

STEVENSON PLANNING COMMISSION SPECIAL MEETING MINUTES

Monday, April 13, 2020

6:00 PM

Held Remotely

Conference call info: 470-285-2528 and PIN 257 893 430#.

Online: meet.google.com/fjm-btno-anj

Attending: Planning Commission members **Mike Beck, Jeff Breckel, PC Chair Valerie Hoy-Rhodehamel, Auguste Zettler**

City Staff: Community Development Director Ben Shumaker, Tim Shell, City Consulting Engineer

Public Attendees: Brian McNamara, Brian Adams

Preliminary Matters

Meeting called to order at 6:01 p.m. by **Chair Valerie Hoy-Rhodehamel**

1. Chair Describes Public Comment Expectations for Remote Meeting

Attendees are asked to please state their name clearly prior to participating. Shumaker describes user interface and ability to review packet.

2. Minutes March 9th & 11th, 2020 Meetings

Motion to approve the Stevenson Planning Commission minutes from March 9th with changes made by **Beck**, and minutes from March 11th, 2020 meetings as presented made by **Breckel**. Both motions seconded by **Zettler**. The vote to approve was unanimous.

3. Public Comment Period (For items not located elsewhere on the agenda)

No comments were received.

New Business

4. Hearing SUB2020-01 Toliver Preliminary Plat Review of a 5-Lot Subdivision

- **Chair Valerie Hoy-Rhodehamel** opened the public hearing at 6:06 p.m. She asked participants to mute their phones while **Shumaker** presented the staff report. She will roll call each Commissioner to hear their thoughts and comments.

Community Development Director Shumaker provided the draft Planning Commission Recommendation saying it also served as a staff report. He explained it provided mandatory elements of the sub-division code, with findings of fact and the conclusion of law. Conditions if needed are noted.

The review involved a request by CNA Property Management, LLC, "Proponent" for Preliminary Plat approval to subdivide approximately 9.92 acres into 4 single family residential lots. An additional lot will be reserved for future development. The subject property is located east of Ryan Allen Road in the Suburban Residential (SR) zone. Shumaker further described the site and explained it was the smallest subdivision allowed. The proposal described is as submitted in the packet. Each criteria was identified, and there are 16 conditions recommended. The 16th is not in the packet as it came in just prior to the meeting. It is essentially an advisory from the Washington DNR stating that any forest products sold from the property need to be in compliance with DNR regulations. Number four (recording the approved preliminary plat with the Skamania County Auditor) is not required and can be omitted as per MRSC guidance.

a. Review Purpose of Meeting The purpose of the meeting is to take public comment and decide whether to recommend City Council approval of the proposed project.

b. Appearance of Fairness Disclosures Shumaker explained the purpose for Appearance of Fairness Disclosures. He noted it is to ensure fairness and impartiality in the decision making of the Planning Commission. He asked each Commissioner to disclose if they had any financial interest in the proposal's outcome, if the proposal would benefit them or cause them to lose income, and if they had participated in any ex-parte communication with anyone regarding the proposal, for or against. Challenges can be brought forth if there is any perceived conflict of interest by Commissioners.

Each Commissioner was asked in turn regarding their ability to provide a fair and impartial decision.

Breckel stated he had no disclosures that would affect his decision-making.

Beck reported he had no conflicts, no ex-parte communications, no financial interests and can act impartially.

Zettler replied he had no financial gain, no reason not to act impartially, no ex-parte communications.

Chair Hoy-Rhodehamel stated no to all three.

She then asked if there were any challenges to the PC. Hearing none she continued the hearing.

c. Presentation by Staff Shumaker referred to the draft recommendation and information in the packet. He reiterated the project was simple and straightforward, with four 20,000' lots that are fairly flat. City water is available, and lots will have their own septic.

d. Presentation by Applicant Johnson referenced the proposal as provided in the application packet.

e. Public Hearing comments opened at 6:15 p.m.

i. Comments in Favor

- No comments received in favor.

ii. Comments Opposed

- No comments receive in opposition.

iii. Comments Neither in Favor Nor Opposed

- The Commission asked for clarification regarding the reasoning behind the half-street completion of Hollstrom Road by the developer. Shumaker explained the process, code path, and the engineering recommendations behind the decision. Provisions for emergency apparatus were included, with two passable lanes and a turnaround required.

Additional access for adjoining or adjacent landowners can be attained via Ryan Allen Road.

f. Commission Discussion Following the presentation and the comment period the Commission held a brief discussion. Several additional questions regarding the road conditions and adjacent property owners were answered. **Zettler** commented he wanted to ensure the requirement for future city sewer hook-ups was in place.

Shumaker noted the DNR conditions were advisory and that it seemed unlikely that any forest applications would be needed, as there is no merchantable timber onsite. All Commissioners commented on the completeness of the packet and the overall presentation. **Breckel** noted he had no objections and recommended approval.

g. Findings of Fact Condition #4 was removed by the commission removed based on guidance from the MRSC. Shumaker noted the draft findings were in place.

h. Decision MOTION to have the Stevenson Planning Commission recommend the Stevenson City Council approve the Toliver Subdivision (City File # SUB2020-01), subject to the conditions detailed in the packet and amended. Motion was made by **Beck** with a second by **Breckel**. The motion passed unanimously.

At 6:40 p.m. **Chair Hoy-Rhodehamel** announced the public hearing closed.

Old Business

5. Hearing Zoning Code Amendment @ 6:30 Draft Ordinance 2020-1157.
Consider testimony and potential recommendation to City Council.

Chair Hoy-Rhodehamel announced the public hearing was open at 6:45 p.m.

- The Commission then entered into a discussion regarding a proposed Zoning Code amendment regarding a Trade Districts Code update. The matter had been discussed in previous Commission meetings.
Shumaker spoke about two options that were before the Commission concerning protections for “Legacy Homes” and the ability to change occupancy within these structures. He noted prior discussions had led the PC to consider prohibiting the changing of a business into a residence and vice-versa. He offered the alternative option as the main decision point to be considered. He asked the Commissioners to consider whether conversion/reconversion of businesses to homes was a cause or a symptom of a downtown lacking sufficient vitality. He related that City staff was in favor of allowing the

businesses and/or homes to revert in their usage and he pointed to suggested language in the draft ordinance.

Discussion

- Brian McNamara, audience member and local business owner offered several comments. He noted the moratorium on SFDD in the downtown area was set to expire in Mid-May. He suggested the PC wait to make a decision in order to have more property owners provide input regarding the usage of their homes for business purposes.

Beck noted the prohibition was more than routine and would substantially change the zoning of downtown Stevenson. He stated having additional input from property owners was important. **Breckel** agreed and reminded everyone the moratorium had originated with the City Council and it was an issue for them to decide. **Shumaker** related conversations he had had with several business owners. Further discussion resulted in the Commission agreeing, in part due to the COVID-19 restrictions, to take up the issue at another time.

MOTION to table the decision until such time the Planning Commission can accept further public comment on the use of SFDD for business purposes in the downtown region was made by **Beck**, with second by **Zettler**. **Breckel** suggested the motion include a timeline, and the motion was revised by **Beck** to table the decision until June of 2020 if restrictions allow. **Zettler** seconded the revised motion. The revised motion passed unanimously.

The Commissioners requested City staff further engage local homeowners with an interest in the issue be encouraged to attend the June PC meeting to share their views. Brian Adams, community member spoke about making further comments at the next PC meeting.

Chair Hoy-Rhodehamel announced the public hearing closed at 7:09 p.m.

6. Staff & Commission Reports

- **Shumaker** provided an update on the First Street project. He noted the engineer had been selected. Funding for the project is through a federal highway grant and an alternative transportation grant. He related that due to COVID-19 there have been a number of grants become available to help homeless individuals shelter safely to limit exposure or to isolate anyone diagnosed with COVID-19. The City is working with Skamania County and WAGAP. Local hotels are being contacted regarding use of their rooms. Roadway Inn has been the only one to respond. Skamania and Klickitat County will share a Community Development Block Grant (CDBG) in the amount of \$83K.

He is working to ensure the continuation of the Downtown Plan by meeting with the steering committee members. They are looking to develop partnerships for planning projects.

The Columbia St. improvement is moving forward. Discussion with other developer is moving on, working to align with Downtown Plan.

The Capital Facilities Plan hearing was postponed due to COVID-19 restrictions.

7. **Thought of the Month** PASER Ratings

- **Community Development Director Ben Shumaker** provided Commissioners with information on a system used to rate the conditions of road and street pavement and surfaces. **Beck** explained it is an alternative way to look at City streets. PASER ratings can provide better management of pavement assets and costs, and can accommodate planning and improvement schedules. **Zettler and Breckel** expressed appreciation for the packet.
- May 2020 PC meeting: **Chair Hoy-Rhodehamel** questioned if it would likely be a virtual or remote meeting. TBD.

Adjournment

- The meeting was declared adjourned at 7:25 p.m. Brian McNamara thanked everyone.

Minutes prepared by Johanna Roe