



**MINUTES
DES MOINES
PLANNING COMMISSION MEETING**

**City Council Chambers
21630 11th Avenue S, Suite C
Des Moines, Washington
Tuesday, April 14, 2026 - 6:00 PM**

CALL TO ORDER

City Clerk Taria Keane called the meeting to order at 6:03 p.m.

ROLL CALL

Committee Present: Danielle Anderson, Traci Buxton, Chuck Coleman, Michelle Curry, Barton DeLacy, Colleen Gants, and Nicole Gunkle

Staff Present: City Manager Katherine Caffrey, Community Development Director Rebecca Deming, Planning & Development Services Manager Laura Techico, Senior Planner Jason Woycke, Land Use Planner I Alicia Jacobs, Land Use Planner II Peyton Murphy, and City Clerk Taria Keane

Council Present: Mayor Yoshiko Grace Matsui, and Deputy Mayor Gene Achziger

AGENDA ITEMS

- Item 1. **Welcome from Mayor Yoshiko Grace Matsui**
- Mayor Yoshiko Grace Matsui provided opening remarks, welcoming the Planning Commission.
- Item 2. **Introduction of Planning Commission and Planning Staff**
- Staff and Commissioners introduced themselves and provided brief background information.
- Item 3. **Selection of Chair and Vice Chair**

- City Clerk Taria Keane called for nominations for Chair.
- Commissioner Chuck Coleman nominated Commissioner Barton DeLacy to serve as Chair for the 2026-2027 term. Commissioner Barton DeLacy accepted the nomination.
- City Clerk Taria Keane asked if there were any other nominations. Seeing none, City Clerk Taria Keane closed nominations and called for the vote.

With a vote of 7-0, Commissioner Barton DeLacy was elected as the Chair for the 2026-2027 term.

- City Clerk Taria Keane called for nominations for Vice Chair. Chair Barton DeLacy nominated Commissioner Colleen Gants to serve as Vice Chair for the 2026-2027 term. Commissioner Colleen Gants accepted the nomination.
- City Clerk Taria Keane asked if there were any other nominations. Seeing none, City Clerk Taria Keane closed nominations and called for the vote.

With a vote of 7-0, Commissioner Colleen Gants was elected as the Vice Chair for the 2026-2027 term.

Item 4. **Future Meeting Date/Times**

- The Commission discussed options for the day the Planning Commission will meet.

Direction/Action

Motion made by Commissioner Traci Buxton to set the regular meeting of the Planning Commission for the first Tuesday of the Month at 6:00 p.m., seconded by Chuck Coleman.

Motion passed 7-0.

Item 5. **Planning Commission Training**

- The Commissioners discussed Planning Commission trainings.

Item 6. **Planning Commission 2026 Workplan**

- The Commissioners discussed the 2026 Planning Commission Workplan

Direction/Action

Motion made by Commissioner Chuck Coleman to approve the 2026 Planning Commission Workplan, seconded by Vice Chair Colleen Gants.

Motion passed 7-0.

Item 7.

Planning Commission Bylaws

Direct staff based on the examples for inclusion in the draft bylaw to return for future adoption.

- The Commission discussed the bylaws and will bring the item back at the May 5, 2026 meeting.

NEXT MEETING DATE

May 05, 2026

ADJOURNMENT

Direction/Action

Motion made by Commissioner Chuck Coleman to adjourn, seconded by Vice Chair.

Motion passed 7-0.

The meeting adjourned at 7:00 p.m.