

1 CITY OF CLE ELUM
2 PLANNING COMMISSION MEETING
3 Regular Meeting Minutes
4 7 August 2018 6:00
5

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

7 The meeting was called to order at 6:00pm by **Kerry Clark**. Also in attendance were
8 **Debra Davis, Pam Hawk, and Devin Smith**. Staff present was City Planner Lucy Temple and
9 Intern Isaac Anzlovar.

10 **2. Set Agenda**

11 *The commission agreed to set the agenda.*

12 **3. Review of the minutes**

13 None.

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

15 Planner Temple announced that Travis Harris has resigned from the Commission and the
16 Commission's Citizen Alternate, Mathew Lundh, will be filling the vacant Planning
17 Commissioner position. Commission will now be accepting applications for the Citizen Alternate
18 position

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

20 None.

21 **6. Public Appearances**

22 None.

23 **7. Business Requiring Open Hearing**

24 • VAR-2018-001 Campbell Corner's – Amendment

25 Planner Temple presented the Commission with an amendment to VAR-2018-001,
26 Campbell's Corner. Temple explained that when the Variance was approved by the
27 Commission on 15 May 2018, but it failed to include a stream buffer variance.

28 Temple went on to say that the amendment would allow the applicants to have a 30
29 foot stream buffer on the eastside of their property that borders Balmer's Canyon,
30 instead of a 50 foot stream buffer. Temple also explained that the applicant is willing
31 to put in a fence at the border of the proposed buffer.

32 **Commissioner Clark opened the public hearing for VAR-2018-001 Campbell
33 Corner's – Amendment on 7 August 2018 at 6:21pm.** There were no comments
34 from the public. **Commissioner Clark closed the hearing on 7 August 2018 at
35 6:22pm** and the Commission went into deliberations.

36 **Commissioner Davis made a motion to amend VAR-2018-001 Campbell
37 Corner's to allow the applicant to have a 30 foot stream buffer on the west side
38 of Balmer's Creek with a condition requiring the applicant puts up a fence that
39 follows the design criteria for the development stretching along the west side of
40 the 30 foot stream buffer. Commissioner Smith seconded the motion and the
41 motion carried unanimously**

42 • ORD 1502, 1504, 1505, 1506 – Motor Vehicle Code Amendment

43 Planner Temple presented to the commission the revised copies of Ordinances 1502,
44 1504, 1505, and 1506. Temple explained that the Commission reviewed the
45 ordinances in the past and since then property owners within 300 feet of the Coal
46 Mines Trail, surrounding jurisdictions, and the Department of Commerce have

1 reviewed the ordinances and their SEPAs. Temple went on to explain that the
2 ordinances have been revised based on the comments that were received.

3 **Commissioner Clark opened the public hearing for ORD 1502, 1504, 1505,**
4 **1506 on 7 August 2018 at 6:54pm.** There were no comments from the public.
5 **Commissioner Clark closed the hearing on 7 August 2018 at 6:55pm** and the
6 Commission went into deliberations.

7 The Commission discussed that there should be mention of unpaved trails.
8 **Commissioner Davis made a motion to recommend that ordinances to the City**
9 **Council for adoption with the addition of the mention of unpaved trails in**
10 **ordinance 1505. Commissioner Hawk seconded the motion and it carried**
11 **unanimously.**

12 **8. Unfinished Business**

13 • Polaris Quarterly Report

14 As required by the Polaris Affordable Housing Conditional Use Permit, a quarterly
15 report was provided in the Commissioners packets. The Commission was pleased by
16 the report and had no comments.

17 • Training – A Short Course in Local Planning

18 The Commission watched the first two videos (introduction to the short course and
19 Comprehensive Planning Basics) from the video series “A Short Course in Local
20 Planning” produced by the Washington State Department of Commerce.

21 • Comprehensive Plan – Schedule Update

22 Planner Temple told the Commission that staff has asked the Consultants (HLA), who
23 were hired to update the City’s Parks and Recreation, Transportation and Capital
24 Facilities Comprehensive Plan Elements, for an updated schedule.

25 • Comprehensive Plan – Land Use Element Update

26 A copy of the 2007 Comprehensive Plan Land Use Element with the Commissioners
27 comments was supplied in the Commissioners packets. Intern Isaac asked the
28 Commission to review and bring anymore comments to him.

29 Planner Temple also brought up the idea that the city should rezone all property in
30 between the railroad right-of-way and Railroad Street to Planned Mixed Use. Temple
31 went on to explain that the reason for this is so that land could be used for something
32 else besides industrial and any new development would have to be review by the City
33 Council. Temple conclude with asking the Commission to think about the change.

34 **9. New Business**

35 None.

36 **10. Staff Report**

37 Planner Temple reported to the Commission that she has been assisting the non-profit
38 Hope Source with a WSDOT grant application for a connector bus between the upper and
39 lower Kittitas County. Temple went on to explain that the grant needs a 20% match fund
40 and that Hope Source has been asking local jurisdictions and major employers in the area
41 to assist in the match funds.

42 Temple also reported that the City’s fee schedule is almost completed and asked
43 the Commission if there should be a fee for Conditional Use Permit reviews. **Devin**
44 **Smith made a motion to add a \$15 conditional use permit review fee that would be**
45 **added to businesses with a Conditional Use Permit’s business license fee. The**
46 **motion was seconded by Debra Davis and it carried unanimously.**

1 Temple Also announced that she will be out of town for the 21 August 2018
2 meeting and that Intern Isaac will be the only staff at the meeting. She also announced
3 that there will be a variance hearing at that meeting as well.

4 **11. Report of Committees**

5 None.

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

7 None.

8 **13. Adjournment**

9 *A motion to adjourn was made by Debra Davis and seconded by Devin Smith. Motion*
10 *carried unanimously. The meeting adjourned at 8:10pm on 7 August 2018. The next meeting*
11 *will be on Tuesday 21 August 2018 at 6:00pm.*