

MINUTES
BROOKINGS PLANNING COMMISSION

April 6, 2010

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

Commissioners Present:

Steve Bismarck	Cheryl McMahan	Kelly McClain	Hedda Markham
Randy Gorman	Jerry Wulkowicz	Ken Bryan	

Commissioners Absent: None

Staff Present:

Sr. Planner Donna Colby-Hanks and Secretary Alex Carr-Frederick

Other: Two members of the public

THE PLANNING COMMISSION TOOK THE FOLLOWING ACTION IN THE PUBLIC HEARINGS

At 7:01 pm, Chair McMahan opened the public quasi-judicial hearing regarding File No. **CUP-1-10**. No ex parte contact, personal bias, personal interest, conflicts or objections were declared by the Commission. There was no challenge from the audience as to the jurisdiction of the Commission to hear these requests.

Sr. Planner Colby-Hanks reviewed the staff report regarding File No. **CUP-1-10**, a request for approval of a conditional use permit for a short term vacation rental at 223 Memory Lane a .53 acre parcel located on Map # 41-13-08BA, Tax Lot 206. The applicant, Robert Flury was present and available for questions. No member of the public spoke in opposition to the Conditional Use, but two letters raising concerns about parking and excess lighting, were read into the record as Exhibit B. Public testimony was closed at 7:18 and the Planning Commission added three conditions of approval to address the written concerns of the neighbors. Chair McMahan made a motion to approve File No. CUP-1-10 with the additional conditions of approval, Commissioner Bryan seconded, motion carried, 7-0. Commissioner Bismarck then moved to approve the Final Order on File NO. CUP-1-10, Chair McMahan seconded, motion carried 7-0.

SR. Planner Colby-Hanks reviewed the staff report for File No. **LDC-1-10**, Definitions, a proposed revision to Section 17.08.160, Definitions, of the Brookings Municipal Code (BMC), City initiated. Both commissioners Wulkowicz and Bismarck felt the language in the definition could be honed down to: "Planned Community (PC) previously Planned Unit Development (PUD), found in Chapter 17.116 of the BMC are synonymous as used in Title 17 of the BMC. Commissioner Wulkowicz moved to recommend approval of File No. LDC-1-10 to the City Council and Commissioner Bismarck seconded. The motion passed 7-0.

APPROVAL of MINUTES

By a 7-0 vote (motion: commissioner Bryan, 2nd : Commissioner Gorman, abstain: Commissioner Markham) the PC approved the minutes of the March 2, 2010 PC meeting.

COMMENTS by the PLANNING STAFF

Sr. Planner Colby-Hanks announced that Commissioner Bismarck was reappointed as Planning Commissioner and that a street standards committee had been formed and Commissioners

McClain and Bismarck were appointed to it. She also mentioned that DIA's will continue to be considered as long as there are no adjacent improvements on the neighboring properties. Commissioner Bismarck brought up four suggestions regarding Commission procedures especially regarding Conditional Use Hearings. They were: 1) Recognize the special characteristics of conditional authorization, 2) attempt to be more formal with Commission disposition of public petitions and requests, 3) raise secondary motions to improve bi-directional communication among the commissioners, using Point of Order motions and Point of Inquiry motions, 4) Remember the Commission does have the authority to call a continuance on a hearing if it is mutually felt that more time and /or research is needed. An example would be, a public petition that requires 10's of 1,000's of dollars on the part of the applicant, it can be hard to make a snap judgment about that. Sr. Planner-Hanks reminded the Commission that in making their decisions about any case file, they need to focus their attention on the criteria being considered.

ADJOURNMENT:

With no further business before the Planning Commission, the meeting closed at 7:55 pm.

Respectfully submitted,

Cheryl McMahan, Chair
(approved at 6/1/2010 meeting)