Wulkowicz made a motion, seconded by Commissioner Williams that the Variance be approved. The vote was 5-0 in favor. Chair Markham made the motion for approval of the final order and it was seconded by Commissioner Williams, the final order was passed by a vote 5-0.

Next, Chair Markham opened the quasi-judicial hearing regarding File NO. CPZ-1-12. Colby-Hanks gave a summary of the staff report. Representative Mark Bergquist speaking for O’Reilly Auto Parts, 702 E. Bethany Home Rd., Phoenix, AZ, reiterated that the store would be purely retail and only take up a portion of the total lot in question. Commissioner McMahan made a motion, seconded by Chair Markham to approve the zone change. The vote was 5-0 in favor. The final order, motion by Chair Markham and second from Commissioner Padilla, was also approved unanimously.

Next, Chair Markham opened the quasi-judicial hearing regarding File NO. CUP-2-12. Colby-Hanks gave the summary of the staff report. Applicant Nathan Heath at 330 Mill Beach Rd., Brookings, OR, was asked to give his opinion about the conditions regarding the approval of the application. Heath also detailed measures that would be implemented should members of the community take issue with possible odors emanating from the facility. Commissioner McMahan made a motion, seconded by Chair Markham to approve the conditional use permit. The vote was 5-0 in favor. The final order, motion by Chair Markham and second from Commissioner Wulkowicz, was also approved unanimously.

**APPROVAL of MINUTES**

Commissioner McMahan made a motion to approve the minutes from the November 6<sup>th</sup> meeting. This motion was seconded by Commissioner Wulkowicz and unanimously approved.

**REPORT from the PLANNING STAFF & COMMISSION**

After Colby-Hanks gave a summary of the Citizen Involvement Report prepared by the staff, Chair Markham moved to approve the report and was seconded by Commissioner Padilla. The report will be forwarded on to the city council. The Chair's Annual report was given by Chair Markham and highlighted the various issues heard by the Commission over the course of the year. Commissioner Wulkowicz moved to approve the report which was seconded by Commissioner Williams and approved unanimously.

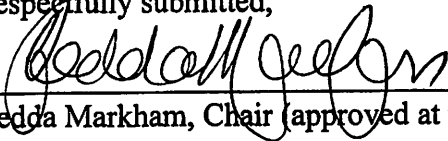
**ELECTION of CHAIR and VICE CHAIR of the COMMISSION**

Hedda Markham was self-nominated for the Chair position and was voted into the position unanimously. Chair Markham nominated Cheryl McMahan for the Vice Chair position and was voted in unanimously.

**ADJOURNMENT**

With no further business before the Planning Commission the meeting adjourned at 7:59 pm.

Respectfully submitted,



Hedda Markham, Chair (approved at the 01/08/13 meeting)