

Planning Commission
April 3, 2006

Planning Director Staley called the meeting to order at 7:06 PM, due to the fact that the Planning Commission Chairperson resigned and there isn't a Vice Chair.

The following members were present: Lisa Cramer, James Montgomery, Cindy Maas and Ken Smith. Gordon Liebel arrived late. Also in attendance was City Planner Dan Staley.

Cramer asked on the bottom of the first page, Liebel asked if we can hold a meeting without a chair and there was no answer to the question and she was concerned we would be in the same circumstances tonight. Staley stated we can hold meetings without a chair so it won't be a problem. Maas moved to approve the minutes of the March 20, 2006 Commission meeting. Cramer seconded the motion and the motion carried.

Cramer moved to change the order of the meeting agenda to do the Chair and Vice Chair voting and Planning Commission rules and regulations until Liebel gets here; he is just running a little late. Montgomery seconded the motion and the motion carried.

Sign Code Q & A Completion:

Staley asked if the commission had any strong feelings about the changes that were made. James felt the Q & A was appropriate, he feels these would be the main questions that a business owner would ask. Staley stated this would only affect the people in the commercial zones. Montgomery stated what about the people in the NMU areas, will we be sending notices to them also. Staley stated no they won't. Staley stated at the last Council meeting he informed the Council that the Planning Commission would be the body holding the public hearing. Maas asked about the portable reader board signs. Are these overnight or during the day? Staley stated those are the ones you see at the Buckley Business Park and the Eagles. There was a brief discussion about string of lights. Cramer stated we have allowed them but they cannot be blinking. **Cramer moved to approve the Sign Code Q & A as presented. Montgomery seconded the motion and the motion carried.** The commission decided to hold the public hearing on May 15th at 7:00 PM.

Landscape Ordinance Update:

Staley stated we are done with the first half of the code and the second half we are still working on. That part is the actual meat of the ordinance with plant lists and what you can and can't do.

Housekeeping – Chair and Vice Chair, rule formation:

Maas had an idea about getting new members. It appears we had a lot of people who were concerned when we held the public hearings on zoning. Maybe we should get the names of those people and see if any of them would be interested. Staley stated he has the list and will e-mail that to Cindy. Staley stated he sent out rules that other cities has. The commission needs to decide how many rules they want and what kind of rules they want. Liebel stated he highlighted one thing and the was the compensation. Cramer

stated they tried to do that before she came on and it was voted down by the Planning Commission. It was the Planning Commission's consensus to not receive compensation. Maas stated in the rules, she was interested in one of the cities that allowed someone outside the city limits within the urban growth area to be allowed on the Planning Commission. Staley stated we don't have an urban growth area; our urban growth area is the city limits. Smith asked if most of these rules and regulations bigger cities than Buckley. Staley stated they are our neighbors and also close in size to us. Staley asked if anyone has ever visited any of these other meetings. No one from the commission had. Maas stated she would like to see someone from outside the city added. There was discussion about having one being a business owner outside the city limits and one that lives within one mile of the city limits. Liebel stated it should be worded so that if we don't get someone outside the city limits, we can still have someone inside the city to be allowed on it. Cramer stated you could state that we may take someone from outside the city limits. The commission decided to have 5 members inside the city limits and may allow 1 established business owner for one year outside the city limits and 1 member outside the city limits within one mile. After a lengthy discussion, the commission also decided on four-year term for members with no term limits. Smith stated he would like to go through these things one item at a time so we aren't jumping all over the place. Cramer stated she thinks the one year chair and vice-chair is a good idea. Smith agreed because it doesn't make the chair feel over powerful. Liebel stated that doesn't mean the chair couldn't run for consecutive terms. Smith stated he believes it should be automatically switched. Cramer stated she thinks the group should determine that. Montgomery agreed that the group should decide. Smith stated he agrees with Dan that everyone needs experience. He can't change everyone's minds here but he is stuck on this. Liebel stated if you write in there that you have to change office every year, then you are forcing the commission to vote on a new person, if you say they have to vote then the option is open to do either. Maas stated what if she was incapable but she thinks she is great and she wants to be it but the rest of the commission is not happy with her and we are coming to a really important time and she is last one to become chair. Smith stated the head chair shouldn't have the opportunity to say much, just run the meetings. Cramer stated then you are getting really restrictive on the rules. Discussion ensued. Liebel stated it is relatively clear what the chairperson's role is in the Roberts Rules of Orders. One of the reasons he does not like to lead organizations is because you have less freedom to speak, the chair's job is to organize the meeting and keep it moving smoothly and not let one person dominate the meeting. Staley stated one of the main issues is that this hasn't been done in the past. Liebel stated that may be very hard to do with a small group like this and having everything we have to do. Cramer asked if part of the role of the chair is to go to Council meetings and report on what the planning Commission is doing. Staley stated they are trying to do that, but he is not necessarily going to let this happen. Liebel stated are two things that need to be put in here and one is getting in here the removal from the commission. There were several examples of that; he thinks the three un-excused absences are good. Cramer stated un-excused is the key. The members would need to call in to either Devon or Dan prior to the meeting to let them know. Secretary Boyle stated everyone can call her number and leave a message if it is after 4:30 and she will check her messages before the start of the meeting. Liebel stated the other issue that needs to be added is the terms of the officers. He doesn't think they

should have to be removed after one year, he feels we can vote. Smith stated he thinks it should go in order by the time they have been on the commission and if someone doesn't want to do it they can decline. Liebel stated we are all adults here and if you want to run for Chair you need to stand up and say you want to and why. Discussion ensued. It was decided upon by the Commission that the Chair and Vice-Chair will be a one-year term voted on at the first meeting in January and the position can be re-voted on yearly. Liebel stated he likes the power and duties from the City of Sumner. Maas stated there is one part in the current code 19.44.030, Entry upon private property. She is not comfortable with that at all. Staley stated he was a little shocked to see that as well. Cramer asked why we would need to enter upon private property. Staley stated it would probably be when you are reviewing plats. She doesn't know how the rest of the commission feels about this but she would like to see this section removed. Staley stated in general, he would more than likely call the property owner and let them know that the Planning Commission is interested in reviewing the property and 99% of the time they will be receptive to this. If they are not, then they are more than likely trying to hide something. The rest of the commission didn't have a problem with removing this section entirely. Cramer stated there was one other thing she had is in our old code at the very end, she would like to see it moved up to the top of the code. Because that is really what the purpose of the Planning Commission is ultimately we make recommendations to the City Council. Liebel had a question about the wording regarding having the power to approve or deny said plats. Staley stated that is just a recommendation. The commission would like the language cleared up on that. Staley stated he will make the changes and get them back to the commission. Smith stated he would like the information he gave Staley included with this.

Election of Chair and Vice-Chair:

Chairperson; Montgomery nominated Lisa Cramer, Cramer nominated Gordon Liebel. Lisa Cramer was voted in as Chairperson.

Vice-Chairperson; Smith nominated Cindy Maas, Maas declined her nomination. Maas nominated James Montgomery.

James Montgomery was voted in as Vice-Chairperson.

With nothing further the meeting was adjourned at 8:52 PM.

Lisa Cramer, Chairperson