

PLANNING COMMISSION MEETING MINUTES



HYBRID/REMOTE AND IN PERSON AT THE MILL

February 19, 2025

CALL TO ORDER:	6:02 PM by Chair Janice Huxford
MEMBERS PRESENT:	Commissioners Michael Duerr, Jennifer Davis, Nathan Packard, Connor Davis, Jennifer Davis, Council Liaison Ryan Donoghue
MEMBERS ABSENT:	Commissioner Murika Matz was excused due to illness. Commissioner Packard made the motion, and Commissioner Duerr seconded it; it was carried unanimously. Chair Huxford delayed acting on Commissioner Bruce Morton's absence to see if he was running late. Later in the meeting, it was moved that the absence be unexcused; Commissioner Duerr moved, and Commission Connor Davis seconded—the motion carried unanimously.
STAFF PRESENT:	Principal Planner David Levitan, Planning Manager Christi Schmidt (via Zoom), Administrative Assistant Dawn Erickson
OTHERS PRESENT:	No additional attendees

Chair Huxford called the meeting to order at 6:02 p.m. and led the Pledge of Allegiance.

Roll Call: As noted above.

Guest business: None.

Approval of Minutes: The minutes of the Public Hearing Meeting of February 5, 2025, were approved as written. Commissioner Packard made the motion, and Commissioner Connor Davis seconded; the motion carried unanimously.

Discussion Items: Planning Manager Schmidt provided a presentation on Concurrency, Streets and Parking, highlighting necessary updates to comply with the Comprehensive Plan.

Key regulations include:

- LSMC 14.38 – Subarea Plans – last revised in 2021, 2018 (minor updates) and codified in 2012
- LSMC 14.56 – Streets & Sidewalks – last revised in 2019 (minor updates) and codified in 1995
- LSMC 14.72 – Parking – last revised in 2019 (minor updates),

- LSMC 14.110 Concurrency Management System and LSMC 14.112 Traffic Impact Mitigation Fees to be discussed at the March 5, 2025 meeting. Information was provided for the Commissioners to review before the next meeting.

The city has contracted with a consultant (Transpo) for technical assistance. She summarized the proposed updates and the public outreach component and requested input from the Commissioners regarding the best ways to engage with the public.

Public outreach methods suggested included mailed postcards, social media, schools, newsletters, and targeting developing areas.

Principal Planner Levitan introduced the 2025 Comprehensive Plan Docket and Critical Areas Ordinance Update, noting no formal action is required. Proposed updates include land use designations, sub-area plans, and minor text amendments. A public hearing will be held on March 5, 2025.

Commissioner Reports:

No Commissioner Reports

Director's Report:

Planning Manager Schmidt encouraged attendance at the 2/25/25 City Council meeting for Lakeview Estates changes and discussed the Preferred Consultants List update. Principal Planner Levitan reminded about the March 5th public hearing.

Adjourn: Motion by Commissioner Connor Davis, with a second by Commissioner Duerr, to adjourn the meeting at 7:05 p.m. The motion carried unanimously.

Respectfully,

Dawn Erickson, Administrative Assistant