

**BROOKINGS PLANNING COMMISSION MINUTES**  
**September 6, 2022**

**CALL TO ORDER**

The regular meeting of the Brookings Planning Commission was called to order by Chair Wulkowicz at 7:00 pm in the Council Chambers at Brookings City Hall followed by the Pledge of Allegiance.

**ROLL CALL**

Commissioners Present: Anthony Bond, Cody Coons, Clayton Malmberg, Skip Watwood, Jon Weaver, Chair Gerry Wulkowicz

Absent: Commissioner Skip Hunter

Staff Present: PWDS Director Tony Baron, Planning Tech Lauri Ziemer

Others Present: 2 audience members

**PLANNING COMMISSION CHAIR PERSON ANNOUNCEMENTS –**

3.1 Façade improvement Program Design Review Committee – Tony Baron reviewed functions of the Committee. Skip Watwood volunteered to sit on the committee.

**PUBLIC HEARINGS**

4.1 In the matter of continuation of File No. CUP-20-22, a request for approval of a Conditional Use Permit to operate a Short Term Rental facility at 1237 Rowland Lane, Assessors Map & Tax Lot No. 4113-06CB-04805

There was no ex parte contact, bias, personal interest, or conflicts of interest declared and no objection to the jurisdiction of the Planning Commission to hear the matter. The public hearing was reopened at 7:07 pm. PWDS Director Tony Baron reviewed the staff report.

The applicant's property manager, Ron Reel of Premiere Ocean Properties addressed the shared easement and parking concerns the adjoining property owners at 1233 Rowland Lane brought up at the previous meeting. They have reached a common agreement to limit parking to two standard size vehicles in the shared driveway. The applicant will also post children playing signs to make vehicle drivers aware.

No participant requested additional time to submit materials. Public hearing was closed at 7:12 pm.

The Commission deliberated on the matter. **Motion made by Commissioner Bond to approve File No. CUP-20-22, a request for a Conditional Use Permit to operate a short term rental at 1237 Rowland Lane based on the findings and conclusions stated in the staff report and subject to the Conditions of Approval; motion seconded and with no further discussion by a 6-0 vote the motion carried.**

**Motion made by Chair Wulkowicz to approve the Final Order regarding file CUP-20-22, based on the findings and conclusions stated in the staff report and subject to the Conditions of Approval; motion seconded and with no further discussion by a 6-0 vote the motion carried.**

**MINUTES FOR APPROVAL**

5.1 Minutes of regular Planning Commission meeting of August 2, 2022.

**Motion made by Commissioner Bond to approve the Planning Commission minutes of August 2, 2022; motion seconded and with no further discussion by a 6-0 vote the motion carried.**

**UNSCHEDULED PUBLIC APPEARANCES - None**

**REPORT FROM THE PLANNING STAFF –** October meeting will be discussing land development changes for Conditional Use Permits and a Minor Change application for a CUP.

**COMMISSION FINAL COMMENTS - None**

**ADJOURNMENT**

Chair Wulkowicz adjourned the meeting at 7:20 pm.

Respectfully submitted,

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Gerald Wulkowicz, Brookings Planning Commissioner  
Approved at the October 4, 2022 meeting