



## City Manager's Weekly Update

**February 11, 2011**

**Dear Mayor, Councilmembers, Residents, and Employees:**

**Comprehensive Plan Amendments and Development Regulations Open House:** The Planning Department will hold an Open House from 5:00 to 6:00 p.m. on Tuesday, March 1 in the Council Chambers at City Hall. The purpose of the Open House is to present information about the 2011 Comprehensive Plan and Development Regulations amendment processes. Information about the process and schedule will be available, including applications for proposing an amendment to the Comprehensive Plan or to the Development Regulations (Zoning Code). Staff will be available to answer any questions that citizens may have.

Regarding the schedule, the deadline to submit an amendment application has changed from last year's process: it is now the last Friday in March, **March 25, 2011** rather than the last Friday in April. The reason for this change is to allow more time to evaluate proposals and complete the annual process during the calendar year in the event of a SEPA appeal. A complete schedule is attached.

The regular meeting of the SeaTac Planning Commission will follow the Open House, beginning at 6:00 p.m.

For further information, please see the Comprehensive Plan page on the City's website, or contact the Department of Planning and Community Development at 206.973.4830.

**Civil Service Commission Vacancy:** The City has an immediate vacancy for a Civil Service Commissioner. The SeaTac Civil Service Commission ensures that hiring and promotions are fair and competitive and that all personnel rules are fairly administered for City Fire Fighters. The SeaTac Civil Service Commission is composed of three commissioners who are appointed by the City Manager. Commissioners serve a four-year term. The Civil Service Commission meets on the second Monday of each month at 3:30 p.m. at SeaTac City Hall. If you are interested in serving on the Civil Service Commission, please contact the City Clerk's Office at 206.973.4660.



**SeaTac Police Explorers program:** Whether you are interested in Law Enforcement as a future career or just interested in growing in your personal life and committed to your community, this is a great program for youth ages 14-20. Please contact Community Service Officer Burnett at 206.973.4917 if you have any questions about the program or to obtain an application.

**Attachments:**

Comprehensive Plan Amendment Schedule  
February 8, 2011 Regular Council Meeting Council Actions

**Agendas:**

Civil Service Commission	2.14.11
Zoning Code Update Ad hoc Committee	2.14.11
Senior Advisory Committee	2.15.11
Planning Commission	2.15.11

**You can view the City's Event Calendar at:**

<http://www.ci.seatac.wa.us/index.aspx?page=16>



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Todd Cutts, Interim City Manager



## City of SeaTac 2011 Comprehensive Plan Amendment Process

### Schedule

Informational Open House.....	March 1
Application Submittal Deadline.....	March 25
Establish Preliminary Docket .....	March 28
Planning Commission/LUP Review .....	April-June
Planning Commission Recommendation - Proposals to include in Final Docket .....	July 5
Council Establishes Final Docket .....	July 26
Public Hearing w/Open House .....	October 18
City Council Review.....	October 25
Planning Commission Recommendation to City Council .....	November 1
City Council Review.....	November 8
City Council Action to Adopt or Reject Proposals.....	November 22

Planning Commission meetings are held on the first and third Tuesdays of each month beginning at 5:30 p.m.

City Council meetings are held on the second and fourth Tuesdays of each month beginning at 6:00 p.m.

Both City Council and Planning Commission meetings are open to the public, and are held in the Council Chamber on the first floor of SeaTac City Hall, 4800 S. 188<sup>th</sup> St. SeaTac, WA 98188.

Meeting dates and times are subject to change so please check the City calendar on the City's website ([www.ci.seatac.wa.us](http://www.ci.seatac.wa.us)), or call the Department of Planning and Community Development at (206) 973-4830 to confirm details for a specific meeting. Meeting agendas are typically available on the website by the Friday preceding the scheduled meeting date.

# City of SeaTac Council Actions February 8, 2011

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The following Council actions were taken at the February 8, 2011 Regular Council Meeting

**Summary of \$5,000 - \$35,000 Purchase Requests for the period ended February 4:**

*Passed:* Revise Interlocal Agreement with Kent for Fire Apparatus Service - \$16,000

*Passed:* Prothman Company's Finders Fee for Community & Economic Development Director - \$7,000

*Passed:* Neighborhood Litter Control - \$19,296

*Passed:* Hotel/Motel (H/M) Tax Funding to NW Symphony Orchestra - \$5,000

*Passed:* H/M Tax Funding to Museum of Flight - \$25,000

**The following Council Meeting Minutes were approved:**

**Public Safety and Justice Committee Meeting** held January 11, 2011.

**Transportation and Public Works Committee Meeting** held January 25, 2011.

**Agenda Bill #3297; Ordinance #11-1001** creating a new Section 15.20.048 and amending Section 15.20.020 of the SeaTac Municipal Code regarding construction worker parking at religious use facilities and school facilities *was adopted February 8, 2011 and becomes effective February 19, 2011.*

**Agenda Bill #3294; Motion** accepting a Washington State Transportation Improvement Board grant for the Military Road South Improvement Project and authorizing the City Manager to execute all agreements related to said grant *was carried and became effective February 8, 2011.*

**Agenda Bill #3296; Motion** accepting the 2011 Local Hazardous Waste Management Program Grant for continued funding of the City's Waste Reduction and Recycling Programs and authorizing the City Manager to execute all agreements related to said grant *was carried and became effective February 8, 2011.*

**Agenda Bill #3302; Motion** authorizing the City Manager to execute a lease addendum and a five-year extension with the India Plaza in the SeaTac Center *was carried and became effective February 8, 2011.*

**Agenda Bill #3298; Motion** adopting the Reorganization Implementation Plan as recommended by the Interim City Manager, and authorizing the Interim City Manager to implement the Plan *was postponed to the February 22, 2011 Regular Council Meeting.*

**Agenda Bill #3300; Ordinance #11-1002** eliminating the Department of Planning and Community Development, creating a new Department of Community and Economic Development, and amending the Classification and Compensation Plan in order to implement the Reorganization Plan *was adopted February 8, 2011, as amended to remove changes to the Classification and Compensation Plan related to the Principal Planner, Planning Manager, Permit Technician 2, Permit Center Manager, and Development Review Engineer, and February 19, 2011.*



4800 South 188<sup>th</sup> Street  
SeaTac, WA 98188-8605

City Hall: 206.973.4800  
Fax: 206.973.4809  
TDD: 206.973.4808

# AGENDA

## City of SeaTac

### Civil Service Commission

**Chair:** Donna Thomas

**Commissioners:** Dick Jordan, Erin Sitterley

**Chief Examiner/Assistant Chief Examiner:** Stephanie Johnson, Alyne Hansen

**Meeting: Monday, February 14, 2011 at 3:30pm.**

**Location: SeaTac City Hall, Conference Room 128**

#### AGENDA

1. **Call to Order** – By Committee Chair
2. **Public Comment** – If requested
3. **Regular Business:**
  - a. Approval of Minutes:
    - i. Meeting held on January 10, 2011
  - b. Battalion Chief Promotional Examination Discussion
    - i. Request to postpone examination until Fall 2011
    - ii. Request to extend current promotional eligibility list through November 30, 2011.
    - iii. Request to return Brannigan's Building Construction text
    - iv. Request for \$1000-\$2000 for Terry Kerwood
  - c. Civil Service Commissioner Vacancy
  - d. Other items from the Commission members.
4. **Next Meeting** – Monday, March 14, 2011 at 3:30 p.m. at SeaTac City Hall, Conference Room 128.

**Mayor**  
*Terry Anderson*

**Deputy Mayor**  
*Gene Fisher*

**Councilmembers**  
*Rick Forschler*  
*Tony Anderson*  
*Ralph Shape*  
*Pam Fernald*  
*Mia Gregerson*

**Interim City Manager**  
*Todd Cutts*

**City Attorney**  
*Mary Mirante Bartolo*

**City Clerk**  
*Kristina Gregg*

**City of SeaTac**  
**Zoning Code Update Ad Hoc Committee (AHC)/**  
***Special Planning Commission Meeting\****

February 14, 2011  
5:00 p.m. to 8.00 p.m.

**Meeting Agenda**

- I. Introductions/Review of the Agenda [5 minutes]
  - A. **Administrative Issues**
    - 1. **AHC Meeting Notifications on City Web Calendar**
  
- II. Approval of 1/10/2011 Meeting Summary Notes [10 minutes]
  
- III. Public Comment [5 minutes]
  
- IV. Old Business [2 hours 35 minutes]
  - A. **Determine Process for Selecting Preferred City Center Parking Program Model**
    - 1. **Possible Selection Processes:**
      - Majority Vote
      - Prioritization/Ranking
      - Top 2
      - Other
  
  - B. **Presentation of Parking Program Options (Collected through AHC Review)**
    - 1. **Four Proposed Parking Program Options**
  
    - 2. **Vote on Proposed Parking Program Options**
  
- V. New Business
  - A. **No items**
  
- VI. Public Comment [5 minutes]
  
- VI. Adjournment

**☺Reminder: Comments on Draft Zoning Code Document Due at  
Next AHC Meeting, March 14, 2011**

**CITY OF SEATAC  
PLANNING COMMISSION MEETING**

**February 15, 2011**

**Council Chambers, SeaTac City Hall, 4800 S. 188<sup>th</sup> Street  
5:30 p.m. to 6:30 p.m.**

**MEETING AGENDA**

1. Call to Order/Roll Call – 5:30 P.M.
2. Approve Minutes of February 1, 2011 Meeting, and Minutes from the Joint SeaTac/Tukwila Planning Commission Meeting held June 17, 2010 – 5:30 to 5:35 P.M.
3. Public Hearing – 5:35 to 5:45 P.M.
  - **Public Hearing** - Amendments to the Landscape Standards Regarding Street Landscaping and Street Frontage Landscaping
  - **Public Hearing** - Amendments to the High Capacity Transit Standards Regarding the Interlocal Agreement with the Port of Seattle and Building and Fire Codes
4. New Business – 5:45 to 6:00 P.M.
  - Initial Discussion – Potential Comprehensive Plan changes Proposed by Planning Commission
5. Old Business –6:00 to 6:15 P.M.
  - Monthly Update on Zoning Code Ad Hoc Committee’s Progress
6. Detailed Commission Liaison's Report – 6:15 to 6:20 P.M.
7. Planning Director’s Report – 6:20 to 6:25 P.M.
8. Planning Commission Comments (*including suggestions for next meeting’s agenda and review of the Planning Commission’s three month work schedule*) – 6:25 to 6:30 P.M.
9. Adjournment – 6:30 P.M.

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