



Community Development Department

Planning Commission Minutes

January 6, 2010 Regular Scheduled Meeting

APPROVED

City of Bonney Lake Council Chambers

The meeting was called to order at 5:32 P.M.

Planning Commission Present

Vacant, **Chair**

Grant Sulham, **Vice-Chair**

David Eck

Katrina Minton-Davis

L. Winona Jacobsen

Brandon Frederick

Vacant

City Staff Present

Heather Stinson, Planning Manager

Debbie McDonald, Commission Clerk

A poll determined that a majority of Commission members would be available for the combined meeting with City Council scheduled on January 19, 2010.

MOTION WAS MADE BY COMMISSIONER ECK AND SECONDED BY COMMISSIONER MINTON-DAVIS TO EXCUSE VICE-CHAIR SULHAM'S ABSENCE FROM THE DECEMBER 16, 2009 PLANNING COMMISSION MEETING.

MOTION APPROVED 4-0

I. APPROVAL OF MINUTES:

Minutes subject to review and approval were those of December 16, 2009.

MOTION WAS MADE BY COMMISSIONER ECK AND SECONDED BY COMMISSIONER MINTON-DAVIS TO APPROVE THE MINUTES OF DECEMBER 16, 2009.

MOTION APPROVED 4-0

II. PUBLIC COMMENTS:

Deputy Mayor Dan Swatman: Announced which Councilmember's were elected to which committee. He was re-elected by the Council as their Deputy Mayor and Chairman of the Finance Committee. Councilmember Hamilton was selected as the Chairman of the Public Safety Committee. Councilmember

Rackley was selected as the Chairman of the Community Development Committee. The Council Standing Committee compositions are as follows:

Finance Committee—Deputy Mayor Swatman, Councilmember Hamilton and Councilmember Rackley.
Community Development Committee – Councilmember Rackley, Councilmember Lewis and Councilmember McKibbin.

Public Safety Committee – Councilmember Hamilton, Councilmember Decker and Councilmember Carter.

He encouraged Commissioners to keep their connection with City Council. Previously, Chair McKibbin and Commissioner Lewis would attend Council meetings and bridge that gap with Council and the Planning Commission. Council would like to have the first joint-meeting after the Council has their retreat, which will take place the end of February. He looks at the upcoming meeting on January 19, as a combined meeting to discuss the Shoreline Master Plan. He is strongly in favor of completing the Annexation of area 465, just southeast of the City. By annexing the area into the City, the City would be able to collect the development fees instead of Pierce County. The Council will work on conducting a vote in November, with the Annexation taking place in January 2012.

Commissioner Jacobsen: Asked if Mid-Town design standards would affect the work-plan?

Deputy Mayor Swatman: Responded that he would be interested to get the thoughts of the Planning Commission on the design elements for Mid-Town. Councilmember Carter has brought up creating design standards for Mid-Town.

Vice-Chair Sulham: Asked if by annexing the area south of the City that would give us enough population to increase funding from the State?

Deputy Mayor Swatman: The extra 7500 residents would increase the City's population, which would only help with acquiring State funding.

Commissioner Minton-Davis: Commented that it would be helpful to know what the City Council's future vision is for the City? This would help guide the Planning Commission in the right direction.

Deputy Mayor Swatman: The joint-meeting would be the right place to exchange concepts on the future vision for the City.

III. NEW BUSINESS:

Election of Chair and Vice Chair for 2010

Vice-Chair Sulham opened the floor for nominations for the Planning Commission Chair.

MOTION WAS MADE BY COMMISSIONER MINTON-DAVIS AND SECONDED BY COMMISSIONER JACOBSEN TO NOMINATE VICE-CHAIR SULHAM AS THE PLANNING COMMISSION CHAIR FOR 2010.

MOTION APPROVED 4-0

Vice-Chair Sulham opened the floor for nominations for the Planning Commission Vice-Chair.

MOTION WAS MADE BY COMMISSIONER ECK AND SECONDED BY COMMISSIONER JACOBSEN TO NOMINATE COMMISSIONER MINTON-DAVIS AS THE PLANNING COMMISSION VICE-CHAIR FOR 2010.

MOTION APPROVED 4-0

IV. OLD/CONTINUING BUSINESS:

2010-2011 Work Plan

Ms. Stinson went over the 2010-2011 Work Plan. At this time, the Planning Commission will be working on the Downtown Core Zoning. City Council will finalize the 2010-2011 Work Plan after their retreat at the end of February. They will need to look at the use of C.U.P.'s (Conditional Use Permits) for existing businesses in the Downtown Core. At this time, existing businesses can only have retail or personal services on their first floor. Some existing businesses have rental space available that is not suited for retail, which makes it harder for the owner's to rent.

Commissioner Eck asked how long it would take a tenant to go through the Hearing Examiner?

Ms. Stinson responded the average time would be a month to month and a half.

Commissioner Jacobsen asked if, after having sat in on all the meetings for the Downtown Design to make it a walkable community, is the City Council looking at changing that?

Ms. Stinson responded that it is not changing the vision, it is looking at what is practical for existing business owners.

Commissioner Minton-Davis agrees with Commissioner Jacobsen and would like to know how other City's built their downtown areas?

Ms. Stinson answered that the difference with our Downtown Design is it entails so many different business owners.

Commissioner Jacobsen asked if C.U.P.'s would be able to continue on from one tenant to another?

Ms. Stinson answered, "As long as C.U.P.'s are approved they could continue."

M: Everyone/Planning/Planning Commission/Minutes/2010/January 6, 2010.doc

Commissioner Jacobsen wanted to know who the Planning Commission goes through to get items on the Work-Plan, the City Administrator or City Council?

Ms. Stinson responded that the City Administrator is the one who determines staff's time available to work the Work-Plan items.

Commissioner Minton-Davis asked about working on the Historical Preservation?

Commissioner Jacobsen wanted to know if there are so few items to work on until after the City Council retreat, why that Historical Preservation is not moved up on the work plan so the Planning Commission can start working on it sooner?

Ms. Stinson responded that the City Administrator determines staff time, but will ask him again about Historical Preservation moving up on the Work-Plan.

Commissioner Jacobsen will also voice her opinion to the City Administrator about the importance of Historical Preservation.

V. FOR THE GOOD OF THE ORDER:

Correspondence – None

Staff Concerns – Ms. Stinson is making some adjustments to the recommendation forms from the Planning Commission to City Council. They will contain more information on how the Commissioners came to their decision. It does not have to be a staff member that takes the recommendation to City Council. A Commissioner can also make the recommendations to City Council.

Chair Sulham suggested the Commissioners rotate taking the recommendations to City Council. He will take the recommendations to the January 26, 2010 City Council meeting.

Ms. McDonald will have CD's available of the Annexation Final Study sometime tomorrow. She will send out an e-mail when they are ready for pick up.

Commissioner Concerns –

Commissioner Jacobsen reminded those in attendance that the Historical Society needs pictures of the area taken before 1970. They can contact Commissioner Frederick or herself, if they have any questions.

Commissioner Frederick wanted to mention that the Historical Society received the go ahead for the City of Bonney Lake book.

Commissioner Sulham would like to have meetings in a round table style until there are more Commissioners or there is a need for a Public Hearing.

VII. ADJOURNMENT:

MOTION WAS MADE BY COMMISSIONER ECK AND SECONDED BY COMMISSIONER JACOBSEN TO ADJOURN.

MOTION APPROVED 4-0

The meeting ended at 6:27 P.M.

Debbie McDonald, Planning Commission Clerk