

**MILLWOOD PLANNING COMMISSION**  
**REGULAR MEETING**  
April 26, 2010  
**MEETING MINUTES**

1. Call to Order. The Regular Meeting of the Millwood Planning Commission was called to order by Chairperson John Newman at 6:00 p.m. at the Millwood City Hall. Members present were: John Newman, Bobbie Beese, Kelly Stravens and Dan Hansen. Staff present: Tom Richardson, City Planner, Ray Oligher, Planning Intern, and Brian Werst, City Attorney.

2. Approval of Minutes. Mr. Richardson asked for a clarification on the hearing for the comprehensive plan amendments. There was no motion to close the hearing on the accessory buildings so it was not closed. The commission continued the hearing on both items to the next meeting. Mr. Stravens moved to approve the minutes. Motion seconded by Mr. Hansen. Motion carried unanimously.

3. Public Hearing: 2001 Comprehensive Plan Amendment Docket.

a. CPA 10-06 Accessory Buildings:

The Planning Commission did not take additional testimony but continued its deliberations on the proposed amendments. Mr. Richardson suggested a modification of the setback, to allow a gradual increase for buildings taller than 15 feet. He also suggested new language to deal with the combined size of accessory buildings which are connected.

It was decided to delete the criterion in subsection I and simply refer to the two criteria for conditional use permits (17.36.120) into the proposed amendment for accessory buildings.

There being no one who wished to make further comment, Mr. Hansen moved to close the hearing. Seconded by Mr. Stravens. Motion carried unanimously.

Ms. Beese moved to recommend approval of the proposed amendment with the changes made this evening and send them on to city council. Seconded by Mr. Stravens. Motion carried unanimously. <00139-2.00>

b. CPA 10-01 Historic Preservation:

Mr. Richardson said he and the planning intern, Ray Oligher had modified the Colville Historic Preservation chapter to fit Millwood. Mr. Oligher presented the revised draft of the proposed Historic Preservation chapter in the comprehensive plan. He pointed out that the proposal was meant to document our existing resources, and to set goals and policies to guide future actions.

Ms. Beese suggested changes....1<sup>st</sup> page – “Millwood” historic district.  
Both house and district are on both registers.  
Type or not of..

Introduction---town was founded in 1910, incorporated in 1928. ;... predating its incorporation in...

Make it clear that the city is not making people do anything unless they voluntarily sign on.

... private organization – informal, grass-roots organization – showing community support

Next page – town -- city...

effecting/affecting...

change society to group

resources available to clg...grants and t.a. – retain its roots - preserve its history -- maybe should be in the next section – Brian – heading before we talk about MHS...

Brian – cultural archaeological... cultural should be added...

Dan – add cultural value of access to the river (historical connection?)

Tom and Ray to look at language for how to deal with cultural issues.

At the end reference to CLG... Leave it in, tie in with historical society...City should work with MHS... Could delete that sentence because we come back to it later.

Dan – website

Change the table so that all properties are shown as on both registers. Combine the two sections.

Millwood will work with local property owners to get their properties listed.

Policy: city will encourage it through education, etc.

Diffuse: the city will review permit applications...

Don't confuse "we" with MHS. We are talking about the city.

Talks with planning commission, the community and the MHS... (sounds a little exclusive...)

Some of goals look more like policies/tasks.

Don't use "we."

Should be a colon after city of Millwood will(:) only after we get clg status and only for projects that are on the register. Pursue actions that will provide incentives for voluntary participation. Should be prominent at the beginning...

Official city board appointed by the city council.

Policies: will maintain an inventory of historical resources. Does this talk about properties or reference/historical information about properties or general h.p. information? == means info about individual buildings such as architectural style...

Last page last sentence. Not a punitive action... – also increases property values for the neighborhood around the renovated/designated properties. Should we use the word "punitive?" "Restrictive?" Take it out. HP is a restorative action. Restoring properties and the community, sense of pride. Preserving is not restoring. Delete it out. > HP increase property values.

Mail it to the property owners in the historic district. Need a press release. Mayor's newsletter

Delete the certificate of appropriateness...

There was consensus that the draft should emphasize the voluntary nature of the historic preservation process.

Ms. Beese moved to continue the hearing to the next meeting. Seconded by Mr. Newman. Motion carried unanimously. Commissioners asked that additional effort to make the public aware of the proposal be done before the next meeting.

4. SSP 10-01 City of Millwood. Mr. Richardson showed an illustration of the proposed readerboard sign showing what was submitted by the successful bidder, Baldwin Sign Company. It was suggested that the identification sign be a bit smaller, perhaps 1/3 smaller. The proposed sign showed a height of 8'6" which is taller than what was originally proposed. The decision was modified to re-iterate the maximum average height of 96". They reiterated their desire to not have a bright, white illuminated sign. Mr. Stravens moved to approve the written decision. Motion seconded by Ms. Beese. Motion carried unanimously. (147-9:00)

5. Staff Report. Mr. Richardson reported the council's decision to keep the commissioners' terms at six years. The mayor has not selected a replacement for Tammy McQuaig.

6. Public Comments. None.

7. Adjournment. There being no further business, Mr. Newman adjourned at 8:08 p.m. The next meeting of the planning commission will be Tuesday, June 1, due to the holiday.

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Chairperson

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Secretary