



PLANNING COMMISSION MEETING MINUTES - DRAFT
Tuesday, December 12, 2017, 7:00 PM
City Hall, 616 NE 4th Avenue

Special Meeting

I. CALL TO ORDER

Chair Beel called the meeting to order at 7:00 p.m.

II. ROLL CALL

Present: Bryan Beel, Jim Short, Timothy Hein and Jaima Johnson

Excused: Frank Hood, Troy Hull and Lloyd Goodlett

Staff Present: Phil Bourquin, Jan Coppola, Sarah Fox, Lauren Hollenbeck, Robert Maul, Alicia Pacheco and David Schultz

Council Liaison: Bonnie Carter

III. MINUTES


- A. Approval of the Minutes from the October 17, 2017 Planning Commission Meeting

 [October 17, 2017 Planning Commission Minutes](#)

It was moved by Commissioner Hein, seconded by Commissioner Johnson to approve the minutes from the October 17, 2017 Planning Commission Meeting. The motion carried unanimously by roll call vote.

IV. MEETING ITEMS

- A. Public Hearing to Consider a Minor Amendment to Camas Municipal Code (CMC) Title 16 Environment
Details: The minor update consists of one update to Chapter 16.57 Frequently Flooded Areas for compliance with the National Flood Insurance Program (NFIP), which allows citizens within the community to obtain flood insurance and other types of federal disaster aid. A staff report summarized the proposed amendment. Attachment 1 is the redlined version of the draft amendment that illustrates the proposed change. Attachment 2 is a clean version of the proposed amendment.
Presenter: Lauren Hollenbeck, Senior Planner

 [Minor Amendment to Title 16 Staff Report \(MC17-03\)](#)
[Attachment 1 Redline Version of Amendment](#)
[Attachment 2 Clean Version of Amendment](#)
[Staff's Presentation on Title 16](#)

Lauren Hollenbeck reviewed the proposed CMC amendments with the Commissioners. Discussion ensued.

The public testimony portion of the hearing was opened and closed, as there were no members of the public who wished to speak.

It was moved by Commissioner Johnson, seconded by Commissioner Short to forward a recommendation of approval to City Council for the minor amendment to Camas Municipal Code, Title 16, Chapter 16.57 Frequently Flooded Areas. The motion carried unanimously by roll call vote.

- B. Workshop on Urban Tree Program
Details: The City was awarded a grant from the State of Washington Department of Natural Resources (DNR) to develop an Urban Tree Program. The grant period runs until May 31, 2018, and is a 50 percent cost share with the City. The work plan to develop the Urban Tree Program included: current zoning diagnosis; a review of the comprehensive plan to ensure the new codes will be consistent; drafting a tree ordinance; updating the Design Standards Manual (street tree species); and creating outreach materials that will increase the public's knowledge of tree care and the new ordinance. Staff provided an overview of the project to the Commission on October 17th and to City Council on December 4th. At the workshop, staff will lead a discussion of options for preserving trees during the development of properties. Davey Resource Group prepared a report, titled "Case Studies: Tree Preservation During Development" with attachments. Also, staff included an initial draft of amendments to the chapters of the city's code that relate to tree preservation during development.
Presenter: Sarah Fox, Senior Planner

 [Note to Commission with Draft Amendments for Urban Tree Program \(MC17-01\)](#)
[Report: Tree Preservation During Development](#)
[Attachment A - City of Newcastle](#)
[Attachment B - City of Olympia](#)
[Attachment C - How to Calculate Tree Density in Olympia](#)
[Attachment D - City of Lacey](#)
[Staff's Presentation on Status of Tree Program](#)
[Comment from Lynn Johnston Urban Tree Program](#)

Sarah Fox reviewed the Urban Tree Program Presentation and the proposed CMC amendments. Staff responded to the Commissioner's inquiries and discussion ensued. This item will be discussed further at a future meeting.

V. MISCELLANEOUS UPDATES

A. Miscellaneous Updates

Phil Bourquin announced that there is an open position on the Planning Commission and expressed appreciation to the Commissioners for their all of their hard work this past year.

VI. NEXT MEETING DATE

The next Planning Commission Meeting is scheduled for Wednesday, January 17, 2018 at 7:00 p.m. in the City Council Chambers.

VII. ADJOURNMENT

Chair Beel adjourned the meeting at 8:15 p.m.

NOTE: The City of Camas welcomes and encourages the participation of all of its citizens in the public meeting process. A special effort will be made to ensure that persons with special needs have opportunities to participate. For more information, please call the City Clerk's Office at 360.817.1574.