

1 CITY OF CLE ELUM  
2 PLANNING COMMISSION MEETING  
3 Meeting Minutes  
4 November 3, 2020 6:00  
5

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

7 *Commissioner Berndt called the meeting to order at 6:00 pm. Commissioner All*  
8 *commissioners were present.*

9 **2. Set Agenda**

10 *Commissioner Berndt requested to add a new business item on the agenda about*  
11 *communication procedures for reaching the external community. Commissioner Torrey*  
12 *motioned and Commissioner Hawk seconded to accept the agenda as presented/amended.*  
13 *Motion passed.*

14 **3. Adoption of Minutes**

15 Review minutes from October 20, 2020.

16 *Commissioner Hawk motioned and Commissioner Torrey seconded to accept the minutes*  
17 *from the October 20, 2020 Planning Commission meeting as presented. Motion passed.*

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

19 No citizens on the call

20 **5. Public Appearances**

21 None

22 **6. Staff Report**

23 Staff updated Commissioners on the larger projects, Short-Term Rental code processing,  
24 and what permits that are in process and those anticipated. Commissioner Berndt asked  
25 staff to update the Commission on permits even if they are not coming before the  
26 Commission.

27 **7. Business Requiring Open Hearings**

28 A hearing will be held during the November 17, 2020 meeting on the short-term rental  
29 code.

30 **8. New Business**

31 **a. Announcements, Appointments, Awards, & Recognitions**  
32 **Communication procedures for reaching externally**

33 Commissioner Berndt asked Commissioner Torrey to keep this as a running item on the  
34 agenda for the time being. On the next agenda it will be under Unfinished Business.

35 **9. Unfinished Business**

36 • **Short-Term Rental Code**

- 37 ○ Staff informed the Commission that the draft code had been reviewed by the City  
38 Attorney and is final unless there are additional changes requested by the  
39 Commission.
- 40 ○ There will be additional review under the SEPA Environmental Checklist that is  
41 expected to be issued November 3, 2020 which will start a 14-day comment  
42 period.
- 43 ○ Commissioners discussed attending the City Council meeting on November 23rd

44 • **Planning Commission 2021 Work Plan.**

- 1           ○ Commissioners and staff added specific dates to the STR code update process,  
2           city permitting that may come before the Commission, and zoning code  
3           amendments. Staff will include zoning code amendments on the next agenda.
- 4           ○ Commissioner Berndt would like to add this to the agenda for January, and would  
5           like to take the lead on firewise code.
- 6           ○ Commissioner Berndt asked whether the City has been involved in the County’s  
7           annual Comprehensive Plan amendment process. Staff informed the Commission  
8           that the City has not been involved in this process.  
9           ▪ Staff commented that the City’s annual amendment process

10 **10. Report of Committees**

11 **11. Comments from Commissioners and/or Staff**

- 12 • None

13 **12. Adjournment**

14 *Motion to adjourn made by Commissioner Torrey and seconded by Commissioner Hawk,*  
15 *ending the meeting at 6:50pm. Next regular meeting Tuesday, November 17, 2020, 6:00*  
16 *pm.*