

# Planning Commission Agenda Memo

**From:** Ryan Miller, City Planner

**Meeting:** January 4, 2022

**Subject:** Amendments to Chapter 94, Zoning and Chapter 66, Planning, pertaining to Sec. 94-42. – Sec 94-45. and Sec. 66-13. – Sec. 66-16.

**Person(s) Responsible:** Ryan Miller, City Planner

**Summary:**

The City of Brookings has submitted amendments to Chapter 94, Zoning and Chapter 66, Planning, pertaining to Sec. 94-42. – Sec 94-45. and Sec. 66-13. – Sec. 66-16. Related to the composition and duties of the Board of Adjustment.

**Background:**

Beginning in January 2022, the Planning Commission will serve dual but separate roles as both the Planning Commission and Board of Adjustment. The Board of Adjustment is currently established and described in City code under Chapter 94, Zoning, Sec. 94-42. – Sec 94-45. This language needs to be moved under the scope of the Planning Commission in Chapter 66, Planning, Sec. 66-13. – Sec. 66-16.

**Item Details:**

The ordinance revision does not make changes to the role or powers of the Board of Adjustment. The revision is simply a transfer of the Board of Adjustment as written into code from its current location to a location within the code that defines the Planning Commission.

**Options and Recommendation:**

The Planning Commission has the following options:

1. Approve as presented
2. Amend
3. Deny
4. Table until a future meeting

The Development Review Team and staff recommend approval of the revisions.

**Supporting Documentation:**

1. Public Hearing Notice
2. Ordinance