



**COMMUNITY DEVELOPMENT DEPARTMENT
501 North Anderson Street, Ellensburg WA 98926**

MINUTES OF ELLENSBURG CITY PLANNING COMMISSION

Date and Time: Planning Commission meeting of January 28, 2021 at 5:45 p.m.
Place of Meeting: Virtual Zoom Meeting
Present: Beverly Heckart, Fred Padjen, Ed Harrell, Geraldine O'Mahony, George Bottcher, Gayl Curtis, Sathy Rajendran
Absent:
Others Present: Community Development Director Kirsten Sackett; Planning Manager Jamey Ayling; Council Liaison Stacey Engel

1. CALL TO ORDER

Acting Chair Padjen called the meeting to order at 5:45 pm.

2. APPROVAL OF AGENDA

Commissioner Heckart moved to approve the agenda. Commissioner Curtiss seconded. Motion passed with all in favor.

3. APPROVAL OF MINUTES

Commissioner Heckart moved to approve the minutes of the December 3, 2020 Planning Commission Meeting as presented by staff. Vice-Chair Padjen seconded. Motion passed with all in favor.

4. NEW BUSINESS

a. Nomination of Chair and Vice-Chair

Heckart nominated Padjen to serve as the Chair of the Commission. Commissioner Harrell seconded. All in favor; motion passed.

Heckart nominated Commissioner Rajendran to serve as Vice-Chair. Padjen seconded. Rajendran said he is happy to serve. All in favor; motion passed.

5. OLD BUSINESS

6. CITIZEN COMMENT

No members of the public in attendance.

7. STAFF UPDATE

a. Staff Training for Commissioners

Planning Manager Ayling said that while staff did not have any items of business for the Commission, we wanted to take advantage of the available meeting dates to provide some training for the Commissioners.

He started off by sharing a 7-minute Short Course video produced by the Department of Commerce on public participation. It shared tips on providing ways for the public to be involved in a meaningful way. Let the community know what their level of involvement will be, and how their input will be used. It also provided tips on how to run an effective public meeting.

Following the video, Ayling called for questions. O'Mahony asked about how the public was notified of meetings. Discussion ensued on the various methods currently being used. Director Sackett also shared that the City will soon be looking to begin utilizing a new community engagement platform that would be connected to the City webpage, to allow for more transparency and more participation.

A second 10 minute Short Course video from the Department of Commerce was then shared with the Commission, specific to the Comprehensive Planning basics of the Growth Management Act (GMA).

Following the video, discussion ensued on the long range planning efforts that have taken place in Ellensburg. Staff provided some background on the Comprehensive Plan Update that took place in 2015 through 2017, including coordination with Kittitas County and the other county jurisdictions. Information was shared about how the Conference of Governments allocated future population growth and the distribution amongst the various jurisdictions in the County. Staff also answered questions and shared information about the Ellensburg Comprehensive Plan.

Ayling shared his screen to show the Commission how to navigate through the City website, including how to access agenda packets and minutes for the Commission, the location of the online GIS maps, as well as navigation through the Community Development page. He also showed the Commission how to access and navigate the City Code online.

The meeting concluded with discussion of projected needs for housing, affordable housing, and future development proposals in the community.

8. ADJOURNMENT

Chair Padjen adjourned the meeting at 8:12 pm.