

# PLANNING COMMISSION MEETING MINUTES



HYBRID- PARTICIPATION

4-20-2022

CALL TO ORDER:	6:00 PM by Chair Welch
MEMBERS PRESENT:	Todd Welch, Mike Duerr, Janice Huxford, Linda Hoult, Jennifer Davis and Conner Davis
MEMBERS ABSENT:	John Cronin
STAFF PRESENT:	Community Development Director Wright, Planning Manager Levitan, Planner Needham and Jennie Fenrich
OTHERS PRESENT:	City Council member Gary Petershagen

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Chair Welch called the meeting to order at 6:00 p.m. and led the Pledge of Allegiance.

Roll Call: All present except John Cronin who was excused.

Guest business: None

Approval of Minutes: Minutes of 3-16-2022. Motion by Commissioner Huxford to approve minutes, seconded by Commissioner Hoult (6-0-0-1).

Action Items: Public Hearing LUA2022-0046, Short Term Rentals Code Amendment  
Chair Welch opened the public hearing for LUA2022-0046, a city-initiated code amendment to LSMC 14.44.064 (Tourist Homes), now more commonly known as short-term rentals. Associate Planner Needham provided a short presentation on the existing code language and proposed amendment, noting that commissioners had previously held three work sessions, including a review of draft code language on March 16. Associate Planner Needham walked through the changes that had been made since that meeting, including clarification of the code enforcement process and expansion of the public noticing requirement. Before opening the public comment period, Chair Welch introduced two proposed amendments, which 1) would have allowed for a local property representative (in lieu of the owner occupancy requirement) and 2) would have tied the maximum occupancy to the building code.

Five members of the public spoke during the public comment period, with the majority focused on a desire to maintain the owner occupancy requirement. After closing the public comment portion of the hearing, commissioners deliberated on the code language, including Chair Welch's two amendments. Commissioners were generally not supportive of the two proposed amendments. Chair Welch folded his

second amendment regarding the number of people allowed. After additional deliberation, Commissioner J. Davis made a motion to recommend City Council approval of the code language presented by staff. Commissioner Hoult seconded, and the motion passed (5-1-1 ).

Commissioner Reports: Commissioners Hoult expressed how happy she is to be meeting in person and to have public in the audience. Commissioner J. Davis echoed Hoult and thanked the Staff for the making the meeting happen and special thanks for the IT department in attending. Commissioner Duerr was sorry not to be in person, but happy with the hybrid option. Commissioner Huxford noted there is an increasing number of temporary signs popping up around the lake and could they please be removed. Commissioner C. Davis was happy to be here and have participants in audience. Chair Welch remarked it was great to be in person. Councilperson Petershagen thanked the Commission and staff for the hard work on this topic.

Director's Report:

Director Wright provided an overview of the schedule and process for adopting the 2019 Stormwater Management Manual for Western Washington, which must be completed by June 30, 2022. The city's stormwater code is included in LSMC Title 11, and as such the code amendment will not require a public hearing before the Planning Commission. Planning Manager Levitan next walked through the proposed schedule for the 2022 Comprehensive Plan docket, which City Council has requested be adopted by early fall this year. This timeline is likely to require that the Commission hold both their regular and optional meeting per month through the summer, with the first meeting of the month focused on code amendments and other topics and the optional meeting focused on the Comprehensive Plan docket and related items (such as the Housing Action Plan).

Adjourn: Moved by Commissioner Huxford, seconded by Commissioner C. Davis to adjourn the meeting at 7:00 p.m. On vote the motion carried (6-0-0-1).

Jennie Fenrich, Planning Commission Clerk