

MINUTES

Clallam County Planning Commission

Meeting of April 2, 2025, 6:00 PM

- A. CALL TO ORDER: The meeting was called to order at 6:00 p.m.
- B. PLEDGE OF ALLEGIANCE.
- C. ROLL CALL: Members present were Chair Steve Gale, Vice-Chair Ron Long, Tom Butler, Ken Reandeau, Katina Hester, Jane Hielman, Dann May, and Warren Billups. Bruce Emery, Director, and Tim Havel, Deputy Director, represented staff from the Department of Community Development.
- D. WELCOME: Chair Gale welcomed all in attendance.
- E. APPROVAL OF MINUTES: Katina Hester moved to approve, and Ken Reandeau seconded. The motion passed to approve minutes with one abstention.
- F. ANNOUNCEMENTS: There were no announcements provided by staff.
- G. PUBLIC COMMENT PERIOD: There were no public comments.
- H. UNFINISHED BUSINESS: *RV Regulations and Definitions*. Staff provided summary of proposed changes in response to prior Commission discussion and packet content. Concern was expressed about there being no long-term limitation on the duration of occupancy. The number of RVs on a parcel should be limited to one, unless stored within a fully contained garage or similar structure. Concern was also expressed about RVs being parked along private and public rights-of-way. It was suggested that the development of RV parks should be made simpler and more broadly available to accommodate demand and reduce the likelihood of proliferation in residential areas. The need for specific changes were also noted, including eliminating the prohibition of renting of an RV or RV pad (CCC 34.40.100(1)(c)), changing the word "shall" to "must" (CCC33.50.030(2)), ensuring that temporary RV use during home construction is preserved, and defining "stable source of power" with regard to CCC 33.58.020(2).

Questions were raised concerning the reason for restricting the renting of vacation rentals to the entire building, as opposed to allowing the rental of individual rooms (CCC 33.03.010(119)). Also, questions were raised as to the reason for an owner occupancy requirement for accessory dwelling units (CCC 33.50.040(3)(a)). Staff offered to research the reasons for these provisions for future discussion.
- I. PUBLIC HEARING ITEM: None
- J. WORK SESSION ITEMS: *Review of Floodplain Management Ordinance*. Staff provided an explanation of the process for updating the Floodplain section of the Critical Areas Ordinance in order to implement current requirements mandated by FEMA. The process involves adopting the mandated standards as articulated by FEMA under an emergency ordinance. This only requires an action of the Board of County Commissioners (BOCC) and will enable the County to establish compliance by the April 23rd deadline established by FEMA and maintain continuity and participation in the National Flood Insurance Program. As a parallel process, the Planning Commission will take up consideration of the same text changes in a full public process. This will allow for consideration of public comments and possible alternatives to the prescribed code language. Any potential changes recommended by the Planning Commission would have to be vetted by FEMA. The Recommendation of the Planning Commission following their process will be forwarded to the BOCC for additional public hearing and final action. The final Ordinance will replace the Emergency Ordinance, which will have a maximum duration of 60 days from the date of adoption.

It was suggested that staff communicate clearly to the public what the minimum (mandated) requirements are as established by FEMA to avoid confusion. With the continued public hearing on the Open Space Ordinance scheduled for April 16th, it was agreed the public hearing for the Floodplain Management Ordinance would take place on May 7th.

- K. PUBLIC COMMENT PERIOD: There were no public comments.
- L. DISCUSSION OF PUBLIC COMMENTS: There was no discussion.
- M. GOOD OF THE ORDER: Katina Hester suggested that if a public hearing item is known in advance to generate a lot of public sentiment, that staff should provide a question-and-answer session prior to the hearing in order to clarify the issues being considered and improve the public's understanding of the matter. Katina Hester also suggested that when other County personnel (non-DCD) are invited as subject matter guests, that they be clearly briefed on the Planning Commission's process to avoid conflicts with the flow and decorum of the meeting. This could also include clear instructions to the public at the start of the meeting. Steve Gale requested that the public notice for the Floodplain Ordinance include a brief FAQ. Steve Gale also suggested that the staff report should highlight the differences between mandatory and suggested changes. Lastly, Chair Gale suggested that future staff reports include expectations and process information for public understanding.
- N. ADJOURNMENT: The meeting adjourned at __8:14__ p.m.