



**Planning Commission Regular Meeting
May 11, 2023**

Meeting Minutes

1) CALL TO ORDER/LAND ACKNOWLEDGMENT/AGENDA REVIEW

Chair Mathews called the meeting to order at 6:00 PM in Council Chambers and on the Zoom platform.

Chair Mathews, Commissioners Birtley, Blossom, Deines, Schaab, and Subramanian were present. Commissioner Sullivan was on Zoom. Also present were Planning Manager Harper, City Council Liaison Quitslund, and Planner Fairleigh. COBI Engineering Manager Nylund was on Zoom.

Chair Mathews read the Land Acknowledgement.

2) PLANNING COMMISSION MEETING MINUTES

2.a Minutes

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[042723 DRAFT Planning Commission Regular Meeting Minutes.pdf](#)

MOTION: I move to approve the April 27, 2023, minutes as presented.

Schaab: The motion carried unanimously, 7-0.

3) PUBLIC COMMENT

3.a Instructions for Public Comment

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[Instructions for Providing Public Comment at Hybrid Meetings.docx](#)

There were no public comments in-person or on Zoom.

4) PUBLIC HEARING

4.a WSDOT Noise Variance- (City Permit File PLN52217 VAR): A noise variance is requested for intermittent night work on the West Port Madison/Agatewood/Adas Will Ln safety improvements project located on State Route 305.

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[Vicinity Map PLN52217 VAR WSDOT noise variance.pdf](#)

Chair Mathews opened the Public Hearing.

City Planner Fairleigh introduced the agenda item and then introduced Amy Amos from Washington State Department of Transportation (WSDOT).

Project Manager Amy Amos from WSDOT gave a presentation.

Commissioners had questions and discussed the presentation. Amy Amos, Planner Fairleigh, and COBI Engineering Manager Nylund answered questions.

MOTION: I move to approve the WSDOT request as conditioned for a noise variance to conduct occasional night time work in the State Route 305 right-of-way between the hours of 10:00 PM and 6:00 AM throughout the duration of the project under the condition that WSDOT/contractor provide a traffic control plan to COBI PW-Engineering prior to first night work session; and, that public notice is provided a minimum of 7 calendar days for subsequent sessions to allow for COBI to disseminate traffic notifications in addition to notifications allowed for in the approved WSDOT Traffic Control Plan.

Mathews/Schaab: The motion carried unanimously, 7-0.

There were no public comments in-person or on Zoom.

Chair Mathews closed the Public Hearing at 6:14 PM.

5) PLANNING DIRECTOR'S REPORT

There was no report.

6) FOR THE GOOD OF THE ORDER

Chair Mathews discussed the decision made Tuesday by the City Council, appointing three Commissioners to the Steering Committee. She shared the Government Alliance on Race and Equity (GARE) will use the Housing Action Plan at their next workshop.

Certificates from the City for Volunteer Appreciation Week will be handed out to commissioners.

Commissioner Sullivan discussed the Housing Action Plan and commented on prioritization of actions and recommendations.

Chair Matthews and Commission Birtley commented on follow-up after recommendations or projects.

7) ADJOURNMENT

Meeting adjourned at 6:21 PM.

Ashley Mathews, Chair

Peggy Nimb, Deputy City Clerk

