



**PLANNING COMMISSION  
MEETING MINUTES**

**Wednesday, June 10, 2020**  
Location: Digital Zoom Meeting

**I. INVOCATION:**

None.

**II. CALL TO ORDER:**

**6:00 pm**

**III. ROLL CALL:**

Chair	Kal Patel	Present
Vice-Chair	Sean Fell	Present
	Evah Dixon	Absent
	Art Bubb	Present
	Mark Collins	Present

Staff Present:

Heather Trautman, Principal Planner  
Zachary Becker, Planning Technician

**IV. PLEDGE OF ALLEGIANCE:** Completed.

**V. APPROVAL OF AGENDA:** Commissioner Bubb moved to approve the agenda, as presented. Commissioner Collins seconded. Motion passed unanimously.

**VI. APPROVAL OF MINUTES:** Commissioner Collins moved to approve the minutes for May 13, 2020, as presented. Commissioner Bubb seconded. Motion passed unanimously.

**VII. PUBLIC COMMENT:** None.

**VIII. PRESENTATION:**

**a. Downtown Sub-Area Plan and Commercial Development Standards**

Staff gave a presentation on the upcoming Downtown Sub-Area Plan and Commercial Development Standards. The plan concerns establishing the development of downtown Airway Heights as a district area. Staff discussed engagement strategies, action items, and provided an overview of the scope of the plan.

**IX. PUBLIC HEARINGS:** None.

**X. ACTION ITEMS:** None.

**XI. WORKSHOP:**

**a. Industrial Sub-Area Plan**

Building off the presentation given by staff, Commission members were asked about engagement suggestions. Recommendations from the Commission included meeting with businesses in the area, asking the public what kind of businesses match their needs in terms of living and working in Airway Heights, and to consider a survey through a mailing. Staff to revisit suggestions made by Commissioners at the next Planning Commission meeting.

**b. Critical Areas Ordinance Update**

Staff presented on the current state of the Critical Areas Ordinance update. Within the presentation, staff discussed options of going forward with a site specific review process or developing an updated critical areas inventory. Commission members recommended proceeding with a site specific review process.

**XII. COMMISSIONER REPORTS:** None.

**XIII. STAFF REPORTS:**

**A. Next meeting: August 12<sup>th</sup>, 2020**

**B. Covid -19 and Phase 3 – Resuming In-person meetings**

Commission members and staff discussed the possibility of the City/County moving to Phase 3 of the Safe Start Washington Plan and decided that, since moving to Phase 3 is currently unlikely, to continue meeting via Zoom.

**XIV. ADJOURNMENT:**

**Chair Patel adjourned the meeting at 7:26 pm**

**APPROVED:**

Kal Patel, Chair

**ATTEST:**

Heather Trautman, Principal Planner