



**Town of Eatonville**  
**Planning Commission Meeting Minutes**  
*Monday November 20, 2023*  
**Via Zoom**

**CALL TO ORDER** – Vice Chair Wilson called the meeting to order at 6:31pm

**ROLL CALL** - Present: Commissioner Adams, Commissioner Roland, Commissioner Wilson, Commissioner Smith Via Zoom, Mayor Baublits, and Chair Clement was absent.

**STAFF PRESENT:** Town Planner Nick Moore

**PLEDGE OF ALLIGIANCE:** Directly following roll call

**APPROVAL OF MINUTES:**

- a. Minutes from October 30th, 2023

Commissioner Adams moved to approve the minutes from October 30<sup>th</sup>, 2023, Vice Chair Wilson seconded, and the motion passed 4-0.

**PUBLIC COMMENTS SUBMITTED IN WRITING:**

NONE

**UFINISHED BUSINESS:**

NONE

**NEW BUSINESS:**

- a. Housing Element

Planner Nick described the status of the housing element and explained his skepticism with the data that the buildable lands report presents and that he needs more time to reconcile the buildable lands report with the actual development conditions in Eatonville specifically in the C-1 zone. He stated he intends to finish it soon, after he reconciles the data and writes up a narrative with reasonable assumptions.

A conversation ensued regarding the intended effect of the growth management act, time constraints and budget concerns.

- b. Code Revision

Vice Chair Wilson brought up chapter 19 and the cottage housing design and regulations, a discussion ensued about it was just brought over from chapter 18 and since it is in there twice, is kind of like “double dipping”. Town Planner Nick says he will be discussing it with the town attorney, and we will be waiting for his remarks.

Vice Chair Wilson questioned if chapter 20, regarding short term rentals, was sent to council which began the discussion about whether they shot it down and Mayor Baublits mentioned we would have to go through previous minutes to try and find out. It was mentioned that public comments had been submitted about this.

The sign code was brought up next Planner Nick stated it needs to be sent to the attorney to look over. Vice Chair Wilson wondered if it was going to be all good and Nick mentioned that if they followed AWC guidelines then it should be fine.

Town planner Nick stated that the building inspector Mike Noot did his own revisions on title 16 aside from the changes the commissioners made. Vice Chair Wilson believed that Mike's revisions had already been rectified. Either way, Nick stated that he sent Vice Chair Wilson's version to Mike to go over and combine them. Vice Chair Wilson stated that it should be presented at the first meeting in January. There will be no meeting in December since we have hit our nine meetings for the year. A discussion ensues regarding the fees being taken out because those need to go through council.

Vice Chair Wilson stated that she is putting together a team to look at title 17 regarding plats and a discussion ensues about what may need to be changed.

Vice Chair Wilson mentioned that the topic of the commercial overlay zone was brought up at the last council meeting and they were wondering what is going on with it. Discussion arises regarding revisions that may need to be made, where and if the boundary will be adjusted and that something should be sent out to all the property owners in the zone to inform them about what is going on. The topic of landscaping requirements comes up and it is stated those should be an administrative decision and not put through a committee. Planner Nick stated he will rewrite the overlay zone section before the next meeting in January. The discussion continues regarding which codes the planning commission oversees.

Mayor Baublits brings up that after a conversation with the town attorney, he thinks that we do not need title 14 since we have the portion about the overlay zone. He stated he would need to speak with the airport commission and a discussion ensues regarding.

**STAFF & COMMISSIONER COMMENTS:**

NONE

**ADJOURNMENT:** Vice Chairperson Wilson adjourned at 7:20pm

**Next Meeting:** January, Date TBA

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**Vice Chairperson - Wilson**

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**Secretary – Smith**

**ATTEST:**

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**Town Planer, Nick Moore**