



Planning Commission Regular Meeting Minutes

Wednesday, May 27, 2026 at 6:00 PM

9103 E Frederick Ave.

www.youtube.com/@cityofmillwood

1. CALL TO ORDER & ROLL CALL

The Planning Commission Regular Meeting was call to order by Chairman Ankney at 6:00pm. A quorum was present.

PRESENT

Commissioner Mike Ankney
Commissioner Bobbie Beese
Commissioner Jay Molitor
Commissioner Bill Rickard
Commissioner Karina Chernioglo

2. APPROVAL OF MEETING AGENDA

Motion was made by Commissioner Rickard, Seconded by Commissioner Molitor to approve the Meeting Agenda.

Voting Yea: Commissioner Ankney, Commissioner Beese, Commissioner Molitor, Commissioner Rickard, Commissioner Chernioglo

3. APPROVAL OF MINUTES

- a. Motion to approve meeting minutes as presented or with any modifications.

Chairman Ankney and Commission Beese requested specific editorial corrections, on name spellings and date corrections referencing incorporation and clarification of when the first council meeting was held. The Commission agreed minutes should be more concise with a generalized summary, with YouTube being the records retained for play-by-play details of the meeting.

Motion made by Commissioner Molitor, Seconded by Commissioner Chernioglo to approve the April 22nd Meeting Minutes with suggested edits.

Voting Yea: Commissioner Ankney, Commissioner, Beese, Commissioner Molitor, Commissioner Rickard, Commissioner Chernioglo

The Commission provided several scrivener's errors on the April 29th Minutes.

Motion made by Commissioner Rickard, Seconded by Commissioner Chernioglo to approve the April 29th Meeting Minutes with suggested edits.

Voting Yea: Commissioner Ankney, Commissioner, Beese, Commissioner Molitor, Commissioner Rickard, Commissioner Chernioglo

4. ACTION ITEMS

- a. Periodic Update - Review Requested Modifications (from 5/13/26 meeting)

Ms. Tainio discussed the requested changes from the 5/13 meeting have been incorporated into the packet and signature block language has been standardized to align with other jurisdictions.

- b. Periodic Update - Review Title 14, Land Use (5-20-26)

Ms. Tainio discussed Title 14 has been consolidated and streamlined to be consistent with state law, along with including several tables to help address type 1 to type 5 processing. Ms. Tainio explained the structure of permit types detailing Type 4 containing quasi-judicial project permits with 5 sub types, and Type 5 in the matrix includes procedural determination from planning director. The Commission and Ms. Tainio agreed on adding language from Type 5 into Section A to explain the planning director may assign procedural routing when an application does not clearly fit Type 1-4.

Ms. Tainio discussed conditional use permits and provided the option of leaving conditional use as Type 4 (Planning Commission/hearing body) or move conditional uses into Type 3 (hearing examiner only if required by state law) for better consistency. Commissioner Beese emphasized the value of having City representation if the Commission decides on going with a hearing examiner system in the future, and the importance of community input with hearings allowing the public to feel heard. The Commission came to a consensus that conditional use permits will remain under Type 4.

Ms. Tainio clarified permit types and notices with Type 1 requiring no public notice, Type 2 having a notice of application, Type 3 needing notice and public hearing and higher types involving hearing/zone changes. Ms. Tainio discussed notice options and requirements for each permit type.

- c. Periodic Update - Review Chapter 17.44, Administration and Enforcement (5-19-26)

Ms. Tainio discussed ADU addressing and emergency response labels explaining language was revised to remove the old "Unit A" to provide more clarity for emergency response vehicles by requiring a primary residence designation. Ms. Tainio provided an example using "101 East Main Avenue, Unit B/C" which help identify the separate primary residence and ADU unit entries. Commissioner Molitor requested minor punctuation edits to include semicolons to separate primary residence and ADU unit entries.

Commissioner Rickard requested clarification on duration for temporary use permits. Ms. Tainio noted she will add the maximum duration for temporary use permits to be consistent with other jurisdictions.

- d. Periodic Update - Review Title 17 Appendix A, Definitions (Addressing 5-18-26)

Chairman Ankney asked the Commission if there were any questions or comments on Title 17 Appendix A, Definitions. Ms. Tainio explained the only changes made were highlighted in blue. There were no questions or comments made on Title 17 Appendix A, Definitions.

- e. Periodic Update - Discuss Minimum Lot Size

Ms. Tainio discussed revisiting taking away the Minimum lot size as the entire code has been reviewed and currently using the adopted bulk density standards, front lot line width and depths, lot coverage and setbacks to define the lots. Ms. Tainio provided an example of how many units can be placed on a lot based on state requirements on infill. No comments were made on taking away minimum lot size.

5. PUBLIC REMARKS

Public Remarks are an opportunity for citizens to address the Planning Commission either in-person or by submitting their remarks to remarks@millwoodwa.us. We ask that in-person speakers

limit themselves to two minutes and follow the Citizen Participation Guidelines Policy as posted on the City of Millwood website www.millwoodwa.us/government#CityCouncil or available at City Hall prior to this meeting.

No public remarks were made.

6. CITY PLANNER REPORT

a. City Planning Report for April 2026

Ms. Tainio presented her April 2026 City Planning Report. Ms. Tainio discussed the Historic Preservation's requested historic street signs and or markers, asking the Commission if they would consider the request exempted as a historic marker. The Commission viewed historic markers as exempt from sign permits.

b. City Council Workshop - June 9, 2026 at 5pm (Financial & Regulatory Incentives for Housing)

Ms. Tainio gave reminder for the City Council Workshop on June 9, 2026, inviting the Commission to join as members of the audience, and will advertise the meeting as a Special Meeting.

7. COMMISSIONER COMMENTS

Chairman Ankney thanked Ms. Tainio for her hard work.

No other comments were made.

8. SET NEXT MEETING - Regular Meeting / Public Workshop June 24, 2026 at 6:00pm

a. Periodic Update - Review Draft Development Regulations MMC Updates & Design Review Discussion

b. *Joint Planning Commission & City Council Workshop - July 14, 2026 at 5pm?*

The Commission confirmed the Joint Planning Commission & City Council Workshop on July 14, 2026, at 5:00 pm.

c. *Cancellation of July 29th Planning Commission Meeting?*

The Commission discussed the decision for possible cancellation of July 29th Planning Commission Meeting could be decided at the June meeting.

d. Periodic Update Planning Commission Public Hearing - Scheduled for August 26, 2026

9. ADJOURNMENT

Motion made by Commissioner Molitor, Seconded by Commissioner Chernioglo to adjourn the Planning Commission Regular Meeting at 7:47 pm.

Voting Yea: Commissioner Ankney, Commissioner Rickard, Commissioner Molitor, Commissioner Beese, Commissioner Chernioglo