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CITY OF CLE ELUM
PLANNING COMMISSION MEETING
Meeting Minutes
January 5, 2021 6:00

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

Commissioner Berndt called the meeting to order at 6:01pm. Commissioner Graham was absent. Commissioner Torrey motioned and Commissioner Hawk seconded to excuse Commissioner Graham. Motion passed.

Set Agenda

Commissioner Berndt added an item under new business about the Open Public Meetings Act and staff added an item under new business about adding a Title 14 under new business. Commissioner Fluegge motioned to set the agenda as amended and Commissioner Torrey seconded to set the agenda as presented. Motion passed.

2. **Review of the minutes**

Review minutes from December 15, 2020. Commissioner Hawk motioned and Commissioner Fluegge seconded to accept the minutes as presented. Motion passed.

3. **Staff Report**

Staff updated Commissioners on the firewising work DNR WA Conservation Corps will be working on City property.

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

None.

5. **Public Appearances**

None.

6. **Business Requiring Open Hearing**

None.

7. **New Business**

a. **Open Public Meetings**

Staff reminded commissioners about what constitutes a quorum and ways to avoid that with emails.

b. **Title 14 & Title 17**

Staff introduced the proposed amendments to Title 17 and transfer into Title 14 based on the need to update the permitting procedures in order to have the possibility of using a hearings examiner. Commissioner Berndt and staff will update the Commission when they have more information.

8. **Unfinished Business**

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

- Short-Term Rental Code
 - Commissioner Berndt updated the Commissioners on how he will present the code again to City Council on 1/11. He also noted that a Daily Record article talked about Chelan County pursuing a short-term rental ordinance.
 - Commissioner Torrey suggested the Commission reached out to Chelan County to share our code.
- 2021 Work Plan
 - Staff updated the Commission on the Vertical Bridge tower project process
 - Commissioners discussed the commission rules/guidelines of conduct

- Commissioner Peterson requested an analysis of staff time and budget impact for all work plan items.

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3 **9. Report of Committees**

4 None.

5 **10. Commissioner Comments and Discussion**

6 Commissioner Torrey noted that the City of Kennewick had a method of accepting public
7 comments on their website and staff demonstrated the City’s “Report a Problem” tab on
8 the website. Staff will send around the example from Commissioner Torrey.

9 **11. Adjournment**

10 *Motion to adjourn made by Commissioner Hawk and seconded by Commissioner Torrey,*
11 *ending the meeting at 7:26 pm. Next regular meeting Tuesday, January 19, 2021, 6:00*
12 *pm.*
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