



Planning Commission Regular Meeting Minutes

Wednesday, April 29, 2026 at 6:00 PM

9103 E Frederick Ave.

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1. CALL TO ORDER & ROLL CALL

The Planning Commission Special Meeting was called to order by Commissioner 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 Molitor, Seconded by Commissioner Rickard to approve the meeting agenda.

Voting Yea: Chairman 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 requested adding Commissioner Beese to the approval of the agenda voting.

Commissioner Beese requested modification of pg. 2, action item b., paragraph four to change "encourage" to "encouraged," and paragraph six to change "withining" to "within."

Motion made by Commissioner Molitor, Seconded by Commissioner Beese to approve the March 31, 2026 minutes with modifications.

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

Abstained: Commissioner Chernioglo

4. ACTION ITEMS

- a. Periodic Update - Review Requested Modifications (from 4/22/26 meeting)

Ms. Tainio presented the Review Requested Modifications (from 4/22/26 meeting) and noted changes suggested by Commissioner Chernioglo to change the word "quality" to "qualify" in the definition of Cottage Housing, which was a typo in the state definition.

Ms. Tainio also discussed changes to Appendix A Definitions, noting that the most recent definitions of Title 14, Title 15, Title 16 & Title 18 of WA state law shall prevail to safeguard

against any future discrepancies. Commissioner Beese asked if the definitions of each Title were consistent. Ms. Tainio clarified that the definitions of Title 15 and Title 16 are for specific purposes, while the definitions of Title 17 are all encompassing. If there was a discrepancy, the code ensures that the most recent definition under state law would prevail.

Commissioner Beese requested an update to the definition of livestock which does not include fowl and rabbits, Ms. Tainio agreed to include it.

Commissioner Beese also requested clarification of abutting residential zones from Table 17-3, Ms. Tainio explained that since she only included updates in the current packet, the Commission would need to refer to the packet from March, 31st for the full language which states, "Where at least 25% of a structure is residential, the maximum building height can be 4 stories, but no higher than 48 feet," for mixed-use. Commissioner Beese suggested updating the I-2 to 30 ft. for flanking street above two stories, and Ms. Tainio agreed to make the update.

b. Periodic Update - Review Ch. 17.38, General Provisions (2/19/26)

Ms. Tainio presented Periodic Update General Provisions and asked the Commission to refer to the original packet from March 31 for reference. Ms. Tainio explained all the changes and updates she made, such as reorganizing the regulations for fences, which was proposed by the City Council. Chairman Ankney asked if the fence regulations included the distance from the property, and Ms. Tainio explained that the 42 inches included the distance of the front yard setback.

Ms. Tainio updated the previous language for sidewalks, trails, and shared roadways to include complete streets so that Millwood would have a Complete Street Ordinance and qualify for additional funding. Ms. Tainio mentioned the need to add a transportation component to the code so it would be consistent with the current Millwood Comprehensive Plan. Commissioner Beese asked if the street classification were defined in the comp plan, and Ms. Tainio assured her that they were thoroughly defined and reviewed in the Millwood Comprehensive Plan.

Ms. Tainio described adding a new Alternative Methods of Compliance section to the code so Millwood could accept alternative methods for meeting development standards. For example, the new section would allow minor commercial landscaping projects that didn't require a full code variance, as long as they stayed consistent with commercial landscaping standards.

c. Periodic Update - Review Title 17 Appendix A, Definitions (2/19/26)

Ms. Tainio presented the Periodic Update - Review Title 17 Appendix A, Definitions and explained how she had to update this section with new information from WA state and remove redundant information. Ms. Tainio asked the Planning Commission if they had any questions about the changes, including definitions she deleted and those she added.

Commissioner Beese asked if marijuana was still the correct term or if WA state had adopted the use of cannabis, the scientific name. Ms. Tainio assured her that it was not on the WA checklist of Periodic Updates, so she did not anticipate it being an issue. Commissioner Ankney asked for clarification on the permitted uses of marijuana, and Ms. Tainio said that all language in the code regarding marijuana came directly from WA state.

Commissioner Chernioglo asked about the new definition of Multifamily Housing which she understood to mean two or more units like a duplex, not six or more units as written in the code. Ms. Tainio explained that the New Middle Housing Standards in the Table of Permitted Uses and Millwood Comprehensive Plan includes single family, duplex, triplex, fourplex and fiveplex. Millwood now defines Multifamily as six or more attached dwelling units.

Commissioner Beese had an additional question about the definition of walking distance as "all lots which touch the path/ route are considered walking distance," and Ms. Tainio said that she believed that this definition may have come from WA state but wasn't sure. She explained that

walking distance is usually defined as .5 miles. However, if there is a sidewalk that goes from a lot to a specific location, like City Park, that is over .5 miles it would still be considered walking distance.

Ms. Tainio asked to remove the review of Title 17 Appendix A, Definitions from the next meeting agenda. Chairman Ankney asked if the Commission would have a chance to edit it again if necessary. Ms. Tainio assured him that there would be final opportunity for edits after the Public Review. Ms. Tainio added that she may have to periodically update any new definitions while she reviews and updates the remaining titles, promising to notify the Planning Commission of any additional changes.

- d. Periodic Update - Review Ch. 17.42, Wireless Communication Facilities (3/23/26) (added due to Table of Permitted Uses update for C-2 antennas)

Ms. Tainio presented the Periodic Update – Review Ch. 17.42, Wireless Communication Facilities and explained that she only had to change the term “districts” to “zones” so the code was consistent with the Table of Permitted Uses update for C-2 antennas. There were no comments from the Planning Commission and they confirmed that Ms. Tainio could remove Wireless Communication Facilities from the next meeting agenda.

- e. Periodic Update - Review Title 15, Construction (4/15/26)

Ms. Tainio presented the Periodic Update - Review Title 15, Construction. Ms. Tainio explained that she met with, Jenny Nickerson, Building Official of the City of Spokane Valley. Ms. Tainio provided background information for Commissioner Chernioglo on the interlocal agreement between Millwood and the City of Spokane Valley. Ms. Tainio explained that she is the Building Official for Millwood; however, Spokane Valley issues all of building permits. Ms. Tainio said that Jenny Nickerson reviewed and approved all their updates to Title 15, Construction so they were up to code and in alignment with Spokane Valley. Ms. Tainio also sent the updates to the City’s legal counsel who approved them as well.

Ms. Tainio explained how the updates were made to reflect current codes and to make clarifications between the City of Millwood and the City of Spokane Valley.

Commissioner Rickard asked why Spokane County was removed and Ms. Tainio explained that the City of Millwood had an interlocal agreement with Spokane County at one time, but they no longer do because we now have an interlocal agreement with the City of Spokane Valley. This has proved beneficial for both cities and resulted in more efficient permit processing.

Ms. Tainio also outlined the role of the Building Official for Millwood and explained the process of deferring to the Building Official of Spokane Valley when necessary because it was not specifically stated in the code.

Ms. Tainio further explained the appeals process and said that neither Millwood nor Spokane Valley has a Board of Appeals. If there is an issue of appeal Millwood goes to City Council and Spokane Valley goes to a Hearing Examiner, therefore appeals relating to permits depend on who approved the original permit, either Millwood’s Building Official or Spokane Valley’s Building Official.

Commissioner Rickard asked if the Spokane Valley Hearing Examiner had to be familiar with Millwood’s code and Ms. Tainio said no. The Hearing Examiner for Spokane Valley would only need to be familiar with Spokane Valley’s code, because any appeals on decisions made by Spokane Valley, such as a building permit for a single-family home would go through them. Any decisions made by Millwood, such as a site plan review for a single-family home, would go through Millwood’s appeals process.

Commissioner Beese questioned the reference to “Chapter 51-19 WAC, Washington State Historic Building Code, as amended” and mentioned that it is listed as “repealed” on the Washington State Department of Archaeology & Historic Preservation’s website and been

replaced by Chapter 12 of the International Existing Building Code. Chairman Ankney found that it still exists on the Washington Administrative Code's website. Ms. Tainio made a note of the discrepancy and said she would investigate it. If she found that it had truly been repealed, she would update it in the code.

Ms. Tainio discussed updating the building permit applications. Commissioner Beese asked what was meant by "code cycle" and Ms. Tainio explained that it was a reference to the code being updated every three years. New building applications made during changes in the code cycle are subject to the original code when the application was submitted. However, extensions, up to 180 days of a permit that has already been issued, cannot exceed the code cycle of the original application and may require a new application and fee if necessary.

Ms. Tainio explained further updates from WA state that were added such as the appeals, violations and penalties. Commissioner Molitor asked if WA state required the new additions to Dangerous Buildings that had previously been approved by City Council. Ms. Tainio said the changes were a combination of the required International Property Maintenance Code, which the state has adopted, and the City of Millwood's own requirements.

Commissioner Chernioglo referenced a section of the code where the "Building Official" is still referred to by the pronoun "he," asking for gender-neutral pronouns like "he," "she," "their," or simply the "Building Official." Ms. Tainio agreed and said that she has made every effort to use gender neutral terms when updating new sections of the code, noting a final edit will be done to make sure they are consistent throughout Title 15.

Commissioner Molitor asked Ms. Tainio why she deleted the fee of \$50 from the development permit fee and Ms. Tainio stressed that she eliminated fees throughout the code because they were all outdated. She said that there should be no specific fees in the code and only reference to the current fee schedule.

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.

Mr. Beese commended the Planning Commission and Ms. Tainio for the work they have done to update the code. He made additional announcements about upcoming events in Millwood including, Millwood Impact Longhorn BBQ Dinner on April 30 and a Pub Crawl on Saturday, May 2nd to benefit Wes's Way Foundation. Mr. Beese also updated the Planning Commission on the Spokane Transit's presentation on art installations and gave the committee members a site plan handout.

6. CITY PLANNER REPORT

a. City Planning Report for March 2026

Ms. Tainio presented her March 2026 planning report.

7. COMMISSIONER COMMENTS

Chairman Ankney complimented everyone for their hard work reviewing updates to the code and asked Ms. Tainio if another special meeting for May 13th was still needed. Ms. Tainio agreed with the Planning Commission that another special meeting on May 13th would be necessary to finish Title 16, Subdivisions so it didn't overload the agenda for their regular meeting on May 27th. Ms. Tainio anticipated moving on to a Public Review Meeting in June. Chairman Ankney thanked Ms. Gill and Ms. Tainio for their hard work and thanked the public for attending.

Chairman Ankney entertained a motion to hold another Special Meeting on May 13, 2026 at 6:00 pm. Motion made by Commissioner Chernioglo, Seconded by Commissioner Molitor to hold a

Special Meeting on May 13, 2026, at 6:00 pm. Commissioner Rickard was excused from the Special Meeting. Chairman Ankley noted a quorum would still be present.

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

Commissioner Beese no comment.

Commissioner Rickard no comment.

Commissioner Molitor no comment.

Commissioner Chernioglo no comment.

8. SET NEXT MEETING - Special Meeting May 13, 2026 at 6:00pm & Regular Meeting May 27, 2026 at 6:00pm

a. Periodic Update - Review Draft Development Regulations Updates

Ms. Tainio discussed anticipated agenda items will be the form Requested Modifications from 4/29/26 meeting (Review Tracker 5-4-26) and Review of Title 16, Subdivisions (4-30-26)

9. ADJOURNMENT

Motion made by Commissioner Molitor, Seconded by Commissioner Beese to adjourn the Planning Commission Special Meeting at 7:31 pm

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