



Community Development Department

## Planning Commission Minutes

November 16, 2011 Regular Scheduled Meeting

DRAFTED

City of Bonney Lake Council Chambers

The meeting was called to order at 5:30 P.M.

### **Planning Commission Present**

Grant Sulham, **Chair**

Katrina Minton-Davis, **Vice-Chair**

David Eck

L. Winona Jacobsen

Brandon Frederick

Richards Rawlings

Brad Doll

### **City Staff Present**

Heather Stinson, Planning Manager

Cole Elliott, Development Review Engineer

Debbie McDonald, Commission Clerk

A poll determined that a majority of Commissioners would be available for the next regular scheduled meeting on December 7, 2011.

A consensus of the Planning Commissioners agreed to cancel the December 21, 2011 Planning Commission meeting.

### **I. APPROVAL OF MINUTES:**

**MOTION WAS MADE BY COMMISSIONER DOLL AND SECONDED BY COMMISSIONER ECK TO APPROVE THE MINUTES FROM THE NOVEMBER 2, 2011 MEETING WITH MINOR CORRECTIONS.**

**MOTION APPROVED 6-0**

### **II. PUBLIC COMMENT: NONE**

### **III. NEW BUSINESS:**

#### *Civil Code*

Ms. Stinson gave a brief update on the Civil Code and then introduced Cole Elliott the City's Development Review Engineer and the staff member that wrote the Civil Code.

Mr. Elliott presented the Civil Code about how it was established for the public but also for staff to have procedures in place on how to closeout projects. Also need to look at the fee scale and make it more

reasonable for the smaller builders. Fees are based on water use. A good example is Eastown will only be using the City's sewer system but the water is on Tacoma Water.

Commissioner Jacobsen asked if any developer has had a chance to review the proposed Civil Code.

Mr. Elliott answered this is just in draft form. Have been trying to work with homeowners on the code. The City currently has a developer's checklist that has everything on it a developer will need.

Commissioner Rawlings asked how much of the Civil Code is new.

Mr. Elliott answered that all of it is new and tried to make it public friendly. The new code would set limits on how long a civil permit is good for. At this time there is no expiration. The code also is there if an emergency for health and life safety. It will allow for the work to be done right away but they will still need to come in and get the work permitted.

Ms. Stinson mentioned that SEPA and a Public Hearing will still need to be completed.

#### **IV. OLD/CONTINUING BUSINESS:**

##### *Landscape Ordinance*

Ms. Stinson stated that ordinance improves the buffer between residential and commercial. Increases the number of plants and how fast they must mature. Will look at L.I.D. (low impact development) standards.

Commissioner Rawlings asked if the draft will need to be updated.

Ms. Stinson responded that it will need to be updated. The final draft will reflect the changes City Council makes. There still needs to be a Public Hearing.

##### *Lighting Ordinance*

Ms. Stinson discussed the workshop she attended on the Lighting Ordinance that Deputy Mayor Swatman submitted. The workshop did a good job of covering the Lighting Ordinance and explaining how you can pick and choose from the document what fits your City. One of the ways to simplify it is to create a chart that would show the B.U.G. (backlight, up-light and glare) rating allowed in each zone. Most fixtures will have a B.U.G. rating.

Vice-Chair Minton-Davis would like the definitions to be moved up to the front of the ordinance instead of being placed in the back.

Ms. Stinson will get the definitions moved to the front. Will look at the chart, but will not be using Zone 4 that is for Las Vegas lighting and Zone 0 which is out in the wilderness.

Commissioner Jacobsen asked if any other jurisdictions in the state were using this Lighting Ordinance.

Ms. Stinson replied the only City she knows of is Bothell.

**V. FOR THE GOOD OF THE ORDER:**

**Correspondence** – NONE

**Staff Comments** – Ms. Stinson mentioned there will be a Commissioner seat open once Vice-Chair Minton-Davis is sworn in as a new City Council Member.

**Commissioner Comments** – Commissioner Doll congratulated Vice-Chair Minton-Davis and suggested Midtown Grill for the holiday party.

**VI. ADJOURNMENT:**

**MOTION WAS MADE BY COMMISSIONER ECK AND SECONDED BY COMMISSIONER DOLL TO ADJOURN.**

**MOTION APPROVED 6-0**

The meeting ended at 6:18 P.M.

---

Debbie McDonald, Planning Commission Clerk