



Planning Commission Meeting Minutes Monday, September 9, 2024 – 6:30 pm

Call to Order: 6:30 pm

Roll Call

Commissioners Present:

Kathy Moe, Commissioner
Patrick Hosterman, Commission Chair
Cody Davis, Commission Vice-Chair
Gabrielle Braley, Commissioner
Jeff Wheatley, Commissioner

Staff Present:

Patricia Love, Community Development Director
Tansy Schroeder, City Planner

Absent: Eric Warnat, Commissioner; Melissa Toner, Commissioner

Also known to be present: Mariah Berejikian (online)

Public Requests and Comments: None

Approval of Minutes:

The minutes from the July 8, 2024 Planning Commission meeting were unanimously approved.

New Business:

Title 18 – Unified Development Code

The City initiated the Municipal Code Update project in 2022 to modernize the code reflecting best practices with respect to content and administration of the code. The update is intended to be user friendly for staff, property owners and developers by 1) removing legalese and jargon unfamiliar to the lay person, 2) improving clarity and overall functionality, and 3) reflect regulatory best practices. The amendments will also be consistent with current case, state and federal laws.

The next round of code amendments includes merging Title 16, Subdivisions, and Title 17, Zoning, into a single title referred to as a Unified Development Code (UDC). A UDC is a comprehensive set of regulations or standards that govern land use, zoning, and development within a single Municipal Code Title.

Questions & Comments

Conditional Use Permits Discussion

Community Compatibility for CUP:

Would a home business run out of a garage be considered a CUP? Would it depend on the proposed use?

- It depends on whether the use is defined as an allowed/permitted use or not.

How does the community compatibility relate back to which uses are allowed or not?

- Ex. Houses of Worship are allowed outright in commercial and industrial zones, but they are allowed as a conditional use in residential zones.
- A conditional use is a use that could be appropriate for a certain area if conditioned appropriately to mitigate potential impacts.
- Allows staff to analyze site-specific conditions.



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The existing community need language is very broad, and someone could make an argument for either side. The proposed community compatibility language is much more specific and provides direct guidance for staff to consider.

- “Community Need” is subjective and puts the City in liability.
- “Community Compatibility” is less risky for City.
- Definitive reasoning is a solid ground to defend the City’s decision.
- If there are impacts, then the applicant can demonstrate how they will mitigate those impacts.

Do the proposed CUP code changes affect existing uses?

- No, those properties are vested under the existing code at the time of use establishment.

Permit Matrix Discussion

Commissioners like both and the checklist, but also likes the more detailed checklist for specific permits.

How does an applicant know if they have to submit the optional checklist items or not? How can they find out without talking to a Planner?

- Talk to a planner, i.e. general information meeting.
- Patricia will try to take Ryan’s Option 3 Matrix to combine the information into a hybrid format.

Commissioners lean towards option 2, which is cleaner.

Other Discussion

Public Facilities zone is meant for schools, why do other zones also allow schools? Is this appropriate?

- Schools are allowed in all single-family zones.
- Better clarify the intent of the public facility zone and schools versus new schools being allowed in other zones.

What happens if you don’t follow the rules? What’s the penalty?

- Patricia will look into Chelan County v Nykreim and what would happen if we deleted SMC 18.100.070.(5).

Old Business: None

Miscellaneous Business:
Comprehensive Plan Update

Recent Council Action on Commission Items: None

Upcoming Items: Critical Areas Code

Next Meeting: October 14, 2024

Adjourn: 7:57 pm