

MINUTES

PLANNING COMMISSION

City Council Chambers
Port Angeles, Washington 98362
September 23, 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), 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

PUBLIC COMMENT:

John Ralston, City Resident

John requested that he be interviewed as a stakeholder for the Building Residential Capacity Code Project.

Chair Schwab closed public comments.

APPROVAL OF MINUTES:

Commissioner Young moved to accept the minutes from the September 9, 2020 meeting with **Commissioner Smith** seconded, all were in favor.

ACTION ITEMS

Action: Review and make a motion on Planning Commission Bylaws Amendment (relating to meeting noticing requirements)

Manager Bolin presented a change to Article IV, Section 5 of the Planning Commission Bylaws related to consistency in meeting notice requirements. **Commissioner Smith** expressed that noticing should all be consistent. Discussion followed, with **Assistant City Attorney Cowgill** providing guidance on the Open Public Meetings Act.

Commissioner Smith made a motion to accept the staff recommended changes to Article IV, Section 5 of the Planning Commission Bylaws. **Commission Young** seconded, all were in favor.

1. Work Session: 2020-2021 Planning Commission Workplan

Planner Braudrick provided an introductory presentation on Planning Commission roles and responsibilities.

Manager Bolin presented the Community and Economic Development Workplan for 2020-2022 and a tentative 4th Quarter 2020 through 2nd Quarter 2021 calendar and meeting schedule for the

Planning Commission. Discussion followed.

Chair Schwab asked each member what their top 3-4 priorities for discussion with City Council in a joint meeting. Commissioners provided the following topics:

Chair Schwab..... Code enforcement Regulation

Commissioner Young..... Food Truck Ordinance, Restaurant seating in onstreet parking areas, Commercial zoning and activity growth in Western PA, Removal of Parking Requirements

Commissioner Smith..... Temporary RV Ordinance, Sidewalk and ADA Connectivity, Evacuation Route, Tree Ordinances

Commissioner Stanley Climate Planning (Inventory and Action Plan), Housing Planning (Lot Size and Incremental housing), Transportation Planning (Bike/Ped Network)

Commissioner Ahuja Climate Planning, Microentrepreneur Support, Council's Understanding of Revenues, Homelessness

Discussion followed.

Chair Schwab asked that Staff provide the City Council with the following a synopsis of what the Planning Commission could bring to the joint meeting incorporating each Commissioners' interests for discussion:

1. How is the city going to fund what it wants to do?
2. Climate Planning
3. Housing Planning
4. Transportation Planning
5. Economic development

Planner Braudrick stated that the individual interests would be provided in the minutes, which could also be provided to City Council.

STAFF UPDATES

Manager Bolin let the Commission know that she was working with the City Clerk to notice the open Commission seat vacated by Amy Powell. She also updated the Commission on the Climate Action RFP process underway.

Director Brekke provided a synopsis of the previous night's Council work session on multimodal transportation and update on the building residential capacity grant with MAKERS and Downtown strategic planning effort. She encouraged the Commissioners to watch the previous night's presentation and discussion and stated she would make it available.

Associate Planner Braudrick provided an update on Race Street Phase 1 funding and timing.

REPORTS OF COMMISSION MEMBERS

Chair Schwab reminded commission members of the Jurassic Parliament training in October.

Commissioner Young asked about the meeting cancellation necessary for the Jurassic Parliament Training. **Chair Schwab** reminded the commissioner that it was on the Planning Commissioners Workplan calendar and a special meeting would likely be necessary for quorum attendance.

A discussion followed about meeting dates and the holidays.

Commissioner Ahuja thanked staff for the updates. He asked about a Council training that occurred and if it was available online. Staff let the Commissioners know that they would inquire

as to what the training might be and if it was available to the public.

He asked if there were any other reading materials available related to the interests they all spoke of earlier. **Planner Braudrick** stated that he would send the Commissioner's resources via email.

ADJOURNMENT

Commissioner Ahuja made a motion to adjourn. **Commissioner Young** seconded, all were in favor.

The meeting adjourned at 7:45 p.m.

Ben Braudrick, Secretary

PREPARED BY: Ben Braudrick, Secretary

Andrew Schwab, Chair