



## COMMUNITY DEVELOPMENT COMMITTEE MINUTES

4:00 PM September 20, 2023  
2<sup>nd</sup> Floor Conference Room, City Hall

### 1. ROLL CALL

Council: Brent Lenssen, Gary Bode, Kyle Strengholt, Mayor Scott Korthuis  
Staff: John Williams, Dave Timmer, Heidi Gudde, Chief Mark Billmire, Jon Hutchings  
Guests: Dale Assink

### 2. APPROVAL OF MINUTES

Community Development Committee Meeting Minutes of 8/23/23 approved as presented.

### 3. DISCUSSION ITEMS

LMC Text Amendment - Special Events

Dave Timmer gave the committee a summary of the edits and notes that had been made following the last CDC meeting. The proposed code includes four tiers of events. The tiers relate to the scale of event and the level of city involvement. Tier 1 would replace the “Dance Permit” that’s currently in the code. Tier 4 would be used for the largest events such as the Farmers Day Parade that include significant street closures and City Council approval.

Exemptions for private property were discussed. Some unease about the city barging into a private event on private property. This led to further discussion regarding the number of people that triggers a “special event” – 75 is the number listed. This is a somewhat random number with the thought that impacts beyond the private property likely occur. More than 75 would require the permit – following this discussion that number remains unchanged.

The goal of the permit, especially the first couple of tiers, is to inform the city about events that are occurring so that police and fire are aware. This would include constitutional protected events that are not subject to a fee or regulation. Keeping these as tier 1 should be beneficial for both the city and the organization.

The special event permit also gives staff an opportunity to require trash collection, portable restrooms, etc which lessens the impact to businesses and surrounding properties.

Additional discussion occurred as to what arterial streets could be closed administratively. The committee concluded that 4<sup>th</sup> street closures and non-arterials could be administratively, but all other arterial streets would require Council approval to close (including 5<sup>th</sup> St). Neighborhood collector streets could be closed administratively (for block parties, for example).

The Committee did not give specific direction on application fees or costs associated with city services.

Conclusions: Code revisions to go to Public Safety Committee in October.

a. LMC Text Amendment – Patio Screening and Enclosure

Discussed the details of a text amendment to the deck and patio screening and enclosure in LMC 19.22.030. The Committee discussed the amount of ventilation that would be required to keep the space unsealed from the outside. Consensus was that the square footage should match at the bottom and the top of solid screening panel or within the truss if trusses are exposed.

Conclusions: Staff to revise the language to include specifics about venting.

b. Cost Sharing Interlocal Agreement – Comp Plan 2025

The committee discussed the interlocal agreement for cost sharing the expenses associated with consultant assistance with a series of tasks which will benefit Whatcom County and the cities within Whatcom County. The cost shares are determined primarily on population. The group discussed the total contract that Whatcom County will be executing as well as the consultant selection process.

The Committee did not suggest any changes to the interlocal and asked that staff bring it to full Council for review.

**Next Meeting Date: October 18, 2023**