



DAYTON CITY PLANNING COMMISSION

114 S. 2nd Street, Dayton, Washington 99328

Meeting Minutes

Tuesday, July 17th, 2018 – 6:30 p.m.

Call to Order: by Vice-Chair, Byron Kaczmarski at 6:29 p.m.

Roll Call: Members Present: Byron Kaczmarski, Kathryn Witherington, Laura Aukerman, Ashly Beebe. Others Present: Meagan Bailey, Planning Director; Dena Martin, Planning Clerk; Mayor Craig George; members of the public, Greg Brownell, and Chuck Ketterman.

A quorum of commission members was present.

Minutes: The June 19th, 2018 meeting minutes were reviewed.

- A motion to approve the June 19th, 2018 meeting minutes as distributed was made by Witherington and seconded by Beebe. Motion passed.

Communication from Citizens:

- Greg Brownell said he was grateful for the time, attention interest the Commission has shown in considering updates to the zoning code that will be helpful to the United Brethren church.
- Chuck Ketterman spoke in support of the proposed zoning changes and said he was glad to see amendments related to nonconforming properties.

Public Hearings

- A Public Hearing on proposed revisions to Title 11: Zoning of the Dayton Municipal Code was opened by the Vice-Chair at 6:34 p.m.
 - Planning Director Baily presented a comprehensive staff report which detailed the proposed revisions. The proposed amendments cover conditions and situations not currently addressed by the code. Other amendments ensure that the code better meets the needs of the community.
 - Mayor Craig George said that the amendments are “common sense changes” and said he is glad to see the code brought up to date.
 - Chuck Ketterman stated that the changes would allow the United Brethren Church to add an ADA bathroom and minor exterior changes.

- Greg Brownell said the church currently has no bathroom or running water in the sanctuary and it has something that has been wanted for years. He appreciates that the Commission is willing to recommend these changes and cares.
- The Public Hearing was closed by the Vice-Chair at 6:39 p.m.
 - A motion was made by Witherington and seconded by Beebe to recommend adoption of the amendments as presented to the City Council. Motion passed.

Old Business:

- Comprehensive Plan Update
 - Witherington presented the Comprehensive Economic Development Strategy (CEDS) survey results. CEDS results provide a project list overview and identify which areas are important to the public. Results can be useful for grant writing and should be considered for adoption in the comprehensive plan updates.
 - Bailey provided updates on the Comprehensive Plan process.
 - Ben Floyd of White Bluffs Consulting has been selected as the Comprehensive Plan update consultant. Floyd scored highest on a grading matrix completed by representatives of the County, City of Dayton and Town of Starbuck. Floyd worked with the County on the award-winning Shoreline Master Plan and performed mapping for the Voluntary Stewardship Program.
 - A timeline for the Comprehensive Plan update process should be available at the August meeting.
 - General discussion on the potential scope of Comprehensive Plan updates and what types of items might be submitted on a docket form. Bailey provided an explanation of the Urban Growth Area with following discussion.

New Business:

- Bailey informed staff that former Commission Chair Joe Huether has submitted his resignation.
- Elections of Vice-Chair.
 - Vice-Chair Byron Kaczmariski will assume the position of Chair per Dayton Planning Commission bylaws.

- Beebe motioned to appoint Witherington as Vice-Chair. Aukerman seconded. Motion passed.
- Staff Training.
 - Bailey presented the Commission with informational binders and resources and discussed parliamentary procedure.
 - Commission viewed the Attorney General’s Office Open Public Meetings Act Training video. Certificates of completion were awarded.
 - Commission engaged in general discussion and questions regarding the comprehensive plan, the docketing process, and garnering public participation.

Adjournment: Witherington moved to adjourn. Aukerman seconded. Kaczmariski adjourned the meeting at 7:33 p.m.

Announcements:

- Next Scheduled Commission Meeting: August, 21st, 2018 @ 6:30 pm.

Approved, August 21st, 2018,

Byron Kaczmariski, Planning Commission Chair Date

Attest:

Meagan Bailey, Planning Director