

**City of Asotin
Planning Commission Meeting**

April 6, 2017

Call to Order: 7:00 p.m.

Roll Call:

- Chair Jenni Light
- Vice-Chair David Risley
- Secretary Elaine Greene
- Commissioner Ron Crossin
- Commissioner Mercia Neace
- Commissioner Jim Jeffreys
- Commissioner Rod Hallen

Commissioners welcomed the newest member to the Planning Commission, Rod Hallen. Discussion followed regarding responsibilities of the position and answered questions. Rod has not received a copy of Planning Commission Manual.

Approval of Minutes:

Minutes of January 5, 2017. Motion by Elaine Greene. Seconded by Jim Jeffreys. Unanimous. Minutes of February 16, 2016. Motion by Mercia Neace. Seconded by Elaine Greene. Unanimous.

Unfinished Business:

Discussion of up-dated City Code to reflect Regular Meetings of the Planning Commission as specified in the By-Laws of 2012. City Council Ordinance #2017-820 approved on March 13, 2017

The Application for Appointment to the Planning Commission form was recently revamped. A discussion and review of form followed. One suggestion is the application be a "fillable" form on the Asotin webpage.

New Business:

The Mayor asked for a review of the Transportation Plan. Discussion following on several topics which may or may not apply to the Plan.

1. In the Plan there is a section for Sign Inventory. This brought up a discussion of a sign located at the turn off of Highway 129 at the bike path parking lot. Commissioners recommend this sign be replaced. It currently reads "No vehicles beyond this point".
2. Again on signage, a discussion regarding drivers on Highway 129 to and from Clarkston and Asotin who drive far below the speed limit of 55 mph, which is a hazard as some vehicles being impeded pass unsafely. There are only two mileage signs, one leaving Asotin and one leaving Clarkston at Swallows Nest Park, i.e. no speed sign for vehicles entering Highway 129 at Critchfield or 13th Street. Since Highway 129 is a state highway, Commissioners hope that the Council would review this suggestion and if deemed viable contact those responsible at the State level to have signs installed near 13th Street and/or Critchfield.
3. Mercia Neace expressed concern about the possible closing of the alley next to the Museum. She expressed how congested it already is on Second Street and by closing the alley vehicles will not have that access available to depart the area, therefore creating more traffic issues.

Good of the Order:

General discussion of Robert's Rules of Order. Specific questions were tabled for the next meeting.

Discussion of procedure to approve Minutes of Planning Commission Meetings. Following meetings, the Secretary will promptly email Minutes. Commissioners will indicate corrections/additions/approval promptly and email to Secretary, therefore enabling Minutes to be presented at City Council Meeting and posted on the Asotin Webpage. A Motion for the approval of Minutes will be at the next Planning Commission.

Chair Light appointed Elaine Greene a designated Commissioner to present Minutes at the City Council

Meetings:

The next regular Planning Commission Meeting will be Thursday, July 6, 2017

Adjourn: 7:55 p.m. Moved by Jim Jeffreys. Seconded by Mercia Neace. Unanimous.