

DRAFT MINUTES
July 2022 Planning Commission
Monday, July 11, 2022
6:00 PM

In Person: Attendees at City Hall followed current CDC and State guidance regarding use of masks, social distancing, and attendance.

Webinar: <https://us02web.zoom.us/j/85637388112>
Conference Call: +1 253 215 8782 or +1 346 248 7799 ID #: 856 3738 8112

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

Attending: **Community Development Director Ben Shumaker, Planning Commission Chair Jeff Breckel, Planning Commissioners Anne Keesee, Davy Ray, August Zettler.**

Public attendees: Mary Repar, Kathleen Wilkie, Charles Hales

A. Preliminary Matters

1. Public Comment Expectations: **Community Development Director Ben Shumaker** advised participants must raise their hand and be acknowledged by the Chair. Individual comments may be limited to 3 minutes. Tools to use for remote participants: *6 to mute/unmute & *9 to raise hand.

2. Public Comment Period: (For items not located elsewhere on the agenda)
> Mary Repar provided comments on human spiritual connections and caring for life on earth. She also related a program on Meditation will be held at the Stevenson library.
> **Commissioner Ray** added comments on similar connections within life. He also initiated a discussion on having an Amtrak stop in Stevenson.

3. Minutes: Approval of June 13th, 2022 Planning Commission Meeting Minutes.

MOTION to approve minutes from the June 13th, 2022 Planning Commission meeting was made by **Commissioner Zettler**, seconded by **Commissioner Ray**.

- Voting aye: **Commissioners Breckel, Zettler, Ray, Keesee.**

B. New Business

4. Short Plat Review: SP2022-03 Standridge Short Plat Planning Commission Optional Review.

The Planning Department has received a complete short plat application for division of property on East Loop Road. The property is currently vacant and has no address. The tax lot number for the property is 03-75-36-3-0-0202-00. The property is located in the R1 Single-Family Residential District. The proposal would divide the property into 2 lots of 15,001 and 22,524 square feet. The lots would be served by public water and on-site septic systems. **Community Development Director Shumaker** reported groundwater seepage concerns were raised by an abutting property owner.

He recommended the Planning Commission review the concerns and subsequent response by Skamania County Environmental Health and provide direction on the project. **Shumaker** offered no professional guidance on this issue. He noted comments by the Commission, as representatives of the public, would be taken under advisement.

He highlighted four options, from least to most restrictive:

- 1- Make no recommendation on the proposal and entrust the decision to the administrative officials.
- 2- Recommend including a requirement to connect to City sewer when available.
- 3- Recommend including a requirement to connect to City sewer when available and a requirement to participate in the cost of the extension.
- 4- Recommend immediate extension and connection to the City sewer system.

Planning Commission Chair Jeff Breckel suggested the city develop a general policy that provides for sewer hookups on a specific timeline (as the sewer lines become available) regardless of septic system failures. It was pointed out this approach undergirds the amended Capital Improvement Plan. The Commission agreed to recommendation #3. **Shumaker** stated requiring regular pumping and inspection of septic systems to discover failing systems would be included in discussions establishing a sewer hook-up policy.

C. Old Business

5. Planning Commission Vacancy: Review Statement of Interest, Interview Candidates, & Recommend City Council Action.

Community Development Director Ben Shumaker introduced applicant Charles Hales. Mr. Hales was interviewed by the Commissioners regarding his interest in serving on the Planning Commission.

MOTION to recommend the Stevenson City Council appoint Charles Hales to the Stevenson Planning Commission and encourage Anthony Lawson to accept the ex-officio position was made by **Commissioner Zettler**, seconded by **Commissioner Ray**.

- Voting aye: **Commissioners Breckel, Keese, Ray, Zettler.**

D. Discussion

6. Thought of the Month: The 15-Minute City

<https://www.cnu.org/publicsquare/2021/02/08/defining-15-minute-city>

Community Development Director Shumaker shared information on the concept of having necessary services within 15 minutes of your locale. Pedestrian and cyclist access was highlighted.

He also encouraged the Commissioners to view a video regarding roundabouts and traffic safety.

7. Staff & Commission Reports:

- Strategic Planning with City Council provided clear goals. **Community Development Director Shumaker** will continue working on housing affordability tools, the recent parking assessment, shoreline trails planning and development regulations.
- Downtown planning is getting back on track following Covid-19 delays. A Stewards of Success meeting is planned for July 15th, 2022. Prioritization of project ideas will be taking place.

- Parking. Usage of on street parking and overcoming potential conflict points such as loading zones and employee parking are current topics. Reviews and or recommendations regarding the parking supply may come to the Planning Commission.
- A Comprehensive Plan Workshop is scheduled for July 13th, 2022 from 6-8 p.m. Prioritizing future capital facilities projects and budgeting will be topics under discussion. Undergrounding of utilities, broadband improvements and other items were also highlighted.

Commissioner Ray reminded everyone of the upcoming primary. Ballots will be received by July 15th.

E. Adjournment

Planning Commission Chair Jeff Breckel adjourned the meeting at 7:27 p.m.