

**JOINT CITY COUNCIL/
PLANNING COMMISSION
MEETING**

**January 29, 2008
5:30 p.m.**

MINUTES

City of



“Where Dreams Can Soar”

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.

Audio Time
Stamp ↓

I. CALL TO ORDER – Mayor Neil Johnson called the meeting to order at 5:34 p.m.

A. Roll Call: [A1.3]

City Clerk Edvalson called the roll. In addition to Mayor Neil Johnson, elected and appointed officials in attendance were Deputy Mayor Dan Swatman, Councilmember David Bowen, Councilmember Laurie Carter, Councilmember Dan Decker, Councilmember Mark Hamilton, Councilmember Dave King, Planning Commission Chairman Randy McKibbin, Vice-Chairman Grant Sulham, Commissioner Winona Jacobsen, Commissioner Donn Lewis, Commissioner Katrina Minton-Davis and Commissioner Dennis Poulsen. Councilmember James Rackley and Planning Commissioner David Eck were absent.

[Staff members in attendance were City Administrator Don Morrison, Public Works Director Dan Grigsby, Planning & Community Development Director John Vodopich, Planning Manager Heather Stinson, Administrative Services Director/City Clerk Harwood Edvalson, and Records & Information Specialist Susan Duis.]

Deputy Mayor Swatman moved to excuse Councilmember Rackley from the meeting. Councilmember Bowen seconded the motion.

Motion approved 6 – 0.

Planning Commission Chairman McKibbin moved to excuse Commissioner Eck from the meeting. Commissioner Sulham seconded the motion.

Motion approved 6 – 0.

B. Business Items:

05:35:45

1. AB08-27 – 2008 Planning Commission Work Plan

Planning Manager Stinson noted that the Council had asked that a work plan be instituted for Planning Commission projects. She described the draft document ‘City of Bonney Lake Planning Commission 2008 Program of Work,’ and sought input from Councilmembers and Commissioners. Discussions covered the process of adopting and amending the work plan, the general format of the plan, and the content of the proposed 2008 Work Plan.

Planning Manager Stinson described the proposed process. She said the Planning Commission would develop the work plan, and the Council would review and adopt it by a resolution at the start of each calendar year. Councilmembers could add new items and revise the work plan throughout the year as needed. Mayor Johnson noted

that the Planning Commission Chairman and Planning Manager would communicate regularly, and that Planning Commissioners can also add items to the Work Plan.

Councilmember Decker suggested that the Planning Commission learn about how the Pierce County Planning Commission operates; Councilmember Hamilton agreed and recommended that members of the Planning Commission contact the Pierce County Planning Commission District #1 representative, Gerald Gustafson.

Councilmember Hamilton suggested adding a section to the Program of Work for long-range plans that take several years or that are worked on incrementally. Others agreed that a long-range section would be valuable in tracking projects such as Eastown, to keep them on the radar and in discussions.

Councilmembers and Commissioners next discussed the plan's format and project classifications. Councilmember King suggested that projects be noted as 'new' or 'open/ongoing'. City Administrator Morrison suggested that the plan categorize projects by which body brought them forward – the Council, the Commission, or the City Administration. The group agreed that staff-initiated projects can also be added to the Work Plan, though they should first be brought to the Planning Commission for review, and then brought forward as usual.

Councilmembers agreed that items would be added to the plan by a motion by the Council (rather than by passing resolution or through discussions only). Planning Commissioners asked the Council to include a time frame or proposed deadline for each item added to the Program of Work. Commissioner Minton-Davis suggested that each item be prioritized, such as 'low priority' or 'high priority', as well.

Councilmembers and Commissioners then reviewed the proposed '2008 Program of Work', which includes:

- Zoning and land use updates
- Rezone of Inlet Island
- CUGA Annexation Study
- Code Fixes (public facilities, downtown core, miscellaneous BLMC issues)
- Noise Ordinance Updates
- Updated Sign Ordinance
- Consultant review of Permitting Process

Each item was discussed briefly, with no member objecting to any of the items. Planning Manager Stinson suggested that Code Fixes be reviewed on a regular schedule (quarterly), noting that other cities (including Gig Harbor) have quarterly code reviews, and prioritize code fixes by a schedule. Councilmember King said that some code changes relate to changes in the Revised Code of Washington (RCW) and Washington Administrative Code (WAC), and that State legislative action should be monitored regularly. Deputy Mayor Swatman warned against looking for changes by reviewing the code too often, to avoid doing unnecessary work.

No additional items were added to the proposed 2008 Program of Work. Planning Manager Stinson said she would work on the suggested revisions and bring the revised plan to the upcoming Council meeting.

06:28:57

2. Open Discussion – City Council and Planning Commission Issues

Planning Commissioner Chairman McKibbin asked about when the next Joint Meeting should be held. The next joint meeting was scheduled for July 29, 2008.

Commissioners discussed how items proposed by the Planning Commission are presented and reviewed by the Council. Councilmembers said it is valuable to have a Planning Commissioner at the Council meetings for input on the issues they have discussed. Planning Manager Stinson noted that the Planning Commission was reviewing a possible new format for written descriptions, including decisions, conclusions and findings of the Planning Commission. City Clerk Edvalson noted that the Municipal Code requires a representative from the Planning Commission to attend all Council meetings; the representative can be a commissioner or the appropriate department head or staff liaison. He added that the Municipal Code requires joint meetings to be scheduled at least biannually.

Councilmembers expressed their appreciation for the Planning Commission's work and invited commissioners to attend Council meetings.

6:41:00

C. Adjournment:

At 6:41 p.m. Councilmember King moved to adjourn the meeting. Councilmember Carter seconded the motion.

Motion approved unanimously.

Harwood Edvalson, CMC
City Clerk

Neil Johnson
Mayor

Items submitted to the Council meeting of January 29, 2008:

- City of Bonney Lake – *City of Bonney Lake Planning Commission 2008 Program of Work* – Planning Manager Heather Stinson.