

**CITY OF SEATAC
PLANNING COMMISSION
Minutes of September 16, 2014
Regular Meeting**

Members Present: Joe Adamack, Roxie Chapin, Tom Danztler, Robert Scully, Jim Todd

Staff present: Joe Scorcio, CED Director; Steve Pilcher, Planning Manager

1. Call to Order

Chairman Adamack called the meeting to order at 5:30 p.m.

2. Approve minutes of September 2, 2014 Meeting

Moved and seconded to approve the minutes as written. **Passed 5-0.**

3. Public Comment

None.

4. Public Hearing on Zoning Code Amendments

Chair Joe Adamack opened the public hearing at 5:32 p.m.

Planning Manager Steve Pilcher provided a brief staff report. He noted there are four areas of amendments under consideration: 1) amendments dealing with housing definitions and senior housing (retirement apartments, assisted living and continuing care facilities); 2) amendments to home occupation standards; 3) provisions to allow for temporary off-site construction staging; and 4) two minor clarifications concerning building façade landscaping and parking requirements for townhouse developments.

Mr. Pilcher also noted that the amendments were sent in July to the State Department of Commerce for required review; a SEPA Determination of Nonsignificance was issued on August 15th; and notice of the public hearing was published in the newspaper on August 29th. He then briefly outlined the major features of the various amendments.

The Chair called for any public testimony. Being that no one wished to speak, the hearing was closed to testimony at 5:45 p.m.

In response to a question, Mr. Pilcher noted that a provision had been added to the home occupation chapter to clarify that pre-existing home occupations that do not comply with the new standards will only have nonconforming rights if they currently maintain a City business license.

Moved and seconded to forward the code amendments to the City Council with a recommendation of approval. Passed 5-0.

5. Briefing on Open Public Meetings Act

Planning Manager Steve Pilcher noted that Washington State law was amended to require all members of governing bodies, boards and commissions to receive OPMA training. The purpose of this evening's presentation is to review the law and its requirements. He noted that current practices of the Commission are in compliance with the statute, as all business is conducted in meetings that are published and open to the public.

After reviewing the materials, the Commission members signed a paper verifying their participation in the OPMA review.

6. Director's Report

CED Director Joe Scorcio briefed the Commission on the status of permit activity and revenues be received by the department. He also noted there are two vacancies currently open: one for a new Code Enforcement Officer and one for a part-time permit coordinator. Both recruitments are underway, with interviews for the code enforcement officer position to occur in late September or early October.

He also noted that as part of the budget process, the City Council will be considering whether to add an additional code enforcement officer and support staff to create a more robust program.

7. Commissioner's report

Commissioner Dantzler noted that approx. 10 days ago, his partnership had signed an agreement with Wright-Runstad, a major Seattle-based developer, to development their property on the south side of S. 200th, next to the new light rail station. They are submitting a proposal to the General Services Administration to build a new office structure for the FAA.

8. Adjournment

Moved and seconded to adjourn. Motion passed 5-0. The meeting adjourned at 6:11 p.m.

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