

**PLANNING COMMISSION MEETING AGENDA  
WEDNESDAY, FEBRUARY 9, 2022  
4 P.M.  
CITY HALL  
HELD REMOTELY**

**PURSUANT TO GOVERNOR INSLEE'S ORDER 20-28 DATED MARCH 24, 2020 – ALL PUBLIC MEETINGS WILL BE HELD REMOTELY.**

**The Planning Commission will participate via ZOOM. The public can participate via the following:**

- [Sign up to provide Public Comment at the meeting via calling in](#)
- [Submit Written Public Comment Prior to 2 pm on February 9, 2022](#)
- [Join the Zoom Meeting](#)

Questions or Need Assistance? Please contact Planning Commission Clerk Megan Abhold at [mabhold@libertylakewa.gov](mailto:mabhold@libertylakewa.gov)

1. Call to Order
2. Roll Call
3. **GENERAL BUSINESS:**
  - Welcome New Members & Introductions
  - Review of Agenda
  - Approval of Minutes from November 10, 2022
  - Approval of 2022 Planning Commission Meeting Schedule
  - Selection of Design Review Committee Members
4. **WORKSHOPS:**
  - 2022 Work Program Discussion
5. **REPORTS:**
  - Secretary's Report
  - Planning Commissioner Reports
6. Citizens Comments
7. Adjournment

**Next Meeting:** March 9, 2022

## **PUBLIC COMMENT**

If you wish to provide oral public comments or testimony during the Planning Commission meeting, please register through this link:

<https://us02web.zoom.us/j/87335590929?pwd=YzFORU1RNFptQ2E0d0NrdFE5UmFaZz09>

## WRITTEN PUBLIC COMMENTS

If you wish to provide written public comments for the upcoming council meeting, please email your comments to [mabhold@libertylakewa.gov](mailto:mabhold@libertylakewa.gov) by **2:00 p.m.** the day of the Planning Commission meeting and include all of the following information with your comments:

1. The Meeting Date
2. Your First and Last Name
3. If you are a Liberty Lake resident
4. The Agenda Item(s) which you are speaking about

## JOIN ZOOM MEETING

To view the meeting live via Zoom Meeting, join the Zoom web meeting:

### **Meeting Instructions:**

To join the Zoom web meeting:

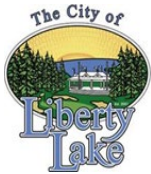
<https://us02web.zoom.us/j/87335590929?pwd=YzFORU1RNFptQ2E0d0NrdFE5UmFaZz09>

### **Dial In Phone Numbers:**

- +1 253 215 8782 US (Tacoma)
- +1 669 900 6833 US (San Jose)

**Meeting ID:** 873 3559 0929

**Password:** 067420



# Liberty Lake Planning Commission

Meeting the 2nd Wednesday of each Month at 4 p.m.  
in the City Hall Council Chambers

## **Regular Members - Voting**

- **Dr. Dale Robbins** (City Resident)  
Term Expiration: 12/31/2022  
Email: [DRobbins@libertylakewa.gov](mailto:DRobbins@libertylakewa.gov)
- **Dg Garcia** (City Resident)  
Term Expiration: 12/31/2024  
Email: [DGarcia@libertylakewa.gov](mailto:DGarcia@libertylakewa.gov)
- **Tim Olsen** (City Resident)\*  
Term Expiration: 12/31/2023  
Email: [TOlsen@libertylakewa.gov](mailto:TOlsen@libertylakewa.gov)
- **Joe Mann** (City Resident)\* - **Vice Chair**  
Term Expiration: 12/31/2021  
Email: [JMann@libertylakewa.gov](mailto:JMann@libertylakewa.gov)
- **Stephen Ramirez** (City Resident)\*  
Term Expiration: 12/31/2023  
Email: [SRamirez@libertylakewa.gov](mailto:SRamirez@libertylakewa.gov)
- **Conrad Band** (City Resident)  
Term Expiration: 12/31/2022  
Email: [cband@libertylakewa.gov](mailto:cband@libertylakewa.gov)
- **Richard Siler** (City Resident) - **Chair**  
Term Expiration: 12/31/2023  
Email: [RSiler@libertylakewa.gov](mailto:RSiler@libertylakewa.gov)

## **Adjunct Member(s) - Non-Voting**

- **Jim Baumker** (City Resident)- Adjunct Position #1  
Term Expiration: 12/31/2024  
Email: [JBaumker@libertylakewa.gov](mailto:JBaumker@libertylakewa.gov)
- **Vacant** - Adjunct Position #2  
Term Expiration: 12/31/2024  
Email:  
Address:

**\* Design Review Sub-Committee Members (2020/2021)**



**PLANNING COMMISSION MEETING  
& PUBLIC HEARING MINUTES  
WEDNESDAY, NOVEMBER 10<sup>TH</sup>, 2021  
HELD REMOTELY**

**Planning Commission Members Present:** Tim Olsen, Jamie Baird, Chris Cargill, Joe Mann, Stephen Ramirez, & Richard Siler

**Adjunct Member(s) Present:** Marilyn Van DeGrift & Conrad Band

**Absent:** Marc Rubin

**Staff Present:** Lisa Key, Megan Abhold, Kelsey Hardy, Michelle Binion, David Williams Jr. & Jen Camp.

**Call to Order:** Meeting was called to order at 4:02 p.m.

**Roll Call:** A quorum of members was present. Director Lisa Key stated that Commissioner Marc Rubin resigned due to personal timing conflicts, and that Adjunct Commissioner Conrad Band was appointed by Mayor Kaminskas to take Commissioner Rubin's position.

**Review of Agenda & Approval of Minutes:**

Commissioner Baird moved that the October 13<sup>th</sup>, 2021 minutes be approved, seconded by Commissioner Olsen. The motion carried unanimously.

**Ratifications of Findings, Conclusions & Recommendations in the Matter of Meadowwood Technology Campus Comprehensive Plan Land Use Map Amendment:**

Director Lisa Key informed the Planning Commission of the purpose of ratifying the findings, conclusions, and recommendations for the Meadowwood Technology Campus Comprehensive Plan Land Use Map Amendment.

Commissioner Siler read the Planning Commission's recommendation that the amendment for the Meadowwood Technology Campus be approved. Commissioner Baird moved that the Ratifications of Findings, Conclusions & Recommendations be approved, seconded by Commissioner Band. The motion carried unanimously.

Director Key informed the Commissioners that the Hearing Examiner's Hearing will not be held until January 2022 due to heavy caseloads and changes to the City Council and Planning Commission positions.

Director Key stated that two Planning Commissioners, Commissioner Baird and Commissioner Cargill, were elected to City Council and that their Planning Commission positions will be opened to be filled in December.

**Workshops:**

Introduction of City Engineer David Williams Jr & Permit Technician Michelle Binion:

Director Key introduced the new City Engineer, David Williams Jr. David informed the Commissioners of his background and his enthusiasm for working for the City.

Director Key informed the Planning Commissioners that Kelsey Hardy, previously Kelsey Wright, took the roll of City Clerk and that Michelle Binion is the new Permit Technician. Michelle informed the Commissioners of her background and her excitement for learning more about her new role as Permit Technician.

#### Brainstorming 2022 Commission Work Program

Director Key informed the Planning Commissioners of several items that will be workshopped in 2022 including: updating the City's current Sign Code, codifying the River District SAP Development Code with the City's Development Code, and providing mini storage as a limited use in the C1 zone.

Director Key also proposed that the 2022 Planning Commission review standards currently requiring a garage or carport to be constructed in the Manufactured Home subdivision south of East Mission Ave in the River District. Questions asked and answered.

Director Key stated that Greenstone may submit an application to modify regulations in the RD – C zone in the River District to allow additional uses. Questions asked and answered.

#### Status of Planning Commission Appointments for 2022

Director Key discussed the Planning Commission positions that will be open in January 2022; including both adjunct positions. Commissioner Mann stated that he has reapplied for the Planning Commission. Mayor Kaminskas will set up final interviews for the open Planning Commission positions. Mayor Kaminskas' recommendations will go to City Council to be approved at the end of December.

#### **Secretary's Report:**

No reports were made at this time.

#### **Planning Commissioner Reports:**

Commissioner Siler noted that during this election campaign that numerous things were posted on Facebook. Informed the Planning Commissioners to review the codes and bylaws for ethics to make sure they are aware so that they are not put in a position where they are saying bad things or against what the bylaws are stating.

Not limiting free speech; but because of position on planning commission, they need to disclose that they are making the comments as a citizen and not as a part of the planning commission.

#### **Citizens Comments:**

No citizens comments were made at this time.

#### **Adjournment:**

Commissioner Olsen moved to adjourn the meeting, seconded by Commissioner Siler which carried unanimously. The meeting adjourned at 4:52p.m.



## **PLANNING COMMISSION 2022 MEETING SCHEDULE**

**February 9, 2022**

**March 9, 2022**

**April 13, 2022**

**May 11, 2022**

**June 8, 2022**

**July 13, 2022**

**August 10, 2022**

**September 14, 2022**

**October 12, 2022**

**November 9, 2022**

**December 14, 2022**

The public is invited to attend. Parking and meeting rooms are accessible for persons with disabilities. Contact the City at 755-6700 with 48-hours advance notice for special accommodations.