



MASON COUNTY

**PLANNING ADVISORY COMMISSION**

**MASON COUNTY COMMUNITY SERVICES**

615 W. ALDER STREET, SHELTON, WA 98584

Meetings held at: Commissioners' Chambers

411 N. 5<sup>th</sup> Street Shelton, WA 98584

**REGULAR MEETING**

June 26, 2023 (4<sup>th</sup> Monday)

**MINUTES**

**1. CALL TO ORDER AND ROLL CALL**

At 6:00 p.m. Commissioner McLean, Planning Advisory Commission Chair, called the meeting to order. The following commissioners were in attendance:

**Mac McLean**

**Joseph Myers**

**Bob Wilkerson**

**Tim Opelia (Arrived 6:08)**

**Terri Arcieri**

**Jeff Carey**

**Brad Carlberg**

**Staff: Kell Rowen – Community Development Director**

**Mariah Frazier – Clerical**

**2. REGULAR BUSINESS**

**A. APPROVAL OF MEETING MINUTES**

Commissioner Carey clarified an acronym before making a motion to approve the February 27, 2023 minutes as presented. Motion was seconded by Commissioner Wilkerson.

**Vote:**

6 in favor

0 opposed

**Motion passed**

Commissioner Wilkerson made a motion to approve the April 17, 2023 minutes as presented. Motion was seconded by Commissioner Carey.

**Vote:**

6 in favor

0 opposed

**Motion passed**

**B. CHANGES TO THE AGENDA**

None.

**C. CONFLICT OF INTEREST**

None.

*This is a short summary of the action that took place during the meeting. The audio recording of the meeting can be found on the Planning Advisory Commission page of the Mason County website.*

**D. NEXT REGULAR MEETING(S)**

**JULY 17, 2023**

**E. COMMITTEE/STAFF UPDATES**

Kell discussed the 2025 Comp Plan Periodic Update and the plans for moving forward. She stated the Department of Commerce has a non-competitive grant in the amount of \$350,000 that Marissa will be briefing on next week for a letter of support and that they had received a qualified applicant for their RFP that will also be briefed next week. Once those contracts are finalized, they can begin on the update and will be using PAC as the main outlet for public engagement.

**F. OTHER BUSINESS**

Commissioner McLean asked for a follow up on impact fees. Kell explained that the BOCC had asked her and Marissa to look into impact fees and after some research found it would be useful to do so along with the comp plan update. She continued to state she wants to talk to the consultants first about a possible Environmental Impact Study that will address those fees rather than an ordinance.

**3. PUBLIC COMMENT ON NON-AGENDA ITEMS – 6:13 p.m.**

No public present.

**4. Public Hearings –**

***Amendments to Title 16 and 17 related to the proposed adoption of the Mason County Road Standards – 6:14p.m.***

Kell presented her staff report going over the proposed amendments to Title 16 and 17. She stated that Public Works had drafted Road Standards to be adopted by the BOCC and that these changes are for consistency, either replacing with or referencing the new code. These proposed amendments will have all road standards in one place, rather than scattered throughout the code.

Commissioner Carey asked for clarification on which departments have authority over specific sections of code and confirmed that the section of code in Title 12 for Road Standards does not yet exist. His main concern being that the code is consistent and easy for the general public as he was unable to follow certain sections to the newly referenced proposed code. Kell confirmed that the proposed road standards referenced in these changes would be going before the BOCC on July 11<sup>th</sup> and PAC reviewing them now is a preemptive action in order to cause less confusion between sections as they will now all be in one place rather than scattered throughout the code. She also stated that any concerns with other sections or with the proposed road standards in general would need to be addressed by Public Works or brought before the BOCC.

With no other commissioner discussion and no public present, Commissioner Arcieri made a motion to recommend approval to the BOCC. Motion was seconded by Commissioner Opelia.

**Vote:**

7 in favor

0 opposed

**Motion passed**

***Amendments to Title 16 and Title 17 related to general revisions for clarification – 6:40p.m.***

Kell went over her staff report and mentioned she would like to bring forward smaller amendments more frequently, rather than total overhauls of sections, in order to keep them updated and clean moving forward. She then discussed the proposed changes that have been brought forward since Marissa updated the code last year and asked for any questions or concerns.

Commissioner Carey and Commissioner Carlberg had some questions regarding the updates to prohibited usages as cottage industry as they weren't appointed to PAC when Marissa discussed last year, but after clarifying the purpose of cottage industry, there were no further questions. Commissioner Carey made a motion to recommend approval to the BOCC, seconded by Commissioner Carlberg.

**Vote:**

7 in favor

0 opposed

**Motion passed**

**5. ADJOURN**

With no further discussion, Commissioner McLean called the meeting adjourned at 7:01 p.m.