



Chelan County Planning Commission

Chair: Cherié Warren Vice Chair: Doug England

Commissioners District 1: Tammy Donaghue, James Wiggs, Nik Moushon

Commissioners District 2: Cherié Warren, Mike Sines, Ken Hemberry

Commissioners District 3: Christopher Willoughby, Jesse Redell, Doug England

Meeting Agenda

Wednesday, January 28th, 2026 at 6:30 PM

Chelan County Community Development

**400 Douglas Street,
Wenatchee WA, 98801**

Or via Zoom- details listed below:

Join Zoom Meeting

<https://us02web.zoom.us/j/85141351175?pwd=h6BmzASjxFqcPnVQfezMmdbuECgd5e.1>

Meeting ID: 851 4135 1175

Passcode: 770121

Meeting to Order

I. Administrative

- A.** Review/Approval of Minutes from December 17th, 2025 Planning Commission Meeting.

II. Public Comment Period

- A.** Comment for any matters not identified on the agenda (limit 2 minutes per person)

III. Old Business

IV. New Business

- A.** Welcome newly appointed Planning Commissioner Ken Hemberry
- B.** Election of 2026 Planning Commission Chair & Vice Chair

V. Discussion, at the Chair's discretion

VI. Adjournment *Meeting will go no longer than 8:30 PM.*

Materials available on the Community Development website

Any person may join this meeting via Zoom Video conference, of which the link is provided on the Chelan County Website. A Copy of the Agenda may be reviewed online
<https://www.co.chelan.wa.us/community-development/pages/planning-commission>

Chelan County has been recording Planning Commission meetings which will continue to be accessible on the Community Development Planning Commission web page shortly after the meeting takes place.

**Next Regular Meeting
February 25, 2026 at 6:30 PM**

** All Planning Commission meetings and hearings are open to the public.*



CHELAN COUNTY PLANNING COMMISSION MINUTES

Chelan County Planning Commission
Chelan County Community Development

Date: December 17, 2025

400 Douglas Street
Wenatchee, WA 98801

CALL TO ORDER

Meeting was called to order at 6:30 PM

COMMISSIONER PRESENT/ABSENT

Doug England	Present	James Wiggs	Present
Tammy Donaghue	Present - zoom	Christopher Dye	Absent
Cherie Warren	Present - zoom	Jesse Redell	Present - zoom
Chris Willoughby	Present - zoom	Mike Sines	Presnet - zoom
Nik Moushon	Absent		

STAFF PRESENT

Jessica Thompson
Susan Dretke

PUBLIC PRESENT:

PUBLIC PRESENT VIA ZOOM: Dan Beardslee, Wyatt Brown, Samsung SM-S908U

Minutes:

Chairwoman Cherie Warren starts the meeting and takes roll.

She proceeds, asking the commissioners if they had read the minutes from the November 19th meeting.

Hearing no corrections, changes, or additions. Minutes were approved.

Motion:

Motion made by commissioner Wiggs, second by commissioner England, to approve meeting minutes with corrections from November 19th Planning Commission Meeting.

Vote – Unanimous

Motion carries

PUBLIC COMMENT PERIOD FOR ITEMS NOT ON THE AGENDA

No public comment.

New Business:

Old Business:

CONTINUED HEARING: ZTA 25-248 -

Title 12 – Revise the Boundary Line Adjustment purpose, approval criteria and application sections.

Title 14 – Adds a definition of a boundary line adjustment.

Community Development Planner Susan Dretke presents the changes and additions to Titles 12 & 14.

Commissioners discuss proposed definitions for Boundary Line Adjustment.

Public Testimony:

Dan Beardslee

Commissioners discuss the revisions made to the BLA language.

Motion:

Motion made by commissioner England, second by commissioner Donaghue, to approve Boundary Line Adjustment definition from RCW 58.17.040 and all other items discussed.

Vote – Unanimous

Commissioner Jesse Redell – Abstained
Motion carries

Chairwoman Warren closes the hearing for ZTA 25-248.

Discussion at the Chair's Discretion:

ADJOURNMENT

Meeting Adjourned at 8:25 p.m.

Next Planning Commission Meeting to be held on January
28, 2026, at 6:30 pm

**All Planning Commission meetings and hearings are open
to the public**

Chelan County Planning Commission

Schedule 2026

<u>January</u> January 28 6:30 PM Send info to commissioners on January 15	<u>February</u> February 25 6:30 PM Send info to commissioners on February 12	<u>March</u> March 25 6:30 PM Send info to commissioners on March 12	<u>April</u> April 22 6:30 PM Send info to commissioners on April 9
<u>May</u> May 27 6:30 PM Send info to commissioners on May 14	<u>June</u> June 24 6:30 PM Send info to commissioners on June 11	<u>July</u> July 22 6:30 PM Send info to commissioners on July 9	<u>August</u> August 26 6:30 PM Send info to commissioners on August 13
<u>September</u> September 23 6:30 PM Send info to commissioners on September 10	<u>October</u> October 28 6:30 PM Send info to commissioners on October 15	<u>November</u> November 18 6:30 PM Send info to commissioners on November 5	<u>December</u> December 16 6:30 PM Send info to commissioners on December 3



Chelan County Planning Commission Bylaws

Article I. Meetings

Meetings of the Chelan County Planning Commission shall be held in the meeting room of the Chelan County Board of Commissioners, at 400 Douglas Street, Wenatchee, virtually, or such other place as the Chairman shall designate, on the fourth Wednesday of each month of each calendar year at a time selected by the membership. Notice of meetings and hearings shall comply with Chelan County Code Title 14. All meetings shall be open to the public.

Article II. Quorum

A majority of voting members shall constitute a quorum for the transaction of any business that may come before any regular or special meeting of the Planning Commission.

Article III. Planning Commissioner Appointments

Planning Commission members are appointed by the elected County Commissioners to represent each respective region. Appointments are made in four (4) year terms and may be extended two more terms but not to exceed twelve (12) years.

Filling of vacant positions with greater than two (2) years remaining will be considered a full term appointment. Filling of vacant positions with less than two (2) years remaining will not be considered a term and may result in the appointed Commissioner serving more than twelve (12) years.

Article IV. Duties and Discipline

Regular attendance is important to understanding the various and complex issues addressed by the Planning Commission. If a member has three (3) unexcused absences or misses more than six meetings in a twelve month period said member shall be recommended, to the Board of County Commissioners, for dismissal upon a majority vote of the Planning Commission.

Article V. Officers

The officers of the Planning Commission shall be the Chairman and Vice Chairman. The officers shall be elected at the first meeting in January of each calendar year and shall hold office until their successors have been elected. The Director of the Chelan County Community Development, or designee, shall serve ex officio without vote, as the Executive Secretary. Vacancies in office shall be filled by special election except that the Vice Chairman shall automatically succeed to the vacant office of Chairman. The duties of the officers shall be those usually pertaining to their respective offices. The Executive Secretary shall keep a record of all meetings, resolutions, transactions, findings, and determinations of the Planning Commission. Said records shall be public records and shall be available for inspection at any time.

Article VI. The Planning Staff

The planning staff shall consist of the Director of the Chelan County Community Development and such other personnel as are deemed necessary. The Director shall be responsible for the performance of all administrative functions assigned to or connected with the Planning Commission and, at the request of the Planning Commission, the Director shall be responsible for all research activities undertaken by the Planning Commission. It shall be the duty of the Director to make available to the County Commissioners and all other duly elected or appointed officers of the County government, all records and completed studies undertaken by the Planning Commission and to otherwise assist them in the performance of their office through consultation and the furnishing of information

Article VII. Advisors

In addition to the Chelan County Community Development staff, technical and professional assistance to the Planning Commission in the pursuit of its duties and responsibilities may be solicited from any other department of County government. Legal counsel shall be provided by the office of the County Prosecuting Attorney to the Planning Commission upon request.

Article VIII. Voting

Each regularly appointed member, including the Chairman, shall be entitled to one vote on any matter that may come before the Planning Commission. The record shall show the individual vote of each member.

The approval of a comprehensive plan, or any amendment, extension, or addition thereto; or the recommendation to the Board of any official control or amendments, such as code amendments, shall require the affirmative vote of not less than a majority of the total members of the Planning Commission.

Passage of other matters, upon which the Planning Commission is authorized to act, shall require the affirmative vote of a majority of those members in session at the time.

Failure of a motion to approve any matter upon which the Planning Commission is authorized to act, shall be deemed denial. Failure of a motion to deny any matter on which the Planning Commission is authorized to act, shall not constitute approval.

Article IX. Hearing of Cases

Hearings shall be in accordance with Chelan County Code. Rules for conducting a Hearing shall be kept on file and up dated as appropriate. Hearings may be postponed or continued by the Planning Commission, until the next regular hearing or to a specified date, time and location. An applicant may appear in person or be represented at the hearing. Any person present either in favor of or opposed to an application may be heard.

Article X. Final Action on Cases


The Planning Commission shall include findings of fact supporting any action upon which it is authorized to act. A clear description of conditions necessary to carry out the spirit and intent of the Chelan County Comprehensive Plan and Chelan County Code shall be included with their action. The Executive Secretary shall submit to the Board of Chelan County Commissioners, in writing, the recommendation of the Planning Commission in accordance with Chelan County Code Title 14, and it shall be accompanied by the motion and the findings of fact considered at the hearing.

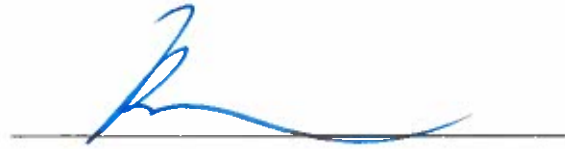
Article XI. Amendment

The Planning Commission, on fifteen (15) days written notice to the membership, may by a majority vote make, alter, or rescind these bylaws at any regular or special meeting.

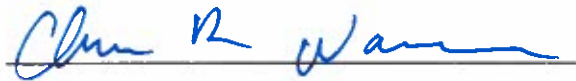
Approved and adopted by the Chelan County Planning Commission, Chelan County, Washington, at a meeting of its members on this 28 day of June 2023.


Vicki Malloy, Chairwoman


Jesse Redell, Vice Chairman



Ryan Kelso



Cherie Warren



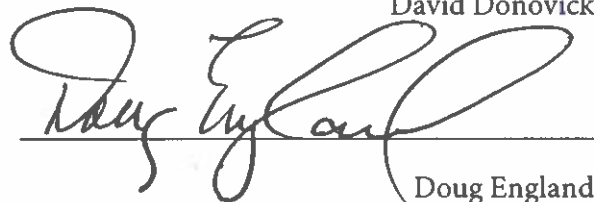
Mike Sines



Christopher Dye



David Donovick



Doug England



James W. Wiggs