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CITY OF CLE ELUM
PLANNING COMMISSION MEETING
Regular Meeting Minutes
3 April 2018 6:00pm

1. **Roll Call and Call to Order**

The meeting was called to order at 6:00pm by **Kerry Clark**. Also in attendance was **Theo Leonard**, and **Debra Davis**. Staff present was City Planner Lucy Temple and Intern Isaac Anzlovar.

2. **Set Agenda**

The commission agreed to set the agenda and proceed with the meeting.

3. **Review of Minutes**

Commissioner Leonard addressed that the word “appropriated” on page 1 line 17 was the wrong tense and asked for it to be changed to “appropriate”. Commissioner Leonard also asked that the words “as necessary” to be added to the last sentence on page 1 line 19. Commissioner Davis asked for the word “stricken” on page two line 9 to be deleted and the sentence on page 2 lines 9 and 10 to read “Temple explained that this ordinance amends CEMC 10.28.020 and that it makes regulations for motorized foot scooters stricter. Davis also addressed a miss spelled word on page 2 line 11 and asked that “hear” would be changed to “hearing”.

4. **Announcements, Appointments, Awards, & Recognitions**

A. **Commissioner resignation:**

Commissioner Clark announced that Commissioner Marc Kirkpatrick has resigned and the commission is now looking for applicants to fill two open position on the commission. Planner Temple asked if the Commissioner would attend the 10 April 2018 City Council Meeting so they could help present Kirkpatrick with a Certificate of Appropriateness.

B. **Public Works Director retirement**

Planner Temple announced Jim Lenard has turned in his resignation and will be retiring at the end of May. She stated that applications are now being accepted for his replacement.

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

None.

6. **Public Appearances**

None

7. **Business Requiring Open Hearing**

A. **CUP-2018-001 Simplot CUP- Short Term Rental in General Commercial Zone**

Commissioner Clark open a public hearing at 6:31. Phyllis Simplot of 812 E 4th St requests a conditional use permit for a short term rental at 807 E 1st St, which falls in an area that is zoned General Commercial. Simplot wants to give visitors a place that they can stay that isn't a hotel. She explained that her vision is to see that all of the residential buildings in the General Commercial zone to be short term rentals and believes that this will help in the matiness and preservation of the properties.

Commissioner Leonard asked Simplot if hours of check-in would strictly be at 4pm. Simplot answered that they would be flexible and the neighbors around the property have been notified and they are okay with the flexible check-in times. Leonard also asked Simplot how trash would be controlled Simplot explained that her house is only

1 a couple blocks up the road and her family would keep an eye out on the property
2 along with the properties neighbors and if there is trash they will pick it right up. The
3 Open public hearing was closed at 6:36pm and the commissioners went into
4 discussion.

5
6 During the discussion Planner Temple explained that the recently passed ordinance
7 1486 was incorrect and the City Attorney has advised to fix that mistake. Temple also
8 explained that the Attorney suggested two options for the fix. The first option is to
9 amend Ordinances 1486 and 1487 and create a new category for short term rentals,
10 but the attorney suggested that no permits should be issued before the amendments
11 were passed. Option two was to enact a short term rental moratorium while new
12 regulations were written. The commission decided to amend ordinances 1486 and
13 1487 and have it to go before City Council by the 8 May 2018 City Council Meeting.
14 *A motion was made by Debra Davis to pass the conditional use permit contingent*
15 *on approval of the proposed ordinance and seconded by Theo Leonard. The motion*
16 *passed unanimously.*

17 **8. Unfinished Business**

18 **A. Fee Schedule**

19 Planner Temple presented the commission with the most resent draft of the fee
20 schedule. She explained that the fees that concern the commission have been updated
21 and now the only fees that need to be updated are the ones that other city staff are in
22 charge of. She asked the Commission if they would like to see the fee schedule again
23 before it was sent to City Council and the commissioner all that there was no need to
24 being the fee schedule to them again for review.

25 **9. New Business**

26 **A. Zoning Guidance**

27 **10. Staff Report**

28 The staff report was included in the commissioner packets.

29 **11. Report of Committees**

30 None

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

32 Planner Temple announced that 16 April 2018 from 4pm to 6pm there will be an open
33 house for the Comprehensive Plan Housing and Transportation Elements. She asked the
34 commission if they could attend the open house.

35 **13. Adjournment**

36 *A motion to adjourn the meeting was made by Theo Leonard and seconded by Debra*
37 *Davis. The motion carried unanimously. The meeting adjourned at 7:33 p.m. on 3 April 2018.*
38 *The next meeting will be on Tuesday 17 April 2018 from 6:00 p.m. to 8:00 p.m.*