

**CITY OF SEQUIM
PLANNING COMMISSION MINUTES
SEQUIM CIVIC CENTER
152 WEST CEDAR STREET
SEQUIM, WA
JANUARY 21, 2020**

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

Present: Jeff Carter, Karen Mahalick, Olaf Protze, Gary Smith

Excused: Lotzgesell, Wiseman

2. **APPROVAL OF MINUTES: December 3, 2019**

MOTION to approve the Minutes of the December 3, 2019 Planning Commission meeting; moved by Carter and seconded by Smith.

Carried Unanimously.

3. **PUBLIC COMMENT**

None

4. **NEW BUSINESS**

a. **Election of Chair and Vice-Chair**

Mahalick stated that no Planning Commission member can serve as chair or vice-chair more than three times; members who are not present cannot be nominated; and, asked for volunteers for the positions of chair and vice-chair. Carter asked if the Planning Commission was using Robert's Rules of Order. Karen stated that a loose form of Robert's Rules is used, and that to ensure everyone has an opportunity to speak she concentrates on the flow of the meeting. Carter stated that nothing is written stating that Robert's Rules are to be used, and asked if it had been agreed upon by the Commission at some point. Barry stated that although it is not written, he supports Mahalick's position that there need to be rules to operate within, not to say that the chair cannot be involved in the discussion and vote, and Karen's priority has been on facilitating discussion, rather than influencing or hampering it.

MOTION to elect Carter as chair; moved by Protze and seconded by Smith.
Carried unanimously.

MOTION to elect Protze as vice-chair; moved by Carter and seconded by Mahalick.
Carried unanimously.

5. UNFINISHED BUSINESS

Mahalick asked staff to bring a revised version of the Planning Commission's By-Laws and Rules and Procedures to the next meeting for review by the Commission. Revision is needed to clarify that the election of chair and vice-chair takes place during the first meeting of January each year. Carter stated that there is an error in Section IX, where sub-items items 2 and 3 are actually one item.

6. DIRECTOR'S REPORT

Senior Planner Tim Woollett stated that the City is processing a short plat in the DMU-I Zone and the Home Phase B subdivision application; the City Council approved Lavender Meadows as conditioned, notice went out January 16th, and the appeal period closes February 6th; permit applications are coming in at a steady rate; and, the Sequim Housing Ad-Hoc Committee met several times over the summer to identify problems and look for solutions.

Berezowsky stated that when proposed accessory dwelling unit (ADU) and infill development code revisions were brought before the prior City Council, there were concerns about aspects such as not requiring the owner to live onsite when an ADU is present, and that Community Development needs to check in with the new Council regarding the proposals. Woollett discussed tools that the Ad-Hoc Affordable Housing Committee has discussed that may help incentivize affordable housing.

Berezowsky stated that a couple of developers showed interest in building multi-family residential; there are a few lots remaining in Cedar Ridge, Willow Creek Manor, and Solana, but not a significant number; Sequim has a "missing middle" housing situation; it's hard to attract young professionals to the community; they can rent, or buy at the low end of the market, which may result in someone having to move into their car; and, infill opportunities may provide a way to influence the market. Carter asked Berezowsky if there is an active inventory of available lots on a map. Berezowsky stated that last summer an intern went out and identified about 70-80 vacant or underutilized lots; and, downtown where you must have commercial use on the ground floor many of the spaces are vacant. Smith stated that there are five vacant lots in his neighborhood, where a developer could bring in a crew and efficiently develop them. Berezowsky stated that if the City had policies by which infill could be incentivized, such as a discount on utility connection fees, developers may be motivated. Carter stated that some owners buy and hold onto surrounding properties to maintain their own privacy. Protze stated that the

Planning Commission should go to the City Council and discuss ideas and proposals. Berezowsky stated that we could gather information regarding utility connection fees and look at other jurisdictions' practices.

Carter stated that he cringes at the idea of letting the market dictate what Sequim will be like. Berezowsky stated that policies influence the market; there hasn't been a burst of middle-income housing since the 60's; and, a study looked at the price of housing as it relates to proximity to commercial use, on both sides of Lake Washington, with two different environments, and concluded that policies do influence development. Woolett stated that a developer told him that he was not building multi-family residential in Sequim because the GFCs (general facility charges) are too high.

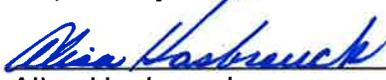
7. GOOD OF THE ORDER

8. ADJOURNMENT

MOTION to adjourn; moved by Mahalick and seconded by Protze.
Carried unanimously.

Adjourned at 6:50 p.m.

Respectfully submitted,



Alisa Hasbrouck
Secretary to the Planning Commission



Jeff Carter
Chair

Minutes approved at a regular Planning Commission meeting held March 3, 2020.