



**PLANNING COMMISSION
MEETING MINUTES**

**Monday
May 22, 2023
6:00 P.M.**

CALL TO ORDER

Planning Commission Chair Henry Frantz called the meeting to order at 6:00 p.m.

Commission Members Present:

Henry Frantz
Emily Roberts
Jill Heijer

Staff Present:

Addie Tych, Deputy Clerk Treasurer
Sue Ann Spens, Clerk Treasurer
Stacia Schroeder, Town Engineer

Public:

None.

STAFF REPORT

None.

APPROVAL OF MINUTES

MOTION: Approve the minutes of the Planning Commission meeting of March 27, 2023 as presented.

Moved by Frantz, seconded by Heijer.

Passed 3-0-0

MOTION CARRIED

2023 Planning Commission Work Plan – for review

The Commissioners reviewed the updated work plan.

Comprehensive Plan Update: Public Participation Plan – for discussion

The Revised Code of Washington (RCW) 36.70A.130(2) requires that local governments establish a public participation plan for the evaluation and update of their comprehensive plans. Town staff is

working to finish the participation plan and will present it to the Council at their June meeting for approval.

Comprehensive Plan Update: Accessory Dwelling Units (ADUs) – *for discussion*

As part of the ongoing comprehensive plan updates, Town Engineer Schroeder reviewed the Town’s ADU related code against the Periodic Update Checklist provided by the Department of Commerce. The Commissioners reviewed the provided materials and discussed the proposed code revisions. The Commissioners briefly touched on short-term rentals and their possible impacts on the community. The Town currently doesn’t regulate short-term rentals. The Planning Commission would like to continue their discussion and have asked for Council approval to study the matter further.

Comprehensive Plan Update: Parking – *for discussion*

The Town’s current code does not regulate on-site vehicle parking spaces, but merely restricts their location. The regulations as written are acceptable to the state, and no code changes are required to meet the 2024 GMA Comp Plan Update. The Commissioners reviewed the provided materials.

ADJOURNMENT

MOTION: Move to adjourn the meeting at 7:12 pm. Moved by Frantz, seconded by Roberts.

Passed 3-0-0

MOTION CARRIED

Respectfully submitted,

Addie Tych, Deputy Clerk/Treasurer