

**City of Kenmore
Planning Commission Meeting Minutes
November 21, 2023 @ 7:00 p.m.**

Planning Commission Members – In Attendance (the meeting was held onsite and virtually using the Zoom online platform)

Dwight Thompson, Chair
Mike Vanderlinde, Vice Chair
Tracy Banaszynski
Nathan Loutsis
Saad Qadri
Derek Wyckoff

Staff

Debbie Bent, Community Development Director
Todd Hall, Principal Planner
Shannon Tipple-Leen, Planning Commission Clerk
Michelle Kang, Co-Clerk (virtually)

1. CALL TO ORDER

The meeting was called to order by Chair Thompson at 7:00 p.m.

2. MOTION: Chair Thompson moved to invite the 2024 Planning Commission Appointees, David Dorrian and Chris Olson to join the Commission at the dais. They will not speak or vote. Commissioner Banaszynski seconded the motion.

VOTE: 6 For, 0 Against, 0 Abstain. Motion Carried.

3. PUBLIC COMMENTS

No Public Comments

4. APPROVAL OF MINUTES

October 17, 2023 Meeting minutes were approved by unanimous consent.

5. AGENDA

Continued review of Economic Development Element

Commissioners had many questions and/or comments. A summary is provided below:

- What does “enhance the city’s tax base” mean?
- Bullet point goals in the document under Growth Management.
- Page 4-F4 Doesn’t talk about how we are going to seize these strategic opportunities?
 - We don’t know what those opportunities are until they come up.
- Line 28, page 4-F1 include some adjectives where appropriate like provisions for inclusive and sustainable economic growth.
- Lines 20 & 21, page 4-F2 appreciated air emissions addition. Propose to include air emissions and “other vehicle related pollution.”
- Line 17, page 4-F3 replace word citizens with residents.
- In table ED-1 what gender information is collected and how do we make it more inclusive?
- Line 14 is Jobs to Housing ratio and then its switched to Housing to Jobs in the language. Adjust verbiage to fit the graph.
- Change Kenmore Air to Kenmore’s Air Harbor to include all transport in and out not just one business.
- Was the feedback from the planner to include specifically Kenmore Air Harbor or was that your decision?
 - It was a personal decision because it was the operation of an air harbor and important economic driver.
- If we weren’t directed to put it in there, it might fit in the future strengths section. If that is the case then propose we move the entire section of 4F-19 line 16-24 to page 4F-20 under strengths.
- F4-20 Line 11, change SWOT to SCOT

Goals section:

- ED 2.5 Pg 4F-25 – Move away from language of “residential character” to “neighborhood context.”

- Please make sure the language is consistent with the other elements.
- Policy ED 2.6 What does “adequate” mean? Is there better language for it? Or strike it? Could we substitute “affordable and quality.”
- Policy ED 2.8 replace language “where possible” with “where strategic.”
- Policy ED 2.9 keep “consistent with city’s economic policies” and strike rest.
- Policy ED 3.1 Are improvement districts a private or public initiated venture. Felt muddled between private and public. Is the city offering loans? Add “fee abatements” to loans and grants.
 - These are not something the city does but could do. These are the mechanisms you could use to support small business.
- Policy ED 5.1 Seems to be a focus on revitalization. We should be looking for something more forward thinking like continued economic revitalization or economic growth. If we go with economic growth it doesn’t really capture the spirit of what we need in our community. Add inclusive and sustainable. “an inclusive and sustainable economic growth.”
- Policy ED 5.2 Word infill on line 18. Strike “and infill.”
- Policy ED 5.3 Change Core that is “self supporting” to inclusive and sustainable.
- Policy 6 line 24 add statement after vision.
- ED-8 strike word customer.
- ED-9.2 add Kenmore Business Alliance to give credit.
- ED 12.1 strike the specific business names but add “attractions.”

Implementation Strategies:

- Avoid being specific about calling out the recreation community in our city.
- To say we are not going to do anything with zoning to create scarcity is inconsistent with reality. Strike from “do not...” and replace with “to ensure all zoning development and zoning regulations are consistent with the city’s Economic Development goals and objectives.”

Page 4F-29 is Home Occupation/Home Business a stand alone thing?

- Yes it is a person with a home business in their home they occupy.

How does someone find out where these home businesses are? Is there a directory?

- There is an online directory coming called "Find Kenmore."

Strike Bastyr to be inclusive to all businesses.

The next Planning Commission meeting is scheduled for December 5th to do a final check and move to public hearing on January 16th.

2024 will be an extensive work plan with the Comprehensive Plan update as well as bringing back some already updated elements to get them in line with new state regulations.

The January 16th meeting will be a joint meeting with Council for training on parliamentary procedure. The regular meeting will begin at 7:30pm.

MOTION: Commissioner Loutsis moved to cancel the Dec 19th and Jan 2nd meetings. Commissioner Banaszynski seconded the motion.

VOTE: 6 For, 0 Against, 0 Abstain. Motion Carried.

MOTION: Commissioner Banaszynski moved to cancel the Jan 16th meeting at its regular time. It will be running at a different time that day. Commissioner Vanderlinde seconded the motion.

VOTE: 6 For, 0 Against, 0 Abstain. Motion Carried.

A 5-minute recess was taken.

5. AGENDA

Draft Planning Commission Scope and Rules

- Commissioners heard that the Planning Commission Scope & Rules were cleaned up in some areas and spelled out more in others. Virtual comment issues were changed. The document will need to go to the City Attorney before adoption.

- What happens with a quorum if there have not been enough Commissioners appointed?

- The quorum is still 4.

6. ADJOURNMENT

Chair Thompson adjourned the meeting at 9:38 PM

Shannon Tipple-Leen

Planning Commission

Approved by Planning Commission on: December 5, 2023