

**CITY OF CLARKSTON  
PLANNING COMMISSION MINUTES  
September 18, 2017**

**CALL TO ORDER:** 6:00 P.M., Clarkston City Hall, Acting Chair Gilbertson

Staff: Steve Austin, Kevin Poole

**ROLL CALL:** Flerchinger, Gilbertson, Filler. McCroskey and Merrill excused on motion by FLERCHINGER/FILLER

**AGENDA CHANGE:** None

**APPROVAL OF MINUTES:**

Minutes of the August 21, 2017 meeting were approved on a motion by GILBERTSON/FILLER.

**PUBLIC HEARING:** None

**REGULAR BUSINESS:**

**A. ZC-2017-02 Findings of Fact, Conclusions of Law**

Motion to approve and authorize Chair to sign by FILLER/FLERCHINGER. Motion carried.

**B. Work Session – Comprehensive Plan – Land Use**

PWD Poole introduced the City of Clarkston Comprehensive Plan adopted in 2009. The Land Use Element has language regarding acreage, developed or underdeveloped that may need to be updated. Gilbertson asked how many underdeveloped acres. Poole advised that it depends on the definition of underdeveloped that is used. Filler asked if it included parking lots. Poole advised that it would not if water, electric and restroom were present or potentially available. Gilbertson requested information on the defined commercial zone bounded by 5<sup>th</sup> street and 6<sup>th</sup> street. Poole provided a zone map showing boundaries and designation. The area in question is Downtown Commercial area surrounded by High Density Residential. There was discussion regarding Recreational Vehicle parking lots and allowed usage in different zones. Gilbertson asked about the over revision plan for the Land Use section. Poole asked the commission to read and note any discrepancies. Poole advised that he will check the figures for table L1 on page 25. He asked that everyone look over the definitions of zones. For instance, Neighborhood Commercial does not get identified in Land Use section. The zones are defined by City Code in detail, but not in the Comprehensive Plan. City Code includes table L4 on pages 26-28, but it has possibly been modified by ordinance and that is not reflected in the Comprehensive Plan. Filler asked for clarification on Code 17.10.020, in that code, Neighborhood commercial is defined, does the definition need updated. Poole advised that it needs to be included in the Comprehensive Plan. The Comprehensive Plan is a broader overview, and the Clarkston Code is more descriptive. The Commission will have to decide whether to keep it as is, or make the definitions more specific in the Comprehensive Plan. Poole advised that he could come up with some alternatives for the Commission to consider. Gilbertson advised that it would be helpful.

**C. Work Session – Boundary Line Adjustments**

Poole explained to the Commission the language of Code 17.60 Land Use Actions. There are established flow charts that outline different actions that can be taken regarding land use decisions. Boundary Line Adjustments fall under Administrative Action. Boundary Lines can be adjusted when requested by owners owning adjoining parcels to extend zoning of one parcel to include the other. It can also be for property owners that have adjoining lots, wanting to build or expand their house over the boundary lines. This would keep the same zoning regulation, but extend the boundary so that it becomes one parcel. This allows the property owner to have the parcels joined onto the same taxing parcel when recorded with the county. Some uses may not be appropriate to approve administratively, but according to ordinance flow chart, the owner could appeal that decision. Gilbertson asked if a person owned 3 lots, and wanted to expand their business, say commercial property on Bridge Street. Is there a minimum size to adjust the boundary line for the lot? Could it be a lot and a half? Poole advised that there are rules that determine that. Boundary line adjustments are a tool that can be used for land use decisions.

**D. Work Session – Review of Neighborhood Commercial**

Poole explained to the Commission the Neighborhood Commercial Zoning that had been previously discussed as being a buffer in R-1 and R-2 zones. The Commission would need to decide what would be allowed usages, and zoning

requirements, such as setbacks. Flerchinger commented on buildings that were constructed long enough ago that it would not have had any setbacks. Poole advised that if an existing building such as a residence were to be converted to a commercial use in this type of zone, it would probably be grandfathered in. If it was new construction it would fall under the new requirements. Since our City boundaries are set and currently defined as not expanding, how do we manage the infill for these purposes? Filler asked if the recent building permit on the NorthWest Children's Home housing would be considered congregate housing by looking at the chart L-4. Poole explained that the most definitions are not that specific in the Comprehensive Plan, but they are more clearly defined in the City code. Filler asked what businesses are on 6<sup>th</sup> Street that are not in the proper zone. Poole explained that they are not in the Downtown Commercial area, but are further south.

**UNFINISHED BUSINESS: None**

**COMMUNICATIONS:**

**A. From Public: None**

**B. Written: None**

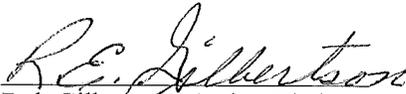
**C. From Planning Commission:** Gilbertson asked if there was an update on the attendance rules and removing members that are not attending. Poole advised that there hasn't been an update on that yet. However, there was a discussion on having first meeting of month for action items. The second meeting of the month primarily for work sessions. Filler asked if this would cause any problems for individuals requesting changes. Poole advised that it probably wouldn't impact it. There is paperwork that has to be filled out and notification posted and landowners notified, so it wouldn't be an issue.

**D. Staff Reports:** PWD Poole discussed boundary line adjustments, the 2 discussed earlier on Bridge Street and the third, the residence. We will have zoning change scheduled for Oct 2<sup>nd</sup> for changing R-3 Zone to Medical Commercial. This is the old Nobles Trailer Court that was purchased by Tri State.

**E. Next meeting on October 2, 2017, 6pm Clarkston City Hall**

**ADJOURNMENT:**

Meeting adjourned at 7:40 p.m.

  
Bob Gilbertson, Acting Chair