MINUTES
BROOKINGS PLANNING COMMISSION
July 5, 2016

The regular meeting of the Brookings Planning Commission was called to order by Chair Bryan Tillung at 7:01pm in the Council Chambers at the Brookings City Hall on the above date. The following Commission members and staff were in attendance:

Commissioners Present: Loren Rings, Cheryl McMahan, Gerry Wulkowicz, Timothy Hartzell, Bryan Tillung,
Staff Present: Planning Manager - Donna Colby-Hanks; Administrator - Lauri Ziemer
Others Present: 10 audience members

PUBLIC HEARINGS

Public hearing procedures were addressed by Chair Tillung

- Chair Tillung opened the quasi-judicial hearing regarding File No. MC-1-16/MC-1-12/CUP-2-98.

File Description: In the matter of the continuation of File No. **MC-1-16/MC-1-12/CUP-2-98,** a request for approval of a minor change to an approved Conditional Use Permit authorizing the expansion of a pre-school program, Headstart, with the remodel of the existing facility to accommodate approximately 60 students. The subject property is located adjacent to the eastern boundary of Redwood Spur; Assessor's map 41-13-05CB, tax lots 9700 & 9901. Owner is SWOCC, Applicant is Curry County, Representative is Lon Samuels. Criteria used to decide this case can be found in Section 17.124.010 Day Care or Nursery School, Section 17.20.040(E) Single Family Residential and Chapter 17.136 Conditional Use Permits of the BMC. This is a quasi-judicial hearing and the Planning Commission will make a decision on this matter.

There was no ex parte contact, bias or personal interest, 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 7:05pm. Planning Manager Colby-Hanks reviewed the staff report. The representative, Lon Samuels, attended by telephone providing details regarding the staffing model utilized by Headstart. There was no testimony from the public and the public hearing was closed at 7:23pm.

The Commission deliberated on the matter and felt their concerns regarding limiting the number of staff member could be addressed with the revision of condition #11. By a 5-0 vote (motion: Wulkowicz, 2nd McMahan) the Planning Commission voted to approve File No. MC-1-16/MC-1-12/CUP-2-98 requesting authorization to expand the pre-school program, Headstart, and remodel the existing structure. Condition #11 was revised to include a statement that any increase in the total number of staff/administration above 12 would require a minor change to the approved Conditional Use Permit. Chair Tillung made a motion to approve the final order with the revision to condition #11, which was seconded by Wulkowicz. The final order was approved by unanimous vote.

- Chair Tillung opened the quasi-judicial hearing regarding File No. CPZ-1-16.

File Description: In the matter of File No. **CPZ-1-16**, Owner Craig Byrd has requested a zone change from Single Family Residential (R-1-6) to Two-Family Residential (R-2) on a parcel located at the intersection of Alder Street and Memory Lane, Assessor's Mao 41-13-05CC Tax lot 4600. The criteria used to decide this matter is found in Chapter 17.140 Amendments, of the Brookings Municipal Code (BMC). This is a quasi-judicial hearing and the Planning Commission will make a decision on this matter.

There was no ex parte contact, bias or personal interest, 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 7:27pm. Planning Manager Colby-Hanks reviewed the staff report. The representative, Robert Hunter, 97136 Homestead Way, Gold Beach, summarized the work that has been completed on the partition project and stated he was attending to answer any questions the Commission may have. Hunter advised that one street over, Cypress Street, was developed with at least a sidewalk on one side, to connect to Railroad Street.

Judy Kaplan, 441 Buena Vista Loop, Brookings, spoke in opposition of the proposal and requested that additional off-street parking be required and requested information regarding the street standards. Jean Miller, 401 Buena Vista Loop, Brookings, spoke in opposition of the proposal stating that she was most affected as her property was directly across Memory Lane. She felt that development of the property would reduce property values. Jeff Brown, 215 Alder Street, Brookings discussed a two-story structure as decreasing his view to the ocean. Brown expressed concern regarding breakage of water mains in Alder Street.

Robert Hunter provided rebuttal stating he understood that change can be difficult but that property owners have a right to develop their property.

Staff made final comments clarifying that both zones have the same building height limitations, the street standards for both Alder Street and Memory Lane, and that decisions are made based on the criteria.

No participant requested additional time to submit materials and the representative did not request additional time for rebuttal. The public hearing was closed at 8:00pm.

The Planning Commission deliberated on the matter discussing the testimony provided, property values, and development of the property. By a 3-2 vote (motion: Wulkowicz, 2nd McMahan) with Commissioners Wulkowicz, McMahan, and Rings voting aye and Commissioners Tillung and Hartzell voting nay. Motion carried. Commissioner McMahan made a motion to approve the final order, which was seconded by Chair Tillung. The final order was approved by unanimous vote.

APPROVAL of MINUTES

By a 4-0 vote (motion: Hartzell, 2nd Rings) the Planning Commission approved the minutes of the June 7, 2016 Planning Commission meeting as presented. Commissioner McMahan abstained due to being absent from the meeting.

STAFF REPORT

In August, the Planning Commission will consider a zone change from single-family residential to multiply-family residential of a property on Lundeen Road and an appeal of a mural permit denial as well as a code revision to allow a one room bed and breakfast to be approved as a home occupation. The City Attorney and the City Manager will be attending the August meeting to discuss open meeting rules.

ADJOURNMENT

Meeting adjourned at 8:13 pm.
Respectfully submitted,

Gerald Wulkowicz, Acting Chair of the Brookings Planning Commission
(Approved at the 8/2/16 meeting)