



**PLANNING COMMISSION MEETING
& PUBLIC HEARING MINUTES
WEDNESDAY, MARCH 9TH, 2022
HELD REMOTELY**

Planning Commission Members Present: Tim Olsen, Joe Mann, Stephen Ramirez, Richard Siler, Dale Robbins, Dg Garcia, Conrad Band

Adjunct Member(s) Present: Jim Baumker

Absent: Richard Siler

Staff Present: Lisa Key, Amy Mullerleile, Jen Camp, Megan Abhold, & Michelle Binion

Call to Order: Meeting was called to order at 4:01.

Roll Call: A quorum of members was present.

Introduction of New Senior Planner Amy Mullerleile:

Amy Mullerleile introduced herself to the planning Commissioners; including her education, past work history and how long she has lived in the area.

Review of Agenda & Approval of Minutes:

Commissioner Ramirez moved that the February 9th, 2022, minutes be approved, seconded by Commissioner Tim Olsen. The motion carried unanimously.

Workshops:

2021 Annual Development Review – Megan Abhold

Megan Abhold presented on the 2021 Development Statistics for the City of Liberty Lake.

No follow up questions were asked.

2022 – 2027 Capital Facilities Plan Review – Lisa Key:

Lisa Key presented the 2022-2027 Capital Facilities Plan that was adopted by city council on December 21st, 2021.

No follow up questions were asked.

Potential 2022 Annual Code & Comp Plan Amendment Cycle – Lisa Key:

Director Key discussed seven potential 2022 Annual Code and Comp Plan Amendments: including zoning map updates, and the 2021 CVSD annexation.

Director Key also discussed revising garage and carport requirements for Manufactured Homes in the R1 and R2 zones, as well as clarifying the definition of a Building Height.

Director Key also proposed updating the Parking Code Standards and permitting RV/Mini Storage in Commercial zones as requested by Mayor Kaminkas. Amy discussed her background on updating sign code amendments and the benefit of going through the process of initiating Sign Code Amendments. Director Key added that the sign code amendment process would involve businesses, sign companies, and the public.

Director Key also proposed Codifying SAPS in Development Code to increase transparency and allowing the Development Code to be more accessible and understandable.

Privately Initiated Comp Plan & Development Code Amendments in 2022:

Director Key presented the proposed Code Amendment for the Industrial Zone (I) to allow for personal service uses.

Questions were asked and answered.

Secretary's Report:

Director Key discussed the Public Meetings Act and noted the Act will remain in effect until the emergency is terminated. City council has the ability to have a hybrid scenario due to the Council members having city issued laptops.

Planning Commissioner Reports:

Commissioner Garcia is taking a tour of the city Friday March 11th with Director Key to get a better idea of what is being built into the city.

Director Key spoke on various ways in which the Planning Commissioners can have influence on what comes into the city, mainly through Land Use Planning, and Comprehensive Plan & Development Code Amendments.

Citizens Comments:

No citizen comments were made at this time.

Adjournment:

Commissioner Ramirez moved to adjourn the meeting, seconded by Commissioner Olsen which carried unanimously. The meeting adjourned at 5:15 p.m.