

CITY OF CLE ELUM
PLANNING COMMISSION MEETING
Regular Meeting Minutes
6 February 2018 6:00

1. Roll Call and Call to Order

The meeting was called to order at 5:58pm by **Kerry Clark**. Also in attendance were **Mark Kirkpatrick, Travis Harris, Theo Leonard, and Debra Davis**. Staff present was City Planner Lucy Temple and Interns Isaac Anzlovar and Savannah Hutchins.

2. Set Agenda

Lucy Temple added a Historical Preservation Commission discussion under the New Business section of the agenda. *A motion was made by Travis Harris to accept the 06 February 2018 agenda with the addition and seconded by Marc Kirkpatrick. Motion carried unanimously.*

3. Adoption of Minutes

A motion was made by Marc Kirkpatrick to accept the meeting minutes for 16 January 2018 as presented and was seconded by Debra Davis. Motion carried unanimously.

4. Announcements, Appointments, Awards, & Recognitions

None.

5. Citizen Comments on Non-Agenda Items (limited to 5 minutes)

None.

6. Public Appearances

None.

7. Business Requiring Open Hearing

None.

8. Unfinished Business

A. Fee Schedule

Planner Temple Updated the Commission about the fee schedule's progress and thanked them for their contributions so far. Temple explained that staff is currently updating their corresponding fees such as, park fees and the possibility of a dumpster key deposit for events that require dumpster access for clean-up. The Commission suggested creating a waiver for nonprofit organizations to be exempt from the park fee and Planner Temple agreed to look into the possibility as long as it wasn't viewed as a gift of private funds. Marc Kirkpatrick recommended leaving the fees the City was debating lowering at their current rates unless they are way overpriced when compared with other jurisdictions. Kerry Clark mentioned that Orville, Washington charges their clients up front by the gallon for hydrant water, on a "use it or lose it" basis and suggested Cle Elum looked into doing something similar to make up for the high demand on the water and people leaving it running at the pump stations. Temple asked the Commissioners to provide further comments by email or hard copy.

9. New Business

A. Zoning Guidance

Planner Temple presented a new Zoning Guidance Sheet to the Commission and asked for any comments to be emailed or delivered in hard copy. Theo Leonard asked for the form to be added to the City of Cle Elum's website.

B. Historical Preservation Commission

1 Planner Temple explained to the Commissioners that the City's Historical Preservation
2 Commission is not currently meeting the requirements that are set forth in the City's Municipal
3 Code and do not plan to make changes to meet the requirements. Due to the presence of the
4 Historical Preservation Commission, the City is currently a Certified Local Government (CLG)
5 which allows it to go after funding opportunities to help fund improvements to buildings,
6 districts, objects, sites and structures that are on the historical register. Planner Temple proposed
7 that the Planning Commission and Historical Preservation Commission should combine,
8 meaning both commissions would have the same members but be different entities. This
9 combination would occur by Historical Preservation Commissioner, Douglas Southerland,
10 becoming the sixth member of the Planning Commission and the current Planning
11 Commissioners becoming part of the Historical Preservation Commission. The Commission
12 addressed their concerns about combining the two commissions, stating it may take away time
13 from their current responsibilities as Planning Commissioners. The Commissioners all agreed
14 that the City needs to keep its status as a CLG by maintaining their Historical Preservation
15 Commission and asked if it could make it until they received more information about the funding
16 opportunities that would be lost if the CLG status was lost and had a chance to talk to Douglas
17 Sutherland at the 7 March 2018 meeting.

18 **10. Staff Report**

19 The Staff Report was provided as a written copy in the Planning Commissioners' packets.
20 Planner Temple mentioned the Parks and Recreation element/RCO plan is being finalized by the
21 City Council at the 13 February 2018 Council meeting, City's Public Works will perform traffic
22 counts for the Comprehensive Plan Transportation Element, and BERK consulting will be at the
23 20 February 2018 Planning Commission meeting to present their draft work schedule for the
24 Housing Needs Assessment and Comprehensive Plan Housing Element. The Downtown
25 Revitalization had its 60% design review last week and the City is considering the addition of a
26 penalty if the work is not done by 29 June 2018, allowing a ribbon cutting ceremony to occur at
27 the Pioneer Days Parade. She also discussed sign code and vehicle/trail code revisions and
28 updates the drafting of ordinances for short term rentals and noise control, and the two
29 annexations that are under way.

30 **11. Report of Committees**

31 None.

32 **12. Comments from Commissioners and/or Staff**

33 None.

34 **13. Adjournment**

35 *A motion to adjourn was made by Travis Harris and seconded by Mark Kirkpatrick.*
36 *Motion carried unanimously. The meeting adjourned at 7:26 p.m. on 06 February 2018. The*
37 *next meeting will be on Tuesday 20 February 2018 from 6:00 p.m. to 8:00 p.m.*