



**PLANNING COMMISSION SPECIAL MEETING AGENDA  
WEDNESDAY, JULY 14, 2021  
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 July 14, 2021](#)
- [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:**
  - Review of Agenda
  - Approval of Minutes from June 9, 2021
4. **PRESENTATIONS/WORKSHOP:**
  - Presentation on the Vision for River District Buildout – Jim Frank
  - Workshop on Adopted 2021 Washington State Housing Legislation –Implications for Liberty Lake
5. **REPORTS:**
  - Secretary's Report
  - Planning Commissioner Reports
6. Citizens Comments
7. Adjournment

**Next Meeting:** August 11, 2021

## **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/82985027512?pwd=V2xEYlNEeVMxTTlSVnJiZWoyL2pHZz09>

## 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/82985027512?pwd=V2xEYlNEeVMxTTlSVnJiZWoyL2pHZz09>

**Meeting ID:** 829 8502 7512

**Passcode:** 686894

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

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



**PLANNING COMMISSION MEETING MINUTES**  
**WEDNESDAY, JUNE 9<sup>TH</sup>, 2021**  
**HELD REMOTELY**

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

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

**Absent:** Stephen Ramirez & Marc Rubin

**Staff Present:** Lisa Key, Kelsey Wright & Megan Abhold

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

**Roll Call:** A quorum of members was present. All Commissioners introduced themselves to the two new Planning Commissioners; Commissioner Cargill and Commissioner Band. Commissioner Siler motioned to excuse the absence of Commissioner Ramirez and Commissioner Rubin. Motion moved by Commissioner Baird seconded by Commissioner Olsen. The motion carried unanimously.

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

Commissioner Olsen moved that the April 14<sup>th</sup> minutes be approved, seconded by Commissioner Baird. The motion carried unanimously.

**Presentation/Workshop:**

2<sup>nd</sup> Workshop on 2021 Proposed Comprehensive Plan & Code Amendment:

Kevin Schneidmiller presented on proposed Comprehensive Plan and Code Amendment changes for Meadowwood Technology Park. Kevin discussed the buildings already constructed at the MTP site, as well as the proposed of change zoning an M2 zone from Light Industrial.

Commissioner Cargill inquired about how many parking stalls are being used at the existing site. Kevin informed the Commissioners that prior to COVID, the majority of the parking stalls were used.

Kevin discussed the amenities that Companies are starting to look for in regard to future locations. The potential mixed use opportunities include services for onsite employees and neighborhood residents, neighborhood retail, small office, and restaurants, as well as residential in-fill options.

Questions were answered regarding minimum and maximum density, existing campus amenities, potential redeveloped parking areas, potential traffic impact, as well as the possibility of a developer agreement.

Commissioner Baird inquired about whether Huntwood would be interested in adding their parcel into the Comprehensive Plan and Code Amendment change. Director Key informed the Commission that at this present time, the owners of Huntwood are not interested in changing the zoning of their parcel.

Commissioner Van DeGrift asked if the makeup of the proposed residential units would mostly be rental. Kevin stated that the makeup of the residential units would be for sale and sold at the market rate; there would not be any low-income housing.

Commissioner Cargill asked what the ratio of residential space would be compared to commercial space. Kevin stated that there could be roughly be 200 units with no more than 450,000 square feet of commercial space due to the Code requiring a 1:1 ratio of uses. Kevin stated that he anticipated the site to be more of a 35 percent residential with a 65 percent commercial due to trends that occurred as a result of COVID.

Commissioner Siler was curious to know why the residential aspect was important to Greenstone. Kevin stated that the model of businesses is going to change from office spaces to more “work from home” situations. Greenstone is looking to utilize the space as best as possible while providing the desired amenities.

Director Key informed the Planning Commission the timeline and process for a Comprehensive Plan Amendment and Zoning Amendment request.

Commissioner Mann was concerned about there being only two accesses into the site, and whether there were additional entrances proposed to be constructed. Director Key informed the Commissioners that the egresses and ingresses would be addressed during the development phase of the project not the during the zone change process.

Commissioner Van Degrift was concerned about the removal of the present landscape berm on the SW corner of the site. Kevin informed the Commissioners that some of the landscaping would be removed, however the placement of the potential building locations in the presentation are a rough estimate and not an exact location. The buildings would have to follow the Development Code’s standard requirements.

#### Presentation on CVSD Propose Annexation of the Spokane Gun Club Property:

Director Key presented on Central Valley School District’s proposed annexation of the Spokane Gun Club Property. The zoning designation that CVSD is proposing is an R2 zone, which allow residential and a middle school or an elementary school.

Director Key also informed the Commissioners that the surrounding zones in Spokane Valley is R3, in Spokane County the zone is Low Density Residential, and in Liberty Lake the surrounding zone is Park.

Director Key presented the Comprehensive Plan Policy regarding criteria to evaluate a proposed annexation, as well as the procedural timeline of the annexation.

The Proposed Annexation is currently under SEPA review. Director Key presented the comments that the City of Liberty Lake has received to date; including comments received from the Spokane Tribe.

Commissioner Siler voiced concern over the potential remediation over the land if the annexation is approved. Director Key informed the Commissioners that the land will not be owned by the City but will be owned by CVSD and there would be no impact to the City.

Commissioner Van Degrift voiced her support for a potential Middle School adjacent to the Ridgeline High School and the potential of teachers going back and forth between the two schools.

**Secretary's Report:**

Lisa Key reported on the below listed items:

- Several pre-applications meeting scheduled over the next several weeks.
- The updated Landscape Code has gone into effect as of June 2<sup>nd</sup>, 2021.
- The updated Sign Code amendments will go into effect on June 16<sup>th</sup>, 2021.

**Planning Commissioner Reports:**

- N/A

**Citizens Comments:**

- N/A

**Adjournment:**

Commissioner Siler asked for a motion to end the meeting. Commissioner Van Degrift moved to adjourn the meeting, seconded by Commissioner Baird which carried unanimously. The meeting adjourned at 5:38 p.m.