

TOWN OF CATHLAMET PLANNING COMMISSION MINUTES

Wednesday, 02 June 2010
Fire Hall Meeting Room
Cathlamet, Washington 98612

1. Call to Order: The Regular Meeting of the Town of Cathlamet Planning Commission was called to order by Chairman Swart at 7:03 pm.
2. Pledge of Allegiance: Chairman Swart led the Planning Commission in the recitation of the Pledge of Allegiance.
3. Roll Call: Planning Commissioners present were John Dees, Chris Doumit, Jennifer Hannigan, James Reed and Richard Swart. Also attending were Tom Doumit, Town Attorney, David Goodroe, Town Council Member, and Bob Rendler, Town Council Member.
4. Presentations: There were no presentations.
5. Additions, Corrections, Deletions to the Agenda: A motion was made by Commissioner Dees and seconded by Commissioner Doumit to approve the agenda. The motion was passed by a vote of 5 to 0.
6. Citizen's Participation: There was no citizen's participation.
7. Consent Agenda: It was moved by Commissioner Dees and seconded by Commissioner Doumit to approve the consent agenda including the minutes of the regular meeting of 07 April 2010 and to note that no May Regular Meeting was held due to lack of a quorum with arrangement by all commissioners with the Chairman. The motion passed by a vote of 5 to 0.
8. New Business: Chairman Swart introduced Jennifer Hannigan as the newest Planning Commissioner authorized by the Town Council. Chairman Swart noted her activities, including the Chamber of Commerce, and forecast her valuable contributions to the Planning Commission.

The Planning Commission then undertook to discuss the Critical Areas Ordinance. Councilman Goodroe raised the issue of whether the Town

was in compliance and whether additional review was in order. Councilman Rendler discussed the actions of the Planning Commission in 2007 and the determination that no further action was required (06 December 2007). He further confirmed this with Municipal Research Services legal department in 2010. Commissioner Reed summarized the actions of the Planning Commission in 2010, including current legislation, culminating in a recommendation that the Town Council pass legislative acknowledgement, if it had not already done so. Councilman Goodroe noted that the Critical Areas restrictions had been considerably modified, to the extent that buildings could be replaced, and recommended that the Planning Commission continue to review the Critical Areas legislation, notably SB 1653, to determine if there might be any action desirable for the Town.

Chairman Swart recommended that discussion of open meetings requirements be deferred until after the discussion of the draft Zoning Ordinance.

9. Unfinished Business

The Planning Commission, without objection, moved to the draft Title 18 Zoning Ordinance. All commissioners had received a copy of the draft ordinance as agreed on 29 March 2010. Commissioner Doumit queried the status of former Chairman Johnson's draft. Chairman Swart described the several times he had contacted Mr. Johnson, who had experienced a number of conflicting obligations leading to a delay in his draft version. Commissioner Swart and Reed undertook to prepare a draft for consideration based on the decisions by the Planning Commission as of 29 March 2010.

A motion was made by Commissioner Dees and seconded by Commissioner Reed to accept the new draft. Commissioner Reed stated that by a vote of the Planning Commission on 29 March 2010, the draft of provisions as of that date was to be submitted to the Town Council and therefore no further substantive decisions would be appropriate. Commissioner Doumit agreed but requested that Mr. Johnson have some final review of the draft. Commissioner Reed and Dees agreed that confirmation or comments by Mr. Johnson would be desirable and useful. After some discussion regarding Mr. Johnson's input, the motion was withdrawn. A second motion was made by Commissioner Dees and seconded by Commissioner Reed that Mr. Johnson be requested to review the draft ordinance within the next three weeks. A discussion of the time period then ensued. Councilman Rendler stated that the process had been going on since 1998 and so a month was not critical. It was agreed, without objection, that the process could wait one additional month. The second motion was rescinded. A third motion was made by

Commissioner Dees and seconded by Commissioner Reed that Mr. Johnson be requested to provide any comments by the next regular meeting of the Planning Commission (07 July 2010). The motion passed by a vote of 5 to 0.

Commissioner Swart then opened the discussion to the floor of the next steps for the Planning Commission with respect to the draft Title 18 Zoning Ordinance. A number of comments ensued, as follows:

Councilman Rendler requested a clean copy that could be submitted to the Town Council and the Town Attorney. Commissioner Reed recommended that, inasmuch as significant issues had not been decided by the Town Council, the draft should not go to the Town Attorney as it might misuse his time. Councilman Goodroe questioned the effect of the conversion of certain districts from one zone to another zoning description. It was agreed that it was not a legal problem but potentially a nuisance problem when individuals purchased property under one zone and were confronted with adverse changes. Consideration to establishing buffer zones was requested. Councilman Goodroe also pointed out that light industrial areas around the port might not be desirable. A discussion ensued whether some light industrial in support of the port might be desirable. Commissioner Dees recalled that former Commissioner Lea reported on the port designation. Commissioner Doumit handed out a map of the proposed zoning districts, a map that no other commissioner had seen. Commissioner Rendler queried the parking requirements within the draft ordinance. Commissioner Reed replied that the requirements were almost certainly in the current town ordinance and were therefore in the agreed draft. Commissioner Swart commented that it was an insufficient reason. Councilman Goodroe suggested that the Planning Commission submit the draft as agreed and then followup with a workshop with the Town Council. Councilman Rendler reiterated that he would like a clean copy. Commissioner Reed pointed out the recent limitations of manpower within the town and suggested that a copy sufficient to allow the Town Council to act should be sufficient. Councilman Rendler agreed. City Attorney Doumit queried the correction marks and the font size changes. Commissioner Reed explained that the draft he had been provided to modify for the final changes had been constructed on top of a comparison document and the original had been lost. This means that correction marks are not applicable. Commissioner Reed explained that he had not corrected obvious typographical errors in order to conserve the agreement of the Planning Commission on 29 March 2010. It was agreed, without objection, that Commissioners Reed and Dees could make further typographical and minor corrections to the draft for the Planning Commission.

The Planning Commission returned to the agenda to discuss Open Meetings requirements. Commissioner Reed, who called for the item, described his concern with respect to e-mails. In order to facilitate drafting, e-mails would be useful between meetings of the Planning Commission. Town Attorney Doumit and Commissioner Hannigan discussed the problem. A consensus of the Commissioners arose that a Planning Commissioner might send an e-mail but it should not be responded to by a quorum or more of Commissioners although no e-mails were more desirable.

10. Reports: There were no reports.
11. Roundtable: There was a general "Good On, Jenn."
12. Adjournment: The regular meeting of the Town of Cathlamet Planning Commission adjourned at 9:02 pm.