

**CITY OF SEQUIM
PLANNING COMMISSION MINUTES
PUBLIC MEETING
CIVIC CENTER – COUNCIL CHAMBERS
JULY 19, 2022**

1. CALL TO ORDER

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

Present: Karen Mahalick, Elizabeth Hall, Jeff Carter, Dan Butler, Eileen Cummings, Alex Fane, Julianne Coonts

Absent: None

Excused: None

- b. Pledge of Allegiance
c. Purpose Statement Reading

2. APPROVAL OF MINUTES: July 5, 2022

MOTION to approve 2. APPROVAL OF MINUTES: July 5, 2022; moved by Dan Butler seconded by Elizabeth Hall.

YES: Karen Mahalick, Elizabeth Hall, Jeff Carter, Dan Butler, Eileen Cummings, Alex Fane, Julianne Coonts

NO: None

ABSTAIN: None

The vote Passed.

3. NEW BUSINESS

- a. Public Works Capital Improvement Plan – Public Hearing

PW Director Sarah VanAusdle presented the CIP.

Commissioner Carter opened the public hearing

Commissioner Butler asked how often this is done? Sarah explained that it is done annually.

Commissioner Coonts asked about improving the skatepark and it being pushed out? Who should they reach out to? Sarah shared that they should be contacting Hannah Merrill, City of Sequim Parks Manager.

Commissioner Fane asked about developer driven projects - some of this is provided by the developers, can you estimate how much? Sarah said she would need to get that information to him later as it is not included in the estimate directly.

There were no public comments made. Public hearing closed.

MOTION to approve the growth-related elements of the proposed CIP to ensure conformity with the goals and policies of the Comprehensive Plan and recommend adoption to the City council; moved by Elizabeth Hall seconded by Julianne Coonts.

YES: Karen Mahalick, Elizabeth Hall, Jeff Carter, Dan Butler, Eileen Cummings, Alex Fane, Julianne Coonts

NO: None

ABSTAIN: None

The vote Passed.

b. Public Works Transportation Improvement Plan – Public Hearing

Project engineer, Katie Cole, gave a presentation on the TIP.

Commissioner Carter opened the public hearing.

Commissioner Carter asked for at least a brief summary for anybody new attending the meeting. Katie summarized what the TIP is intended to do.

There were no public comments made. Public hearing closed.

MOTION to approve the growth-related elements of the proposed TIP to insure conformity with the goals and policies of the Comprehensive Plan, and recommend approval to City Council; moved by Karen Mahalick seconded by Elizabeth Hall.

YES: Karen Mahalick, Elizabeth Hall, Jeff Carter, Dan Butler, Eileen Cummings, Alex Fane, Julianne Coonts

NO: None

ABSTAIN: None

The vote Passed.

c. Public Works Water System Plan

Resource Manager, Ann Soule gave a background of the Water System Plan update and how frequently it needs to be updated. Brian Smith with Wilson Engineering also gave a power point presentation.

Commissioner Carter asked if there is a specific timeframe for adoption? Ann explained that we would like it turned into Department of Health in August.

Commissioner Cummings asked how reliable the Department of Health and Department of Ecology are in getting their reviews turned around in 90 days? Brian said they're

usually pretty good, but Ann added that there could be some staffing issues that could cause them to potentially be delayed.

Commissioner Fane pointed out that units being quoted in gallons and water bills are recorded in cubic feet, so that may confuse residents.

Commissioner Fane asked about how much the expenses are per gallon of water or per cubic foot? Commissioner Fane also asked about reservoir storage, in a power failure what is the storage and could it be accessed? Do our well pumps have backup generators?

Brian explained that the cost per gallon is not explicitly listed in the plan, but it can be found and could follow up on this. Reservoirs - there are 3 tanks in City system. Stand-by storage can provide one maximum day of demand without power. City currently has excess reservoir capacity. Every source and pump in the City does have backup generators so they can continue to operate in power outage.

Ann added that our infiltration gallery is completely gravity and does not require power to get that to the reservoir.

Commissioner Coonts asked about recommendations for rate increases - will that rate increase be directly impacted by funding/grants that are received. Sarah explained that it could be if we are successful in obtaining grants, but explained that there is a long-term aspect of it where rate increases are necessary.

Commissioner Butler asked about Table E2 in the exec summary document. Whatever has "developer" next to it, is this not going to get done until a developer comes along? Ann said she believes that is correct.

Commissioner Carter asked if there is an assumption for a water recharge amount - are there any factors in this plan relating to snow pack, snow melt, drought, extra rain, no rain, etc? Ann explained that yes the thinking has happened to some extent.

Commissioner Fane asked if the aquifers are monitored annually? Ann explained they are monitored monthly.

MOTION to approve Scheduling a Public Hearing on August 2nd for the 2022 Water System Plan Preliminary Review Draft. Hearing on August 2nd for the 2022 Water System Plan Preliminary Review Draft; moved by Dan Butler seconded by Karen Mahalick.

YES: Karen Mahalick, Elizabeth Hall, Jeff Carter, Dan Butler, Eileen Cummings, Alex Fane, Julianne Coonts

NO: None

ABSTAIN: None

The vote Passed.

c. Multiplex Code

DCD Director Steve Lachnicht gave a presentation on Multiplex housing.

Commissioner Hall asked about the recent adoption of infill ordinance? Will this work well with that? Steve explained that this is more broadly applied to R4-8 zone.

Commissioner Coonts asked - if this went through would this allow for a current property to be converted? Steve explained that if they can meet the requirements then most likely.

Commissioner Carter asked about ADU being attached and the requirement for them to be smaller, this is different? Steve explained that yes it is different, and that it would be uncommon to see a single family house converted into a multiplex.

Commissioner Carter asked about the word "affordable" - there is no definition and how this addresses affordability and can we adopt a definition of what affordable housing is? Steve explained that this change would allow for more affordable housing, but that it is not explicitly for affordable housing. Commissioner Carter suggested that if we cant define "affordable" then we should eliminate it from the comprehensive plan.

Becky Mitchell public comment asked about minimum lot sizes? They still seem large. Steve explained that these were pulled from the infill regulation for consistency. Steve also touched on the definition of density.

Colleen Robinson, Habitat for Humanity, gave perspective on affordable housing. 1 in 7 residents in WA are paying 50% or more on housing costs, and Habitat would keep that at 30% with any of their developments. Any developments from Habitat will be build to own.

Kaye Gagnon public comment about the definition for affordable housing, and her support for this change as she believes it to be progressive. Asked if the higher standards are entirely necessary for these types of homes if there are none on single family residential homes?

Dale Jarvis, Sequim Good Governance League, explained that they are very supportive of the City's goal to change the single family residential zone to allow more diversity.

Commissioner Fane asked if has been researched if all the various fees that the City charges for permits/hook ups will be per unit? Assistant Planner, Travis Simmons, explained that the GFCs would apply to duplexes on a single meter. Sarah VanAusdle explained that there are some differences in the impact fees for multi-family developments compared to single family.

Commissioner Fane also asked about a stock plan that someone like Habitat could use, Steve stated that there is a stock plan policy that could be applied.

MOTION to approve Scheduling a Public Hearing on August 2nd to consider Sequim Municipal Code revisions to allow for multiplex housing with administrative conditional use permits; moved by Alex Fane seconded by Dan Butler.

YES: Karen Mahalick, Elizabeth Hall, Jeff Carter, Dan Butler, Eileen Cummings, Alex Fane, Julianne Coonts

NO: None

ABSTAIN: None

The vote Passed.

4. UNFINISHED BUSINESS

a. Transient Accommodations (10/6/20)
Nothing to report at this time.

b. Rules and Procedures (2/25/2022)
Nothing to report at this time.

b. Land Division Code (12/7/2021)
Nothing to report at this time.

5. DIRECTOR'S REPORT

Steve introduced our new DCD Specialist, Emily Coler.

6. GOOD OF THE ORDER

a. Open Discussion

Commissioner Carter shared that he will be on the road the next two months, but that he may not be able to attend every meeting.

7. ADJOURNMENT

MOTION to adjourn the meeting; moved by Julianne Coonts seconded by Elizabeth Hall.

YES: Karen Mahalick, Elizabeth Hall, Jeff Carter, Dan Butler, Eileen Cummings, Alex Fane, Julianne Coonts

NO: None

ABSTAIN: None

The vote Passed.

Respectfully submitted,

Travis Simmons

Travis Simmons
Commission Clerk

Jeff Carter

Jeff Carter
Commission Chair

Minutes approved at a regular Planning Commission meeting held on 8/2/2022.