



**PLANNING COMMISSION
MEETING MINUTES**

Monday, October 8, 2007

Location: 13120 W. 13th Ave., Airway Heights, Washington

I. INVOCATION: None.

II. PLEDGE OF ALLEGIANCE: Completed.

III. CALL TO ORDER: 6:05 by Chair Campbell.

IV. ROLL CALL:

Chair: Glen Campbell	Present
Vice Chair: Jason Palmer	Present
Commissioners: Arlin Vredevelt	Absent, Excused
Tanya Dashiell	Present
Barron Williamson, Jr.	Present

Commissioner Williamson moved to excuse **Commissioner Vredevelt's** absence, and **Commissioner Dashiell** seconded. Passed unanimously.

Staff Present: **City Planner,** Brooke Guthrie
Assistant City Planner, Derrick Braaten

V. APPROVAL OF AGENDA

Commissioner Dashiell moved to approve the agenda. **Vice Chair Palmer** seconded the motion. **Motion passed unanimously.**

VI. APPROVAL OF MINUTES

September 18, 2007

Chair Campbell requested removing former Commissioner Welker from the minutes, as he was not a commissioner at that time, and replacing it with Commissioner Palmer. **Chair Campbell** moved to approve the minutes. **Vice Chair Palmer** seconded. **Motion passed unanimously.**

VII. PUBLIC COMMENT

None.

VIII. PUBLIC HEARING

PC 07-10, Critical Areas Ordinance (CAO)

Chair Campbell opened the public hearing for the **PC 07-10, Critical Areas Ordinance**, at 6:10 pm.

Planner Guthrie read a synopsis of the **PC 07-10, Critical Areas Ordinance**, into the record. She stated the City of Airway Heights contracted with JUB Engineering to develop a critical areas inventory. The inventory listed 17 Category III wetlands, Category III being the least need of protective action. She then provided the general locations of these wetlands and stated that the property owner can continue their current use and that the wetlands will impact the City only if the property is developed. **Planner Guthrie** indicated there are 6 wells, 4 with 100 foot buffers, but the two near the proposed site for the waste water treatment plant have 500 foot buffers, 100 feet more than is necessary, but deemed prudent in order to offer more protection.

The CAO' SEPA designation was DNS and two agencies commented. A.H. Public Works Department requested that the CAO not be more stringent than the Department of Health or the Department of Ecology (DOE). **Planner Guthrie** stated that this comment was addressed because the CAO was developed using the DOE's ordinance template. DOE asked that there be some verbiage changes, namely relating to aspen stands, and to comply with Spokane County's requirements, and update some policies. All of DOE's requested changes to the CAO were made.

Planner Guthrie stated that A.H. is required to approve the CAO by the end of December, but that the City Council wants to approve it by November because this ordinance is tied up with our Growth Management Act (GMA) compliance. **Planner Guthrie** stated the Planning Department recommends that the Planning Commission approve this ordinance and recommend its approval to Council. Commissioners had no further questions or comments. **Chair Campbell** closed the public hearing at 6:13 pm.

IX. ACTION ITEMS

Chair Campbell moved to approve **PC 07-10**, recommending to the Airway Heights City Council the adoption of the **CAO**, subject to the attached findings of fact and conclusions. **Commissioner Dashiell** seconded. **Motion passed unanimously.**

X. WORKSHOP

Berry/Travelers Annexation

Planner Guthrie provided information relating to the annexation of two parcels to the west of Airway Heights. One parcel contains the Tesoro gas station, (the Berry property), and the other contains a vacant building owned by Travelers. The annexation proposal has been sent out for comment. A.H. will get the petition certified. Once certified, A.H. will submit a notice of an intention to annex, which will be sent to the Spokane County Boundary Review Board (BRB), hopefully by November. A.H. will request that the BRB waive the 45 day comment period because the parcels in question equal less than 10 acres and are valued at less than \$2 million. There were two comments, one from Fire District 10 and one from the Department of Transportation (WSDOT). After BRB acts on the petition, it will be sent back to Council to formally annex the property. If approved by Council, current A.H. zoning maps will be updated and a zoning designation will be assigned to the properties.

There is also a pending annexation of 110 acres to the west of A.H. Planning will continue to update the Commission as events progress. **Chair Campbell** asked whether there was any sort of timeline. **Planner Guthrie** responded that there have been a few delays because of the applicants. There is no major deadline relating to completion of this annexation. **Vice Chair Palmer** asked for clarification as to what criteria would be necessary for the BRB to waive the 45 day comment period. **Planner Guthrie** stated that as long as the land involved in an annexation request met the criteria of being less than 10 acres in area and \$2 million in valuation, a party can ask the BRB to waive the 45 day comment period. As to whether the comment period would be waived is still at the discretion of the BRB. Workshop ended at 6:19 pm

XI. COMMISSIONER REPORTS:

Commissioner Dashiell: None

Commissioner Williamson: None

Commissioner Palmer: None.

Commissioner Vredevelt: None.

Chair Campbell: None

XII. STAFF REPORTS:

Planner Guthrie discussed the proposed Geiger Spur Transload Facility. As per **Vice Chair Palmer's** request, the Planning Department provided more information on the project in the form of a "Geiger Rail Spur/Transloader Facility Update," produced by Spokane County Department of Economic Development.

Planner Guthrie updated the Commissioners on the zoning change requests relating to the large RM zone south of 15th Avenue, which was changed in June, 2007. She stated that there were some complaints about notice, but Legal indicated there was proper notice. She then explained that most of the parcels in this zone are either legally recognized mobile home parks (MHP), or are individual lots with mobile homes on them. The exceptions are the Pring and O'Neal properties, which Council is looking at changing to an I-1 zone. **Vice Chair Palmer** asked for clarification as to the difference between a legal MHPs and non-legal MHPs. **Planner Guthrie** explained that a legally recognized MHP is a large parcel set up as a MHP. A non-recognized MHP tends to be a cluster of individual lots leased to mobile home owners. In a recognized MHP, there is much more flexibility as to what kind of mobile home may be placed there. In the non-recognized parks, the type of unit must meet more stringent residential standards, such as only doublewides 10 years or newer being allowed to be placed on the lots. Lone Pine appears to have been illegally subdivided, but could become a recognized MHP if its owner goes through the process of changing it over and meets the requirements to do so. **Chair Campbell** asked what the next steps in the process are, and whether Planning had received any written complaints. **Planner Guthrie** responded there have been some oral complaints, and one complaint in writing. The next steps will probably be for Council to direct Planning to proceed with a zone change and it will come back to the Commission.

XIII. ADJOURNMENT:

Commissioner Dashiell motioned to adjourn the meeting and **Commissioner Williamson** seconded. **Motion passed unanimously.** Meeting was adjourned at 6:29 pm.

APPROVED:

ATTEST:

Glen Campbell, Chair

Brooke Guthrie, City Planner

This meeting was videotaped and audio taped. Anyone wishing to view either copy may contact the City Planner at City Hall.