

PLANNING COMMISSION MEETING MINUTES

Monday, April 2, 2018

5:30 PM

Planning Commission Members Present: Karen Ashley, Chris Ford, Shawn Van Pelt, Valerie Hoy-Rhodehamel, Matthew Knudsen

Staff Present: Ben Shumaker, Leana Johnson

Community Members Present: Mary Repar, Bernard Versari

Guest: None

Call to Order: 5:30 p.m.

Preliminary Matters

1. Chair Selects Public Comment Option #2

New Business

2. **Conditional Use Permit Review & Public Hearing – HOY-RHODEHAMEL** calls the meeting to order and immediately opens the public hearing on CUP2018-01, a request to allow a campground in the C1 Commercial District.

- a. Review Purpose of Meeting. **HOY-RHODEHAMEL** describes her understanding that the applicant has requested to withdraw the application and asks **Shumaker** how to proceed. **Shumaker** advises that the advertised public hearing should still be held and then a consensus decision can be made to accept the withdrawal.
- b. Appearance of Fairness Disclosures. **Shumaker** asks the Planning Commissioners if they have had any ex parte communications on this case, if they have any financial stake in the outcome of the decision, or if they have any reason at all preventing them from being fair and impartial in the decision making on this application. No disclosures are made and no challenges are received.
- c. Presentation by Staff. Staff describes why the proposal is being reviewed as a campground: If the shipping container was installed on a permanent foundation and connected to utilities it could be considered a Modular Home under the Zoning Code, an allowed use in this District. The applicant wants to retain mobility of the home and the Campground use category is the way to do so within the Zoning Code.
- d. Presentation by Applicant. The applicant is not present for the meeting. **Shumaker** conveys the desire to withdraw the application based on the proposed conditions.
- e. Public Hearing. **Phil and Enid Crawford** provide written testimony in advance of the meeting. Testimony focuses on transportation and aesthetics. **Versari** asks whether the cumulative impacts of this proposal have been considered. **Shumaker** clarifies that measurement of cumulative impacts is not a standard used in the conditional use review process. **Repar** testifies her belief that there is nothing wrong with the proposed container and alternative housing options should be pursued in the city. However, she does not believe the Campground's location and property size is inappropriate. Her concerns include campfires. She supports the parking and transportation concerns presented by the Crawford's as well as the proposed utility connection conditions. **HOY-RHODEHAMEL** closes the public hearing at 5:42.
- f. Planning Commission Discussion- **FORD** concurs with the traffic issues at the Frank Johns/Second Street intersection and expresses his suspicion that the shipping container will not be

viable for in the overnight lodging market and that if approved, it would end up being converted to permanent housing in violation of the Zoning Code.

ASHLEY describes concerns with the proposed lack of connection to public utilities and potential hygiene problems with use of a port-a-potty or other alternative sanitary disposal methods. This leads to a general discussion on the water/sewer connection requirements of the city.

KNUTSEN addresses the area-wide parking concerns by referencing the city’s onsite parking requirements and the proposal’s inclusion of onsite parking. With those he does not see how this proposal would exacerbate the pre-existing issues, which he does not believe should color the Commission’s review of this proposal.

g. Findings of Fact. None given.

h. Decision. **HOY-RHODEHAMEL** seeks and receives unanimous consent to accept the applicant’s withdrawal of the permit request.

3. **Shoreline Meeting Prep – Shumaker** presents the memo outlining meeting expectation for the 4/9/18. **Versari** suggests that an additional component should be added to the meeting to provide education for the uninitiated. [**Note: VAN PELT** arrives at the meeting during this topic after a scheduled conflict prevented his attendance at the earlier meeting time.] Following discussion the Planning Commission agrees to the meeting format and with the addition of a short PowerPoint to provide better context for attendees. **HOY-RHODEHAMEL** confirms with each commissioner that they will be available at the meeting because she will not be. All confirm their availability. Those attending the meeting are challenged to each bring 2 members of the public to the meeting.

Old Business

4. **Critical Areas Ordinance – Shumaker** presents a memo asking for preliminary review of Fish & Wildlife Habitat Conservation Areas. The memo includes 4 decision points related to redlined drafts of the code text. Planning Commission and public discussion of the proposal follows and goes into varying degrees of detail on the proposal which focuses mostly on structural changes to the code. Substantive changes will be reviewed at a future meeting.

Decision Point #1: Yes, the Planning Commission agrees to the structural changes referencing Habitat Buffer Standards that will apply jointly to any buffer required under the Critical Areas Code.

Decision Point #2: Yes, the Planning Commission agrees to the redlines in Exhibit J.

Decision Point #3: Yes and No, the Planning Commission agrees to the structural redlines in section G of the current chapter, but does not find consensus on the requirement related to estimated costs or its underlying tie to performance bonding.

Decision Point #4: Yes, the Planning Commission agrees to the 3 proposed principles to guide staff’s next draft of the update. This direction is given after discussion related to comments from **Pat Rice, Versari, and Repar**. **Rice** submitted prior to the meeting which will be brought back during later discussions. **Versari** suggests considering 1) the previous work done on these regulations in 2003 and 2008, 2) the goals of the Comprehensive Plan, and 3) consistency with the SMP. **Repar** urges caution relying on mitigation and consideration of cumulative effects and impacts as part of everything the Planning Commission does.

Adjournment: 6:47 p.m. (1hr 22min)

Approved _____; Approved with revisions _____

Name

Date

Minutes by Ben Shumaker

