



## Planning Commission Meeting Minutes

Wednesday, March 17, 2021 at 7:00 PM

**Open of the Meeting:** Andy Lane, Chair, called the meeting to order at 7:01 pm

**Roll Call:** Andy Lane, Steven Booher, Kenny Renner-Singer, Pete Olson, Angie Harrison, Colin Forsyth, and Alison Miller

**Staff & City Consultants:** Lilith Vespier, Development Services Manager; Maggie Boles, Senior Planner; Mark Barnes, Building Official; and, Dave Nalle, Deputy Chief Fire District #3

**Council Members:** Sharon Waters

**Community Present:** None

**Review and approval of Minutes:** March 3, 2021 meeting minutes were reviewed. Motion to approve by Commissioner Forsyth and seconded by Commissioner Miller. Motion carried by all.

### Wildland Urban Interface (WUI) Codes – Workshop

Ms. Vespier opened discussion on the Draft Wildland Urban Interface Code. Vespier indicated that the workshop notice was sent to 60 community members/home builders and one comment was received. Given that no public were in attendance, the prepared PowerPoint was not presented.

Dave Nalle discussed the Personal Wildland Fire Action Guide pamphlet, which was created by Fire District 3, through a grant with the International Association of Fire Chiefs. He explained that the fire reduction work behind the high school/middle school is also part of that grant. It will be an area where the community can see a defensible space while the pamphlets will educate community members. Nalle also identified there is a mobile mapping grant underway and home assessments are available within Fire District 3.

Questions from the prior meeting were followed up on, including:

- Fire rating of siding. Mark Barnes confirmed that a 1-hour fire resistance rated assembly with any type of siding material and still maintain the required rating.
- Enclosures with decks. Are required to maintain the rating. Lower floor deck can go with traditional deck, but protect the perimeter with screening or foundation around the perimeter.
- Roofing. Class A roofing assemblies vs. materials. Mark Barnes confirmed that Class A refers to the finishing materials, such as composition roofing; not assemblies.

Discussed second story deck requirements and the significant cost increase, in addition to ventilation opening requirements.

Ms. Vespier will meet with Barnes and Nalle to clarify some wording in the code before the hearing on April 7<sup>th</sup>. Commissioner Olson asked about a timeline for codifying the WUI Code. Ms. Vespier stated that the Planning Commission Hearing will be in April, a City Council Hearing in May and then a 6 month delay in implementation could put the regulations into effect November 2021.

### Housing Recommendations Update

Ms. Vespier stated that City Council reviewed the Housing Action Plan and seems comfortable with the document.

**Other Items**

Ms. Vespier noted that with the various code changes, the zoning regulations would be restructured. She shared a proposed Table of Contents, discussed the proposed changes, and requested feedback from the Commission.

**Adjournment:** Meeting was adjourned by Chair Lane at 7:40 pm.

*(Meeting recording available on request)*

Respectfully Submitted,

Maggie Boles, Planner  
City of Leavenworth