



**Town of Eatonville**  
**Planning Commission Meeting Minutes**  
*Monday August 17, 2020*  
**Via Zoom**

**CALL TO ORDER** – Chair Knick called the meeting to order at 7:02 p.m.

**ROLL CALL** - Present: Chair Knick, Commissioners Adams and Baublits, Commissioner Justice.

**STAFF PRESENT:** Mayor Schaub, Town Administrator Abby Gribi, Town Planner Scott Clark, and Planning & Building Admin Johnnie Newell.

**OPENING CEREMONIES** – Chair Knick led the Pledge of Allegiance.

**APPROVAL OF AGENDA** – Chair Adams requests a motion to approve the Agenda, Chair Knick second the motion to approve, motion passed 4-0.

**APPROVAL OF MINUTES** – Commissioner Adams requests a motion to approve the minutes of March 16, 2020, Chair Knick second the motion, motion passed 4-0.

**COMMUNICATIONS AND ANNOUNCEMENTS –**

**From Public:** None

**From Commissioners:** Chair Knick gives Commissioners and staff a briefing of the last meeting on March 16, 2020.

**NEW BUSINESS:**

- A. **Self-Assessment Training Needs:** Commission discusses the need for education and/or training and what that would entail. Administrator Gribi suggests going to these websites: MRSC.org and Commerce.wa.gov. In addition, Administrator Gribi will provide via email Commissioners with links to all the websites mentioned as well as “A Basic Short Course on Local Planning” link. Discussion ensued about Codes and Design Standards, Administrator Gribi suggests draft updates to the Town Council on forms and processes.
  
- B. **Master Application for Land Use Projects:** Commissioners go over the document that was prepared by staff as a working document for future Land Use projects in the Town of Eatonville, to assist the public and staff in streamlining the process of submittals.

Commissioner Baublits is concerned with the “Vision” of the Town of Eatonville when it comes to business owners who come to Eatonville to start a new business, he believes the Town of Eatonville needs a clearer vision when it comes to “Business”. Discussion ensues and Commissioners agree that there is always room for improvement, but this item is about a “Land Use” application and submittal and that the “Vision of Eatonville” could be discussed at a future Planning Commission meeting. Commissioner Adams gave feedback about adding survey requirements to the document.

**OLD BUSINESS:**

**Comments from staff and commissioners:** Administrator Gribi informs the Commissioners of the new Water Plant Clear Well filter being approved.

**ADJOURN:** Chair Knick adjourned the meeting at 8:28 pm.

**Next Meeting: TBD**

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**Chairperson Knick**

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**Baublits- Secretary**

**ATTEST:**

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**Recording Technician, Ms. Johnnie Newell**