

REGULAR MEETING OF THE PLANNING COMMISSION
CITY OF BROOKINGS
SEPTEMBER 5, 1967

The meeting was called to order at 8:00 P. M. by Chairman Jack Holte.

Planning Commission members present included Roy Brimm, Robert O. Dimmick, Sr., Scott Sheppard, Gerald Ross, and George Dreizius. Not in attendance was Cal Gorte.

Reporters present were Dick Keusink and Marge Barrett.

Minutes of the August 1 meeting were read and approved.

The building report for August showed eleven permits had been issued for a total valuation of \$40,983 and a fee of \$142. Two of these were for new residences.

Don Smith appeared before the Commission to ask if view property other than that bordering the ocean and river could be protected. He complained that trees have grown up blocking his view of the ocean. The matter will be taken under study and Mr. Smith will be advised as to what can be done.

A preliminary plat of the Cothren subdivision was presented by Howard Newhouse. This proposed subdivision is located in Harbor northeast of the Harbor Trailer Court. It will contain six lots, and will have some restrictions. Scott Sheppard made a MOTION that the preliminary plat of the Cothren subdivision be approved. Gerald Ross seconded the motion which was passed unanimously.

A preliminary plat of the Fred Anderson subdivision was then presented. It is located on East Hoffeldt Lane and contains eleven lots. Robert O. Dimmick, Sr. made a MOTION that the preliminary plat for the Fred Anderson subdivision be accepted. Roy Brimm seconded the motion which was unanimously carried.

Discussion followed as to whether or not the Planning Commission had any authority to require minimum set-backs on lots outside of the city limits but within their six-mile jurisdiction. Further information will be obtained on this matter and presented at a future meeting.

A letter from the League of Oregon Cities was read and attached hereto. Howard Newhouse pointed out that the Planning Commission can set up their own specifications and compel the subdividers to conform to them. He said that unless the subdivision is presented in the proper manner and in the proper way, the Planning Commission can reject it and require it to be submitted correctly. Mr. Newhouse said basically the things to look for is the possibility of problems dealing with sewer, water, streets, setbacks, and zoning when applicable. The possibility of having a set of rules drawn up for consideration of plats was also discussed with Mr. Newhouse.

Cont'd:

Humboldt County Ordinance No. 608, which deals with use permits for trailer homes on individual lots, was read to the Commission and discussed. It was pointed out that this Ordinance was an ammendment to Humboldt County Ordinance No. 519. The Commission requested that Ordinance 519 be obtained and presented at the next meeting.

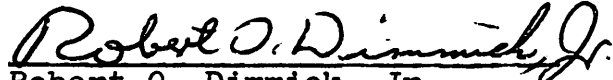
Jerry Swanson reported on the Bureau of Municipal Research study now in progress. He pointed out that the base mapping phase had been completed, and that the land use data recently obtained by them was now being compiled.

The meeting was then adjourned at 9:15 P. M.



Jack Holte, Chairman

ATTEST:



Robert O. Dimmick, Jr.
Secretary

MARK A. GRAYSON, President
Commissioner, Portland

JAMES J. DUNLEVY, Vice-President
Mayor, Medford

LESTER E. ANDERSON, Treasurer
Councilman, Eugene

DONALD L. JONES, Executive Secretary

LEAGUE OF OREGON CITIES

SALEM:
270 Cottage Street N.E.
Salem, Oregon 97301
Telephone (503) 585-6987

EUGENE:
P.O. Box 3177
Eugene, Oregon 97403
Telephone (503) 342-1411

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RUDY R. ENBYSK, City Manager, Pendleton
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GEORGE W. THOMAS, Mayor, Lake Oswego
RUSSELL W. TRIPP, Mayor, Albany

Member, National League of Cities
Official Publication: "Western City"

Eugene, Oregon
August 17, 1967

Mr. Robert O. Dimmick, Jr.
City Recorder
P. O. Box "C"
Brookings, Oregon 97415

Dear Mr. Dimmick:

There are certain common charges that are made related to processing of subdivisions. In the state subdivision law, ORS 92.100 provides that the "county surveyor shall collect from the subdivider a fee not to exceed \$25.00" for checking the accuracy of the plat and making such other checks as are necessary to permit his approval of the plat. In those cases where a city engineer or surveyor has the responsibility for the approval required by ORS 92.100, I believe cities have commonly made similar charges. In addition, ORS 205.350 sets forth certain fees to be collected by the county clerk or recorder in connection with the recording of plats.

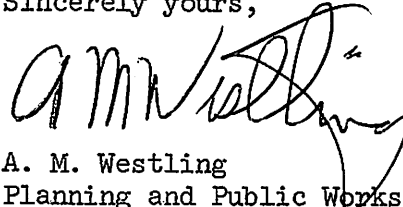
Some cities and counties have established application or permit fees but the fees are usually fairly small. For example, in the Salem area there is a charge of \$5.00 to file the preliminary plat. Although we have made no special survey of charge practices, a review of information available here would indicate the number of cities charging such fees is quite small.

The task of subdivision review is simplified some by requiring the subdivider to supply pertinent information. Subdivision regulations commonly specify various types of information that must be provided and permit the reviewing agency to require additional information if needed. Sections 4 and 7 of Coos Bay Ordinance No. 2057 illustrate requirements of this type. A copy is being sent to you on library loan. It is, of course, still desirable to conduct some field investigation in addition to office review of subdivision proposals. If the area involved is so distant from the city that the city has no plans for street extensions, etc., I believe it is fairly common to rely somewhat on county officials such as the roadmaster or county commissioners for comment and recommendation even though the city has jurisdictional responsibility for initial approval of the subdivision plat. As you know, the county commission is required to approve the final plat before it can be filed.

August 17, 1967

If improvements are to be installed under supervision of the city as part of the subdivision procedure, it is common to expect the subdivider to reimburse the city for the city's engineering or inspection costs related to the improvements.

Sincerely yours,



A. M. Westling
Planning and Public Works
Consultant

AMW:ja
Enclosure