

**CITY OF SEQUIM
PLANNING COMMISSION MINUTES
ONLINE MEETING
SEQUIM, WA
MARCH 16, 2021**

1. **CALL TO ORDER, PLEDGE OF ALLEGIANCE & ROLL CALL:**
Commissioners: Carter, Coonts, Downer, Hall & Mahalick.

Present: Jeff Carter, Karen Mahalick, Elizabeth Hall, Julianne Coonts, Kathy Downer
Absent: None
Excused: None

Prior to the start of the meeting Barry requested to remove item #3d from the agenda. There are additional comments for Barry and Tim to review before bringing this to the commission. Jeff agreed to delay this agenda item to a later date.

2. **APPROVAL OF MINUTES: February 2, 2020**

MOTION to approve 2. APPROVAL OF MINUTES: February 2, 2020 by Elizabeth Hall; seconded by Kathy Downer. **Carried Unanimously.**

3. **NEW BUSINESS**

- a. **Public Hearing on prohibiting private streets in manufactured home parks.**

Jeff opened the Public Hearing.

Barry gave background on suggested amendments to the Manufactured Home Park Regulations in Sequim Municipal Code specifically as it relates to the ownership of streets in mobile home parks.

Goal is to prohibit the creation of private streets. In 2020 Council adopted the stance that all newly created streets should be publicly owned and used. Staff is recommending that the commission makes these amendments to bring to Council to either go forward with an ordinance that would prohibit the creation of private streets.

Jeff asked Barry to clarify if bold and italicized words would remain in ordinances after being amended. Barry stated that once it is approved it will look more similarly to other codes and ordinances without bold lettering or underlines.

Jeff added that this is totally in line with current comprehensive plan.

Jeff asked for Public Input – there was none.

Jeff closed Public Hearing.

MOTION to approve Motion to approve draft amendments to 18.62.030 to prohibit private streets in manufactured home parks for City Council consideration. by Elizabeth Hall; seconded by Karen Mahalick. **Carried Unanimously.**

- b. [Public Hearing on allowing residential use on ground floor of multifamily buildings in the downtown core area](#)

Jeff opened the Public Hearing.

Tim gave background on the amendments being recommended. Downtown Core limits ground floor residential. Adding language to code to allow more residential use on ground floor in the Downtown Core.

Karen stated that this recommendation is way overdue.

Kathy asked about the direction that front doors of residencies would be facing - Washington or adjacent streets and Barry provided information regarding what the code currently states.

Jeff asked for Public Input – there was none.

Jeff closed Public Hearing

MOTION to approve Move to approve the proposed draft amendments to the city's ground floor residential standards in the DC zone in SMC 18.57.020 for City Council consideration. by Karen Mahalick; seconded by Kathy Downer. **Carried Unanimously.**

- c. [Public Hearing on Comprehensive Solid Waste Management Plan](#)

Jeff opened the Public Hearing and introduced Ann Soule.

Ann Soule gave background on SWMP for Clallam County and how it relates to the City of Sequim

Kathy asked how long our current trash and recycling contract is for. Ann Soule stated that it is an 8-10yr contract that was renewed maybe 2 years ago so there's still quite a bit of time left on it, but that there is an opportunity to make amendments on an annual basis.

Jeff opened for Public Input – there was none.

Jeff Closed Public hearing.

MOTION to approve Motion to recommend adoption by City Council of the Clallam County Comprehensive Solid Waste Management Plan Update, provided there are no substantial or controversial changes made to the Preliminary Draft dated January 2021 by Karen Mahalick; seconded by Elizabeth Hall. **Carried Unanimously.**

d. [Proposed Temporary Uses Code-Discussion](#)

At the start of the meeting Barry requested to remove this from the agenda. Jeff agreed.

4. [UNFINISHED BUSINESS](#)

- a. Rules and Procedures (7/21/20)
- b. Transient Accommodations (10/6/20)
- c. Shoreline Management Plan Update (12/1/20)

Nothing to report.

5. [DIRECTOR'S REPORT](#)

Barry talked about what Phase 3 could mean for reopening the City Center. Not enough information available yet for getting the Civic Center opened.

Getting closer to filling 2 open Planning Commission seats. We have five applicants, and the Mayor would like to interview them all before selecting two candidates.

6. [GOOD OF THE ORDER](#)

Kathy asked question about 18.68.030 - Barry added that this was scratched from the agenda.

Karen asked Anthony a question about agenda items and how they appear in internet browsing tab. Anthony explained that this is something that is being evaluated and will hopefully be resolved soon.

Jeff added that he will be taking a vacation starting April 9-June 2.

Jeff added comment about Boards and Commissions going to open public meeting format - and his concerns. He has concerns about virtual meetings not allowing for the necessary public engagement and advocated for getting in-person meetings back.

Ann Hall asked about the new Sequim 101 Connected Community Sessions (that allowed community members the opportunity to learn more about the functions of

Sequim's city government) and how it went. Travis gave an update on how successful the course was.

Travis asked about how to present the Unfinished Business agenda items. Jeff would like to discuss at our next meeting how to display Unfinished Business. Barry added that we should wait until the PC is back to full membership to make any decisions on this matter.

7. ADJOURNMENT

MOTION to adjourn 7. ADJOURNMENT by Kathy Downer; seconded by Julianne Coonts. **Carried Unanimously.**

Respectfully submitted,

Travis Simmons
Travis Simmons
Planning Commission Clerk

Jeff Carter
Jeff Carter
Planning Commission Chair

Minutes approved at a regular Planning Commission meeting held on 4/6/2021.