

**SPECIAL JOINT CITY
COUNCIL / PLANNING
COMMISSION MEETING**

**January 20, 2009
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.

Website: www.ci.bonney-lake.wa.us

Audio Time
Stamp ↓

I. CALL TO ORDER – Mayor Neil Johnson, Jr. called the meeting to order at 5:30 p.m.

A. Roll Call: [A 1.3]

City Clerk Edvalson called the roll. In addition to Mayor Neil Johnson, Jr., elected officials attending were Deputy Mayor Dan Swatman, Councilmember David Bowen, Councilmember Laurie Carter, Councilmember Dan Decker, Councilmember Mark Hamilton, Councilmember Dave King and Councilmember Jim Rackley.

Planning Commissioners in attendance were Chairman Randy McKibben, Vice-Chairman Grant Sulham, Commissioner Winona Jacobsen, Commissioner Donn Lewis, Commissioner Katrina Minton-Davis and Commissioner Dennis C. Poulsen. Commissioner David P. Eck arrived at 5:33 p.m. Commissioner Minton-Davis left the meeting prior to adjournment.

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

B. Business Items:

Before starting meeting business, Public Works Director Grigsby introduced the new Assistant Public Works Director, Charles Simpson. Mr. Simpson was selected to replace Rick Shannon, who is leaving the City at the end of January 2009. Mr. Simpson has been with the Bonney Lake staff for two weeks have transition time with Mr. Shannon. Mr. Simpson said he is glad to be in Bonney Lake, and looks forward to a lot of good challenges and the strong leadership he sees from staff and the Council. He said he was a councilman for the City of Tukwila for six years and understands the Council's perspective. He encouraged Councilmembers to let him know if they have any questions he can help with.

5:34:36

1. Discussion: AB09-21 – Planning Commission Work Plan.

Planning Manager Heather Stinson said the work plan is a continuation of last year, and offers a plan for the upcoming year. She said items on the plan should be prioritized and additional items can be added as needed during the year. She summarized the items on the draft work plan for the Planning Commission to review in 2009.

Preliminary Discussion of the 2011 Comprehensive Plan Update: Planning Manager Stinson said the City is due for a major Comprehensive Plan update in 2011. She said the Commission and Council must consider hiring a consultant, applying for grants, potential updates, etc. She said new population counts from the County should be available in late 2009 and will be used to amend the Land Use element.

Capital Facilities Element and Storm Water Master Plan: Director Grigsby said the Capital Facilities Element includes utilities (water, sewer and stormwater), transportation, parks and other utilities. He said the water portion is nearly ready, the sewer service portion is in progress, and it is unlikely they will do revisions to the stormwater section this year. He said there is no scheduled update to the transportation plan at this time. Planning Manager Stinson said they are considering whether the Transportation Plan could be adopted by reference as a separate item, rather than inserting it inside the Comprehensive Plan in its entirety.

Updating BLMC Title 14 (permitting processes); Updating Title 16 (critical areas); Updating Title 17 (subdivisions): Planning Manager Stinson said the updates to various titles in the Municipal Code relate to recommended changes brought forward by staff. The changes relate to portions of the code that are inconsistent, difficult to administer, or those that seem unfair.

Hiring a consultant to review the permitting process: The Planning Manager said the proposed consultant may not come forward due to current economic conditions.

Eastown design standards and uses: Planning Manager Stinson said City staff members have found inconsistencies between the Eastown Design Standards and C-2/C-3 zoning setback requirements. She also suggested discussion of allowed businesses in Eastown. Councilmember Rackley spoke in favor of discouraging new self storage facilities inside city limits.

Provisions for interim buildings in Downtown Design Standards and Downtown Boundary Map: The Planning Manager said there are concerns about the Downtown Design Standards and current needs in the area. She said the City is considering putting up a garage for Public Safety vehicle and seized item storage, but that might not be allowed by the design standards. She said the Downtown area map does not correspond to zoning maps for the area. Councilmember Rackley asked the Planning Commission to consider including a larger area to be part of the 'Downtown Area' map. He said the City should be careful making any inadvertent changes to design standards.

Updating the Capital Facilities Element of the Comprehensive Plan; updating references to storm water, water and sewer plans in the Comprehensive Plan; updating the Transportation Element with reference to transportation plan rather than whole plan: These items were referenced with Capital Improvement Projects, above.

Adding a Historic Preservation Element to the Comprehensive Plan: Commissioner Jacobsen suggested adding this element. Planning Manager Stinson said now is a good time to consider this addition as there is staff time available. Commissioner Jacobsen said the Historic Preservation Element also fulfills a requirement of the

Growth Management Act. Councilmember Carter said Sumner recently added this element to their plan, which could be researched for comparison.

Revising and updating Title 18 with a 'use matrix': Planning Manager Stinson said the code included a matrix of all possible uses and zones in the past, but it was removed because it had become difficult to maintain. She suggested inserting a 'use matrix' for each chapter to make the code easier to understand and to update.

Assigning a minimum density to R-3: Planning Manager Stinson said densities in R-3 zones came up during the buildable lands review, as R-3 areas are not being developed currently at estimated densities. The Planning Commission is considering options to adopt a minimum density for R-3 zones.

Updating the Comprehensive Plan Land Use Element to include CUGA subareas 1, 2, and 3; pre-zoning CUGA subareas 1, 2, and 3: Councilmember Rackley asked for an update on the CUGA study. Director Vodopich said a draft of the consultant's report is complete and the consultant will present information to Council in February.

Shoreline Master Plan Update: Planning Manager Stinson said an update to this plan is due in 2010. The department plans to apply for Department of Ecology grants to help fund the update process.

Adopting standards for cottage developments: Planning Manager Stinson said the Planning Commission would consider adopting standards for cottage developments. She said these are hybrid developments of single- and multi-family homes on a shared piece of land, marketed mainly to senior citizens. She said she thinks these developments are a great housing choice for the community. Councilmember King suggested the Planning Commission review recent cottage developments in the Western Washington area.

Councilmember Carter suggested additional items for the work plan, including incentives for green building (such as fee reduction, credits, etc.), incentives for accessible housing; and options for shared housing units. Deputy Mayor Swatman suggested review of allowing townhomes in R-2 zones; minimum density parameters for R-3 zones; commercial frontage; sidewalk requirements for commercial areas; and options to waive fees for drive-through businesses that move from a non-auto area to another part of the City. He also suggested review of parking stall sizes for different parts of the City. Councilmember Carter suggested the Commission review where Accessory Dwelling Units (ADUs) are allowed in the City. Councilmember Rackley said if the economic situation does not improve, alternative housing options like boarding rooms might need to be considered. Mayor Johnson asked staff to compile the ideas and bring it back to the next Council Workshop for discussion and prioritization.

6:10:03

2. Discussion: AB09-22 – Code Enforcement Authority Issues.

Planning Manager Stinson said this item was brought forward by recommendation of the Planning Commission. The Commission frequently looks at code enforcement

issues and discusses options for enforcement. The Code Enforcement Officer has authority to write letters, but not to write citations. Mayor Johnson said he has spoken with Police Chief Mitchell and Community Development Director Vodopich about options to add an officer in the Police Department to handle code enforcement violations. Chief Mitchell said some cities hire a limited commission officer who can write infractions and citations. He said this would help. However, if an issue goes to litigation, it can still take a long time to be resolved.

Commissioner Sulham said Code Enforcement Officer Denney Bryan got a lot of help from the temporary person hired to work weekends. However, he said other issues are not resolved quickly. Mayor Johnson said things have gotten a lot better but litigation can be lengthy and frustrating. Director Vodopich said Code Enforcement Officer Bryan works closely with the Police Department on issues such as junk vehicles. City Attorney Dionne said his office has advised the City for many years that the code enforcement position should be held by a commissioned officer. He said letters only work to a point, and though most people comply, a few simply will not and require further action. He said the City can always go through the abatement process, which can be successful legally but requires additional time and expense. He said one option would be to create an entry-level Police Department position or for someone like a retiree who does not want to do regular police work.

Director Vodopich noted recent success and cooperative efforts between the Police Department, Community Services, and DM Disposal. He said these groups teamed up to help residents clean up their property in Cedarview, allowing them to use extra space in a dumpster that was used for Bonney Lake Day projects. Councilmember Carter said more people may face difficult situations and need help during the economic downturn. Councilmember King said the Public Safety Committee has already put this issue on their agenda for 2009. He said creating a Police Department code enforcement position would be more effective, but also more expensive. He said the City is getting larger, and the friendly 'small town' approach to enforcement issues does not always work well enough to ensure citizen health and welfare. He added that the Public Safety Committee also plans to review options for low-cost nuisance vehicle removal for people experiencing financial difficulties. Mayor Johnson asked Chief Mitchell and Director Vodopich to prepare code enforcement staff options and potential budget impacts for the Public Safety Committee to review.

6:35:38

3. Open Discussion – City Council and Planning Commission Issues.

Councilmember Rackley said parking spaces are used differently in different parts of town. Commissioner Sulham said the Commission discovered that while 40% of parking spaces are for compact cars, only 20% of cars on the road are compacts. Planning Manager Stinson said the Planning Commission has been working on a recommendation, which might be ready by the February 3, 2009 Council Workshop.

On another topic, Deputy Mayor Swatman said it is very important for the Planning Commission to have broad discussion of all issues, in order to ensure all available options have been considered. He said public discussion is very important to the process. City Attorney Dionne said it is better to start with a wide ranging discussion that shows on the record. Otherwise, if an item is rewritten based on citizen input,

someone can argue that other options were not considered. Commissioner McKibbin said this issue was brought up during the Commission's last short course as well.

Councilmember Bowen said one of his constituents feels he should not be required to pay sewer usage fees when he is out of town during the summer and keeps his water on only for the sprinkler system. Councilmember King said sewer fees are similar to taxes and fees for public education and transit; everyone pays for these items even if they don't use them personally. Mayor Johnson said Director Grigsby has sent some information via email already, and suggested this discussion be continued at the February 3, 2009 workshop.

Councilmember King said he will be out of town on February 2, 3, and 10 and will be unable to attend the Public Safety Committee meeting, Council Workshop and Council Meeting on those days.

Councilmember Hamilton asked Commissioners if they feel they are getting sufficient staff support or if they have any other issues. Commissioner McKibbin said he has been on the Commission for a long time and this is the best staff they have ever had. Commissioner Poulsen said it would be even better if there were two more staff members.

Commissioner Jacobsen thanked the Council, Mayor, Park Board and Director Leaf for designating the City's first heritage tree in December. She said other residents have expressed interest, and she hopes other trees will be designated.

Councilmember Rackley said the Pierce County Regional Council's annual general assembly is February 19, 2009 at Clover Park Technical College starting at 6:00 pm. He said it is a great way to meet councilmembers from other cities, and encouraged his fellow Councilmembers to attend.

Councilmember Rackley said he was recently made an alternate for the Puget Sound Regional Council Growth Management Policy Board.

Councilmember Carter said the next Sumner School District Community Leader's Breakfast is coming soon. She said she could not attend this event but encouraged others to do so.

Commissioner Lewis thanked the Council and Planning Department for the training sessions offered last year and hoped there would be more in 2009. He said it helps keep the commissioners fresh and understand current issues. Councilmember Rackley said the topics change and encouraged Councilmembers to attend training even if they have done so before. Commissioner Jacobsen said she attended a course offered by the City of Tacoma, as well.

Commissioner McKibbin asked if the Community, Trade and Economic Development budget was still intact. Director Vodopich said he believes so, as CTED is funded by various groups to ensure it keeps running.

City Clerk Edvalson said the Washington Cities Insurance Authority sets up a topic of interest for City audits each year. This year's topic is community development

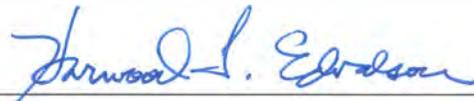
issues. WCIA encourages staff and councilmembers to participate in educational programs and other activities to help the City continue to qualify for membership.

6:54:20

4. Adjournment.

**At 6:54 p.m. Councilmember Bowen moved to adjourn the meeting.
Councilmember Carter seconded the motion.**

Motion approved 13 – 0.



Harwood Edvalson, CMC
City Clerk



Neil Johnson
Mayor

No items were submitted to the Special Joint City Council / Planning Commission Meeting of January 20, 2009.