

**MINUTES**  
**BROOKINGS PLANNING COMMISSION**  
**January 6th, 2015**

The regular meeting of the Brookings Planning Commission was called to order by Chair Bryan Tillung 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: Gerry Wulkowicz, Bryan Tillung, Loren Rings, Cheryl McMahan, Ray Hunter  
Commissioners Absent: Betty Pomerleau  
Planning Staff Present: Planning Manager - Donna Colby-Hanks; Administrator - Jordan Fanning  
Others Present: 3 members of the public

**PUBLIC HEARINGS**

Public hearing procedures addressed by Chair Tillung

- Chair Tillung opened the quasi-judicial hearing regarding File No. LDC-1-15 at 7:00pm.

**File Description:** In the matter of File No. **LDC-1-15**, revisions to Chapter 17.170 Street Standards, Chapter 17.128 Interpretations and Exceptions, and Chapter 17.136 Conditional Uses to implement a new process for deferral of street improvements. City initiated. The criteria used to decide this matter is found in Chapter 17.140 Amendments, of the Brookings Municipal Code. This is a legislative hearing and the Planning Commission will make a recommendation to City Council on this matter.

Planning Manager Colby-Hanks presented the staff report in full. Colby-Hanks answered questions concerning the origin of DIA's, documentation for home buyers, and the rationale behind requiring home builders to submit a deposit. Commissioner Rings made a comment regarding his concern that a 125% deposit was not large enough, as the cost of construction would likely increase faster than the pace of DIA's being called in; ultimately leaving the home owner responsible for the difference in the cost of the improvements. Commissioner Wulkowicz agreed with Rings, but continued, and shared a desire for having two separate processes. One process would be for large developers and the other for people just developing a single lot. There was much discussion surrounding both of the Commissioners' concerns. Commissioner Wulkowicz made a motion to accept the revisions with the exception of changing the deposit from 125% to 150%, as well as asking the City Council to think about separate provisions for 1 and 2 lot developments. Commissioner Rings was the 2<sup>nd</sup> for the motion. The Commission voted for the motion unanimously.

**APPROVAL of MINUTES**

By a 5-0 vote, (motion: Commissioner McMahan, 2<sup>nd</sup> Commissioner Tillung) the Planning Commission approved the minutes of the December 2<sup>nd</sup>, 2014 Planning Commission meeting.

**UNSCHEDULED PUBLIC APPEARANCES**

Connie Hunter appeared before the Planning Commission to share her feelings about the Brookings Comprehensive Plan and experiences with similar documents in other Cities. \*\*After the report from Planning Staff, Commissioner Hunter requested Mrs. Hunter to clarify a figure she offered during her original presentation.

**REPORT FROM PLANNING STAFF**

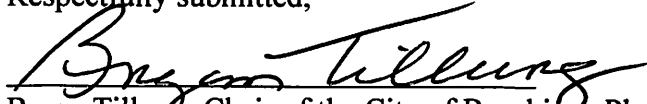
Staff reminded the Commission to keep public conversation about planning topics to a minimum, and that any such conversations would need to be revealed at a public hearing. It is possible that this could create a situation where a commissioner would need to recuse themselves from hearing an application.

The Commission will be having a workshop in February to discuss Amateur Radio towers.

### ADJOURNMENT

Meeting adjourned at 7:52pm

Respectfully submitted,



Bryan Tillung, Chair of the City of Brookings Planning Commission

(Approved at the 4/07/15 meeting)