

**TOWN OF YARROW POINT
PLANNING COMMISSION SPECIAL MEETING MINUTES
July 25, 2022**

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

CALL TO ORDER:

Commission Chairman Carl Hellings called the meeting to order at 7:02 p.m.

PRESENT:

Chairman:	Carl Hellings
Commissioners:	Chuck Hirsch Jeffrey Shiu David Feller Lee Sims
Staff:	Austen Wilcox – Deputy Clerk Emily Miner – Deputy Attorney
Guests:	Carl Scandella – Councilmember Scott Penner – Resident Debbie Prudden – Resident

APPROVAL OF AGENDA

MOTION: Motion by Commissioner Feller seconded by Chairman Hellings to add an additional 3-minute public appearance opportunity after regular business.

VOTE: 5 For, 0 Against. Motion carried.

The Planning Commission gave staff direction to add the second 3-minute public appearance opportunity to future Planning Commission agendas.

STAFF REPORTS:

Deputy Clerk Wilcox gave a report of the July Council meeting.

MINUTES:

- May 23, 2022 Special Meeting

MOTION: Motion by Commissioner Hirsch seconded by Commissioner Sims to approve the May 23, 2022 special meeting minutes as amended.

VOTE: 5 For, 0 Against. Motion carried.

APPEARANCES:

Resident Scott Penner encourages the town to continue regulating hedges. He discussed clarifying the hedge code and issues with plants such as Leland Cypress.

Resident Debbie Prudden shared that she agrees with Mr. Penner. She encourages the Town to be involved in hedge code enforcement. She provided suggestions to the proposed code examples.

REGULAR BUSINESS:

PCAB 22-08 – Proposed Code Amendments: Discussion and Possible Vote

At the May Planning Commission meeting, staff discussed with Planning Commission the need for additional enforcement mechanisms for mitigation trees planted under the private property tree code. Planning Commission directed staff to prepare sample code amendments.

As previously discussed, it is important to put future property owners on notice of any trees planted for mitigation purposes. Trees planted for mitigation purposes tend to be smaller and thus easily overlooked. The proposed code amendments offer two different ways to ensure that future property owners receive notice of the need to maintain those mitigation trees.

Options for documenting mitigation trees:

- Site plan recorded on title
- Bond to secure a 3-year tree
- The planning Commission discussed the following relating to a bond
- Administrative procedures and funding
- Bond amount and application fee amount. The Town Attorney will research these amounts
- Designation of mitigation trees with a marker
- Annual inspections could take place for mitigation trees twice a year

PCAB 22-09 – Proposed Hedge Code Amendments: Discussion Only

As discussed during the May Planning Commission meeting, there are ambiguities in the definition of the Town's Hedge Code. Town Attorney Emily Miner presented options to clarify the Town's Hedge Code.

The Planning Commission discussed:

- Removing the town's position from enforcing hedges
- Mediation options
- Planning Commission to review
- Third party enforcement
- Definition of a hedge

The Town Attorney will discuss with staff and the Town's arborist options to define a hedge.

APPEARANCES:

Councilmember Carl Scandella shared his appreciation for the discussion tonight.

Resident Scott Penner discussed setbacks and trimming hedges. He encourages the Town to remain involved in hedge code enforcement and not to make the topic too complex.

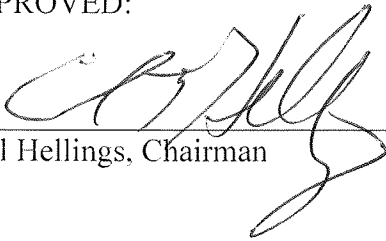
Resident Debbie Prudden agrees with Mr. Penner to have the Town remain involved in hedge code enforcement and to modify the existing hedge code.

ADJOURNMENT:

MOTION: Motion by Commissioner Hirsch seconded by Commissioner Feller to adjourn the meeting at 8:50 p.m.

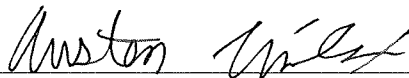
VOTE: 5 For, 0 Against, 0 Abstain. Motion carried.

APPROVED:



Carl Hellings, Chairman

ATTEST:



Austen Wilcox, Deputy Clerk

