



# PLANNING COMMISSION

Tuesday, August 08, 2023, at 6:00 PM

## APPROVED MINUTES

**Members Present:** Chair Dan Cary  
Vice Chair Jennifer Pugsley  
Commissioner Charles Castner  
Commissioner Ginny Carlson  
Commissioner Russ Hubbard  
Commissioner Russ Low

**Members Absent:** Councilor Mark Gundersen

**Staff Present:** City Planner Jacob Graichen  
Associate Planner Jenny Dimsho  
Community Development Admin Assistant Christina Sullivan

**Others:** Brady Preheim  
Diana Wiener

### CALL TO ORDER & FLAG SALUTE

**TOPICS FROM THE FLOOR** (Not on Public Hearing Agenda): Limited to five minutes per topic

**Preheim, Brady.** Preheim was called to speak. He said he was there to protest Commissioner Charles Castner being on the Planning Commission. Preheim explain how the Commission's worst problem, former Commissioner Toschi, is no more with Toschi's resignation. Preheim said Commissioner Caster should resign as well. He listed a few reasons why he thought him being on the Commission was bad and said he would continue to speak up until he was removed.

### CONSENT AGENDA

A. **Planning Commission Minutes Dated July 11, 2023**

Vice Chair Jennifer Pugsley mentioned a change to the wording on page of 4 of 5.

**Motion:** Upon Commissioner Castner's motion and Commissioner Low's second, the Planning Commission unanimously approved the Draft Minutes dated July 11, 2023, with the suggested amendment. [AYES: Vice Chair Pugsley, Commissioner Castner, Commissioner Carlson, Commissioner Low, Commissioner Hubbard; NAYS: None]

### DISCUSSION ITEMS

B. CLG Historic Preservation Grant Selection

Associate Planner Jenny Dimsho she shared there was \$17,000to give to an eligible property owner within the Historic District . She said they have been offering this grant for almost 10 years. She said the applicant needs to match the award one-to-one, which means the total project must be more than

\$34,000. . She shared there were four applicants, and the Planning Commission, as the Historic Landmarks Commission, would score the four applications to select the recipient.

She had each commissioner fill out the score sheets and then share which application received their top score.

Based on the scores of all the commissioners, there was a clear frontrunner. The applicant located at 135 S. 3<sup>rd</sup> Street scored the highest with a majority of the commissioners. Dimsho will work with the applicants to set up their grant contract with the city.

C. Architectural Review at 71 Cowlitz Street (The Klondike Tavern)

Dimsho shared changes to the plans that the owner had made for the project. She said some of the changes the applicant has proposed are in preparation for the installation and use of an elevator. She mentioned the applicant would be able to explain better. The Commission had more questions that Dimsho could not answer, so they agreed to discuss this project when the applicant could be present to answer questions.

D. Discussion of properties at the corner of Pittsburg Road and US30

City Planner Jacob Graichen shared the City had been looking at this intersection for a while and he shared the location of the properties. He said he wanted to update the Commission on what was happening as future discussion may be had about these properties, and he wanted them to be informed. He said there was a portion of the intersection that would be up for sale soon, and two adjacent properties had been donated to the City. He mentioned Parcel Two (along Pittsburg Road) was significantly encumbered by a wetland and Parcel One (along US30) had a small portion with wetlands on it.

He shared the right-of-way where the sanitary sewer main and water mains were located or could be located. He mentioned an easement was put into place so that the sanitary sewer main could be extended further north in the future as part of the Columbia Commons Subdivision. He also shared where the right-of-way ownership would go, if vacated.

**PLANNING DIRECTOR DECISIONS** (previously e-mailed to the Commission)

E. Temporary Sign Permit at 2100 Block of Columbia Blvd – Columbia County Fairgrounds

There was no discussion on the Planning Director Decisions.

**PLANNING DEPARTMENT ACTIVITY REPORT**

F. Planning Department Activity Report – July

Graichen shared that the City was working on replacement of the water reservoir. He said the replacement permitting would go through the County because it is outside of city limits.

He also mentioned there would be a TMDL cleanup event at McCormick Park. He also said there was a new Elevation Certificate for Floodplain management too.

**PROACTIVE ITEMS**

G. Architectural Standards

There was no discussion on the proactive items.

**FOR YOUR INFORMATION ITEMS**

Commissioner Carlson asked why the parks were not being watered. She said McCormick's landscaped corner was dead and she has not seen any sprinklers running. Dimsho advised that Columbia View Park was purposefully not being watered, but she encouraged Commissioner Carlson to speak with the Facilities Manager to find out more detail.

Vice Chair Pugsley asked about the vacancy and how many applicants there were. Graichen mentioned there was only one applicant and that Councilor Gunderson felt they should reopen to get more applicants into the pool of people. The new advertisement would run through the end of August.

Graichen also mentioned the next meeting would have the new Public Safety Facility on the agenda. He shared it would be a Conditional Use Permit and one of the key questions will be that it is an appropriate site due to the flood zones.

Vice Chair Pugsley asked about the next Joint Planning Commission and City Council meeting and if it would still take place since there was a vacancy on both the Commission and the Council. She mentioned they would like to be included in the decision of the meeting being cancelled or not.

There was a small discussion about the meeting. The Planning Commission agreed there was a large agenda for September and they felt it would be better to have the vacancies filled before the meeting. They agreed that it was logical to delay the next joint meeting.

#### **ADJOURNMENT**

*There being no further business before the Planning Commission, the meeting was adjourned at 6:54 p.m.*

*Respectfully submitted,*

*Christina Sullivan  
Community Development Administrative Assistant*