

MINUTES

PLANNING COMMISSION

Virtual Meeting
August 26, 2020 6:00 p.m.
REGULAR MEETING

PLEDGE OF ALLEGIANCE

Chair Schwab opened the regular meeting at 6:00 p.m.

ROLL CALL

Commissioners Present: Andrew Schwab (Chair), Amy Powell, Colin Young, Richie Ahuja, Steve Luxton

City Staff Present: Emma Bolin (*Manager*)
Allyson Brekke (*Director*)
Kevin Bagwell (*Planning Technician*)

Public Present: Ed Chadd, Benji Astrachan, Robert Vreeland

PUBLIC COMMENT:

Benji Astrachan who volunteers with the greenhouse gas inventory group made comments concerning the Climate Plan Request For Proposals (RFP) effort.

Ed Chadd echoed Benji's concerns about the Climate Plan effort. He had asked for the Planning Commission to add a second public comment period at the end of the meeting. He also stated that the Webex platform is extremely difficult to use. Additionally, he requested an update on the Climate Plan RFP status.

Robert Vreeland raised concerns that the Climate Action Subcommittee and Planning Commission was taken out of the process for the Climate Plan RFP.

Ed Chadd requested an update on coordination of the Climate Plan RFP with Clallam County.

Chair Schwab closed public comments.

APPROVAL OF MINUTES:

Commissioner Young moved to accept the minutes from the July 22, 2020 meeting. **Commissioner Powell** seconded; **all were in approval.**

ACTION ITEMS

1. Planning Commission Bylaws Amendment

Manager Bolin introduced the Planning Commission Bylaws Amendments

Chair Schwab asked if any of the commissioners had questions about the Planning Commission Bylaws Amendments.

Multiple questions were asked, and discussion followed.

Commissioner Young moved to approve the proposed Planning Commission Bylaws

Amendments. Commissioner Luxton seconded the motion, all were in approval.

Staff was directed to verify that there would be no issues with changing the chair and vice chair term limits beyond the current 1-year limit.

STAFF UPDATES

Director Brekke introduced herself and gave an update on the Climate Change effort and the Municipal Code Audit. The Climate Change RFP period ended on August 7th and 2 responses were received. No evaluation of the responses has occurred at this time. She will contact Rich Meier at the Clallam County Commissioner's Office to inquire about a potential partnership in the Climate Plan effort. She also responded to the comments and concerns received during the public comment period. She invited the volunteer subcommittee to contact her regarding any concerns with the Climate Plan process at 360-477-0195. Madrona Law and Makers Architecture & Urban Design will be working together on the Municipal Code Audit. Madrona Law will be auditing most of the code except for Titles 14,16, & 17 which primarily deal with land use. Titles 14, 16, & 17 will be audited by the Makers team. This separation is due to the Department of Commerce grant that was awarded to the City to increase residential building capacity within our community.

Manager Bolin introduced herself and gave updates on inquiries received from the July 22, 2020 Planning Commission meeting. She discussed the Planning Commission email address and how that related to their request for individual City e-mail addresses. She also shared the City website page on the Lincoln Street Safety Project. She mentioned that Staff is working diligently on the Shoreline Master Program update and that the Commission will be apprised on any new information. She updated the Commission that the FEMA flood insurance rate mapping process which the community engagement portion has been delayed until around middle autumn.

REPORTS OF COMMISSION MEMBERS

Chair Schwab gave an update on the Jurassic Parliament training that he attended regarding Roberts Rules of Order.

Commissioner Young gave an update on a conversation with a Cherry Hill resident regarding fence requirements. He mentioned wanting to discuss the requirements during a future meeting.

Discussion followed.

Commissioner Ahuja recognized the public comments regarding access and accessibility. He thanked the Commission and Staff for resolving the agenda concerns brought up during the public comment period. Regarding the RFP, he requested that someone from the commission be involved in evaluating the Climate Change RFP. He explained that the firm he works with, the Environmental Defense Fund, is available to help cities develop their Climate Action Plan.

Chair Schwab opened a Second Public Comment Period

Ed Chadd thanked the Commission and Staff for the updates. Requested that the interested community members be updated on the result of the conversation with Rich Meier from Clallam County. Regarding the RFP, he stated that it sounds like a wonderful opportunity for the climate change volunteers to be involved. He mentioned some ideas to consolidate various lists of volunteers.

Robert Vreeland requested Director Brekke's phone number and volunteered to review the RFP.

Director Brekke restated her number: 360-477-0195

Benji Astrachan stated that he has already been involved with Rich Meier from Clallam County. He inquired as to what the City will do to establish a partnership with the County and the volunteer

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group.

Chair Schwab stated the reasons why he believed the subcommittee was dissolved in February.

ADJOURNMENT

Commissioner Ahuja made a motion to adjourn, Commissioner Luxton Seconded. No vote was taken. The meeting adjourned at 7:17 p.m.

DocuSigned by:

Kevin Bagwell

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Kevin Bagwell, Secretary

PREPARED BY: Kevin Bagwell, Secretary

DocuSigned by:

Andrew D Schwab

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Andrew Schwab, Chair