

**MOSES LAKE PLANNING COMMISSION**  
**July 14, 2016**

**Commissioners Present:** Vicki Heimark, Nathan Nofziger, Tim Adams, David Eck, Charles Hepburn, Todd Lengenfelder, Rick Penhallurick, Don Schmig **Absent:** Gary Mann

Name	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	
Eck	E	P	E	P	P	C	E	P	P	C	P	E	P
Schmig	P	P	P	P	P	C	P	E	A	C	P	P	P
Lengenfelder	P	P	P	P	P	C	P	A	P	C	A	P	P
Adams	P	P	P	P	P	C	E	P	P	C	P	P	P
Heimark	P	P	P	P	E	C	P	P	P	C	P	E	P
Penhallurick	P	A	E	P	P	C	A	E	P	C	A	P	P
Hepburn	P	P	P	P	P	C	P	E	P	C	P	P	P
Nofziger	P	P	P	P	P	C	P	P	P	C	P	P	P
Mann	E	E	P	P	E	C	P	P	A	C	P	P	E

P = Present      E = Excused      A = Absent      C = Canceled

**Staff Present:** Community Development Director / Deputy City Manager, Gilbert Alvarado; Associate Planner, Dan Leavitt; Assistant Planner: Billie Jo Munoz; Recording Secretary, Lori Witters

Chair Heimark called the meeting to order.

**Consent Agenda:**

- A. Meeting Minutes for June 30, 2016
- B. Shuey SSDP Findings of Fact

**Action:** Commissioner Hepburn moved to approve the consent agenda items, A & B seconded by Commissioner Nofziger. Motioned passed unanimously.

**Pioneer Meadows Final Major Plat and Findings of Fact**

Assistant Planner Billie Jo Muñoz presented the staff report and visual attachments. Pioneer Meadows LLC has submitted a final plat application for a two-lot multi-family residential plat on 15 acres located east of Division Street, west of Pioneer way. The site is zoned R-3, Multi-Family Residential for the southern portion, and C-2, General Commercial in the norther portion. The zoning corresponds with the underlying Comprehensive Plan Land Use Designations, of High Density Residential and General Commercial.

**First Action:** Commissioner Nofziger moved to approve the Pioneer Meadows Final Major Plat with the staff recommendations:

1. The comments of the Development Engineer shall be addressed.
2. The plat shall not be recorded until the city fees and reimbursements are paid to the City of Moses Lake.

Seconded by Commissioner Eck. Motion passed unanimously.

**Second Action:** Commissioner Hepburn moved to approve the Findings of Fact as presented.

**Barrington Point 3 Final Major Plat and Findings of Fact**

Assistant Planner, Billie Jo Muñoz provided the staff report and visual attachments; The Preliminary Plat was approved in 2006 by the Planning Commission and City Council. The new owner, Olsen Homes, has submitted a final plat application for a smaller portion of the original preliminary plat which included a temporary deferral of a cul-de-sac which was approved in December 2014. The proposal is a 27-lot residential plat on 7 acres located west of Paxson Drive and Park Orchard Elementary, east of Crestview

Drive, and south of Century Street. The plat extends Zephyr Drive to the south, which connects to a new east-west street, Electra Street, within the plat. The site is zoned R-1 Single Family Residential, which corresponds with the underlying Comprehensive Plan Land Use Designation of Low Density Residential. With the new plan it does conform with the Preliminary Plat Conditions.

**First Action:** Commissioner Hepburn moved to approve the Barrington Point 3 Final Major Plat with the staff recommendations:

1. The comments of the Development Engineer shall be addressed.
2. Any comments of the USBR and ECBID shall be addressed
3. The plat shall not be recorded until the city fees and reimbursements are paid to the City of Moses Lake.
4. The required covenant for cul-de-sac improvements shall be recorded with the plat.

Seconded by Commissioner Nofziger. Motion passed unanimously.

**Second Action:** Commissioner Nofziger moved to approve the Findings of Fact as presented.:

Seconded by Commissioner Hepburn. Motion passed unanimously.

#### **Moses Lake Trailer Park - Non-Conforming Use Review**

Assistant Planner, Billie Jo Muñoz provided the staff report and visual attachments; The Moses Lake Trailer Park located at 1505 Wheeler Road was declared a non-conforming use in 1998 as it was not a permitted nor a conditional use since it did not conform to the requirements of Moses Lake Municipal Code, Chapter 18.65, Manufactured Home Parks. The property is currently zoned Light Industrial, and contains 13 mobile home units.

City Staff conducted a park inspection on March 28, 2016. Upon the inspection, the park was found to have eleven code enforcement violations; hazardous electrical wiring, dilapidated porches, stairs and landings, garbage, debris and non-permitted chickens and a rooster. All violations had been corrected as of June 24, 2016.

**Action:** Commissioner Eck moved to approve the non-conforming use with staff recommendations:

1. The owner will ensure that all units and building will comply with the current building codes and regulations including but not limited to emergency egress, exits, all steps and landings, and utility hookups.
2. The non-conforming use shall be continued for twenty-four months.

Seconded by Commissioner Hepburn. Motion passed unanimously.

#### **Shady Nook Mobile Home Park – Non Conforming Use Review**

Assistant Planner, Billie Jo Muñoz provided the staff report and visual attachments; Shady Nook Mobile Home Park is located at 301 E. Seventh Avenue. It was deemed non-conforming in 1993 as it was not a permitted nor a conditional use since it did not conform to the requirements of Moses Lake Municipal Code, Chapter 18.65, Manufactured Home Parks. The property is currently bisected by the R-3, Multi-Family and C-2, General Commercial zone. The park contains approximately twenty-one (21) units, some are older manufactured homes.

City Staff conducted a park inspection on April 26, 2016. Upon the inspection the park was found to have two Building Code violations. As of June 28, 2016 all violations had been corrected.

**Action:** Commissioner Hepburn moved to approve the non-conforming use with staff recommendations.

1. The owner will ensure that all units and building will comply with the current building codes and regulations including but not limited to emergency egress, exits, all steps and landings, and utility hookups.
2. The non-conforming use shall be continued for twenty-four months.

Seconded by Commissioner Nofziger. Motion passed unanimously.

### **Upper Lakeshore Mobile Home Park – Request for Direction**

Assistant Planner, Billie Jo Muñoz provided the following information regarding the request for direction; On April 28, 2016 the Planning Commission approved the request for an extension on the required placement of a boundary fence for the park, with the conditions that a progress update be provided to the Planning Commission by July 31, 2016

#### **Staff Comments:**

1. A Boundary Line Adjustment was submitted on June 24, 2016. A notice of incomplete was sent on July 1, 2016
2. The owner, Ward Wambolt, is purchasing 5' of the adjacent property to meet the setback requirements for the proposed fence. The additional 5' does not meet the criteria for minimum setbacks from the stairs and landings to comply with the setbacks to the property line
3. The fence permit has not been applied for at this time. The property boundary and setbacks need to be met before a fence permit will be issued.

**Action:** Commissioner Pennhalurick moved to extend the review date to October 31, 2016.

Seconded by Commissioner Hepburn. Motion passed unanimously.

### **Comprehensive Plan Update – Transportation Element**

Assistant Planner, Billie Jo Muñoz presented the updates to the Comprehensive Plan Transportation Element which will formally be reviewed as part of the Comprehensive Plan update public hearing in the fall.

Commissioners discussed with Staff the Transportation Element. No additions, deletions, or changes were recommended.

#### **Non Agenda Item:**

None

#### **Staff Reports and Comment**

Community Development Director / Deputy City Manager, Gilbert Alvarado addressed meeting attendance.

#### **Planning Commission Comment**

None

There being no further business, Chair Heimark adjourned the meeting at 8:35 p.m.



**Vicki Heimark, Planning Commission Chair**