

**CITY OF SEQUIM
PLANNING COMMISSION MINUTES
SEQUIM CIVIC CENTER
152 WEST CEDAR STREET
SEQUIM, WA
NOVEMBER 19, 2019**

1. **CALL TO ORDER, PLEDGE OF ALLEGIANCE & ROLL CALL:**

Present: Jeff Carter, Thomas Ferrell, David Lotzgesell, Karen Mahalick,
Olaf Protze, Gary Smith, Roger Wiseman
Absent: None
Excused: None

2. **APPROVAL OF MINUTES: November 5, 2019**

Carter stated that to his recollection the first motion for the Lavender Meadows item failed with 3 ayes and 3 nays; since the Commission uses hands or collectively voices "yay" or "nay" the recording cannot be used to determine how each member voted; suggested that in the future the chair asks each member for their vote and have the minutes reflect how each person voted; and, he sees no need to revise the minutes since the motion failed in either case, but he will vote "nay".

Smith commended Carter for his suggestion not to cancel meetings on dates for which there are no business items, and to use the time for other work of the Commission.

MOTION to approve the minutes of the November 5, 2019 Planning Commission meeting; moved by Smith and seconded by Protze.

YES: Ferrell, Lotzgesell, Mahalick, Protze, Smith, Wiseman

NO: Carter

The vote Passed.

3. **PUBLIC COMMENT - None**

4. **NEW BUSINESS**

a. **Navigating the City Website**

Hasbrouck provided demonstrated how to locate resources pertinent to work of the Commission on the City website, including the Sequim Municipal Code, the Comprehensive Plan, current projects, and the zoning map. Berezowsky stated that staff is working to condense definitions and compile a table depicting allowed uses for all zones; and, using GIS and computer software the zoning and other relevant information could be provided in a map-based format, but the City does not have the staff or software needed to provide that at this time.

Smith stated that some residents may be not be able to navigate to resources on the website, and Berezowsky stated that staff assists people over the phone and in person frequently. Carter asked about best practices for updating the code, and Berezowsky stated that first the Comprehensive Plan is established as the City did in 2015, then the development regulations are amended to support the Comprehensive Plan; when laws change and courts and hearing boards make decisions the Comprehensive Plan and code may need updates; there is an 8-year periodic review due in 2023; recent code revisions include updates to PRDs and zoning regulations for EOAs; ADU code revisions and residential infill regulations have been proposed; the commercial, residential, and sign codes need review; \$30,000 is designated in the proposed budget for a consultant to assist with commercial code updates, and hopefully staff can handle the residential updates; and, many references and procedural items in the code also need updating.

Smith stated that it would not be a bad idea for the Commission to hear from the former Community Development Director about what was envisioned when the Comprehensive Plan was written, and that a plan should include targets and thresholds. Berezowsky stated that the vision is articulated in the Comprehensive Plan that was adopted by the City Council. Carter asked about the process for amending the Comprehensive Plan, and Berezowsky stated the periodic review process occurs every 8 years; amendment requests from the public and staff are brought to Council bi-annually; and, if Council chooses to consider amendments they go before the Commission then back to Council.

Carter asked why changes were made to the Comprehensive Plan, and Berezowsky stated that it was because the language used did not enable the City to easily achieve its vision and develop in a reasonable and pragmatic way; the Planning Commission and City Council agreed for the most part; there was language that described how long a block should be and the City does not develop in blocks anymore and such discussion is really not helpful policy language; and, there also was language about sub-area planning in some zones and you are not going to get 23 property owners on the same page so nothing would ever happen.

Lotzgesell asked how new challenges such as the large bed and breakfast proposed in the County should be approached. Berezowsky stated that the Comprehensive Plan doesn't speak to every issue that may arise, but it should talk about broad policy issues; a homeless encampment ordinance or change to a zoning use table can be adopted without changing the Comprehensive Plan; if we make a huge shift in direction the Comprehensive Plan may need to be amended; a large shift in direction may not garner support from the Council at this time; and, a major rewrite would require a long community process and funding.

Carter stated that Comprehensive Plan language is referenced when projects are reviewed, and if the project complies it is approved, and asked what can be done to beef up that language. Ferrell stated that the Comprehensive Plan is a long-term strategic document but you must have flexibility within it. Carter asked if it is the ordinances that

should be changed, and stated that the market should not dictate Sequim's vision, Sequim should dictate what markets it allows in. Ferrell stated that the answer lies in the middle. Smith stated that long term plans can be problematic because things change.

b. **Sequim Housing Ad-Hoc Committee Update**

Woolett presented, stating that housing affordability is defined as what a household can afford for 35% of its gross income; the Affordable Housing Action Plan provides eleven strategies to increase availability of affordable housing, including 1. Differential Taxing Rates, 2. Innovative Housing Products and Designs, 3. Accessory Dwelling Units, 4. Incentive Zoning, Noncash Density Offsets, 5. Incentive Zoning, Cash Offsets, 6. Demonstration Project, 7. Catalytic Mixed-Use Project with Affordable Units, 8. Housing Trust Fund, 9. Refinance Overextended Households Using Housing Trust Fund, 10. Renovate Eligible Housing with Shared and Limited Equity Loan Programs Using Housing Trust Fund, and 11. Frequent Reports and Updates of Housing Action Plan. Woolett presented slides depicting how the Housing Ad-Hoc Committee refined and prioritized the eleven strategies into proposed short-term, medium-term and long-term recommendations.

Lotzgesell stated that he has heard that the requirement in some zones for the first floor to be commercial is stopping developers from building apartment buildings; we need residential property more than commercial; and, he would like to consider changing that. Woolett stated that it could work in some commercial areas, but we need to be cautious. Berezowsky stated that good planning requires good information; he is unable to locate a land capacity evaluation; typically a jurisdiction looks at an inventory of existing land uses for developed and undeveloped land to plans for the population allocation provided by OFM; DCD does not have a GIS specialist on staff; and, information about population growth, income, businesses and the linkages to who they are dealing with off of the Peninsula, and a gap analysis would be helpful.

Smith asked about proposed ADU code revisions, and Berezowsky stated that the public hearing scheduled for tonight was cancelled because Council Member Miller wanted more time for Council to study it. Ferrell stated that the Commission did not hear about proposed ADU and residential infill codes since those items were continued at the last Planning Commission meeting and asked if they will have an opportunity, and Berezowsky stated the Commission had heard from staff about these two items but that the hearing was continued and then cancelled due to the council wanting more time to study the items. He would bring it to the next meeting.

5. **UNFINISHED BUSINESS - None**

6. **DIRECTOR'S REPORT**

Berezowsky stated that the proposed budget will be presented to the City Council for approval next week; and, funding from DOE will help to cover the cost of a consultant's assistance with a required Shoreline Master Program update.

7. GOOD OF THE ORDER

Ferrell stated that we don't want 5,000 manufactured homes on the east side, and asked, how do we approach that? Berezowsky stated that the Commission could possibly recommend changes to the R4-8 zoning code to the Council. Carter stated that he was appalled during the Lavender Meadows meeting when language for a motion was being accepted from a developer. Ferrell stated that manufactured homes will not increase the net worth of the buyer. Berezowsky stated that many people who cannot afford a stick-built home can come up with the money to get into a manufactured home, and that the City has heard from the school district and health care industry that unaffordable housing is an issue. Smith stated that he walks in a manufactured home community that is nice and well kept. Wiseman stated that it would be nice to know what the appreciation or depreciation rates are for manufactured homes, and asked, is there a way to encourage manufactured homes that are fee simple? Berezowsky stated there is nothing preventing them from being fee simple. Lotzgesell stated that resolving the workforce housing issue is not a single-solution problem; he is disappointed that Council postponed the conversation on ADU code revisions; he sees people struggling and does not want his grandchildren to struggle to have a good home; Lavender Meadows is a lot of homes and he is ok with a moratorium after this, to see how it goes; and, other solutions including apartment buildings and quadplexes are needed. Smith asked what is known about stick-built rentals, and stated that for every complex problem there is a simple solution, and it's always wrong.

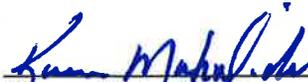
8. ADJOURNMENT

MOTION to adjourn; moved by Smith and seconded by Wiseman.
The vote Passed unanimously. Meeting adjourned at 7:45 pm.

Respectfully submitted,



Alisa Hasbrouck
Secretary to the Planning Commission



Karen Mahalick
Chair

Minutes approved at a regular Council meeting held on December 3, 2019.