

Dayton City Planning Commission
Regular Meeting—Minutes
Tuesday, April 16th, 2019 at 6:30 PM
114 South 2nd Street, Dayton, Washington 99328



1. Call to Order
 - a. Chair Kari Dingman called to order the regular meeting of the Dayton Planning Commission at 6:36 pm.
2. Roll Call and Establish Quorum
 - a. Members present: Kari Dingman, Kathryn Witherington, and Byron Kaczmarski
Others present: Meagan Bailey, Planning Director
3. Review of Minutes
 - a. March 19th, 2019
 - i. A motion was made by Witherington and seconded by Kaczmarski to approve the March 19th, 2019 meeting minutes as presented; motion carries.
4. Communications from Citizens
 - a. None presented
5. Public Hearings
 - a. None Scheduled
6. Old Business
 - a. 2020 Comprehensive Plan—Schedule Update
 - i. Staff provided a general update on the Comprehensive Plan schedule, including tentative timelines for submittal and final adoption.
7. New Business
 - a. 2020 Comprehensive Plan Update Items
 - i. Discover Dayton's Diversity logo
 1. Staff presented the logo as created by Boe Designs. The logo and catch phrase will be included within the Comprehensive Plan, with potential to be utilized elsewhere, such as letterhead.
 - ii. Scheduled Comp. Plan outreach meeting
 1. A public meeting has been scheduled for the next regular meeting of

the Dayton Planning Commission, May 21st, at 6:30 pm in the Youth Building. This meeting has been scheduled to allow for a “wrap-up” open house for the public regarding the Comprehensive Plan update. The meeting will be hosted by the Planning Commission with staff and the hired consultant leading the meeting.

- b. Proposed new meeting time
 - i. The Planning Commission discussed with staff the potential to change the regular meeting schedule of the Dayton Planning Commission. Two options were discussed: the first Tuesday of the month at 6:30 pm, and the fourth Tuesday of the month at 6:30 pm.
 - ii. Staff will draft two new sets of bylaws, one set for each new proposed time, and the Planning Commission will discuss the options at the July meeting.
 - iii. A decision will be made once all members of the Planning Commission can confirm that the new time will work with existing schedules.
 - c. Regular June meeting
 - i. Discussion regarding the June meeting commenced. The Comprehensive Plan will be submitted to the State in May, so no additional workshops regarding the Comprehensive Plan will be required.
 - ii. Staff recommended a “break” in June to allow staff and Planning Commission reprieve from heavy workloads.
 - iii. A motion was made by Witherington and seconded by Kaczmariski to cancel the regular June meeting, and reconvene in July; motion carries.
8. Adjournment
- a. A motion was made by Witherington and seconded by Kaczmariski to adjourn the regular meeting of the Dayton Planning Commission at 6:53 pm; none opposed. Meeting adjourned.
 - b. Next meeting: Tuesday, May 21st, 2019

Approved May 21st, 2019

Kari Dingman, Planning Commission Chair

Date

Attest:

Meagan Bailey, Planning Director