

MINUTES

PLANNING COMMISSION

REGULAR VIRTUAL MEETING

May 12, 2021 6:00 p.m.

ROLL CALL

Commissioners Present: Andrew Schwab (Chair), Benjamin Stanley (Vice-Chair), Richie Ahuja, Marolee Smith, Colin Young

City Staff Present: Allyson Brekke, (*Director*)
Emma Bolin (*Manager*)
Ben Braudrick (*Associate Planner*)
Chris Cowgill (*Assistant City Attorney*)

Public Present: John Ralston, Mark Hodgson

PUBLIC COMMENT:

John Ralston, City Resident

Asked if the future engagement strategy would include a public meeting, if the Short Course in Local Planning was open to the public, and the APA Peninsula Section Spring Forum was open to the public.

Chair Schwab closed public comments

APPROVAL OF MINUTES:

Commissioner Young moved to accept the minutes from the April 28, 2021 meeting. **Commissioner Ahuja** seconded, **all were in approval, with Chair Schwab abstaining.**

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ACTION ITEMS

1. **Work Session: Climate Resiliency Plan Task 4 Preparation Discussion on continued Commissioner work on SWOT analysis review.**

Commissioner Ahuja presented the Growth Management and Utilities and Public Services Elements. Discussion followed.

Chair Schwab presented the Capital Facilities and Economic Development Elements. Discussion followed

2. **Discussion: MAKERS Code Audit Project Subcommittee Interview Outcome and Future Engagement Strategy**

Director Brekke introduced the general summary of the interviews that were held by stakeholders and the Planning Commission Code Audit Subcommittee.

Chair Schwab opened the discussion on how to engage with the public to gather more public involvement in the code audit process, including the Workshop planned for the June 9th Planning

Commission meeting. He stated that some sort of in-person engagement needed to take place in order to capture the input from those that were fatigued by virtual meetings and were not going to write to staff. He mentioned the typical methods of noticing, such as the Peninsula Daily News, KONP Radio Station, and Facebook.

Some other examples of engagement provided during discussion by Commissioners included:

- Community Survey using Survey Monkey;
- Facebook Live Event (more accessible);
- YouTube Streaming Event (used by Council);
- Utility billing flyers;
- Publicizing a Facebook Group to gather comments;
- Pop-up educational and info-gathering events at local businesses, parks, and the farmers market;
- Use the college to help gather info as a project of some kind;
- ArcGIS story mapping to walk people through the process and get feedback; and
- Visual polling during the meeting.

The Code Audit Subcommittee members in attendance described the interview and their responses. Planning Commission discussion related to the proposals followed.

STAFF UPDATES

Manager Bolin reported that the Ad hoc nomination committee for the open Planning Commissioner seat had made a selection and would be forwarding their recommendation to Council on May 18th. Due to the new seat being filled the regular Ethics, Public Records, Open Public Meetings Act training as well would be taking place soon. The Department of Commerce Short Course on Local Planning is open to anyone interested in attending who has registered and would take place June 21st. Staff will let the Commission know if the course will be in addition to or supplement a regular meeting that week.

She provided an update that greenhouse gas study for the Climate Resiliency Plan is underway with internal staff and should be completed by the end of May.

She shared that the City Council will be codifying the cancellation of the last meeting in July and first meeting in August as a summer break from Council Meetings.

Planner Braudrick let the Commission know he had completed research on state and federal regulations on houseboats and their history in Washington State. He would provide that information to the Commission in a future email.

He reminded the Commission of the APA Peninsula Section forum taking place virtually from 1-4:00 pm on Thursday May 20th. The topic is transportation equity.

REPORTS OF COMMISSION MEMBERS

Commissioner Young reminded the Commission of the competitive development environment between the City, UGA, and Clallam County.

Vice Chair Stanley stated his interest in providing comment to Makers on the Code Audit.

Commissioner Smith asked about Residential Trailer Park zoning requirements. Discussion followed.

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ADJOURNMENT

The meeting adjourned at 8:05 p.m.

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Ben Braudrick

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Ben Braudrick, Secretary

PREPARED BY: Ben Braudrick, Secretary

DocuSigned by:

Andrew Schwab

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Andrew Schwab, Chair