

**TOWN OF YARROW POINT
PLANNING COMMISSION MEETING MINUTES
March 27, 2017**

The following is a condensation of the proceedings and is not a verbatim transcript.

CALL TO ORDER:

Amy Pellegrini, Planning Commission Chair called the meeting to order at 7:04 p.m.

PRESENT:

Chairperson: Amy Pellegrini

Commissioners: Trevor Dash
Chuck Hirsch
Carl Hellings

Staff: Town Clerk Anastasiya Warhol
Austen Wilcox Deputy Clerk
Town Planner Mona Green

Guests: Elizabeth Newstrum – Town Resident

APPEARANCES:

Elizabeth Newstrum 4428 92nd Ave NE:

Ms. Newstrum inquired about a response to a letter she delivered to the Planning Commission at the February meeting. Ms. Newstrum asked if she will get a response. Clerk-Treasurer Warhol stated Ms. Newstrum's letter was forwarded to the Mayor from the Planning Commission

Ms. Newstrum discussed a recent past hearing for a variance and stated her position. Ms. Newstrum suggested the Planning Commission review the current zoning code. Clerk-Treasurer Warhol stated that variances are not heard by the Planning Commission or the Council, but rather by the Town's Hearing Examiner.

Chairwoman Pellegrini stated that she would welcome the opportunity to join Ms. Newstrum and the Mayor in a meeting to discuss where Planning Commission direction comes from.

MINUTES:

MOTION: Commissioner Dash moved to approve the minutes of the February 28, 2017 Regular Meeting. Commissioner Hellings seconded the motion.

VOTE: 4 For, 0 Against. Motion carried.

STAFF REPORTS:

Clerk-Treasurer Warhol gave a summary of the March Council retreat.

- The Council discussed procedures for bidding large CIP projects. When the budget for a project is at or exceeds \$300k, Town staff will consider hiring additional design or project management resources due to internal capacity issues.
- The Town intends to pursue the possibility of undergrounding all utilities on public streets.
- Council discussed a proposed new playground and the possibility to expand Town Hall due to increased public usage.
- Regulations of trees were discussed. A guest speaker at the retreat compared tree canopies to other local jurisdictions. The Council will continue this discussion at another meeting.

Commissioner Dash expressed his interest to learn more about the land use issues and will reach out to the Mayor.

Commissioner Hellings asked who holds the Hearing Examiner accountable to his decision. Clerk-Treasurer Warhol explained the Town Planner reviews the decision.

REGULAR BUSINESS:

PC AB 17-03 Emergency Preparedness: Status Update

Chairwoman Pellegrini expressed positive feedback from previous CPR training session.

Three topics of discussion will take place at the upcoming June 10 neighborhood preparedness meeting:

- Educate
- Train
- Introduced people into “map your neighborhood.”

The commission discussed the importance of being prepared for a big disaster.

Commissioner Hellings presented a map illustrating the designated neighborhood clusters within the Town. The Commission discussed the layout and made improvements to the design. The Commission came up with a plan on how to designate the mapped clusters on the map. Commissioner Hirsch raised suggested that the home location of elderly folks be known. Clerk-Treasurer Warhol and Deputy Clerk Wilcox agreed to take the mapped clusters and put them into an electronic format.

Next Planning Commission meeting date was scheduled for April 24, 2017

ADJOURNMENT:

MOTION: Commissioner Dash moved to adjourn the meeting at 8:16pm. Commissioner Hellings seconded the motion.

VOTE: 4 For, 0 Against. Motion carried.

APPROVED:

Amy Pellegrini
Amy Pellegrini, Chair

ATTEST:

Anastasiya Warhol
Anastasiya Warhol, Clerk-Treasurer

