



**PLANNING COMMISSION MEETING MINUTES**  
**WEDNESDAY, APRIL 14<sup>TH</sup>, 2021**  
**HELD REMOTELY**

**Planning Commission Members Present:** Tim Olsen, Jamie Baird, Stephen Ramirez & Marc Rubin.

**Adjunct Member(s) Present:** Marilyn Van Degrift

**Absent:** Richard Siler & Joe Mann

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

**Call to Order:** Meeting was called to order at 4:06 p.m.

**Roll Call:** A quorum of members was present. Commissioner Baird motioned to excuse the absence of Commissioner Siler and Commissioner Mann. Motion moved by Commissioner Rubin seconded by Commissioner Olsen. The motion carried unanimously.

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

Commissioner Ramirez moved that the March 24<sup>th</sup> minutes be approved, seconded by Commissioner Olsen. The motion carried unanimously.

Ratify Findings, Conclusions & Recommendations for the Proposed Amendments to the Landscape Code. Commissioner Rubin moved to approve the proposed landscape code amendments, seconded by Commissioner Ramirez. The motion carried unanimously.

Ratify Findings, Conclusions & Recommendations for the Proposed Amendments to the Sign Code. Commissioner Rubin moved to approve the proposed sign code amendments, seconded by Commissioner Olsen. Commissioner Van Degrift chose to sustain. Motion passed with a majority.

**Presentation/Workshop:**

2021 Proposed Comprehensive Plan & Code Amendment:

Kevin Schneidmiller and Michael Terrell presented on the proposed Comprehensive Plan and Code Amendment changes for Meadowwood Technology Park.

Kevin Schneidmiller presented background history on the original development of the Meadowwood Technology Campus.

Michael Terrell discussed the present state of the site as well as the proposed vision for the Meadowwood Technology Campus including a change of zoning to M2 from Industrial.

Various questions were asked and answered regarding the proposed development of the site, parking lot redevelopment, current vacancies, and maximum future densities.

Director Key stated that there will be additional requirements that will be looked at during the SEPA process if this proposed Comprehensive Plan change was to move forward.

Director Key stated that she will reach out to Huntwood, the adjacent property owner, and gather information on the possibility of changing the zoning of their parcel at the same time as the Meadowood Technology Campus zone change. Director Key also requested that Kevin Schneidmiller calculate and present the total number of possible units that can be built in the undeveloped land for a better understanding for maximum allowed density.

Presentation on City of Liberty Lake 2020 Development Statistics:

Kelsey Wright presented on the 2020 Development Statistics for the City of Liberty Lake.

Commissioner Ramirez asked if there were any slowdowns due to COVID or if everything continued as status quo. Kelsey stated that everything seems to keep moving along regardless and that commercial uses are substantially increasing.

Commissioner Olsen asked where the location of The Point BSP is. Director Key stated that The Point BSP is located at the end of Country Vista where it turns into Appleway, adjacent to Broadway.

**Secretary's Report:**

Lisa Key reported on the below listed items:

- Landscape Code Hearing Schedule for April 20, May 4<sup>th</sup> PH
- Sign Code Hearing May 4<sup>th</sup> and Public Hearing on May 18<sup>th</sup>
- The two vacancies for the Planning Commission have been selected by Mayor Kaminskas and will go forward for recommendation at the next Planning Council. The new Commissioners will potentially be present at the next Planning Commission.
- CVSD would like to annex the Gun Range parcel. May 4<sup>th</sup> as a petition to the Planning Council. Annexations do not go to the Planning Commission.

**Planning Commissioner Reports:**

- N/A

**Citizens Comments:**

- N/A

**Adjournment:**

Commissioner Baird volunteered to present the Planning Commission update at the next Planning Council meeting.

Commissioner Baird moved to adjourn the meeting, seconded by Commissioner Ramirez which carried unanimously. The meeting adjourned at 5:28 p.m.