



CITY OF BLACK DIAMOND
PLANNING COMMISSION MEETING MINUTES
March 8, 2022, 6:00 PM

FLAG SALUTE, CALL TO ORDER, and ROLL CALL

Chairperson Olson called the meeting to order at 6:00 p.m.

Present: Commissioner Steve Jensen
Commissioner Knut Syversen
Commissioner Pam McCain
Commissioner Felicia Wheatfall
Commissioner Carol Morgan
Chair/Commissioner John Olson

Unexcused Absence: Commissioner Richard La Conte
Staff: Community Development Director, Mona Davis
Contract Planner, Emily Adams
Deputy City Clerk, Carina Thornquist

APPROVAL OF MINUTES

1) Regular Meeting of February 8, 2022

The regular meeting minutes of February 8, 2022 were adopted under unanimous consent.

PUBLIC COMMENT - None

PUBLIC HEARING

2) Deliberation and Possible Action Taken on "Adopt a Zoning Use Matrix into the Code"

Chair Olson opened the Public Hearing at 6:03 pm and turned it over to Director Davis. Ms. Davis then turned it over to Emily Adams who is the Contract Planner for the City to give an overview of the matrix since she has been working on it.

The following topics were discussed in detail in the presentation:

- Nothing will be changing; it's basically just reformatting of how it looks and to provide more clarity.
- It will just be made to be more user friendly for both the staff and citizens to find information.
- Proposing to have the Zoning Matrix in it's own chapter because currently, the permitted uses are listed in every chapter; no where is there a place where all the information is consolidated.
- Most cities have a Zoning Matrix so it's quick and easy to find information in one place.
- Explanation was provided on how to use the Matrix.
- Director Davis reiterated what Ms. Adams spoke about.

At 6:06 pm, Chair Olson opened it up for the public to speak. He stated that written comments were taken until 5:00 pm today and none were received. Furthermore, he informed everyone of the guidelines of the public giving testimony.

Chair Olson called for anyone to speak. After the 3rd call for testimony, seeing no speakers, he closed the Public Hearing at 6:07 pm.

Chair Olson explained to the Commissioners that they may deliberate if they would like. The Commissioners deliberated and had back and forth discussion amongst each other and Director Davis and Ms. Adams. Commissioner Olsen asked the Commissioners if they felt they needed more information or if someone wanted to make a motion.

Commissioner Syversen made a **Motion** to adopt a Zoning Use Matrix into the Code and forward it to City Council for approval., **Second** by Commissioner McCain. **Vote, Motion passed 6 - 0.**

3) Amend Chapter 18.100 – Definitions, to incorporate definitions for all uses permitted in the City, move definitions within other Title 18 chapters to the definitions chapter and revise existing definitions for clarity.

Chair Olson opened the Public Hearing at 6:12 pm. Director Davis explained that there were missing codes or inconsistencies so Ms. Adams has been going through the code to find those errors. So she

turned it over to Ms. Adams to explain the amending of Chapter 18.100 along with definitions, to incorporate definitions for all uses permitted in the City, move definitions within other Title 18 chapters to the definitions chapter and revise existing definitions for clarity.

Ms. Adams stated that they have broken it up into 3 categories and gave explanations about each of them:

1. Moved definitions
2. New definitions
3. Revised definitions

In addition, the following topics were discussed in detail:

- There are new definitions that weren't clearly defined.
- This would make for better clarity and better usability.
- There are definitions that don't make sense.

To conclude the presentation, Ms. Adams shared her screen and went through each chapter and explained what items meant that were shown with a red underline, red strikethrough or green double underlined. She answered questions as she went along.

At 6:23 pm, Chair Olson opened it up for the public to speak and informed everyone of the guidelines of the public giving testimony.

Chair Olson called for anyone else to speak. After the 3rd call for testimony, seeing no other speakers, he closed the Public Hearing at 6:24 pm.

Chair Olson explained to the Commissioners that after they deliberate, someone could make a motion if they would like. Or if they felt they needed more information, they could hold off and make a decision another night. The Commissioners deliberated and had back and forth discussion amongst each other and Director Davis and Ms. Adams.

Commissioner Syversen made a **Motion** to Amend Chapter 18.100 – Definitions, to incorporate definitions for all uses permitted in the City, move definitions within other Title 18 chapters to the definitions chapter and revise existing definitions for clarity and forward it to City Council for approval, **Second** by Commissioner Jensen. **Vote**, Motion **passed 6 - 0**.

STUDY/WORK SESSION - None

UNFINISHED BUSINESS - None

NEW BUSINESS - None

COMMUNITY DEVELOPMENT DEPARTMENT REPORT –

- Director Davis gave the Commissioners a status update on the 2020 and 2021 Comprehensive Plans Annual Amendments.
- 2020 update was adopted by City Council in December of 2021 after spending much of 2021 addressing a SEPA appeal. Unfortunately, another appeal on the 2020 Comp Plan was filed with the state's Growth Management Hearing Board last month and is pending further litigation. At a prior meeting, it was asked the cost of these appeals. Director Davis looked into it and reported that the city has paid in excess of \$100,000 for just this one Comp Plan Amendment with appeal hearings and processing, etc.
- With this new appeal that was submitted, there is going to be additional costs coming up for staff time, resources, costs for litigation.
- 2021 Comp Plan update, Planning Commissioners scheduled 2 meetings a month from July through Oct to work on several docket items. At the same time, Ms. Davis was preparing for the SEPA appeal hearing on the 2020 Comp Plan which took place in September, 2021. She issued a Non-Project SEPA decision on the 2021 Comp Plan Amendments in October which was also appealed. This Comp Plan appeal delayed her ability to bring the work that was done by the Commission last year to City Council by December.
- Since both the 2020 and 2021 Comp Plans are pending appeals, the staff felt it was prudent to withdraw the 2021 SEPA decision since they couldn't proceed with it anyway until the 2020 Amendment was resolved. Director Davis sent out a letter to Parties of Record stating that the City withdrew the 2021 SEPA decision at this time.
- Director Davis is currently preparing for City Council meeting on 3/17 which has a public hearing.

- Recreation and Conservation Office granted an extension to obtain final approval on the PROs Plan.
- Staff corrected grammatical errors and updated pictures.
- The next step is to issue SEPA on this plan and then take it to City Council. Once they approve the plan, it will be forwarded to the RCO for final approval.
- We are eligible to qualify for some grant money and some great opportunities to fund the skatepark. The design is in final stages.

The Commissioners and Director Davis had extensive back and forth discussion.

PUBLIC COMMENTS - None

ADJOURN

Commissioner Syversen **Motioned** to adjourn, **Second** by Commissioner Morgan. **Vote**, Motion **passed 6 - 0**.

THE MEETING ADJOURNED AT 6:40 PM.

These minutes were respectively recorded by Carina Thornquist, Deputy City Clerk

ATTEST:



John Olson, Chairperson


Planning Commission Secretary