

**Minutes**  
**City of Brookings**  
**Common Council Meeting**  
Brookings City Hall Council Chambers  
898 Elk Drive, Brookings, Oregon 97415  
Monday, February 9, 2009

**Call to Order**

Mayor Anderson called the meeting to order at 7:00pm.

**Roll Call**

Council Present: Mayor Larry Anderson, Councilors Hedenskog, Gordon, Kitchen and Pieper; a quorum present.

Staff Present: City Manager Gary Milliman, Planning Director Dianne Morris, Planning Secretary Alex Carr-Frederick, and City Recorder Joyce Heffington.

Other Present: Approximately 11 public. The media was not present.

Mayor Anderson added the Final Order for APP-1-08 as Item A, under Ordinances, Resolutions and Final Orders, and the introduction of a new employee, Planning Secretary, Alex Carr-Frederick.

**Public Hearings**

Mayor Anderson opened the quasi-judicial public hearing in the matter of File No. APP-1-08, an appeal of the Planning Commission's decision for a conditional use permit (File NO. CUP-2-08), a request for a short-term rental located at 302 Memory Lane; Assessor's Map 41-13-05CD, Tax Lot 6700; zone R-1-6 (Single-family Residential 6,000 sq. ft. minimum lot size); Paula and Robert Edwards, appellants at 7:04pm.

Mayor Anderson reviewed the hearing guidelines and hearing no ex parte or other declarations, and no objections to hear the matter, Planning Director Morris reviewed the staff report.

The applicant, John McClure, 302 Memory Lane and 266 Myrtlewood Drive, Calimesa, California, generally agreed to restrict use of an RV on the premises as additional living quarters, and limit rental to parties of no more than eight (8) people of which no more than six (6) would be adults.

Speaking on behalf of both appellants, Paula Edwards, 240 Memory Lane, generally listed their concerns regarding signage and lighting and asked that occupancy be limited to no more than 6 persons at one time, the use of recreational vehicles be prohibited for use as additional living quarters, that the conditional use be limited to a term of 5 years or change in ownership, that whoever was used as property manager have a City license and requested that their name and phone number be provided to their neighborhood watch group.

James Benson, 315 Memory Lane, generally stated that the rental would have more than a minimal impact on adjoining properties and therefore would not meet Criteria #4 under Section 17.136.50 of the City's Municipal Code.

The public hearing was closed at 7:35pm.

After some deliberation, Council generally agreed to add conditions to the approval regarding recreational vehicles and occupancy.

**Councilor Hedenskog moved, a second followed and Council voted unanimously to uphold Planning Commission approval of File No. APP-1-08, with two additional conditions;**

recreation vehicles be allowed on property as transportation but not living quarters and limit occupancy to 8 maximum with 6 adults maximum.

**Ordinances/Resolutions/Final Orders**

Final Order of File No. CUP-2-08; an application to approve a Short-term Rental as a Conditional Use Permit, Applicant, McClure; appealed by File No. APP-1-09, Apellant, Edwards.

Councilor Hedenskog moved, a second followed and Council voted unanimously to accept the Final Order to uphold the Planning Commission approval of CUP-02-08, application for short –term rental as conditional use permit with the two additional conditions as read in by the Planning Director [recreation vehicles be allowed on property as transportation but not living quarters and limit occupancy to 8 maximum with 6 adults maximum].

Councilor Pieper moved, a second followed and Council voted unanimously to adopt Resolution 09-R-909, approving a \$50 annual registration fee for workforce housing accessory dwelling units.

**Chamber Annual Report**

Chamber President Les Cohen reviewed highlights from the Brookings Harbor Chamber of Commerce Annual Report generally stating that \$40,691.64 were received from City Transient Room Tax receipts in 2008, and a total of \$56,027 was directly spent by the Chamber on promoting the area; the Chamber received and responded to approximately 374,000 inquires, the website received 317,453 visits and requests for relocation packets were increasing. Council previewed a television ad promoting the area that will run this winter in the Klamath and Rogue Valley areas purchased with supplemental budget funds.

Councilor Kitchen generally suggested that the Chamber look into doing more business and lifestyle promotion of the area and Cohen generally stated that the Chamber’s agreement with the City was directed toward tourism promotion and there simply aren’t enough dollars in the budget to do more. Councilor Kitchen suggested that the Chamber present a budget if it needed more funding for the purpose of business and lifestyle promotion.

**Consent Calendar**

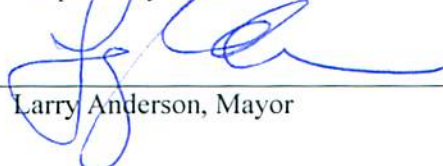
- A. Approval of Council Minutes for January 26, 2009.
- B. Acceptance of Parks and Recreation Commission Minutes for December 18, 2008.
- C. Approval of vouchers for January, 2009 in the amount of \$659,069.53.

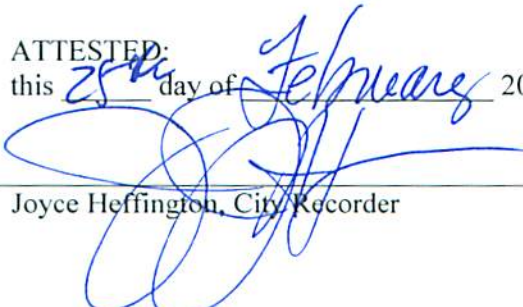
Councilor Kitchen moved, a second followed and Council voted unanimously to approve the consent calendar as written.

**Adjournment**

Councilor Kitchen moved, a second followed and Council voted unanimously by voice vote to adjourn at 8:23pm.

Respectfully submitted:

  
\_\_\_\_\_  
Larry Anderson, Mayor

ATTESTED:  
this 25<sup>th</sup> day of February 2009:  
  
\_\_\_\_\_  
Joyce Heffington, City Recorder