



**CITY OF CARLTON
PLANNING COMMISSION AGENDA
MONDAY, FEBRUARY 12, 2024, 6:00 P.M.
VIA ZOOM AND 945 WEST GRANT STREET**

The Mission of the City of Carlton is to sustain and enhance the viability of the community by providing essential services with professionalism and integrity.

	<u>Pages</u>
1. Call to Order – Roll Call	
A) Changes to the Agenda	
2. Minutes Approval- January 8, 2024	2
3. Citizen Comments (<i>Topics not on Agenda</i>)	
4. Discussion topics/Action Items	
A. 2024 Commissioner attendance schedule at Council meetings	4
B. Ethics Commission training	x
5. Commissioner comments	
6. Adjournment	

Due to limited space at City Hall, the public is encouraged to attend this meeting virtually. To attend or participate in the meeting, you can log in with a computer using the link below, or the phone option below:

<https://us02web.zoom.us/j/89693314590?pwd=cGNkRWk0Q0NMQ2ZgWmFSTFNpbEdSUT09>

This meeting ID: 896 9331 4590

Passcode: 672216

Or you can call **1-253-215-8782**, input the meeting ID and password and enter the meeting using your phone.



Planning Commission Regular Session Minutes
January 08, 2024, 6:00 PM
Via Zoom and at 945 West Grant Street

1. CALL MEETING TO ORDER & ROLL CALL

Planning Commission Chair Anthony Stuart called the meeting to order at 6:01 PM.

Members Present:

Anthony Stuart	Noelle Amaya
Annette Fernandez-Madrid	Susan Turrell
Jim Bandy	Jennifer Nordstrom
Vacant	

Members Absent: None

Staff Present:

Scott Whyte, City Planner	Shannon Beaucaire, City Manager
Tyler Yeoman-Millette, City Attorney	Gordon Munro, City Engineer
Aimee Amerson, City Recorder	Julie Brandão, Customer Experience Specialist

Others:

Lonnie Geck	Darrel Smith
Maria Frugia	Rob Varuska
Max	Nathan Ahrend of AKS Engineering
Sean Vermilya	Todd Mobley of Lancaster Mobley
Mark Hoyt of Sherman Sherman Johnnie & Hoyt (SSJH)	

A. Changes to the Agenda

6:02 PM

None.

2. MINUTES APPROVAL- December 11, 2023

6:03 PM

MOTION: Turrell /Nordstrom: to approve the Planning Commission minutes from December 11, 2023, as submitted. Motion carried (6 Yes/0 No/0 Absent /0 Abstain).

3. CITIZEN COMMENTS

6:04 PM

None.

4. ACTION / DISCUSSION ITEMS

A. Subdivision file #SUB 2023-02; 751 South 2nd Street – continued

6:04 PM

Planning Commission Chair Anthony Stuart opened the Public Hearing at 6:04 PM. Stuart read the hearing and disclosure statement and also asked Commissioners if they had any (new) bias, abstentions, or ex-parte contact. He also called for audience/attendee objections to jurisdiction. Commissioner Fernandez-Madrid recused herself from the discussion and vote.

City Planner Scott Whyte presented Commissioners with the case file background, staff findings and further information. Whyte reviewed his staff memo evaluating development standards for street alignments and reiterated that the question is whether the proposal meets the standard regardless of personal or possible future preference. Staff findings regarding adherence to 17.64.030 were discussed. Additional conditions include temporary signs for increased traffic with construction. Commissioners asked City Engineer Gordon Munro about traffic mitigation.

Attorney Hoyt represented the applicant and reiterated their position that the Transportation Plan has flexibility and that the potential street connections will create a more hazardous situation in the future. Hoyt

also addressed the submitted written concerns and noted that all improvements would have to be approved and the street improvements requested by staff would be completed.

Sean Vermilya of AKS Engineering reviewed the proposed site, discussed the site design options and what they have identified as pros and cons, and displayed their traffic circulation plan.

Traffic Engineer Todd Mobley discussed the options from the traffic flow perspective.

Commissioners asked about traffic control/crossing devices, and how the path or street will end on the railroad right of way of the applicant and options for barriers on the path/street of City Engineer. Whyte addressed that the proposed pathway on one of the options does not meet TSP and how that might pertain to eventual capital improvement.

Public testimony opened by Chair Stuart at 6:53 PM

Neutral: Joe Amerson of 729 South 2nd Street's submitted written concerns. The applicant addressed written concerns. Whyte and the applicant addressed the applicant's concerns and how they can and cannot be addressed.

Public testimony closed by Chair Stuart at 7:00 PM

Commissioners discussed future development, current standards, potential capital improvement, and legal precedent.

MOTION: Bandy/Turrell: to approve #SUB 2023-02, specific to Option 2, based on the findings contained in this report, subject to conditions of approval. Motion carried (4 Yes/0 No/0 Absent /2 Abstain [Stuart] and [Fernandez-Madrid]).

5. Commissioner Comments

7:38 PM

No comments from Commissioners. Chair Stuart allowed the following comment from the audience:

Rob Varaska of West Polk Street, expressed concerns that his right-of-way encroachment may be affected by future development of the 2nd Street subdivision. He was directed to reach out to staff with further concerns but the Planning Chair.

6. ADJOURNMENT

7:45 PM

The meeting adjourned at 7:45 PM.

ATTEST:

Julie Brandão, Customer Experience Specialist

Anthony Stuart, Planning Commissioner Chair



To: The Planning Commissioners
From: Aimee Amerson, City Recorder
Subject: Commissioner attendance at the 2024 City Council meetings
Date: February 12, 2024

Background

At the January 8, 2024, Planning Commission meeting, Commissioners asked staff to provide details regarding Commissioner attendance at City Council meetings. The chart below indicates the current attendance status. The Commission wanted to discuss and fill the current vacancies at the February meeting.

2024 City Council meeting date	Planning Commissioner in attendance
January 9	All Commissioners- Stuart
February 6	All Commissioners- Stuart
March 5	Nordstrom
April 2	Nordstrom
May 7	
June 4	
July 2	
August 13	
September 3	Fernandez-Madrid
October 1	Fernandez-Madrid
November 12	
December 3	