

BROOKINGS PLANNING COMMISSION MINUTES

February 6, 2018

The regular meeting of the Brookings Planning Commission was called to order by Commissioner Cheryl McMahan, Acting Chair at 7:07 PM in the Council Chambers at the Brookings City Hall.

Commissioners Present: Loren Rings, Cheryl McMahan, Skip Hunter, Tim Hartzell

Staff Present: Parks & Planning Manager – Tony Baron; Administrator - Lauri Ziemer

Others Present: 3 audience members

PUBLIC HEARINGS

Public hearing procedures were addressed by Acting Chair Cheryl McMahan.

- Acting Chair Cheryl McMahan opened the quasi-judicial hearing regarding File No. CUP-5-17

File Description: In the matter of the File No. CUP-5-17, a request for approval of a Conditional Use Permit to operate a Short Term Rental facility at 1328 Crissey Circle, a 0.18 acre parcel located on Assessor's Map No. 41-13-06-BC; Tax Lot 1100. The applicant/owner is Richard Holtzman. The criteria used to decide this matter are found in Section 17.124.170 – Short-term rentals, Chapter 17.136 - Conditional Uses, and Section 17.20.040(Q) Single-Family Residential (R-1-6) Conditional uses of the Brookings Municipal Code (BMC). This is a Quasi-judicial hearing and the Planning Commission will make a decision on the matter.

Commissioner Hunter declared he lives within the 250' area of the submit property. There was no ex parte contact or conflict of interest declared. There was no objection to the jurisdiction of the Planning Commission to hear the matter. The public hearing was opened at 7:10 P.M. Parks and Planning Manager Tony Baron reviewed the staff report.

Applicant did not attend. There was no one in opposition and no interested parties. No participant requested additional time to submit materials. The public hearing was closed at 7:18 P.M.

The Commission deliberated on the matter. By a 4-0 vote (Motion: Rings, 2nd Hartzell) the Planning Commission approved File No. CUP-5-17 as presented.

Commissioner Rings noted a typing error on the Final Order Conditions #8 to be corrected to two (2) parking spaces. Commissioner Rings motioned to approve the Final Order with the corrections as noted; motions seconded by Commissioner Hartzell. The Final Order was approved by unanimous vote.

APPROVAL of MINUTES

By a 4-0 vote (motion: Rings, 2nd Hunter) the Planning Commission approved the minutes of the October 3, 2017 Planning Commission meeting.

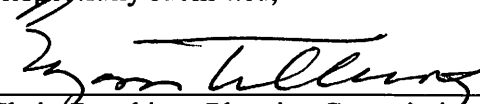
STAFF REPORT

Staff reported of Planning Department staff and procedure changes and advised of the partnership with Lane Council of Governments (LCOG) and their upcoming involvement in Planning Department applications.

ADJOURNMENT

Meeting adjourned at 7:25 P.M.

Respectfully submitted,



Chair, Brookings Planning Commission
Approved at the May 1, 2018 meeting