

Planning Commission Meeting

February 4, 2026

6:00 PM

Minutes



<http://www.bonneylake.gov/>

I. Call to Order

Chair Sulham, called the meeting to order at 6:01 p.m.

II. Planning Commission Roll Call

Planning Commissioners attending at the physical location were Chair Grant Sulham, Vice-Chair Bennion, Commissioner Doll, Commissioner Gilmer, and Commissioner Wilkins. Commissioner Strous Boyd attended virtually.

Doll moved to excuse Commissioner Hallstead. Bennion seconded the motion.

Staff members in attendance at the physical location were Public Services Director Jason Sullivan, Development Services Manager Lauren Balisky, and Planning Commission Clerk Kennedy Spietz. Doll moved to excuse Commissioner Hallstead. Bennion seconded the motion.

Motion approved 6 – 0.

III. Next Meeting Poll

By Common Consent, Commissioners agreed to hold the next Planning Commission Meeting on March 03, 2026, with City Council.

IV. Approval of Minutes

A. Planning Commission Meeting Minutes of January 7, 2026

Minutes from the January 7, 2026, Planning Commission Meeting were approved.

V. Public Comments

None.

VI. Public Hearings

None.

VII. Old / Continuing Business

None.

VIII. New Business

A. **Accessory Dwelling Unit (ADU) Enforcement Ordinance**

Introduced by Development Services Manager Balisky, who gave an overview of the updates to the Accessory Dwelling Unit (ADU) Enforcement Ordinance. The Commission discussed and shared their concerns, including:

- Vice Chair Bennion had a clarifying question about the definition and use of an Accessory Dwelling Unit.
- The Commission agreed to have staff clarify the removal of a stove.

For efficient use of city resources, comments will be a short summary and not verbatim. An audio recording is available on the [state digital archives](#) and [public portal website](#) if you are needing a complete review of comments.

Jules had a question about whether you should remove the breaker or the outlet to the stove to gain compliance with Accessory Dwelling Unit Enforcement Ordinance.

B. **Planning Commission Bylaw Amendments** Introduced by Development Services Manager Balisky who gave an overview of the Planning Commission Bylaw Amendments. The Commission discussed and shared their concerns, including:

- Vice Chair Bennion liked the amendments.
- Commissioner Doll would like the Vice-Chair to have more authority.

Vice-Chair Bennion moved to adopt the proposed changes of the Planning Commission bylaws as presented. Commissioner Gilmer seconded the motion.

Motion approved 6 – 0.

C. **AB26-18** - A Resolution of the City Council of the City Of Bonney Lake, Pierce County, Washington, renaming Downtown Park to Veterans Memorial Park and directing staff to work with the Greater Bonney Lake Veterans Memorial Committee to update the 2012 Memorandum of Understanding. Introduced by Public Services Director Sullivan who gave an overview of the Resolution to rename Downtown Park to Veterans Memorial Park and direct staff to work with the Greater Bonney Lake Veterans Memorial Committee to update the 2012 Memorandum of Understanding. The Commission discussed and shared their concerns, including:

- Chair Sulham asked if there was a timeline for the project.
- Vice Chair Bennion likes the project.
- Commissioner Wilkins asked if the 410 and Main memorial is being replaced by this proposal.
- Commissioner Strous-Boyd suggested the Community Christmas tree should in the park as well.

Vice-Chair Bennion moved to recommend AB26-18 to City Council. Commissioner Doll seconded the motion.

Motion 6 – 0.

IX. For the Good of the Order

A. Correspondence

None.

B. Staff Comments

None.

C. Commissioner Comments

None.

X. Adjournment

Commissioner Gilmer moved to adjourn the meeting. Commissioner Wilkins seconded the motion.

Motion approved 6 – 0.

**PLANNING
COMMISSION**

**January 7th, 2026
6:00 P.M.**

MINUTES



www.ci.bonney-lake.wa.us

The City of Bonney Lake's Mission is to protect the community's livable identity and scenic beauty through responsible growth planning and by providing accountable, accessible and efficient local government services.

Location: Public Services Building, 21719 96th Street East, Buckley, Washington.

I. CALL TO ORDER: Commissioner Grant Sulham, Chair, called the Commission to order at 6:07 p.m.

II. ROLL CALL: Commissioner Grant Sulham, Commissioner Jessica Bennion, Commissioner Brad Doll, Commissioner Sara Hallstead, Commissioner Debbie Strous-Boyd, Commissioner Ernie Gilmer, and Commissioner Jeffery Wilkins. Commissioner Hallstead was not in attendance. Commissioner Wilkins was in virtual attendance.

Commissioner Doll moved to excuse the absence of Commissioner Strous-Boyd. Commissioner Bennion seconded the motion.

Motion approved 5-0.

Staff members in attendance at the physical location were Development Services Manager Lauren Balisky, City Clerk Sadie Schaneman, and Planning Commission Clerk Kennedy Spietz.

Audio starts at: **III. NEXT MEETING POLL:**
00:01:30

By Common Consent, Commissioners agreed to hold the next Planning Commission Meeting on February 4th, 2026.

Audio starts at: **IV. APPROVAL OF CORRECTED MINUTES:**
00:02:09

Minutes from the December 3rd, 2025, Planning Commission Meeting were approved.

Commissioner Doll moved to excuse the absence of Commissioner Strous-Boyd. Commissioner Bennion seconded the motion.

Motion approved 5-0.

Audio starts at: **V. PUBLIC COMMENTS AND CONCERNS:** *For efficient use of city resources, comments will be a short summary and not verbatim. An audio recording to the state digital archives if needing a complete review of comments.*
00:02:35

Dan Swatman, 6027 197th Ave E, He thanked the Planning Commission for their meaningful work on the Comprehensive Plan. Additionally, he let the Planning Commission know that he is always willing to hear their ideas for the City.

Audio starts at:
00:05:54

VI. PUBLIC HEARING: None.

Chair Sulham moved to add the Election of the Officers to the Agenda. Commissioner Doll seconded the motion.

Motion approved 5-0.

VII. ELECTION OF THE OFFICERS:

Commissioner Doll moved to nominate Commissioner Sulham as Chair. Commissioner Gilmer seconded the motion.

Motion approved 5-0.

Commissioner Doll moved to nominate Commissioner Bennion as Vice-Chair. Commissioner Gilmer seconded the motion.

Motion approved 5-0.

Audio starts at:
00:08:00

VIII. OLD / CONTINUING BUSINESS: None.

IX. NEW BUSINESS:

Audio starts at:
00:08:25

A. CivicPlus Portal Training – By Sadie Schaneman, City Clerk

City Clerk Schaneman gave an overview of the CivicPlus Portal Training.

X. FOR THE GOOD OF THE ORDER:

A. Correspondence: None

B. Staff Comments:

Audio starts at:
00:19:59

1. Regularly Scheduled Meeting Change – By Development Services Manager Balisky

Development Services Manager Balisky discussed that the Commission may look to change the regularly scheduled meetings. Commission discussed and shared their concerns, including:

- Chair Sulham reminded that there is the Special Meetings also that need to be accounted for.

Audio starts at:
00:23:45

2. March 3rd Tentative for Joint Meeting – By Development Services Manager Balisky

Development Services Manager Balisky discussed that the Joint Meeting with City Council is tentatively scheduled for March 3rd, 2026.

C. Commissioner Comments:

Audio starts at:
00:24:18

1. Build the Hill Spaghetti Dinner – By Commissioner Gilmer

Commissioner Gilmer invited the Commissioners to the Build the Hill Spaghetti Dinner.

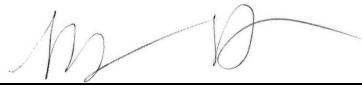
Audio starts at:
00:27:20

2. Planning Commission Communication – By Commissioner Doll

Commissioner Doll was concerned about the communications for the Planning Commission meeting.

XI. ADJOURNMENT

At [Time] p.m. the Meeting was adjourned by Commissioner Grant Sulham, Chair with the common consent of the Commission.



Kennedy Spietz, Assistant Planner

Commissioner Grant Sulham, Chair

Items presented to Commission at the January 7th, 2025, Meeting for the record:

1. *None.*

Note: Unless otherwise indicated, all documents submitted at Planning Commission meetings are added to the back of the packet the next day. For detailed information on agenda items, please view the corresponding Agenda Packets, which are posted on the city website and on file with the City Clerk.