

**KENT PLANNING COMMISSION
BUSINESS MEETING
SEPTEMBER 19, 2023**

MEMBERS PRESENT:

**Amanda Edwards
Derek Salustro
Naser Matar**

STAFF PRESENT:

**Bridget Susel, Community Development Director
Eric Fink, Assistant Law Director
Tim Sahr, Development Engineer**

I. Call to Order

Ms. Edwards called the meeting to order at 7:00 p.m.

II. Roll Call:

Ms. Edwards, Mr. Matar, and Mr. Salustro were present. Jeff Clapper was absent.

MOTION: *Mr. Matar moved to excuse Jeff Clapper from the September 19, 2023 meeting. Mr. Salustro seconded the motion. The motion carried 3-0.*

III. Reading of Preamble

The reading of the Preamble was omitted as this meeting is a work session and no cases were being heard.

IV. Administration of Oath

The Administration of Oath was omitted as this meeting is a work session and no cases were being heard.

V. Correspondence

None.

VI. Old Business**A. DESIGN GUIDELINES WORK SESSION**

Ms. Susel gave a brief introduction stating that the Design Guidelines, which are currently codified, are currently being updated. She stated that staff has been receiving comments from the applicable boards and the general public before a final draft is presented to Council for discussion. She stated that she has received many comments to this point, which result in substantive changes to the draft they are reviewing tonight. She stated that they will have an opportunity to review the final draft via email.

Mr. Edwards stated that she doesn't have much to add to the draft but added that she likes that the intent is clear and to the side and feels that the way it is organized is very helpful. She stated that in terms of the content, she doesn't have anything further to add.

Mr. Matar asked about adding safety concerns into the design guidelines. Ms. Susel explained that is not typically included in design guidelines.

Mr. Salustro questioned if the current structures would be grandfathered in under the current code.

Ms. Susel stated that the proposed guidelines will take effect from the date they are adopted and moving forward. She stated that there are a couple of cases that have been continued and appealed to Council. She explained that Council decided to wait to reconvene the cases until after the new guidelines have been approved. She explained that typically design guidelines are not codified, but rather, a requirement to be considered. She stated that this is because guidelines lack specificity and are somewhat subjective. She stated that by codifying the City's design guidelines, challenges were created due to the lack of specificity. She stated that it will be staff's recommendation to Council that the new design guidelines are not codified.

VII. **Minutes**

MOTION: *Mr. Matar moved to approve the June 20, 2023 Planning Commission minutes as presented. Mr. Salustro seconded the motion. The vote carried 3-0.*

IX. **Other Business**

None

X. **Adjournment**

MOTION: *Mr. Mater moved to adjourn. The motion was seconded by Mr. Salustro. The motion carried 3-0. The meeting adjourned at 7:12 p.m.*