



CITY OF BLACK DIAMOND PLANNING COMMISSION AGENDA March 9, 2021

**THIS IS OFFERED AS A ZOOM MEETING ONLY.
CALL IN AND JOINING INFORMATION FOLLOWS:**

Zoom link to join meeting:

<https://zoom.us/j/4254157187?pwd=RE9OV0VoU1RFc3psSHdjem9mMk9hdz09>

(Note: You do not need a web cam to join the meeting, but you will need audio to hear the proceedings.)

Meeting ID: 425 415 7187

Password: PC

Telephone dial in options:

+1 253 215 8782 US (Tacoma)

+1 206 337 9723 US (Seattle)

Meeting ID: 425 415 7187

Password: 941820 (phone in only)

6:00 P.M. - CALL TO ORDER, FLAG SALUTE, AND ROLL CALL

APPROVAL OF MINUTES:

1) Regular Planning Commission Meeting on February 9, 2021

PUBLIC COMMENTS:

PUBLIC HEARING: None

STUDY/WORK SESSION:

UNFINISHED BUSINESS:

2) Elections of Chair and Vice Chair

COMMUNITY DEVELOPMENT DEPARTMENT REPORT:

PUBLIC COMMENTS:

ADJOURN:



CITY OF BLACK DIAMOND
PLANNING COMMISSION MEETING MINUTES
February 9, 2021, 6:00 PM
Zoom Virtual Meeting

1) FLAG SALUTE, CALL TO ORDER, and ROLL CALL:

Chair McCain called the meeting to order at 6:00 p.m.

Present: Commissioner Richard La Conte
Commissioner Steve Jensen
Commissioner Crystal Perez
Chair/Commissioner Pam McCain
Commissioner Felicia Wheatfall
Commissioner Dave Ambur
Commissioner John Olson

Staff: Community Development Director, Mona Davis
Deputy City Clerk, Carina Thornquist

Director Davis introduced and welcomed the two (2) new Planning Commissioners, Crystal Perez and Felicia Wheatfall. She then turned it over to them to share a little bit about themselves. Chair McCain followed by also welcoming them and expressing the Commissioners appreciation for their service to the community.

Chair McCain reminded everyone what the role and responsibilities are of the Planning Commission.

2) APPROVAL OF MINUTES

a) Regular Meeting of January 12, 2021

Chair McCain reminded everyone that we take Action Minutes versus Discussion Minutes which are more of an abbreviated form of minutes.

Chair McCain turned the meeting over to Commissioner Olson to explain some items in which he felt needed to be corrected. Those are as follows:

- 1st recommendation: located on the 2nd page and at the very end of the 1st paragraph. Delete "Vote, Motion passed 5-0".
- 2nd recommendation: located on the 2nd page in the last paragraph. Delete "with the included amendment insert to the December 8, 2020 Minutes."

- 3rd recommendation: located on the 2nd page in the 2nd to last paragraph. Change (changes are underlined) the paragraph to say, “Commissioner Ambur amended his **Motion** to include to amend the December 8, 2020 Minutes to change page 2; under the 2nd paragraph; under the 3rd bullet point; 1st sub bullet point to state, “Lowering the Level of Service was no longer an option on the contingency plan in case there are not enough funds.” **Second** Commissioner LaConte. **Vote**, Motion 2 yes and 3 no (Commissioner Olson, Commissioner Jensen and Chair McCain). Rejected 3-2.
- 4th recommendation: located on the 2nd page in the middle of the page referencing Barb Kincaid. Recommended deleting the entire paragraph which includes the 2 sub-bullet points immediately following.

There was discussion and clarification between Commissioners regarding Commissioner Olson’s recommended changes.

Chairman McCain announced a revision to the manner in which we vote. Commissioners will now state their name followed by their vote.

Commissioner Jensen **Motioned** to accept the Minutes as corrected from January 12, 2021 **Second** Commissioner Olson. **Vote**, Motion **passed** 7-0.

3) **PUBLIC COMMENTS** –

- a. Kristen Bryant from Bellevue, WA spoke to the Commissioners

4) **PUBLIC HEARINGS** - None

5) **STUDY/WORK SESSION** –

- a. *Election of Chair and Vice Chair*
 - i. Chair McCain reviewed the duties of the Chairman and Vice-Chairman.
 - ii. Chair McCain opened up for nominations for Vice Chair.
 - 1. Commissioner Ambur nominated himself
 - 2. Commissioner Olson nominated himself
 - iii. Discussion of the election process took place between Chair McCain and the Commissioners. Due to much confusion, Chair McCain expressed that she would entertain a motion to postpone the elections until the next meeting.

Commissioner Jensen **Moved** to postpone the nominations and election of Chair and Vice-Chair until the regularly held meeting in March, **Second** Commissioner Olson. **Vote**, Motion **passed** 7-0.

b. Introductions to Blueline Staff and PROs Plan/Draft Survey

1. Director Davis introduced Blueline staff, Eric Jensen and Sr. landscape architect, Chris Peterson. Chris gave a brief overview of what a PROs Plan is, their purpose and the process. It's a comprehensive look at the cities parks, recreation, open space and trails environment over a 20 year horizon. It includes evaluating existing conditions, identifying solutions for improvements and adapting to growth in the community.
2. Estimated time to complete process is approximately 6 months.

c. 2021 Work Plan Docket remains open through March 1st

- i. Mona reported that they are sending out another advertisement next week to remind the public that the open docket period is open until March 1st. Any suggestions can be submitted directly to Community Development Director Mona Davis.

6) UNFINISHED BUSINESS -

a. Update on Housing Action Plan

- i. Director Davis explained that the Housing Action Plan (HAP) in the packet is a very rough draft. She then introduced Lee Ann and Chase from Blueline who shared a brief overview of Housing Action Plan (HAP). She also reported that they will use the information from the Survey's that have been received to complete the rough draft. Lee Ann and Chase discussed the 3 Strategic Objectives:
 1. Monitoring
 2. Increase housing diversity and preserve community
 3. Create Opportunities
- ii. Ms. Davis reported that there have been approximately 85 surveys returned to the city so far. It was decided that the end of February is the deadline to receive surveys so they can be forwarded to Blueline.
- iii. Chair McCain suggested that they plan a worksession in the near future; perhaps including the City Council. There was extensive back and forth discussions regarding the draft of the Housing Action Plan (HAP) and the Survey.

- iv. Housing Action Plan (HAP) needs to be adopted by June 30, 2021.

7) COMMUNITY DEVELOPMENT DEPARTMENT REPORT –

- a. Director Davis reminded the Commissioners that she needs their suggestions on the draft of the PROs Plan survey by the March 9th meeting.
- b. Mona stated that she gave a report at the City Council meeting last week stating her department processed over 100 building permits in January, approximately 11 business licenses and 15 active code violations. In addition, she gave updates on the Housing Action Plan (HAP), Parks, Recreation and Outdoors (PROs) Plan, the 2021 Work Plan and the Comp Plan.

There was back and forth discussion between the Commissioners and Director Davis of how to provide feedback on the Survey and the Needs Assessment.

8) PUBLIC COMMENTS –

- a. Brock Deady from Black Diamond spoke to Commissioners.

9) ADJOURNMENT –

Motion was made by Commissioner Olson to adjourn the meeting. **Motion seconded** by Commissioner Ambur. **Vote: Motion passed 7-0.**

The meeting ended at 7:33 p.m.

These minutes were respectively recorded by Carina A. Thornquist, Deputy City Clerk

ATTEST:

Pam McCain, Chairperson

Planning Commission Secretary