

1 **Planning Commission**

2 **Meeting Minutes 9-12-2023**

3

4 Chairperson Melissa Cox calls meeting to order at 6:04pm

5 Roll call taken. Present: Gladis Mendez, Melissa Cox, Scott Forsman, Kyle McKerricher, David Fitzpatrick

6 David Fitzpatrick motions to approve the meeting minutes from Aprill, 11 meeting. Scott Forsman
7 seconds the motion. Motion carried unanimously.

8 Citizen Business. City Manager Jill Anderson introduces Todd Johnson a consulting Planner for the city
9 on a part time basis. Todd will be the main liaison for the Planning Commission for the foreseeable
10 future. She thanks the commissioners for their service and very important role for the city.

11 Commission Business. Todd Johnson consultant Planner has worked with Planning Commissions in a
12 number of different districts. He shares his style and process and the code cleanup item on tonight's
13 agenda. The mixed residential commercial code may take a couple of meetings for discussion. He goes
14 over his ideas on how he plans to approach and how he prefers to lay things out for the commission.

15 Melissa Cox asks for an over arching plan on what is being worked through so that they can better
16 understand the bigger picture.

17 Todd Johnson provides clarification on his work plan and what he anticipates for future work plans for
18 upcoming meetings. He explains the amendment process for the Comprehensive Plan and how the city
19 may be processing requests for amendments out of sequence. There are a few applicants that would
20 like the city to amend some areas of the Urban Growth Area if Council agrees.

21 Scott Forsman understands that Todd will set the timelines in which he would like to address each item
22 through out the year.

23 Todd Johnson confirms.

24 Melissa Cox explains that the Landscaping Code was brought to the commission at the same time they
25 addressed the Cryptocurrency section. There were questions and items of the Landscaping Code that
26 they were never provided clarification on. It was never brought back to the commission. She expresses

27 that the commission would need follow up on those items and get answers as that was tabled until
28 further discussion.

29 Todd Johnson can readjust and rearrange the workplan going forward to address the Landscaping Code.
30 He explains that typically the Council would set forth the commissioners workplan. It is his experience
31 that there is usually a Council liaison.

32 Melissa Cox is not aware of a Council Liaison. She would like to have a liaison as she feels there is a bit of
33 a disconnect.

34 Todd Johnson will attempt over the next coming months to layout what they will be working on so that
35 the commissioners know what to expect. He explains that there are a lot of code sections that are
36 needing attention. He thinks there are probably 6 or 7 different code sections that need to be
37 addressed. Because the agenda is set by Council, it may also change by Council. He will try to review the
38 material that has been done for the Landscaping Code and try to get a staff report out in the next couple
39 of weeks. He will invite Josh to the meeting for discussion. He will bring the Mixed Residential
40 Commercial Code back to the committee after the Landscaping Code.

41 Melissa Cox moves to item 6 on the agenda for Public Workshop. CMC 17.09 Subdivision.

42 Todd Johnson provides overview of the code clean up item. Council adopted in March and updated
43 subdivision code and short plat code. They intended to change the number of residential lots that can
44 be approved through a short plat from 4 to 9. This change was made in state law a few years back. He
45 has edited the code where 4 lots are referenced and changed it to 9.

46 Scott Forsman asks if there was a difference in acreage.

47 Todd Johnson explains that there is not. The underlying zoning is what would control that. He speaks to
48 a state law that only applies to a jurisdiction of a certain size.

49 Melissa Cox asks about what is in place for the Development Review Committee. She would like to be
50 informed of what that is comprised of.

51 Todd Johnson explains that it is just city review staff usually comprised of Planning and Engineering.

52 Permit Technician Laura Fisher shares that the Fire Marshal attends, Public Works Director,
53 Streets/Stormwater Superintendent, Engineering Technicians, Water, Wastewater Superintendents,
54 Police, etc.

55 Scott Forsman asks if the subdivisions being discussed are within the city limits.

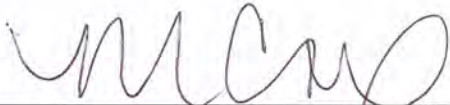
56 Todd Johnson explains that the city has an interlocal agreement with the County to process land use
57 permitting inside of the Urban Growth Area. Changes made to the land use code would not only identify
58 those within the city limits but also the Urban Growth Area boundaries. A Public Hearing will have to be
59 held. He will bring back the final for adoption along with the intro to Landscaping at our next Planning
60 Commission meeting. He will get the agenda items out to the commission 2 weeks ahead. He clarifies
61 that this code does not increase the density. It just increases the number allowed to get approved with a
62 short plat process. Requirements all remain the same for density and allowed uses, analyses, and
63 studies.

64 Scott Forsman shares with the group that the oldest house in the state of Washington is just a few blocks
65 away. The log cabin is the oldest home in the state of Washington that has been continuously lived in.
66 He would like to make sure that they designate these spots of significance.

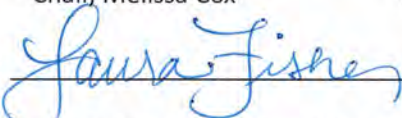
67 Todd Johnson offers to email Scott directly some of the things that are already in place to protect historic
68 sites.

69 Scott Forsman also shares that originally in 1845, the Cowlitz River all the way to Alaska was Lewis
70 County which is pretty remarkable.

71 Melissa Cox motions to adjourn the meeting at 6:41 pm. Kyle McKerricher seconds the motion. Motion
72 carried unanimously. Meeting adjourned.

73
74 Approved by:  _____

75 Chair, Melissa Cox

76 Recorded by:  _____

77 Permit Technician, Laura Fisher