

MINUTES
BROOKINGS PLANNING COMMISSION
July 1, 2014

The regular meeting of the Brookings Planning Commission was called to order by Chair Bryan Tillung at 7:07pm in the Council Chambers at the Brookings City Hall on the above date. The following Commission members and staff were in attendance:

Commissioners Present: Betty Pomerleau, Gerry Wulkowicz, Bryan Tillung, Loren Rings
Commissioners Absent: Cheryl McMahan
Planning Staff Present: Planning Manager - Donna Colby-Hanks; Director of Public Works - Loree Pryce; Administrator - Jordan Fanning
Others Present: 5 members of the public

THE FOLLOWING ACTIONS WERE TAKEN IN THE PUBLIC HEARINGS:

Public hearing procedures addressed by Chair Tillung

- Chair Tillung opened the quasi-judicial hearing regarding File No. M3-2-14 at 7:09pm.

File Description: In the matter of File No. **M3-2-14**, a request for a partition to divide a .62 acre parcel into two parcels; located adjacent to the southern boundary of Memory Lane at the intersection of Kindel Street; Assessor's Map 41-13-08BA, tax lot 702; zoned Single-Family Residential (R-1-6). Owner/applicant is Thompson/Owens. Criteria used to decide this case can be found in 17.172 Land Divisions, 17.168 Public Facilities Improvements Standards and Criteria for Utilities, and 17.170 Street Standards of the Brookings Municipal Code (BMC). This is a quasi-judicial hearing and the Planning Commission will make a decision on this matter.

No ex parte contact, bias, or conflict of interest was disclosed.

Planning Manager Colby-Hanks presented the staff report in full. Applicant Ken Thompson, 3949 West Fairway Coeur d' Alene, ID, offered to answer any question the Commission had. Jim Benson, 315 Memory Ln, stated his support of the application, but had concerns as to the location of utilities crossing the parcel. Rich Roberts, PO Box 1559, was present to answer any questions the Commission had regarding surveying. The Commission had no questions for the any of the members of the public present, but did confer with staff. Colby-Hanks clarified some planning vocabulary and addressed the concerns stated by Benson. The public hearing portion of the file was closed at 7:31pm. Commissioner Wulkowicz made a motion to approve the proposal. The motion was seconded by Commissioner Pomerleau. The application was approved unanimously. Commissioner Wulkowicz made a motion to approve the drafted Final Order with no amendments. The motion was seconded by Chair Tillung and approved unanimously.

- Chair Tillung opened the quasi-judicial hearing regarding File No. CP-1-14 at 7:34pm.

File Description: In the matter of File No. **CP-1-14**, approval of an update to the City's Water Master Plan as well as text revisions to the Public Facilities Plan (PFP) and Goal 11 Public Facilities and Services to reflect the information from the update. City initiated. The criteria used to decide this matter is found in Chapter 17.140 Amendments, of the BMC. This is a legislative hearing and the Planning Commission will make a recommendation to City Council on this matter.

No ex parte contact, bias, or conflict of interest was disclosed.

Public Works Director Pryce presented the highlights and concerns associated with the master plan. The application was city initiated and zero members of the public were in the audience. The public hearing portion of the file was closed at 7:46pm. Commissioner Wulkowicz made a motion to recommend approval of the draft master plan to the City Council. The motion was seconded by Chair Tillung. The application was approved unanimously.

APPROVAL of MINUTES

By a 4-0 vote, (motion: Chair Tillung, 2nd Commissioner Wulkowicz) the Planning Commission approved the minutes of the June 3, 2014 Planning Commission meeting.

REPORT FROM PLANNING STAFF

- Next Planning Commission meeting will be held on August 5th. Items to look for will include the Tribble Annexation along North Bank Chetco Rd.
- Joint workshop between Planning Commission and City Council to occur on July 9th at 4pm to discuss the City's Transportation Plan update.

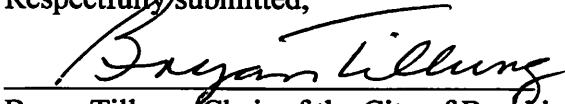
ELECTION OF VICE CHAIR

Chair Tillung nominated Commissioner Wulkowicz for Vice Chair of the Planning Commission. The nomination was seconded by Commissioner Pomerleau and unanimously voted in favor of.

ADJOURNMENT

Meeting adjourned at 7:52pm

Respectfully submitted,



Bryan Tillung, Chair of the City of Brookings Planning Commission
(Approved at the 8/05/14 meeting)