

**BROOKINGS PLANNING COMMISSION MINUTES**  
**February 7, 2023**

**CALL TO ORDER**

The regular meeting of the Brookings Planning Commission was called to order by Chair Wulkowicz at 7:01 pm in the Council Chambers at Brookings City Hall followed by the Pledge of Allegiance.

**ROLL CALL**

Commissioners Present: Anthony Bond, Cody Coons, Skip Hunter, Clayton Malmberg, Skip Watwood, Gerry Wulkowicz

Commissioners Absent: Jon Weaver

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

Others Present: 3 audience members

**PLANNING COMMISSION CHAIR PERSON ANNOUNCEMENTS**

**3.1 Election of Chair and Vice-Chair - Motion made by Commissioner Bond to nominate Commissioner Watwood as Planning Commission Chairperson for 2023 proceedings; motion seconded. By a 6-0 vote, the motion carried.**

**Motion made by Commissioner Watwood to nominate Commissioner Coons as Planning Commission Vice Chairperson for 2023 proceedings; motion seconded. By a 6-0 vote the motion carried.**

**Incoming Chair Watwood took over presiding from outgoing Chair Wulkowicz.**

**3.2 Review of 2022 Planning Commission Annual Report**

PWDS Director Tony Baron presented annual report. **Motion made by Commissioner Wulkowicz to approve the 2022 Planning Commission Annual Report, motion seconded, by a 6-0 vote the motion carried.**

**PUBLIC HEARINGS**

4.1 In the matter of File No. CUP-1-23, a request for approval of a Conditional Use Permit to operate a Short Term Rental facility at 307 Del Norte Lane; Assessors Map & Tax Lot No. 4113-05CD-03001.

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 opened at 7:11 pm. PWDS Director Tony Baron reviewed the staff report.

The applicant's representative, Ron Reel, Premier Ocean Properties was present to answer any questions.

Jennifer Gates, 264 Del Norte Lane, Brookings spoke as an interested party, requesting a cap be put on short term rentals to ensure long term housing is available for Brookings residents.

No members of the public spoke in opposition and no participant requested additional time to submit materials. Public hearing was closed at 7:19 pm.

The Commission deliberated on the matter. **Motion made by Commissioner Coons to approve File No. CUP-1-23 a request for a Conditional Use Permit to operate a short term rental at 307 Del Norte 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 Commissioner Bond to approve the Final Order regarding file CUP-1-23, 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.**

4.2 In the matter of File No. CUP-2-23, a request for approval of a Conditional Use Permit to operate a Short Term Rental facility at 607 Easy Manor Drive; Assessors Map & Tax Lot No. 4113-06BD-00600.

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 opened at 7:23 pm. PWDS Director Tony Baron reviewed the staff report.

The applicant's representative, Ron Reel, Premier Ocean Properties was present to answer any questions. No members of the public spoke in opposition and no participant requested additional time to submit materials. Public hearing was closed at 7:28 pm.

The Commission deliberated on the matter. **Motion made by Commissioner Bond to approve File No. CUP-2-23 a request for a Conditional Use Permit to operate a short term rental at 607 Easy Manor Drive 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 Commissioner Malmberg to approve the Final Order regarding file CUP-2-23, 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 November 1, 2022.

**Motion made by Commissioner Malmberg to approve the Planning Commission minutes of November 1, 2022; motion seconded and with no further discussion by a 6-0 vote the motion carried.**

#### **UNSCHEDULED PUBLIC APPEARANCES - None**

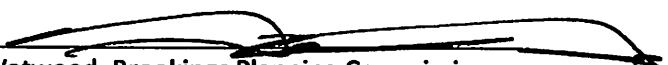
**REPORT FROM THE PLANNING STAFF** – PWDS Director Tony Baron advised that CUP-2-20 which was appealed to LUBA and remanded back to the City Council was reaffirmed approving the request for a residential care home at their January 23, 2023 meeting. Also advised the March meeting will include a rezoning from R-3- to R-1 request.

#### **COMMISSION FINAL COMMENTS - None**

#### **ADJOURNMENT**

Chair Watwood adjourned the meeting at 7:32 pm.

Respectfully submitted,

  
Skip Watwood, Brookings Planning Commissioner  
Approved at the March 7, 2023 meeting