



**PLANNING COMMISSION MEETING MINUTES**  
**WEDNESDAY, August 11, 2021**  
**HELD REMOTELY**

**Planning Commission Members Present:** Tim Olsen, Jamie Baird, Richard Siler, Chris Cargill, Joe Mann, Stephen Ramirez

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

**Absent:** Marc Rubin, Conrad Band

**Staff Present:** Lisa Key, Megan Abhold

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

**Roll Call:** A quorum of members was present.

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

Commissioner Olsen moved that the August 11<sup>th</sup> agenda be approved, seconded by Commissioner Mann. The motion carried unanimously.

Commissioner Baird moved that the July 14<sup>th</sup> minutes be approved, seconded by Commissioner Olsen. The motion carried unanimously.

**Public Hearing:**

Emergency Shelters, Transitional & Supportive Housing Amendments:

Director Lisa Key discussed the recently passed House Amendments in relation to the City of Liberty Lake's Development Code and River District Development Regulations, including updated definitions, occupancy and spacing and intensity of use requirements for Emergency Housing, Emergency Shelter, Supportive Housing (Permanent), and Transitional Housing.

Commissioner Cargill inquired if the City would be able to provide additional requirements for Transitional & Supportive Housing. Director Key stated that according to the bill passed, the City can develop certain requirements.

Commissioner Van Degrift inquired if the City would be able to limit the percentage of Housing & Shelters based on the total population of the City. Director Key stated that the City would not be able to limit the percentage but would be able to create standards based on spacing.

Commissioner Mann inquired how the proposed amendments affect HOA's. Director Key stated that HOA's are not allowed to prohibit the amendments. Commissioner Cargill inquired if the City could include standards stating that the use must comply with HOA standards. Director Key stated that that wording is not possible as the HOA's CC & R's are a civil contract between the property owners in the development, and the City is not party to that contract.

Commissioner Olsen inquired if there are limitations to Transitional Housing in regards to proximity to schools. Director Key indicated that that was dependent on state licensing requirements associated with the specific type of transitional and/or supportive housing being provided.

Discussion began in regard to minimum distance requirements from transit facilities and other stand-alone emergency shelters or transitional and supportive housing. Director Key reminded the Commissioners that the City is only roughly six square miles and that increasing the minimum distance requirements could result in very restrictive standards.

Commissioner Van Degrift inquired if there was a time limitation for individuals to use Transitional Housing. Director Key stated that there possibly could be, but that it may be counterproductive if more permanent housing options are not available once the time limitation has expired.

Commissioner Baird shared her concern that these facilities will become the City of Spokane's overflow for individuals and then would force the City of Liberty Lake's residents be taxed for the overflow. Commissioner Baird is curious to know if there was a way to limit the individuals to citizens of Liberty Lake.

Director Key stated that the distances between facilities can be increased along with limiting locations to within  $\frac{1}{4}$  of a mile of a fixed transit route through a motion to amend during deliberations, as suggested by some Commissioners.

Director Key stated that there were no SEPA comments, meaning that no one will be able to appeal the SEPA.

Director Key proceeded to discuss the relevant comprehensive plan goals and policies related to the proposed amendments.

No Public Testimony was provided. Commissioner Siler closed the formal hearing and proceeded into deliberations reviewing the Criteria for Approval.

#### Criteria for Approval:

- The proposed amendments are consistent with the Comprehensive Plan and are not detrimental to the public welfare.
- The proposed amendments are warranted by a change in economic, technological and land use conditions.
- The proposed amendments are not necessary to correct an error.
- The proposed amendments are not necessary to clarify meaning or intent.
- The proposed amendments are necessary to provide for a proposed use that was not previously addressed.
- The proposed amendments are deemed necessary as being in the public interest.

Commissioner Cargill stated that the amendments may or may not cause a detrimental impact to public welfare as well as if they are in the public's interest because the Commissioners are unaware of what will occur.

Director Key stated that if no ordinance was passed, then the requirements will still go into effect without any limitations or standards due to the requirements imposed by the State legislation, which also specifically requires that any occupancy, spacing and intensity of use requirements be established by ordinance.

Commissioner Baird motioned to propose that Transitional and Supportive Housing & Emergency Housing / Shelters larger than 8 beds to be at least two (2) miles away from a stand-alone facility and one quarter of a mile ( $\frac{1}{4}$ ) from a fixed transit route. Commissioner Cargill seconded the motion. A roll call vote was taken. The motion passed five in favor, and two against.

Commissioner Siler asked for a motion to place an “N” on Emergency Housing in the RD-R Zone. Commissioner Baird Motioned seconded by Commissioner Olsen. The motion was approved unanimously.

### **Secretary’s Report:**

Lisa Key reported on the below listed items:

- Open City Engineer position
- Meadowwood Tech Campus – Trip Generational Letter was received
  - Potential workshop in September and with public hearing in October

### **Planning Commissioner Reports:**

Commissioner Baird volunteered to present Planning Commission Report at the August 17<sup>th</sup> City Council Meeting.

### **Citizens Comments:**

No citizens comments were made at this time.

### **Adjournment:**

Commissioner Van Degrieff moved to adjourn the meeting, seconded by Commissioner Siler, which carried unanimously. The meeting adjourned at 5:57 p.m.