

PLANNING COMMISSION MINUTES

Date: March 25, 2021

The Ephrata Planning Commission, Grant County, Washington met on March 25, 2021. The meeting was called to order VIA ZOOM at 7:00 p.m. by Chairman Joe Dennis. Roll was taken.

Members present: Joe Dennis, Tom Moncrief, Don Guillemette, and David Spencer.

Staff present: Dan Leavitt, Community Development Director; Anna Franz, City Attorney; Bill Sangster, Public Works Director, and Stacy Hooper, Secretary.

Community Members Present: Christine Navarro, Tom Parrish, Baljit, Amar,

Joe Dennis presented audio difficulties. Joe Dennis will attend the meeting via video only as he can hear the meeting. Tom Moncrief, as Vice Chair to take over as chair for the March 25, 2021 meeting.

The commission reviewed the minutes of the January 14, 2021 meeting. Minutes approved with no changes. (m/s David Spencer/Don Guillemette). Motion carried.

Correspondence: Nothing added

No additions or Revisions to published agenda.

Election of Chairman and Vice Chair: Tom Moncrief opens the floor for nominations; **David Spencer** elects **Tom Moncrief**; **Tom Moncrief** accepts; **Don Guillemette** Seconds motion. Approved, New Chairman is Tom Moncrief.

Open Elections for Vice Chair: Don Guillemette nominates himself; no other nominations; all approved. New Vice Chair is **Don Guillemette**

Tom Moncrief opens business at hand, Amendment to the Future Land Use Zoning Map Plan of the Ephrata Comprehensive Land Use plan.

Dan Leavitt gives staff report; explains the request and the process of the zoning amendment. First step is for planning commission to recommend this request to be placed on the docket for amendments to the comprehensive plan land use map to City Council; the next step following the finalization of the docket would be for the Planning Commission to review the substantive request to change the land use map. **Dan Leavitt** gives description of where the parcels are located and what the current zoning is. **Dan Leavitt** asks for questions.

Don Guillemette asks if the resident to the south of the parcels has issued comments or do they even know about the proposal. **Dan Leavitt** states there has not been comments, the resident has been notified, and they will have a chance to comment as the process moves on.

David Spencer asks to clarify process; discussion ensues.

Tom Moncrief opens public Hearing at 7:12 pm, **Tom Moncrief** asks for comments from the public; no comment from public. **Tom Moncrief** asks for motion to close public hearing; **David Spencer** moves to close; **Don Guillemette** seconds motion to close public meeting.

Anna Franz administers appearance of fairness questions to commission member with no conflicts or objections presented.

Tom Moncrief asks for vote, motion to close the public hearing carries, and **Tom Moncrief** closes Public Hearing at 7:15 pm.

Entertain motion to put on City Council Docket, **David Spencer** moves **Don Guillemette** seconds; motion carried.

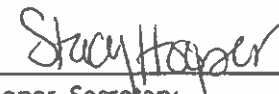
Planning Commission vacancy; **Jo Maedke** decided not to continue when her term ended. There has been no response to the add that was posted in the paper. A letter of interest can go to the City Administrator or the Mayor.

Tom Moncrief asks for clarification on the number of Planning Commission members and timeline of when position needs to be filled. Discussion ensues.

Meeting on March 25, 2021 adjourns at 7:19 pm.



Tom Moncrief, Planning Commission Chairman

Attest: 

Stacy Hooper, Secretary