

## City of Buckley

### Planning Commission Minutes

August 2, 2021

Garland called meeting to order at 7:00 PM. The following members were present: Griffin, McCollum, McPhail, Mickelson, O'Neill and Viren. Also in attendance was Associate Planner Evan Lewis.

**O'Neill moved to approve the minutes of the July 19, 2021, Planning Commission meeting. Mickelson seconded the motion and the motion carried.**

#### **Downtown Revitalization Strategy**

Lewis stated this has been updated since the last meeting to incorporate the changes that were discussed at both the last Planning Commission meeting and the Downtown Revitalization committee meeting that was last Tuesday and incorporate any areas of potential funding from the Federal Stimulus bill. There are four goals and actions within all those four goals. Lewis stated the key thing about this strategy is it really is interim. Ideally this strategy should be addressed through the Comprehensive Plan. Maybe it's about long-term expanding the current sub-area plan we have for the gateway district and encompassing the goals we have in this plan. This is conceptual and advisory; it will not be used when there is a development proposal. The Planning Commission was happy with the current document. This will go to hearing on August 16, 2021. If anyone has any questions or suggestions before this goes to hearing, please let Lewis know.

#### **Historic Preservation Ordinance**

Lewis went over the Certified Local Government application process and what this means to the city. The Washington Main Street Program and they have their own certification process. For local governments who want do designate an historic district or have standards to preserve the look and identity of buildings 50 years or older. Lewis stated he could invite Michelle Thompson from the Washington Main Street Program to the next Planning Commission meeting. The benefit of this is tax credits and well as a state special valuation. Lewis explained the steps on how to become a Certified Local Government. Discussion ensued.

#### **Sign Code Updates**

Lewis stated from the sign code workshop, most of the input was focused on enforcement, on things requiring design guideline updates rather than sign code updates and wayfinding. There was not a lot for specific information for the sign code updates itself. When the City Attorney went through this his frame of mind was because of major updates in case law. While we have the hood open on this now is there anything else we need to add. The main sections that need to be discussed are prohibited signs, general permit requirements, general sign requirements, sign area calculation and Historic commercial district. The commission started with the prohibited signs and should we have a requirement to have signage. Garland had some formatting issues he brought up. They then went through the other sections as mentioned above. At the next meeting we will focus on breakdown in the differences in the sign code by zone and then that will basically get us to a point regarding most of the issues we deal with other than temporary signs which will be a meeting in itself. Does the Planning Commission want to explore more about requiring signage on a building regardless if it is vacant or not? Discussion ensued.

#### **New/Old Business – Updates, Calendar & Deadlines**

Food Trucks was pushed to the August 17<sup>th</sup> Council study session

Downtown Revitalization Strategy will be a public hearing at next Planning Commission meeting.

Sign Code updates it will be the discussion on sign code requirements by zone in addition to the window graphics and double checking some of these legal review updates.

Will give an update on the public participation of the Comprehensive Plan survey.

Historic Preservation Ordinance, we will invite the Main Street Program to present if they are available.

Garland stated he will not be here for the September 20, 2021, meeting. Lewis stated we will need to decide if we want a second meeting in September because of the Labor Day holiday. If we do have a second meeting it will be either the 13<sup>th</sup> or 27<sup>th</sup>.

With nothing further, the meeting was adjourned at 8:05 PM.



Mel Garland, Chairperson