



DAYTON PLANNING COMMISSION

Meeting Minutes

Meeting Date: Tuesday, August 20, 2013

1. CALL TO ORDER at 6:32 pm
2. ROLL CALL – Joe Huether, Greg Abramson, Leslie Sweetwood- present. Candice Jones arrived at the beginning of review of Item # 6 of the agenda (unfinished business).
3. ELECTION OF CHAIR AND VICE CHAIR –Leslie made a motion to elect Joe as the Chair and Greg seconded the motion. Leslie made a motion to elect Greg as the Vice Chair and Joe seconded the motion. Both votes passed.
4. MINUTES REVIEW & APPROVAL – Greg made a motion and Leslie seconded the motion to approve the minutes of 8/5/2013, as attached to the agenda.
5. COMMUNICATIONS FROM CITIZENS - None
6. UNFINISHED BUSINESS –
 - A. Review and Adoption of Revised Planning Commission Rules – Karen included the Appearance of Fairness Doctrine for reference with the updated Revised Planning Commission Rules.
Leslie moved to adopt the Revised Planning Commission Rules as drafted by staff and Greg seconded the motion. Karen noted a typographical error regarding the start time. All voted in favor. (Updated rules will be posted on the PC webpage).
 - B. Review and Adoption WSU Parliamentary Procedures – 2005: Leslie moved to adopt the WSU Parliamentary Procedures and Greg seconded the motion. All voted in favor. (Updated procedures will be posted on the PC webpage).
 - C. Review of New Title 10, Admin. of Development Regs.– The commission took no action at this time.
The SEPA DNS is to be issued on Aug. 21st. Public hearings are scheduled for Sept. 12th and 17th.
Karen explained that the proposed change to a Hearing Examiner system – “quasi-judicial” hearings, should cost per case from \$300 to \$700. Karen

estimated the use of an examiner from two to four times per year. Applicants would pay for the use of an examiner. The Washington Association of Cities highly recommends use of hearing examiners as a way to reduce liability risks to a city and ultimately reduce costs associated with land use litigation.

The commission had no requests for changes of the draft.

- D. Review of New Title 17, Critical Areas – Karen explained the Washington Department of Fish and Wildlife (WDFW) recommendations to consistently apply the WDFW recommendations for 150 foot setbacks rather than 50 foot setbacks in some riparian habitat zones. Candice clarified the need for the commission to have the maps available before providing a recommendation to the City Council. Karen will provide maps once prepared.

7. NEW BUSINESS

- A. Schedule of review for Planning Commission and City Council (see attached).

To meet state deadlines, Karen stated that November 12th is the scheduled Council meeting date to adopt the full set of development regulations.

October 16th is the Planning Commission meeting date to finalize their recommendation. The two public hearings are scheduled for Sept. 12th and 17th beginning at 7 pm and the PC meeting beginning at 6:30 pm.

An integrated notice: 60 day notice to Dept. of Commerce, SEPA TD – DNS and public hearings for Sept 12th & 17th will be issued. The commission stated they are available for Sept. 12th and 17th for public hearings, except that Leslie will not be available on Sept. 12th.

- B. Review of New Title 11 - Zoning - The commission reviewed the highlights prepared by staff regarding Title 11 & 19. Tent structure regulations were developed back in 2008 by staff and the PC. Karen commented that in the Open Space and Rec. Zone, the existing chapter does not include any setbacks. Given that there are permitted uses allowed in the zone, setbacks for permitted uses are being recommended by staff.

Height Limits: Leslie questioned the height provisions (page 7) and the past problems with interpretations. Karen explained that zoning standard is for a

maximum height of 35 feet, except that the standards further limit building heights when closer than 20 feet in the urban residential zone.

Candice questioned the minimum 5 foot side yard setback and if the setback is sufficient for fire safety. Greg indicated that a 5' side setback is fairly universal. Karen indicated that she has seen from 5 feet to 10' side setbacks in urban areas. The fire code and building code would also apply to separation of buildings when someone applies for a permit.

Pets: Leslie questioned the proposed limit of a maximum of 3 pets on a property less than 7,200 sq. ft in lot size. Karen clarified that as drafted, additional pets would allowed on lots large larger than 7,200 sq. ft. Candice stated that cats serve a purpose of catching mice in the city. Also, people will adopt feral cats and end up with well more than three.

Joe stated he did not think there is any problem with regulation of pets, only the large and medium livestock. Under nuisance provisions if there is a nuisance created, the issue can be addressed. The commission supports a maximum of three dogs regardless of lot size, but generally not a limit on other pets.

Nonconforming use provisions apply where a use is pre-existing zoning requirements.

Karen will review and update the draft for further consideration at the next meeting. Provision limiting reptiles will be kept for now & a reference to DMC 6-8 (Animal Control) will be added.

Shelters for Small Animals: It was clarified that shelter for six chickens or fewer can be located 15^{feet} from a property line. Current regulations requires a distance of 25 feet from a property line. ✓

Minimum Area for Production Animals: Candice and Leslie indicated that 500 sq. ft. for the first animal seems excessive. The commission directed Karen to research the needed area for small production animals.

Mobile home recreation area: Karen clarified that the provisions on page 24 are existing code and would apply to a new mobile home parks.

Historic Districts and Overlay Zones: Historic Districts and Overlay Zones are now in one chapter. In 2008 the list of regulations for the historic districts were expanded, but not adopted at that time. Development agreement zoning limits would be housed in this chapter also.

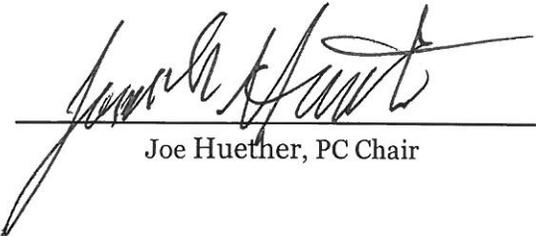
Agriculture Residential: Actual zoned areas are in the southeast are of the city, south of the "Port of Columbia" property and a couple of other small locations.

Height of basements in Commercial Zones: It was clarified by Joe that the building code covers the minimum height requirements. This is not a zoning requirement.

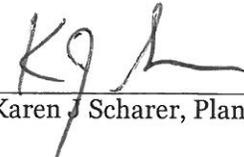
Further comments: Comments can be directed to Karen to be included for review at the next meeting. All comments received will be forwarded to the commission.

- C. Review of New Title 19 – Land Division: No comments from the PC were provided at this time.
 - D. Draft Work program: Program for 2013-14 was handed out and is attached to these minutes.
8. MEETING ADJOURNED: Joe moved to adjourned and the motion was seconded by Leslie. All were in favor. The meeting was adjourned at 8:36 pm.

Next Meeting – 6:30 pm, 9/12/13
(Public Hearing – 7 pm)



Joe Huether, PC Chair 12 Sept 2013
Date Signed



Karen Scharer, Planning Director 9/12/13
Date Signed