



**PLANNING COMMISSION  
MEETING MINUTES**

**Monday  
February 26, 2024  
6:00 P.M.**

**CALL TO ORDER**

Planning Commission Chair Henry Frantz called the meeting to order at 6:10 p.m.

*Commission Members Present:*

Henry Frantz  
Henrik Nielsen  
Kellie Schneider

*Staff Present:*

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

*Public:*

Joe Sabey, Mayor of Hunts Point

**PUBLIC COMMENT**

None.

**STAFF REPORT**

None.

**APPROVAL OF MINUTES**

**MOTION:** Approve the minutes of the Planning Commission meeting of January 29, 2024 as presented.

Moved by Frantz, seconded by Nielsen.

Passed 3-0-0

**MOTION CARRIED**

**PUBLIC HEARING: Proposed Changes to HPMC Title 18: Zoning – for action**

The Planning Commission has spent much of the past year reviewing the Town’s zoning code and revising it to meet the many GMA requirements and other legislative mandates. The Commissioners reviewed the provided materials.

PLANNING COMMISSION CHAIR FRANTZ OPENS PUBLIC HEARING AT 6:12 PM

*No public comments were made.*

PLANNING COMMISSION CHAIR FRANTZ CLOSSES PUBLIC HEARING AT 6:13 PM

**MOTION:** Move to recommend that the Town Council pass an ordinance to amend 18.10, 18.20, 18.25, 18.30, and 18.35 and create new Chapters 18.37 and 18.39 of the Hunts Point Municipal Code (“Zoning Code”). Moved by Frantz, seconded by Nielsen.

Passed 3-0-0

**MOTION CARRIED**

**Comprehensive Plan Draft – for discussion**

Town Engineer Schroeder gave a brief status update on where she is on her revisions to the Comprehensive Plan. Town Engineer Schroeder will continue to revise the plan and hopes to have an updated draft ready for review by the March meeting.

**Middle Housing – for discussion**

Middle housing refers to those housing types between single-family residences and mid-rise, multi-family development. During the 2023-24 legislative session, HB 1110 (2023) was adopted to implement middle housing across the state. Hunts Point falls under the “tier 3” jurisdictional category and is required to allow for at least two units on all lots zoned primarily for residential uses. Additionally, accessory dwelling units may be sold separately from the main house, there is a reduction in required onsite parking, and an increase in accessory dwelling unit square footage. HB1110 also requires that the Town allow for at least 6 out of 9 middle housing typologies. These include cottage housing, courtyard apartments, duplexes, and stacked flats. The Town has until June 2025 to adopt any new appropriate code language. The Commissioners will continue their discussion at the March Planning Commission meeting.

**ADJOURNMENT**

**MOTION:** Move to adjourn the meeting at 7:05 pm. Moved by Frantz, seconded by Nielsen.

Passed 3-0-0

**MOTION CARRIED**

Respectfully submitted,

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Addie Tych, Deputy Clerk/Treasurer