

Lewis County Planning Commission

Public Meeting

In-Person & Virtual Meeting via Zoom

January 27, 2026 - Meeting Notes

Planning Commissioners Present: Jason Alves, District 1; Jeff Skutley, District 2; Frank Corbin, District 3; Roger Moore, At-Large; Gretchen Fritsch, District 3;

Staff Present: Mindy Brooks, Director of Community Development; Natalie Kamieniecki, Senior Long Range Planner; Kylie Peckham, Office Assistant Sr;

Materials Used:

- Agenda
- Draft Meeting Notes – January 13, 2026
- Short Term Rental Advisory Committee Applications
- Short Term Rental Advisory Committee Bylaws

1. Zoom Guidelines

The clerk dispensed with the Zoom Guidelines.

2. Call to Order

- A. Determination of a Quorum

5 Commissioners were present; there was a quorum.

3. Consent Agenda

The Chair, Commissioner Corbin, instituted a change to the Agenda and Meeting Minutes, which includes the Consent Agenda. The Consent Agenda states that if there are no changes to the Meeting Minutes or Agenda, the Chair can just approve the Agenda and Meeting Minutes as they are. Hearing no changes, Commissioner Corbin approved Agenda and Meeting Minutes as presented. The Consent Agenda has been adopted.

4. Public Comment

There were no members of the public who wished to provide comments.

5. Workshop

A. Planning Commission District 2 Candidate

The Planning Commission held a meet-and-greet time to familiarize themselves with the District 2 applicants. After the meet-and-greet, the Planning Commission convened an executive session for 16 minutes, including extensions, pursuant to RCW 42.30.110 to discuss the candidates for the position.

After returning from executive session, where no decisions were made, Commissioner Alves moved to recommend Robert Hankins for the Planning Commission District 2 position, seconded by Commissioner Skutley. The motion failed 3-2.

Commissioner Fritsch moved to recommend Luis Manzo for the Planning Commission District 2 position, seconded by Commissioner Moore. The motion passed 5-0.

B. Short Term Rental Advisory Committee

Mindy Brooks, Director of Community Development, reviewed the bylaws and suggested making a recommendation to the BOCC about changing the composition of the STR Advisory Group.

Commissioner Moore had a question regarding the positions expire on a rolling basis. For the positions that expire Dec 2027, having only served 1.5 years, does that count toward their total number of terms. Mindy stated that the way it is written, it would be considered their first term.

Commissioner Corbin asked where that is stated. Typically, when you fill a partial or unexpired term it does not count towards the number of terms that they can serve. Mindy stated that this is not an unexpired term, and that right now it does count towards the number of terms that you can serve. Mindy stated that if the Commissioners would like, we can change how it is written.

Commissioner Moore asked what the requirements are to apply for the Fire District Position (active, retired, volunteer, etc.). Mindy said that it isn't defined, if the commissioners would like to define it, it can be revised.

It was recommended to change the by-laws to state that the first term, if the term is not a full term, does not count towards the total terms that one can serve.

The Planning Commission would like to recommend that the Advisory Group be 3 individual owners of STR's or professional property managers of STR's located in unincorporated Lewis County with a preference given to 1 representative from each BOCC District based on the street address of the STR; and 3 residents of Lewis County who do not own STRs with a preference given to 1 representative from each BOCC District. They also recommending retaining the Fire District requirements as "representative" without further detail.

Pursuant to RCW 42.20.110, the Planning Commission convened an executive session for 25

minutes, including extensions, to discuss the candidates for the Short-Term Rental Advisory Committee.

After returning from executive session, where no decisions were made, Chair Corbin made a motion to approve Chris Murphy and Peggy Rath for the resident positions and Greg Cole for the Fire District position, seconded by Commissioner Moore. The motion passed unanimously.

Chair Corbin then asked for the commissioners to state their top 3 candidates for the STR positions and Chair Corbin took a tally (available upon request). The candidates that each received the most recommendations were Kevin Freitas (Mineral), Stephanie Brooks (Packwood) and Jenn Kaats (Morton). The commissioners noted that this is a good geographic distribution and that they hoped the other candidates who are not appointed will work through their representatives on the committee. Commissioner Alves made a motion to approve Kevin Freitas, Stephanie Brooks, and Jenn Kaatz for the STR Owner positions, seconded by Commissioner Moore. The motion passed unanimously.

6. Good of the Order:

A. Staff

Mindy wanted to let the Planning Commissioners know that the Community Development Building now closes at 4:30 to be consistent with all other front counter Lewis County Offices.

B. Planning Commissioners

There were no items from the Planning Commissioners for good of the order.

7. Calendar:

The Planning Commission meeting for February 10 is cancelled. The next Planning Commission meeting will be on February 24, 2026, and the agenda item will be a public hearing on the Public Benefit Rating System.

8. Adjourn

Commissioner Moore made a motion to adjourn. The meeting was adjourned at 8:01 pm.