

DRAFT Minutes
Stevenson Planning Commission Meeting
Tuesday, November 12, 2024
6:00 PM

Planning Commission Chair Jeff Breckel called the meeting to order at 6:01 p.m. A quorum was present.

MEMBERS PRESENT

Commissioners **Anne Keesee, Auguste Zettler, Charles Hales**

STAFF PRESENT

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

PUBLIC PRESENT

Mary Repar, Steve Minnis

A. PRELIMINARY MATTERS

1. Public Comment Expectations

Shumaker explained use of tools for remote and public participants: For remote, *6 to mute/unmute & *9 to raise hand, or raise hand icon. Commenters must raise their hand and be acknowledged by the Chair. Individual comments may be limited to 3 minutes. Disruptive individuals may be required to leave the meeting. Persistent disruptions may result in the meeting being recessed and continued at a later date.

2. Public Comment Period:

(For items not located elsewhere on the agenda)
Mary Repar commented on herbicide spraying of blackberries near the Methodist Church. She also suggested the Planning Commission review the past landscape plan to include heritage trees.

3. Approval of Minutes:

October 14, 2024 Planning Commission Meeting Minutes were approved unanimously following a motion by **Commissioner Keesee**, seconded by **Commissioner Hales**.

B. New Business

4. CUP Reviews:

Shumaker explained that every even-numbered year in October the Planning Commission reviews conditional use permit issued to look for any impacts to neighborhoods that have occurred. Reviewing past permits, including those issued in late 2021 through 2023 are scheduled.

Five Individual Hearings for CUP2020-01 (Nazarene Church), CUP2022-03 & CUP2023-01 (City of Stevenson), CUP2019-01 & 02 (Stevenson Downtown

Association), CUP2022-01 (54.40), and CUP2022-02 (Tackett).

5. Public hearings

Opened at 6:13 p.m.

The first review was for CUP2020-01 granted to the Nazarene Church at 347 & 363 NW Jefferson Street, Stevenson, Washington.

a. Appearance of Fairness Disclosures

Community Development Director Shumaker explained and reviewed Appearance of Fairness Disclosures with Planning Commission members. He asked if anyone had spoken with anyone ex-parte regarding the projects (pro or con), if Commissioners held any financial interest in the project, and if there were any other reasons a fair and impartial decision could not be made. All commissioners indicated they had no contacts, prior communications, or financial interests regarding any of the programs. **Shumaker** asked if there was any reason anyone could challenge a Commissioner regarding the project and no one indicated any reason to challenge.

b. Presentation by Staff

CUP 2020-01 was granted in 2022 with conditions requiring plantings of vegetation suitable for screening the parking area. The planting was done, but deer damage has occurred. The plants are recovering and growing now, but screening is minimal.

c. Presentation by applicant

Steve Minnis provided information on the site and noted the trees are growing but need more time to fill in.

d. Public Hearing Opened

The public hearing opened at 6:26 p.m.

1. Comments in Favor

Mary Repar commented favorably on the efforts made by the church to meet the requirements of the existing CUP.

2. Comments in Opposition

None received.

3. Comments Neither in Favor nor Opposition

None received.

4. Public Hearing Closed

The public hearing closed at 6:30 p.m.

e. Commission Deliberation

Planning Commission members held a short discussion on the screening requirement. It was noted the planting was intended to prevent glare and improve the viewscape for neighboring residents. Suggestions were made regarding the use of wire cages around plantings to deter deer. Commissioners determined that natural screening was preferable to fencing.

f. Decision

MOTION to continue CUP2020-01 for the Nazarene Church at 347 & 363 NW Jefferson Street, Stevenson, Washington as approved in 2022 was made by **Commissioner Hales**, seconded by **Commissioner Zettler**.

Voting aye: **Commissioners Breckel, Keesee, Zettler, Hales**.

Second review: CUP2019-01 was issued to the Stevenson Downtown Association and WSW, LLC, 180 SW Second Street, Stevenson, Washington; and CUP2019-02 was issued to the SDA and Port of Skamania County, 130 SW Cascade Avenue, Stevenson, Washington to allow murals on downtown buildings.

a. Appearance of Fairness Disclosures **Shumaker** issued the Appearance of Fairness Disclosures to Planning Commission members. Again, no Commissioner revealed any communications or fiscal conflicts, and no reason a challenge would be made. No public challenges were made.

b. Presentation by Staff

Ben Shumaker, Community Development Director stated the CUP's are no longer necessary. Permits have been obtained and the conditions requiring a permit for murals have been eliminated as new zoning requirements have been adopted. He recommended revoking the CUP's granted to the Stevenson Downtown Association and WSW, LLC and Port of Skamania County.

c. Presentation by Applicant

No presentation was made.

d. Public hearing opened

The public hearing opened at 6:36 p.m.

1. Comments in Favor

No comments were received.

2. Comments in Opposition

None received.

3. Comments Neither in Favor or Opposition

None received.

4. Public hearing closed

The public hearing closed at 6:36 p.m.

e. Commission Deliberation

A short discussion was held. With the facts provided, the Planning Commission determined the permits were unnecessary.

f. Decision

MOTION to revoke CUP2019-02 issued to the Stevenson Downtown Association and WSW, LLC; and CUP 2019-02 issued to the Stevenson Downtown Association and Port of Skamania County that are now

considered unnecessary due to zoning changes regarding murals was made by **Commissioner Hales**, seconded by **Commissioner Keesee**.

Voting aye: **Commissioners Breckel, Keesee, Zettler, Hales**.

Third review: CUP2022-01 issued to Brian Adams, owner, for a sign on a building at 310 SW Second Street, Stevenson, Washington he was leasing to a local business (54.40 Brewing) that is no longer operating.

- a. Appearance of Fairness Disclosures** The Appearance of Fairness Disclosures to Planning Commission members was administered by **Shumaker**. Again, no Commissioner revealed any communications or fiscal conflicts, and no reason a challenge would be made. No public challenges were made.

- b. Presentation by Staff** **Shumaker** advised rescinding the CUP issued to Brian Adam for the building sign since the business was no longer open.

- c. Presentation by applicant** None provided.

- d. Public Hearing opened** The public hearing was opened at 6:40 p.m.
 - 1. Comments in Favor** None received.
 - 2. Comments in Opposition** None received.
 - 3. Comments Neither in Favor or Opposition** Mary Repar asked about automatic removal of a sign if not in use. **Shumaker** explained it could be removed if it no longer satisfies conditions.

 - 4. Public Hearing Closed** The public hearing closed at 6:44 p.m.

- e. Commission Deliberation** A number of points were considered regarding the CUP under discussion. **Commissioner Zettler** noted the applicant for the CUP was not the owner of the property, but the property owner has to remove a sign if a business leasing the property fails. He also asked about signs that become dangerous. **Shumaker** responded by explaining abandoned and dilapidated signs can be removed at owner expense.

Commissioner Breckel questioned if the CPU remains with a building owner if there is a business ownership change. **Commissioner Hales** then asked if a business fails, could a new business continue with the same CUP

for signage. **Shumaker** explained the CPU defaults to the business it was issued for.

Planning Commission Chair Breckel called for a Finding of Fact to determine and document their rationale. With the facts provided, the Planning Commission's determination regarding a co-applicant situation (where a business owner and property owner apply jointly) is the conditional use permit is no longer valid if the business ceases to function.

f. Decision

MOTION to nullify CUP2022-01 issued to Brian Adams and the business known as 54.30 Brewing at 310 SW Second Street, Stevenson, Washington was made by **Commissioner Zettler**, seconded by **Commissioner Hales**.

Voting aye: **Commissioners Breckel, Keesee, Zettler, Hales**.

Fourth review: CUP2022-02 was issued to Matt Tackett for a salon to operate at 421 SW Rock Creek Drive, Stevenson, Washington.

a. Appearance of Fairness Disclosure The Appearance of Fairness Disclosure was again asked of Planning Commission members by **Shumaker**. Again, no Commissioner revealed any communications or fiscal conflicts, and no reason a challenge would be made. No public challenges were made.

b. Staff Presentation **Shumaker** reported the salon no longer occupies the building. The owner intends to convert the space to a use permitted in the district. His recommended action is to vacate the now unnecessary permit at the request of the owner.

c. Presentation by applicant None provided.

d. Public Hearing Opened The public hearing was opened at 6:50 p.m.

1. Comments in Favor None received

2. Comments in Opposition None received

3. Comments Neither in Favor or Opposition
Mary Repar questioned if the CUP could be issued again in the future.

4. Public Hearing Closed The public hearing was closed at 6:54 p.m.

e. Commission Deliberation With the facts provided, the Planning Commission's determined the use no longer exists, and the owner has requested the CUP be vacated.

f. Decision

MOTION to vacate CUP2022-02 provided to Matt Tackett for salon services at a building on 421 SW Rock Creek Drive in Stevenson, Washington that are no longer operating was made by **Commissioner Zettler**, seconded by **Commissioner Keesee**.

Voting aye: **Commissioners Breckel, Keesee, Zettler, Hales**.

Fifth review: CUP2022-03 & CUP2023-01 issued to the City of Stevenson for sewer infrastructure construction.

a. Appearance of Fairness Disclosures **Shumaker** again provided the Appearance of Fairness Disclosures to Planning Commission members. No Commissioner revealed any communications or fiscal conflicts, and no reason a challenge would be made. No public challenges were made.

b. Staff Presentation

The permits were obtained in 2022-2023 for the city's wastewater treatment projects. The construction permitted is still ongoing, with completion expected by the end 2024. **Shumaker** recommended continuing the CUP's to the end of 2025.

c. Presentation by applicant

None provided.

d. Public Hearing opened

The public hearing opened at 6:57 p.m.

1. Comments in Favor

None received

2. Comments in Opposition

None received

3. Comments Neither in Favor or Opposition

Mary Repar suggested automating the review schedule.

4. Public Hearing Closed

The public hearing closed at 7:01 p.m.

e. Commission Deliberations

Planning Commission Chair Breckel noted the work was still underway. **Commissioner Hales** commented it was appropriate to carry the CUP's forward to ensure the city has met the conditions required. With the facts provided, the Planning Commission determined the permits needed to be continued.

f. Decision

MOTION to continue CUP 2022-03 and 2023-01 for the City of Stevenson's wastewater treatment construction project was made by **Commissioner Zettler**, seconded by **Commissioner Keesee**.

Voting aye: **Commissioners Breckel, Keesee, Zettler, Hales**.

C. Old Business

None provided.

D. Discussion

6. Staff & Commission Reports:

Ben Shumaker, Community Development Director provided a brief update on the following:

First Street Overlook.: The project is a bit behind schedule due to supply delays. Closing the street entirely is saving flagger costs. The estimated completion is November 30th, 2024.

Lasher Street: Design is underway, survey results are completed. There are legal descriptions that are needed, but potential delays are arising due to Lasher not being dedicated.

Broadband: Washington State is ready to send out matching funds regarding broadband projects. An issue for Stevenson is finding ISP partners willing to provide service. The city is looking to work with Skamania County as a partner. While funding is available now, it may not be in the future.

Commissioner Hales suggested inviting the Mayor of Stevenson to a PC meeting in order to help inform him of priorities for planning. **Shumaker** agreed it was easier to meet with the mayor as an individual than the entire City Council. Aligning the Planning Commission's annual work planning with the City Council was briefly discussed.

7. Thought of the Month:

None

E. Adjournment

MOTION to adjourn was made at 7:14 p.m. by **Commissioner Keese**, seconded by **Commissioner Hales**. There were no objections.