

**DRAFT Minutes**  
**Stevenson Planning Commission Meeting**

**Monday, April 10, 2023**

**6:00 PM**

**Planning Commission Chair Jeff Breckel** called the meeting to order at 6:00 p.m.

**MEMBERS PRESENT**

Planning Commission Chair **Jeff Breckel**, **Commissioners Auguste Zettler, Davy Ray, Charles Hales, Anne Keese**

**STAFF PRESENT**

**Community Development Director Ben Shumaker, Planning & Public Works Assistant Tiffany Andersen**

**GUESTS PRESENT**

Carolyn Sourek, Stevenson Public Works Director; Alex Capron, DCG/The Watershed Company

**PUBLIC PRESENT**

Mary Repar, Mike Beck

**A. Preliminary Matters**

1. **Public Comment Expectations**     **Breckel** asked **Shumaker** to provide participants information on providing public comments. Shumaker explained the tools to use for remote participants: \*6 to mute/unmute & \*9 to raise hand. Commenters must raise their hand and be acknowledged by the Chair. Individual comments may be limited to 3 minutes.
2. **Public Comment Period** (For items not located elsewhere on the agenda)
  - >Repar talked about design standards and rural character and housing affordability.
  - >Beck provided comments on Community Land Trusts.

This led to a discussion by Commissioners regarding establishment and enforcement of design standards and housing cost drivers.
3. **February 13<sup>th</sup>, 2023 Minutes**     **MOTION** to approve the minutes from the February 13<sup>th</sup>, 2023 Planning Commission Meeting as presented was made by **Hales**, seconded by **Zettler**. (Note: the March 13<sup>th</sup>, 2023 meeting was cancelled.)
  - **Voting aye: Breckel, Ray, Zettler, Hales, Keese.**

**B. New Business**

4. **Conditional Use Permit: CUP2023-01 Cascade Pump Station**
  - a. **Appearance of Fairness Doctrine: Shumaker** explained and administered the Appearance of Fairness Doctrine. The Appearance of Fairness Doctrine is a rule of law requiring government decision-makers to conduct non-court hearings and proceedings in a way that is fair, impartial

and unbiased in both appearance and fact. Any conflicts of interest must be disclosed to ensure fairness and impartiality. Disclosures include any financial interest in the final outcome, any outside (ex-parte) communications made with any party of interest or anything else that could be construed as a conflict or affects any decision making. Decision makers can be challenged by applicants regarding any perceived conflicts of interest.

Upon questioning, none of the Planning Commissioners disclosed any ex-parte communications concerning the application, and none reported any financial conflicts or other matters that would impede a fair and impartial decision. **Hales** disclosed his stepdaughter is the Public Works Director in Stevenson and explained it would not affect his ability to impartially review the application and that his part of the decision would be fair and impartial. There were no challenges by the applicant or the public.

**b. Presentation by Staff: Shumaker** referenced the written staff report for details on the application for the Cascade Wastewater Pump Station. The reason for the construction, location, relevant zoning information and more was included. He noted no shoreline approval was needed. Other permits are in process for additional work. Issuance of a Conditional Use Permit would allow modifications to the existing use.

**c. Presentation by Applicant: Sourek** provided further information on the reason for the upgrade and modernization work on the Cascade Pump Station. Safety, age, efficiency and aesthetics were cited as concerns. She noted the city is under an administrative order from the Department of Ecology to improve it's wastewater treatment program.

**d. Public Hearing. Breckel** opened the public hearing at 6:39.

>Repar commented on the need to ensure any critical areas are not impacted and on carbon offsets for the project.

**Breckel** closed the public hearing at 6:44.

**e. Commission Deliberation: Breckel** stated the Pump Station project appears to be climate change neutral.

**f. Decision:**

**MOTION** to approve CUP permit findings was made by **Ray**, seconded by **Zettler**.

- **Voting aye: Breckel, Zettler, Keesee, Ray, Hales**

Following the vote, Commissioners and staff shared thoughts on the impact of carbon offsets on future projects.

## 5. Short Plat Review:

### SP2023-01 Knudsen Short Plat

**Shumaker** introduced a proposed 2-lot short plat dividing property at 390 NW Chesser Road in the City's R1 Single-Family Residential District. The tax lot number is 03-07-36-1-3-2900-00. The property is currently developed with a single-family detached dwelling and residential outbuilding. Two lots

are proposed for use as single-family residential. The proposal involves City water and sewer service. He recommended the Planning Commission bypass its review of the short plat and entrust the decision on the application to the Land Division Administrator.

**BY CONSENSUS**, the Planning Commission chose not to comment.

**6. Short Plat Review:**

**SP2023-02 Richard-Steeves Short Plat**

**Shumaker** introduced a proposed 2-lot short plat dividing property at 390 NW Kanaka Creek Road in the City's R1 Single-Family Residential District. The tax lot number is 03-07-36-1-4-2090-00. The property is currently developed with a single-family detached dwelling and residential outbuilding. Two lots are proposed for use as single-family residential. The proposal involves City water and is currently served by septic. He noted the Public Works Department recommended both lots connect to the sewer system when it becomes available and participate in the cost of the sewer extension. He then recommended the Planning Commission bypass its review of the short plat and entrust the decision on the application to the Land Division Administrator.

**BY CONSENSUS**, the Planning Commission decided not to comment.

**7. Updating Public Comment Expectations: Considering additions to the current agenda content**

Following a brief discussion on setting clear expectations, it was agreed to include the following language in the agenda regarding public comment expectations: "Disruptive individuals may be required to leave the meeting. Persistent disruptions may result in the meeting being recessed and continued at a later date."

**Old Business**

[NOTE: To accommodate the invited guest, item #8 was discussed prior to item #5.]

**8. Shoreline Public Access: Presentation from The Watershed Company**

**Capron** summarized the work and timeline regarding the integrated shoreline access & trails plan. Throughout the plan the City prioritizes continuous public pedestrian/walking access along the shorelines and shorelands of the Columbia River, Rock Creek and Rock Cove, within both City limits and the City's urban growth area (SMP Public Access policy 4.6.2(1)). Shoreline jurisdiction roughly encompasses all water bodies within City limits, including 200 feet landward the Ordinary High Water Mark. One goal is to have planning-level documentation, geographic and site analysis, and public input used to develop a set of prioritized shoreline projects for future grant funding applications.

He discussed some public involvement activities including positive attendance and participation at the February 23<sup>rd</sup> public meeting and good feedback obtained from an online survey. He discussed an upcoming charette planned for April 19<sup>th</sup> in Stevenson. Nine potential projects will be presented at four stations for public comments. Suggestions on increasing public participation were offered.

Planning Commissioners discussed public and private access, additional trail possibilities, and maintaining Stevenson’s river town and/or rural character. Capron was thanked for his work. He will attend the May 8th, 2023 Planning Commission meeting with more information and results from the April 19th, 2023 meeting.

**9. Subcommittee Reports      Downtown Parking, Annexation Policy**

**Hales** reported on the Annexation Subcommittee. He noted plans to work on the issue over the summer, and expressed appreciation for the maps he has been sent.

**Keesee** reported on Downtown Parking. She met briefly with Shumaker and will meet again soon to develop a parking usage study to be done in July 2023 to assess summer parking demand. A prior usage study was done in September 2021.

**Discussion**

**10. Staff & Commission Reports      Broadband.** Rural areas lacking high speed internet are getting more attention. Separate projects are being funded through Washington State and the federal government to determine best ways to provide services through local providers. Skamania County, Mid-Columbia Economic Development District and Washington State University are serving as partners.

**East Loop Road Water & Street Project.** The water lines along the east end of Loop Road are being replaced. Resurfacing of the road will take place when the project is completed.

**Water Treatment Plant.** Construction is active, will continue as completion timeline has been set back due to supply chain delays. The administrative order from the Department of Ecology has been lifted due to progress. At the April 2023 City Council Meeting the Mayor and City Council will be reconsidering the moratorium previously enacted on commercial hookups.

**11. Thought of the Month      Rural Urbanism.** <https://www.cnu.org/publicsquare/2023/03/30/rural-urbanist-towns-contradiction-orfuture>

**Parking Reform Network.** <https://parkingreform.org/resources/parking-lot-map/>

>Repar announced the Grange will hold its annual Plant and Seed Swap on April 22nd at the Stevenson Library from 10 a.m. to 2 p.m.

**Breckel** observed the dynamics of city of Roslyn may offer insight based on the changes it is facing. New residents are moving in and long-term residents are unhappy with changes occurring.

**Adjournment**

**MOTION** to adjourn at 8:03 p.m. was made by **Zettler**, seconded by **Keesee**. No objections.

Minutes recorded by Johanna Roe.