

1. CALL TO ORDER

Chairperson Matt Rasmussen called the regular meeting to order at 6:02 PM.

a. Roll Call

Members present: Commissioners Matt Rasmussen, Ryane Olin, Boyd Owen, Robert Frazier, and Frank Lovejoy

Members absent: Commissioners David VanCamp and Richard Skreen

Staff present: Contracted Planner Rachel Granrath, Secretary Karlene Akesson

2. CITIZEN COMMENTS

3. REPORTS

Planner Rachel Ganrath — nothing to report.

Secretary Karlene Akesson — Provided a verbal report.

4. CONSENT AGENDA

a. Approval of Minutes - February 17, 2026 Planning Commission Regular Meeting

Commissioner Ryane Olin motioned, seconded by Commissioner Frank Lovejoy to approve the February 17, 2026, Planning Commission Regular Meeting minutes as written. Motion carried by roll call vote. Commissioners Matt Rasmussen, Ryane Olin, Boyd Owen, Robert Frazier, and Frank Lovejoy voted 'Aye'.

b. Approval of Minutes - March 17, 2026 Planning Commission Regular Meeting

Commissioner Matt Rasmussen and Secretary Karlene Akesson provided comment.

Commissioner Ryane Olin motioned, seconded by Commissioner Frank Lovejoy, to approve the March 17, 2026, planning Commission Regular Meeting minutes as written. Motion carried by roll call vote. Commissioners Matt Rasmussen, Ryane Olin, Boyd Owen, Robert Frazier, and Frank Lovejoy voted 'Aye'.

5. OLD BUSINESS

a. Mobile Food Vendors - Draft Code and Discussion

Planner Rachel Granrath presented. Planner Rachel Granrath reported there had been concerns about the fifteen days per year cap and that there had been a few applications that revealed gaps in the draft mobile food vendors code. Planner Rachel Granrath stated the new draft code adds reoccurring events such as youth sports games and farmers markets and reevaluates the 15-day restriction. Planner Rachel Granrath also stated that it also looks at clarifying site permit standards and frequency limits.

Planner Rachel Granrath and Secretary Karlene Akesson provided further comment. Planner Rachel Granrath stated that under item B. there is an addition of a Seasonal Permit for reoccurring seasonal or periodic activities, which allows for more flexibility without associated timelines. All the application requirements stayed the same. Planner Rachel Granrath also stated that under item F. - Frequency, there is the addition of increased timelines to 180 days per calendar year, and no more than three consecutive days unless authorized by the City, which are site specific. Planner Rachel

Granrath noted that the fifteen-day cap needed to be changed and that mobile food vendors under a seasonal permit may operate under approved dates and locations. Planner Rachel Granrath explained that the 180-day limit allows for seasonal permits that allow for summer events or for someone who comes to set up seasonal outdoor vendors with a site permit for a temporary use, which allows flexibility. Commissioner Ryane Olin stated that he recalled the 15-days was a cap for one spot. Planner Rachel Granrath stated it did not appear to reflect that way in the draft code. Planner Rachel Granrath provided comment. Commissioner Ryane Olin stated he likes the three consecutive days and thought that the 15-day cap wasn't supposed to be per year, and that he likes the current draft. Commissioner Frank Lovejoy stated he was glad the seasonal permit was added and that it makes a lot of sense. Planner Rachel Granrath asked if there were any more thoughts or comments. Commissioner Matt Rasmussen and Secretary Karlene Akesson provided comment regarding the current farmers' market. Commissioner Matt Rasmussen asked if anyone else had anything else. The Commissioners expressed they did not. Commissioner Matt Rasmussen asked if the items discussed are already written into the new draft or if they are items that they want to put into it. Planner Rachel Granrath stated that if the addition of the seasonal event and frequencies sound good, then she would provide a red-line final code for the Planning Commission to make a formal recommendation on, and then it would go to City Council for adoption by ordinance. Commissioner Ryane Olin asked if the pricing had been set for the permitting. Secretary Karlene Akesson provided comment that working within the previous 15-day cap it had been difficult to calculate a reasonable fee. Commissioner Ryane Olin provided comment. Commissioner Matt Rasmussen asked if Planner Rachel Granrath wanted to know the Commissioner's opinions so that she could rewrite it and bring it back for a formal recommendation. Planner Rachel Granrath stated yes, that is the purpose of this draft. Commissioner Matt Rasmussen and Planner Rachel Granrath provided comment.

b. Critical Areas Ordinance (CAO) - Revised Draft

Planner Rachel Granrath presented. Planner Rachel Granrath stated that this draft Critical Areas Ordinance (CAO) is a clean version of everything that was talked about with ELS (Environmental Land Services) and worked through the changes as required. Planner Rachel Granrath stated the purpose of this draft is to reiterate what they had talked about and see if the Commissioners had any more thoughts or considerations. Planner Rachel Granrath stated that it was probably at the point that it should be sent to State agencies for review and comment and see what they send back so we can be responsive to that. Planner Rachel Granrath provided additional comments regarding riparian habitat in streamline buffers. Planner Rachel Granrath wanted to get the Commissioner's thoughts and comments before the draft code is sent out for agency review. Commissioner Matt Rasmussen provided comment and asked if the Commissioners had any comments or questions before Rachel sends the draft ordinance to the State Agencies for review. Commissioners Frank Lovejoy and Matt Rasmussen provided comment. Planner Rachel Granrath provided comment. Commissioner Robert Frazier and Planner Rachel Granrath provided comment. Commissioners Matt Rasmussen, Ryane Olin, Boyd Owen, and Planner Rachel Granrath provided comment. Commissioner Ryane Olin asked if ELS had reviewed this draft. Planner Rachel Granrath stated yes, they had, and it incorporates their comments and thoughts from previous rounds and has cleaned it up. Commissioner Ryan Olin provided additional comments. Rachel stated that if the Commissioners wanted, she could send it to them for another review. However, the consensus of the Commission was that if Francis from ELS had already gone through it, it was not necessary to send it back through for ELS to review again.

6. NEW BUSINESS

7. ADJOURNMENT

Commissioner Boyd Owen motioned, seconded by Commissioner Frank Lovejoy, to adjourn the regular Planning Commission meeting. All were in favor. Chairperson Matt Rasmussen adjourned the regular meeting at 6:21 PM.

Karlene Akesson, Secretary