

**CLEARWATER PLANNING COMMISSION
REGULAR MEETING MINUTES
APRIL 21, 2025**

1. Call to Order and Pledge of Allegiance: 7:00 p.m

- Chair Schindele called the Clearwater Planning Commission meeting to order Monday, April 21, 2025, at 7:00 p.m. in the Council Chambers. The Pledge of Allegiance was recited. Members present were Schindele, Mol, Schwinghammer, Scott, and Thomes. A quorum was present. Other attendees included City Administrator Annita Smythe and Community Development Specialist Kimberlie Gramsey.

2. Approval of Agenda

- **MOTION** by Schwinghammer to approve Agenda as presented, seconded by Mol, all voted aye. **MOTION CARRIED.**

3. Approval of Minutes from March 17, 2025 Regular Meeting

- **MOTION** by Scott to approve the minutes from March 17, 2024 as presented, seconded by Schwinghammer, all voted aye. **MOTION CARRIED.**

4. Discussion – Proposed Ordinances

a. Shipping Containers

- Scott stated he would be for portable storage units in residential zoning districts if they had a pitched roof. He also stated he would like residential districts to have the same options as commercial districts. Scott stated he would like to consider shipping containers for housing.
- Smythe stated there would be different building standards for housing versus portable storage.
- Schwinghammer stated he is in agreement with proposed ordinance standards regarding being maintained in good condition. Thomes concurred.
- Schwinghammer stated he would be in agreement with a temporary shipping container for a month for moving purposes but would be opposed to long-term structures. Mol noted that the proposed ordinance outlines the limits for temporary usage.
- Discussion on whether Planning Commission wants screening for shipping containers in commercial areas that are adjacent to residential areas.
- Staff will bring back amended ordinance for review.

b. Mobile Food Units and Food Carts

- Gramsey presented amended ordinance for review.
- Planning Commission in agreement with the amended ordinance.
- Smythe stated currently no city license is necessary if they operate 21 days or less with state license.
- Staff will incorporate proposed changes for adoption at a future meeting.

c. Development Security

- Gramsey stated the financial guarantees listed in two sections are not consistent. Staff also had a complaint from a developer that the guarantee requirements are too onerous.
- Gramsey presented financial guarantee requirements from surrounding cities that match our current financial guarantee of 125%.
- Planning Commission agreed to keep the standard of 125%. If the builder disputes the estimate, they can provide their own engineers' estimate to bring to the city council.

- Members directed staff to remove inconsistencies by cross referencing the zoning section to the language in the subdivision ordinance.
- Staff will bring back amended ordinance for review.

5. Next Meeting Date

a. Monday, May 19, 2025 at 7:00 p.m.

- The board is scheduled to meet Monday, May 19, 2025, at 7:00 p.m.
- Smythe noted that staff are planning to have the review of the final plat for JCubed ready for that meeting.


- Side Discussion

- Member Mol asked staff about the status of the T.H. 24 project.
- The City Council has a workshop on June 2nd to discuss the plan for T.H. 24. No plan approval has been made for phase 2 through the area north of I94.
- Smythe stated there is no funding for phase 2 of the T.H. 24 project at this time.

6. Adjournment

- **MOTION** to adjourn by Schwinghammer, seconded by Scott, all voted aye. **MOTION CARRIED.**
Meeting adjourned at 7:54 p.m.

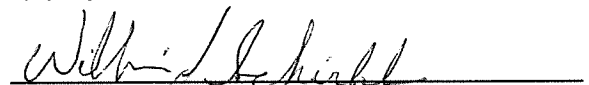
ATTEST



Kimberlie Gramsey

Community Development Specialist

APPROVED



William "Bud" Schindele

Planning Commission Chair