

DRAFT Minutes
Stevenson Planning Commission Meeting
Monday, November 13, 2023
6:00 PM

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

MEMBERS PRESENT

PC Chair Jeff Breckel; Commissioner Anne Keesee, Auguste Zettler. Commissioners Hales and Ray were not in attendance.

STAFF PRESENT

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

GUESTS PRESENT

Dean Maldonado and Brad Kilby

PUBLIC PRESENT

Mary Repar, Thomas McCloskey, Elise Skara

A. Preliminary Matters

1 Public Comment Expectations

Shumaker explained use of tools 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. 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 she had emailed the Planning Commission a copy of a remand order that the Chinidere development was subject to, and the conditions contained within. Commissioners stated they had not received it. It was noted the project had generated a fair amount of comment and discussion.

Comments about parking access were received from Thomas McCloskey and Elise Skara.

The agenda was amended to move item 5 forward without objection.

3 October 9th, 2023 Minutes

The Planning Commission meeting minutes from October 9th, 2023 were approved unanimously as presented.

B. New Business

4 Planning Commission Work Plan

Scheduling the Upcoming Work based on City Council's Strategic Plan (discussion followed movement of agenda items 5 & 6)

PC Chair Breckel noted two commissioners were absent.

Mary Repar requested adding climate change response and street tree planning to the work plan.

Shumaker suggested he would share the website to help the Planning Commission decide what contributions the PC could make to the City Council strategies. He noted review of Comprehensive Plan Amendments and Conditional Use Permits and compliance are always on the Planning Commission's work schedule. He stated housing is an important issue to consider.

PC Chair Breckel commented sewer extensions and annexation were also topics likely to come before the Commission.

C. Old Business

5 Shoreline Permit Request:

Substantial development request (moved prior to agenda item 3) (SHOR2023-01 Rock Cove Hospitality)

The Planning Commission was asked to review a proposal by FDM Development for a water-enjoyment commercial use on the shorelands of Rock Cove. The applicants requested a continuance in order to provide additional information to agency requests.

a. Appearance of Fairness Disclosures

Shumaker explained and administered the Appearance of Fairness Doctrine due to the public hearing remaining open from the October 9th, 2023 Planning Commission meeting. 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.

None of the Planning Commissioners present 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. There were no challenges by the applicant or the public.

Prior to the decision making regarding a continuance Mary Repar asked if the public would have a chance to review anything new the applicants had submitted, and was assured it would be possible.

Planning Commission Chair Breckel confirmed comments from other state agencies were being considered. He noted some of the comments did not seem to recognize the site under review as being a brownfield/former industrial site.

b. Presentation by Staff

Shumaker advised the agencies developed questions based on ecological and environmental concerns.

c. Presentation by Applicant

Dean Maldonado, the FDM project developer, stated a number of concerns raised from agencies were recent, and he was experiencing delays in getting responses from sub-contractors he needed to do the work to answer the concerns.

Following comments **Commissioner Zettler** motioned to continue the public hearing for the Rock Cove Hospitality permit until the December 2023 Planning Meeting. It was seconded by **Commissioner Keesee** and passed unanimously.

Brad Kilby provided final comments on the work being done with ELS to respond to the recent agency requests.

Shumaker noted with the public hearing remaining open Commissioners were still subject to the Appearance of Fairness.

Planning Commission Chair Breckel requested the Parking Study (item 6) be moved forward in the agenda. There were no objections.

6 Downtown Parking Committee

Community Development Director Ben Shumaker provided details on the recent parking inventory and usage studies done in 2021 and 2023. Several questions were needing to be answered on curbside ADA parking spaces, overall parking inventory, and potential parking regulation changes, if any. Community surveys were provided to residents and business owners.

He shared a number of slides and explained the purpose of the study. It was determined many more ADA parking sites needed to be established. He also provided an explanation on best practices for maximizing parking space utilization. He anticipates having a draft parking plan recommendation for the Planning Commission to consider at the December 2023 PC meeting, and presented potential options that may be included. Additional public involvement opportunities will be available.

@7:26 p.m. remote connection was lost, regained at 7:35 p.m.

D. Discussion

7 Thought of the Month

Walkability Planning: cnu.org/publicsquare/2023/10/05/when-planners-walk-wild-side

Adaptive Reuse: planning.org/planning/2023/fall/can-pickleball-mania-revitalize-dying-shopping-malls/Community Submission - Walla Walla Design Standards

8 Staff & Commission Reports

Shumaker presented brief updates on the following items:

Septic/Sewer The subcommittee is meeting. Financing of installation costs, online permitting, GIS mapping, growth forecasting, industrial use and more are being discussed.

Parks Planning is underway. The City is leading a coalition on behalf of the county, port, school district and pool. Have a contract with consultants, similar to shoreline access plan. A draft plan may be presented in early 2024. Parks are conditional use so the PC may need to consider.

Wastewater Treatment Plant is still under construction due to equipment and parts delays. Completion was expected in August 2023.

8. Adjournment

PC Chair Breckel declared the meeting adjourned at 8:23 p.m.

Minutes recorded by Johanna Roe.