

**CITY OF SEQUIM  
PLANNING COMMISSION MINUTES  
VIRTUAL MEETING  
OCTOBER 6, 2020**

1. **CALL TO ORDER & ROLL CALL:**

Present: Jeff Carter, Julianne Coonts, Karen Mahalick, Kathy Downer, Olaf Protze, Roger Wiseman

Not Present: Elizabeth A. Hall

2. **APPROVAL OF MINUTES: September 15, 2020**

**Motion** to approve the minutes of the September 15, 2020 Planning Commission meeting; moved by Mahalick and seconded by Downer.

**Carried Unanimously.**

3. **NEW BUSINESS**

a. **Public Hearing on Proposed Accessory Dwelling Unit Code Amendments**

Senior Planner Tim Woolett described proposed amendments, which include increasing maximum square footage from 700 sq. ft. to 850 sq. ft.; broadening architectural choices beyond that of the primary residence; removing the two-bedroom limit; prohibiting manufactured and mobile homes and RVs from serving as ADUs; prohibiting ADUs from serving as short-term rentals; not including ADUs in density calculations; allowing conversion of existing accessory structures such as garages, that do not meet current setback requirement, if structure meets fire code; removing limit on number of people that can reside in ADU; and, amending definition of ADU in SMC 18.08 to align with proposed amendments and remove verbiage describing it as being only for use by a family member.

Protze asked why the proposed code excludes manufactured homes from being used. Woolett stated that you typically do not find manufactured homes built to this size, and it assists with keeping the character of the neighborhood, which is usually stick-built. Protze stated that it would not affect the character of the neighborhood since the ADU is usually in the back. Community Development Director Barry Berezowsky stated that some of what we propose comes down to subjective opinions; and, staff's view is that it would be better to not allow them but the Commission can direct staff to change that portion of the proposed code if they wish. Protze stated that that Sequim has diverse housing; and, a manufactured home may be more affordable. Mahalick stated that she is good with the proposed code as it is. Downer stated that she is good with only allowing manufactured homes in parks where they are allowed. Coonts asked whether park models could used. Berezowsky stated that park models are RVs; and, if wheels were removed and they were

attached to a foundation they might be allowed, if the Commission wants the ordinance to read that way. Hasbrouck stated that a suggestion was received from Commissioner Hall to change the term “affordable housing” to “workforce housing” on the agenda cover.

Carter asked if there was any public comment, and there was none. Carter asked if there was a motion. Downer asked if we are voting on the entire document, and Carter confirmed. Downer asked for clarification about parking, and Woolett confirmed that on-site parking is required in the proposed code.

**Motion** to approve the proposed draft amendments to the City’s Accessory Dwelling Unit regulations; moved by Mahalick and seconded by Downer.

**Carried Unanimously.**

#### b. Discussion of Proposed Grading Ordinance

Woolett presented, stating that we currently rely on Appendix J and the stormwater ordinance to regulate clearing and grading; consequences of mismanaged clearing and grading activities include flooding, ponding, pollutants, erosion, increased runoff, and adverse impacts to property; and, the proposed ordinance would require a grading permit for projects involving earthwork of more than 50 cubic yards of material. Berezowsky stated that Public Works and DCD worked together on the proposed code; and, having a grading ordinance up front in the table of contents will help let everyone know we have a grading ordinance; people are grading with no plan and no BMPs and we need to get a handle on it; and, the proposed ordinance prohibits grading without a permit of some type so people do not go out and practice using large machinery and tear up the land.

Protze stated that when he built, he put in an infiltration pond that drains into a creek; later a road with eight houses was built with all roofs draining to a ditch filled with gravel; water flows over onto his property; and, this ordinance is very important. Mahalick stated that she would like to see this go to public hearing as soon as possible, and that the area by the roundabout where they are digging could have been done better. Downer stated that silt clogging up storm drains is dangerous to bicyclists and motorcyclists; and, in another city where she lived, there was a charge for the inspector having to go out. Berezowsky stated that we could potentially discuss this again at the next meeting, then hold a public hearing at the following meeting.

Commissioners agreed to send comments to Hasbrouck by the end of next week; she will forward them to all Commissioners, Woolett, and Berezowsky.

#### 4. UNFINISHED BUSINESS (with date added to agenda)

- a. Manufactured Home Parks - Conceptual Areas (7/21/20)
- b. Zoning Code Amendment - Commercial Space on Ground Floor in DMU (7/21/20)
- c. Criteria for Public and Private Streets (7/21/20)

d. Rules and Procedures (7/21/20)

5. DIRECTOR'S REPORT

Berezowsky stated that the Council passed an interim ordinance which delegated the MAT appeal to the hearing examiner; and, staff is reviewing a rewrite of the residential zoning code. Carter asked if we would look at conceptual areas for manufactured home parks at the next meeting, and Berezowsky stated that there are legal protections; we cannot prevent them in any zoning district where a residential home is allowed; we must allowed a park to be developed anywhere that a stick built subdivision is allowed; and, he will talk with City Attorney about it.

6. GOOD OF THE ORDER

Carter stated that he learned of Hipcamp, where a private property owner rents their lawn for a tent camp, or rents an RV to stay in; a local lavender farm is doing it; and asked, is that the City's business? Berezowsky stated that if within the City, yes, and it is considered "transient accommodations". Carter pointed out septic concerns. Protze stated that he joined Harvest Host which allows you to park your RV at a business, and it is a good program. Downer stated that if they are on private property, they need to pay bed and breakfast tax. Coonts stated that her friend stayed at the lavender farm; she has stayed at such places; some offer land only, while some offer a trailer or small buildings; and, some are connected to water and sewer. Wiseman stated that Walmart allows people to stay, but he does not know if there is a time limit. Protze stated that people that stay at these places should have to pay bed and breakfast tax, like his guests do.

Carter asked whether the Commissioners felt this was a topic to discuss further, and four of the six Commissioners expressed that it was. Hasbrouck will add the topic to unfinished business.

7. ADJOURNMENT

**Motion** to adjourn; moved by Mahalick and seconded by Wiseman.  
**Carried Unanimously.**

Meeting adjourned at 7:17 pm

Respectfully submitted,

*Alisa Hasbrouck* 10/21/20  
Alisa Hasbrouck  
Secretary to the Planning Commission

*Jeff Carter*  
Jeff Carter  
Chair

Minutes approved at a regular meeting on October 20, 2020.