



CITY OF BLACK DIAMOND
PLANNING COMMISSION MEETING MINUTES
JANUARY 9, 2024, 6:00 PM

CALL TO ORDER, FLAG SALUTE, ROLL CALL

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

Present: Commissioner Kelley Sauskojus
Commissioner Knut Syversen via Zoom
Commissioner Darcey Peterson
Commissioner Carol Morgan via Zoom
Chair/Commissioner John Olson

Excused: Commissioner Steve Jensen
Commissioner Pam McCain

Staff: Community Development Director, Mona Davis
Deputy City Clerk, Carina Thornquist
IT Staff, Jake Kapsandy
Public Works Director, Scott Hanis
Economic Development Director, Andrew Williamson

APPROVAL OF MINUTES:

1) Regular Planning Commission Meeting of November 7, 2023

There were no changes to the November 7, 2023, minutes and they were approved as presented.

Chair Olson realized that elections for a new Chairperson and Vice had been erroneously left off of the agenda and asked if anyone would like to make a motion to either add it to this agenda or wait until the February meeting.

Commissioner Syversen made a motion to add the elections to this month's agenda. Seconded by Commissioner Peterson. **Vote, passed 5-0.**

PUBLIC COMMENT - None

PUBLIC HEARING –

2) Draft Sewer Comprehensive Plan

Chair Olson went over the rules and procedures of a Public Hearing. He then declared the public hearing open at 6:05 p.m. and turned the meeting over to the Community Development Director Davis. Ms. Davis turned the meeting over to Public Works Director, Scott Hanis who introduced Dan Ervin from Various Inc. Mr. Ervin gave a repeat of the presentation which was given at the last meeting for anyone who missed it and gave highlights on the following sections:

- Chapter 1 – System Description
- Chapter 2 – Adjacent Systems and Planning Policies
- Chapter 3 – Planning Data and Demand Forecasts
- Chapter 4 – System Analysis
- Chapter 5 – Construction Standards
- Chapter 6 – Maintenance and Operations
- Chapter 7 – Emergency Planning
- Chapter 8 – Personnel
- Chapter 9 – Information Technology
- Chapter 10 – Capital Improvement Program

Mr. Ervin introduced Andy Williamson, who is the Economic Development Director for the city and asked him to come up and answer some questions from the Commissioners.

At 6:44 p.m. Chair Olson opened the public hearing for people to speak. Mr. Olson asked three times if anyone wanted to speak but no one participated. Chair Olson closed the public hearing at 6:45 p.m.

a. Deliberation and possible action taken on “Draft Sewer Comprehensive Plan

Motion was made by Commissioner Saukojus to forward the Draft to the City Council for approval. **Seconded** by Commissioner Syversen. **Vote, passed 5 – 0.**

STUDY/WORK SESSION - None

UNFINISHED BUSINESS -

3) Comprehensive Plan Presentation

Director Davis’ presentation consisted of a recap of a memo from one of the City’s contractors, Nicole Stickney, who is from AHBL. Furthermore, she reported that Andrew Love, another contractor from AHBL, has been diligent in getting all updates to the Comprehensive Plan up on the City’s website for the public to see.

NEW BUSINESS:

4) Capital Facilities and Utilities Element Draft Update

Director Davis introduced the City's contractor, Nicole Stickney, with AHBL. Ms. Stickney gave a PowerPoint presentation regarding the Draft Capital Facilities and Utilities Element for the 2024 Comprehensive Plan Update going over key elements.

Extensive back and forth discussion took place between the Commissioners, Director Davis and Ms. Stickney.

Action: Commissioners should have any suggested edits on the draft to Director Davis by January 31st.

5) Vote for new Chair and Vice-Chair

Chair Olson read the duties of the Chair and Vice-Chair position and verified that at least five members were present to vote. He also went over the procedure of the voting process and then opened it up for the position of Vice-Chair.

Commissioner Syversen nominated Commissioner Morgan for Vice-Chair and she declined the nomination.

Commissioner Morgan nominated Commissioner Olson for Vice-Chair and he accepted the nomination. There were no other nominations. **Vote**, motion **passed 5-0**.

Commissioner Olson nominated Commissioner Morgan for Chair and she accepted the nomination. There were no other nominations. **Vote**, motion **passed 5-0**.

COMMUNITY DEVELOPMENT DEPARTMENT REPORT:

Director Davis reported on the following items:

- Commissioner Jensen has been re-appointed by Mayor Benson for Position 2, which will run through 12/31/27.
- The remaining draft elements of the Comprehensive Plan, as well as providing City Council with recommendations on the periodic update adoption, are being worked on.
- AHBL will coordinate an additional public workshop this Spring.
- Several commercial development projects along Hwy 169 are in review, as well as several shoreline permits for new development on Lake Sawyer.

- New commercial development out at Ten Trails with recent site plans under review. MDRT is also busy with construction of the new stormwater vault near the roundabout on Hwy 169 and Roberts Dr.
- Palmer Rezones are being heard at a special meeting before the City Council this Thursday.
- A significant code case has been closed.
- Some grant funding is being closed out.
- Construction on the new skatepark will take place this year.

PUBLIC COMMENTS – None

ADJOURNMENT:

Commissioner Syversen moved to adjourn, **second** Commissioner Peterson. **Vote**, motion **passed** 5 - 0. Meeting adjourned at 7:20 p.m.

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

ATTEST:

 2/6/2024
Carol Morgan, Chairperson


Carina Thornquist, Planning
Commission Secretary