



# Skamania County Planning Commission

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## PLANNING COMMISSION MEETING MINUTES

**Tuesday, October 6, 2020**

**Remote participation by Zoom Meeting telephone and video conference**

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Planning Commission Members:  
Present: Ken Bajema, Sue Davis,  
John Prescott, Cyndi Soliz

Community Development Department Staff  
Present: Mike Beck, Alan Peters

### AUDIENCE

Ann Bain

### PROCEEDINGS

Meeting was called to order at 6:20 P.M. by Vice-Chair, Cyndi Soliz

Ms. Soliz led the Pledge of Allegiance.

Roll Call. Quorum was met.

1. Approve Minutes from the August 18, 2020 Planning Commission meeting.
    - a. John Prescott moved to approve the minutes of the August 18, 2020 Planning Commission Meeting. Sue Davis seconded the motion.
    - b. Motion passed 4-0.
  
  2. Public Hearing on proposed text amendments to Title 21 (Zoning) adopting regulations for short-term vacation rentals.
    - a. Alan Peters, Assistant Planning Director, provided background on the proposal including a summary of public input, Planning Commission workshops, and revisions to the proposed language. Mr. Peters recommended that the Planning Commission forward a recommendation to the Board of County Commissioners to approve the proposed language, but stated that the purpose of today's hearing was to hear public comment and for the Planning Commission to deliberate. Staff noted that a comment letter was received from Dan and Kathy Huntington.
    - b. Vice-Chair Cyndi Soliz invited each Planning Commission member the opportunity to provide feedback on the proposal. John Prescott wanted the proposal to be changed to reflect the request from the Huntingtons with respect to wayfinding signs. Cyndi Soliz agreed with this change. Ken Bajema expressed concerns with the proposal and offered a suggestion that operators report annually on how often their unit was rented. Sue Davis recommended that language be included with an ordinance to require the Planning Commission to review the ordinance after it is implemented to determine if the objectives are being achieved. The Planning Commission discussed when a revoked permit should be reinstated, and Staff suggested this be determined on a case-by-case basis.
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- c. Vice-Chair Cyndi Soliz opened the public hearing at 7:13 PM.
  - i. Ann Bain provided public comment in support of the proposal.
  - ii. No other public was present, so the public hearing was closed at 7:14 PM.
- d. Vice-Chair Cyndi Soliz provided a list of modifications to the proposal based on the Planning Commission's deliberations.
  - i. Section 21.70.190(B)(3) remove "No off-premise signage is permitted".
  - ii. Section 21.70.190(E)(2) add new subsection (d) stating "Operators shall report on the number of nights occupied and average number of occupants for the prior year."
  - iii. Section 21.70.190(E)(2) add section stating that "The period of time for which a permit is revoked will be determined on a case-by-case basis."
  - iv. Also include in recommendation that the Planning Commission would like the Community Development Department and Board to work towards the most conservative permit fees possible and to require the Planning Commission to review the regulations after one year to determine whether objectives are being achieved.
- e. Sue Davis made a motion to forward a recommendation to the Board of County Commissioners to adopt the proposal with the amendments proposed by Cyndi Soliz. Alan Peters requested that these items be repeated for the record. Cyndi Soliz repeated the amendments as follows:
  - i. Section 21.70.190(B)(3) remove "No off-premise signage is permitted".
  - ii. Section 21.70.190(E)(2) add new subsection (d) stating "Operators shall report on the number of nights occupied and average number of occupants for the prior year."
  - iii. Section 21.70.190(E)(2) add section stating that "The period of time for which a permit is revoked will be determined on a case-by-case basis."
  - iv. Also include in recommendation that the Planning Commission would like the Community Development Department and Board to work towards the most conservative permit fees possible and to require the Planning Commission to review the regulations after one year to determine whether objectives are being achieved.
- f. Sue Davis accepted the amendments and John Prescott seconded the motion. The vote on the motion was 3-1, with Ken Bajema voting against the proposal.
  - i. Alan Peters explained that the Planning Commission's bylaws require a vote of the majority of the full body of the Planning Commission for actions related to changes to the zoning or comprehensive plan. Because there are seven Planning Commissioners, four votes are required, and the motion fails.
  - ii. The Planning Commissioners decided that they should continue their deliberations at the October 20<sup>th</sup> meeting and try again to forward a recommendation to the Board of County Commissioners.

### 3. Planning Commission Business.

- a. Alan Peters explained the state requirements currently in effect with respect to in-person public meetings during the COVID-19 pandemic. Because Skamania County is in Phase 3, in-person meetings are allowed provided that a remote participation option is available, social distancing is enforced, all attendees wear face masks, and attendance is limited to 10 persons. Due to the limit on 10 persons and the face mask requirement, Staff felt that the Planning Commission should continue to meet remotely.
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4. MEETING ADJOURNED at 7:30 PM after motion by John Prescott, seconded by Sue Davis.

**ATTEST**

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Planning Commission Chair

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Secretary

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