

**CITY OF SEQUIM
PLANNING COMMISSION MINUTES
ONLINE MEETING
JANUARY 18, 2022**

1. CALL TO ORDER

- a. Roll Call - Commissioners: Butler, Carter, Coonts, Hall & Mahalick

Present: Karen Mahalick, Elizabeth Hall, Julianne Coonts, Jeff Carter
Absent: None
Excused: Dan Butler

- b. Pledge of Allegiance

2. APPROVAL OF MINUTES: January 4, 2022

MOTION to approve 2. APPROVAL OF MINUTES: January 4, 2022; moved by Elizabeth Hall seconded by Karen Mahalick.

YES: Karen Mahalick, Elizabeth Hall, Julianne Coonts, Jeff Carter

NO: None

ABSTAIN: None

The vote Passed.

3. NEW BUSINESS

- a. Home Div "B" SUB-19-001

Senior Planner, Tim Woolett gave a background from the previous meeting and explained that we will be discussing updates to the conditions listed on the staff report.

First change to staff report - added a little bit to buffers on page 6. More detail for landslide hazard area requiring the toe of the area to be verified and consistent with the Legacy Ridge geotechnical report on the southern abutting property providing a 30ft buffer for landslide hazard at the top and proposing a 25ft buffer at the toe. Commissioner Carter asked if the geotechnical report was included as an exhibit, and Tim explained that it was not because the landslide hazard area is not on this property so we used a neighboring property for reference. Commissioner Mahalick asked if this was something that was updated from the last meeting? Why? Tim explained it was just for more clarity after reviewing.

Next, approval criteria regarding public/private streets. This is forwarding a recommendation for approval of this project with public streets that will create private road islands. We are also recommending that the applicant will work with the

homeowners to dedicate the private roadways as public if they so choose as we cannot require it.

Next we talked about the dual access requirements - over 4 lots need two points - less than 30 lots can be satisfied by using a splitter. Due to this being a multiphased project the splitter is not practical and they should have a second point of access once roads are built out. Conditions being placed to confirm this.

Tim explained that they also added more discussion stating that environmentally sensitive area requirements have been met.

Commissioner Carter brought up exhibit 11 page 7 regarding Garry Oaks. It states that an arborist report is required, and also states that the applicant requested authority and due to not receiving anything from the City there will be no report required.

Bruce explained that a meeting occurred in January of 2020 where this was discussed with City staff and it was determined that no additional impact will occur because of water lines that are already there.

Commissioner Mahalick asked about the stormwater plan - page 6 D talks about a swale that is used to protect parcels. There's a comment in E that says there are no swails put into the plans. There were comments received about concerns for stormwater and drainage. Tim explained that there have been some drainage issues in this area, but that stormwater is a big issue and is being addressed. The volume running off the site must stay consistent with predevelopment flow and that is going to happen here.

Commissioner Coonts asked for clarification on catchment system - is this currently in place? Seems like maybe the HOA is maintaining this, but do they actually own it? Seems like stormwater is a concern. Tim explained that this system is already there, but this newly proposed subdivision cannot contribute to it. We will require an operation and maintenance manual for this for the HOA to know how to maintain this and will also allow the City to fix things in an emergency.

Commissioner Carter followed up asking about stormwater in the Zenovic report regarding the request for a simplified method. Will this be applied per house? Bruce Emery explained that the design of the bioinfiltration trenches will channel the stormwater throughout the development to disperse the infiltration to prevent mounding and flooding issues. Each house will also have their own trenches and rain gardens.

Commissioner Carter asked about the new public input about requests to the City to takeover the private streets and the City declined. Is this because the streets were not built to City road standards? Tim said that is correct.

Commissioner Coonts asked for clarification - everything is currently in the preliminary stage, but until the final application is approved - the issues including stormwater and streets will have to be addressed correct? Tim said that is correct. What we are doing is giving them the ability to apply for development permits. Barry added this is the

preliminary approval stage with some knowledge of feasibility and determining if this project is potentially doable. No permits will be issued for construction until planning is approved with necessary engineering requirements being met.

MOTION to approve Move to recommend, with the staff conditions, approval to the City Council, of the Home Division "B" Preliminary Subdivision application (file No. SUB 19-001).; moved by Karen Mahalick seconded by Elizabeth Hall.

YES: Karen Mahalick, Elizabeth Hall, Julianne Coonts, Jeff Carter

NO: None

ABSTAIN: None

The vote Passed.

4. UNFINISHED BUSINESS

- a. Transient Accommodations (10/6/2020)
- b. Rules and Procedures (10/19/2021)
- c. Land Division Code (12/7/2021)

5. DIRECTOR'S REPORT

Director Barry Berezowsky explained that our next meeting will be for a public hearing based on the comprehensive plan amendments that we have received and discussed in recent meetings.

6. GOOD OF THE ORDER

- a. Open Discussion

Commissioner Carter asked about current vacancies on Planning Commission. Travis explained that we do have one application in hand and we can interview them to potentially get them approved and onboarded as soon as possible.

Commissioner Mahalick asked what is being developed on Washington St across from Baja Cantina? It was explained that this is the future site of Nature's Gift.

Commissioner Carter 3rd and final year as chair according to rules and procedures. Would like to start having conversations about updating rules and procedures. Suggested moving forward with approving a purpose statement that has been reviewed in the past as well as an onboarding packet. Will work with Travis to get this moving.

Commissioner Carter also brought up that he's not sure the Planning Commission has to wait for the powers that be to bring certain things up at meetings, and that they should be more proactive in terms of looking into certain things - such as transient lodging.

7. ADJOURNMENT

MOTION to approve 7. ADJOURNMENT; moved by Karen Mahalick seconded by Julianne Coonts.

YES: Karen Mahalick, Elizabeth Hall, Julianne Coonts, Jeff Carter

NO: None

ABSTAIN: None

The vote Passed.

Respectfully submitted,

Travis Simmons
Commission Clerk

Jeff Carter
Commission Chair

Minutes approved at a regular Planning Commission meeting held on 2/15/2022.