

**CITY OF SEQUIM  
PLANNING COMMISSION MINUTES  
ONLINE MEETING  
FEBRUARY 15, 2022**

1. CALL TO ORDER

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

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

- b. Pledge of Allegiance

2. APPROVAL OF MINUTES: January 18, 2022

**MOTION** to approve 2. APPROVAL OF MINUTES: January 18, 2022 by Karen Mahalick; seconded by Julianne Coonts. **Carried Unanimously.**

3. NEW BUSINESS

- a. Comprehensive Plan Amendments – Public Hearing

Community Development Director, Barry Berezowsky gave a brief presentation on the proposed 2021 Comprehensive Plan Amendments.

Commissioner Carter asked a clarifying question about whether or not the biannual process was due to an ordinance or a resolution? Barry explained that it is a resolution.

Commissioner Coonts asked about doing the two rezones at the same time at a later date, but is wondering about the HTLI development and their desire to develop affordable housing. She asked if we are sure this one can't be done quicker than the larger EOA zone? Barry explained that on the surface looking at 2.5acres would be easier than something in the 50acre range. On the other hand, he explained that 2.5acres of HTLI may provide a larger benefit to provide jobs in that specific industry. Barry also added that the Planning Commission does not have to go with the staff recommendation.

Commissioner Mahalick asked if the letter from Deb Wallace related to Julianne's question was received by everyone? Commission Clerk, Travis Simmons, explained that this was sent out prior to the meeting and was included in the agenda that went out as well.

Commissioner Butler asked about the decision to postpone the two proposals and what the timeline will look like for getting those reviewed during the City's periodic review? Barry explained that he is hoping to get this started before he retires in May. The goal is to get a budget set for getting this started and begin the review before then, but completing the process is likely a year to a year and a half out as the periodic review ultimately takes some time.

Commissioner Butler asked a follow-up about if they approved the HTLI text change today what would the timeline be? Barry explained that it would be brought to Council in March and it could then be started possibly by the end of March with code amendments to set the stage for development. However, we would also need to approve the amendment for multifamily to make affordable housing more feasible as opposed to just a single family residence development.

Commissioner Hall asked if there have been any inquiries about the particular HTLI zone for it's intended use? Barry explained that there have not been recent inquiries on developing the proposed property.

Commissioner Coonts asked if there was anyway we could discuss this particular item again at a later date before recommending it to Council? Barry explained that there are a few options; we can keep the hearing open to receive further public comments, we can close the hearing and have more deliberation amongst the commissioners, or we can just close the hearing and make a decision.

Commissioner Carter explained that he is hesitant to approve multifamily amendments due to concerns about regulating these types of developments that could just become rentals as opposed to being desired affordable housing. Without regulations, there's no certainty that these developments will be affordable housing. Barry confirmed that the proposed amended language does not include any sort of certainties for ensuring affordable housing, and that the while the city can regulate what type of construction is done - they cannot then limit how the approved construction is used if it is a legal use.

Commissioner Carter asked a follow-up that we should stop calling these projects "affordable housing" and just call it housing because there are no guarantees on what it could be. Commissioner Carter also asked about low income housing in the city that already exist and Barry explained that there are some developments that accept low income section 8 housing, but that they are mostly full from the sounds of it.

Commissioner Carter opened the hearing for the public to provide comments.

Habitat for Humanity CEO, Colleen Robinson, provided a comment about how they have recently purchased 4.5 acres within the Sequim city limits and that currently they are only able to build single family homes on this land due to zoning restrictions. This comment was in support of more affordable housing and higher densities such as multifamily structures.

Alex Fane explained that he currently lives in a duplex development and that they have CCRs mandate a 1yr rental period which essentially regulates that AirBnbs are not allowed in their development. Is there anyway that the City can influence HOAs to adopt similar policies? Barry stated it would be very tricky as CCRs are private covenants between property owners and we are not in the business of enforcing or creating those for developments.

David Toyer, whose firm was retained to assist applicant for the Bell Creek proposal, provided comment on the EOA zone amendment. The goal is to create more flexibility for more multifamily housing options and also some minor changes that address warehousing and ecommerce - this new goal does not stray too far from what is already allowed. David explained that this area is a Federally recognized opportunity zone and therefore their client has a limited period of time for determining a use for this property so the rezone or code amendment would be crucial to create the flexibility to make this work for their client.

Commissioner Mahalick asked Barry about the feasibility of moving forward with text amendments and the impact to other areas that the text amendment would allow for? Barry explained that docket has been set as presented, and that is what is going forward. Barry also added that they are looking into an administrative interpretation outside of the proposed comprehensive plan amendment, but that they aren't there yet.

Commissioner Butler asked what the timeline is the for the client's application. David did not have the exact timeline, but that it would be outside the bounds of the City's periodic review.

Commissioner Carter asked about when the client applied for the program were they aware of the current zoning and the potential timelines at hand? David explained that they were, and that they've been working with their client in getting the uses figured out to start work as soon as possible.

Deb Wallace gave comments on the proposed rezone request for the HTLI zone into R4-8 zone. The proposed staff recommendation could cause the proposed plan to be delayed two building cycles which could be a huge hit to the affordability of the project. Would like to build duplex homes as a type of affordable housing similar to some of the nearby properties. Asking commissioners to consider this rezone instead of delaying any further.

Colleen Robinson provided an additional comment that 20 homes could be built with the current zone in place, but if the multifamily proposal is accepted they could build 40 homes. She also added that Habitat for Humanity has a shared appreciation schedule for the first 20yrs of the home's existence meaning that they have ability to purchase a home before a family is able to sell it to someone else meaning that they're able to ensure that these homes are being used by families that need it most.

Commissioner Carter presented the options that the committee had in moving forward with the proposed amendments at hand. Commissioner Coonts requested to keep the

public hearing open until the next meeting as there seemed to be enough on the table to merit keeping it open. Barry explained that Commissioner Carter can ask for a motion to extend the public hearing until our next meeting.

**MOTION** to continue a. Comprehensive Plan Amendments – Public Hearing

Keep open until March 1st; moved by Julianne Coonts seconded by Dan Butler.

YES: Julianne Coonts, Jeff Carter, Dan Butler

NO: Karen Mahalick, Elizabeth Hall

ABSTAIN: None

**The vote Passed.**

4. UNFINISHED BUSINESS

a. Transient Accommodations (10/6/20)

Nothing at this time

b. Rules and Procedures (10/19/2021)

Travis presented a proposed Purpose Statement Draft to go at the top of the Rules and Procedures document. This statement has been reviewed by the committee in the past during previous policy and procedure discussions. Commissioner Carter explained that this could potentially be read at the start of each meeting.

**MOTION** to approve Approve Planning Commission purpose statement as proposed. by Dan Butler; seconded by Elizabeth Hall. **Carried Unanimously.**

Travis explained the next proposed addition to the Rules and Procedure document - Onboarding New Members.

Commissioner Hall asked for a link to Current Projects and important maps on this document as well.

Commissioner Carter had a couple comments - short course on local planning is great. Recommends reorganizing the list so that the required trainings, comprehensive plan information and the short course for local planning links go to the top of the list, which the commission agreed with.

**MOTION** to approve Onboarding procedure with proposed modifications to be added to the Rules and Procedures document. by Dan Butler; seconded by Elizabeth Hall. **Carried Unanimously.**

c. Land Division Code (12/7/2021)

Nothing at this time.

## 5. DIRECTOR'S REPORT

Barry gave an update that the City Council agreed to move forward with a Hearing Examiner. This will go out to RFQ or RFP to see what Hearing Examiners are available and then all quasi judicial decisions will be sent on to them.

## 6. GOOD OF THE ORDER

### a. Open Discussion

City Manager, Matthew Huish introduced himself and thanked the commission for all the work that they do.

Commissioner Hall asked about Lavender Meadows permits and the progress of that development. Travis explained that we have over 20 permits for homes and garages in and that three have been issued.

Commissioner Hall asked a second question about improvements to the other side of Sequim Ave from Hendrickson to Old Olympic? Barry stated that he did not have an answer for this at this time.

Dan Butler asked about the decision from 3A. Comprehensive Plan that continued the public hearing. Can we go into a closed session now or do we have to wait for the public hearing to close? The public hearing must be closed first.

Commissioner Mahalick asked about the cost of homes for Lavender Meadows? Travis explained that the homes used to be advertised on their website at being just over \$300,000 in cost. Commissioner Butler asked about what the cost of the lease is on those properties? Travis did not have an answer and suggested that would be a better question for the developers themselves.

Commissioner Carter asked about loitering - do we have an ordinance for this? Barry explained that loitering would likely need to be tied to some sort of disturbance in order to enforce.

Commissioner Carter asked another question about large metal shipping containers and if they are allowed? Barry explained that these can be used for a remodel or repair, but that other than that are not permitted anywhere except maybe the heavy industrial zone. However, if there are any they are a ways down the list of things that code enforcement is pursuing without a complaint.

## 7. ADJOURNMENT

**MOTION** to adjourn 7. ADJOURNMENT by Karen Mahalick; seconded by Elizabeth Hall. **Carried Unanimously.**

Respectfully submitted,

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Travis Simmons  
Commission Clerk

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Jeff Carter  
Commission Chair

Minutes approved at a regular Planning Commission meeting held on 3/1/2022.