

**CITY OF SEATAC
PLANNING COMMISSION**

**Minutes of September 18, 2012
Regular Meeting**

Members Present: Daryl Tapio, Chairman, Roxie Chapin (Vice-Chair), Tom Dantzler, Joe Adamack

Members Absent: Jeff Guite

Staff Present: Gary Schenk, Interim Director, CED; Albert Torrico, Senior Planner

1. Call to Order:

Chairman Tapio called the meeting to order at **5:31** p.m.

2. Approve Minutes of the July 17, 2012 Meeting:

On a motion by Roxie Chapin, 2nd by Joe Adamack, the Commission voted **4-0 to approve** the minutes of the July 17, 2012 meeting [as amended].

3. New Business:

A. Discussion About a Process for the Planning Commission to Suggest New Work Items

Mr. Schenk addressed the question, “Can the Planning Commission bring a topic forward and work with staff to generate activity on that topic?” He consulted with the City’s Legal Department and they suggested that the Planning Commission write a letter to Council stating what work the Planning Commission would like staff to do and provide a background for that request. The Council may approve the request without a formal vote. If there is concern or differing opinions amongst Council members then the Mayor may suggest they bring it to a Council Study Session. This is the process. The Planning Commission is a resource to the City Council, so the Commission’s work program comes from the Council.

Earl Gipson commented that he would like to see the policy that states the above process.

Commission Chair Tapio asked the question, “Can we write this into our bylaws?” He also commented that he would like a summary of the process as this question has come up multiple times in the past.

Mr. Torrico responded that it would require an amendment to the Code. He will look into it and put it on the agenda for the next meeting.

Mr. Dantzler commented that as a clarification, the group was talking about the three steps that Mr. Schenk had summarized and nothing would be finalized until it came back from Council. He asked Mr. Torrico “*Does the code needed to be changed?*” Mr. Torrico responded “yes.”

Commission Chair Tapio commented that we would continue this item until the next meeting and Mr. Torrico would advise the Commission on the process for amending the Municipal Code at the next meeting.

B. Review of a Brief Description of Vacant/Poorly Maintained Property, including a Potential Commission Recommendation to Seek Council Approval of this as a Work Item

Commissioner Adamack sent out a memo to the Commissioners addressing the issue of various properties with code compliance issues. The City is currently reactive to code compliance issues. He proposed a system where if there is a certain amount of code compliance issues within a certain amount of time, the City would do a certain amount of research to strike a balance between what is reasonable for the current Code Enforcement Officer to handle and also to take the onus off of the citizen. A threshold could be set to where the City would become proactive. There were no specific numbers in the draft because it would be based on what we hear back. The draft is open for review. He would be interested in moving the Planning Commission to work on that.

Commission Vice-Chair Chapin commented as to how the City only has one Code enforcement position. How could we make new regulations when the old ones were not enforced?

Commissioner Adamack commented that providing some background on properties with issues may provide some impetus for this to get done and he hopes to find some middle ground to be able to move forward with this. Multiple issues such as garbage, dogs and overgrown vegetation on a single property could get addressed.

Commission Chair Tapio asked what the specific issues were.

Commissioner Adamack responded; junk vehicles, household appliances, over grown vegetation and noise violations. When these issues are all in one place it becomes a bigger problem, which provides an opportunity for us to do something about it.

Commissioner Dantzler commented on how would we translate this? The avenue that a regular resident has is to go to the Council. So we look at the issue and translate it into a regulatory language?

Commissioner Adamack checked to see if it was under the purview of the Planning Commission. After discussing with Mike (Scarey) it was relayed that bringing it up to the Commission for discussion was appropriate. The regulation is already in place and he is just looking to improve quality of life using existing channels.

Commissioner Adamack commented that according to his discussions with Mike it was indeed something that could be brought before the Commission.

Commission Vice-Chair Chapin commented that this would be taking existing code and putting language in that states you might get away with certain things but once you hit a certain threshold, action would be taken.

Commission Chair Tapio commented that he liked what was said before that we would look at the code and see if we could improve it to increase the quality and thereby make a better community.

Commissioner Dantzler commented that he was unclear regarding the current way of handling this type of issue. We have a zoning code that addresses this. A resident can report a compliance issue to the City and it follows the process. Is this just internal process that the Code Compliance Office uses or is this when the reactive step is taken.

Mr. Schenk provided a brief history of the Code Enforcement Program at the City from 2006 to 2012, touching on the pros and cons of reactive vs. proactive approaches to code enforcement.

Commission Chair Tapio commented that a lot has been discussed in the past regarding this issue. He supports how staff is currently handling code enforcement.

It was moved by Commission Vice-Chair Chapin to carry this topic to the next meeting when Commissioner Guite can attend. It was seconded by Commissioner Dantzler. All agreed.

C. Schedule for and Scope of the Major Comprehensive Plan Update

Mr. Torrico directed the Commission to Exhibit B, the Major Comprehensive Plan Update, 3-Year Schedule Summary. He commented on the work plan Mr. Scarey had prepared outlining the schedule for the 2014 Comprehensive Plan update. He is already working on the population forecast data, PSRC and the housing data. There is \$60,000 next year, for hiring a consultant to come up with new Comprehensive Plan language for greenhouse gasses which is a new requirement by state law. This update will be a complete overhaul of the existing Comprehensive Plan not just refreshing a section or two. We will be re writing it cover to cover. It will be an effort for all of us over the next couple of years.

Commission Chair Tapio commented as to when this will be adopted.

Mr. Torrico responded November/December of 2014.

Commission Chair Tapio asked how will you start this process?

Mr. Torrico commented that the process had already begun. We are in the process of pulling together all the relevant data and that once the data phase was complete, reviewing and writing the new sections would begin.

Commission Chair Tapio commented regarding a previous Council meeting where a lot of people attended and they were protesting a membership with the ICLEI organization. Did staff know what that organization was and what it did?

Mr. Torrico commented that it was ICLEI.

Commission Chair Tapio commented that he thought the gist of what was said was that they provided some boiler plate language for this (Greenhouse Gas language for the Comp Plan).

Mr. Torrico commented that ICLEI supports sustainability initiatives.

Commission Chair Tapio asked why the City had a membership with ICLEI and what was it?

Mr. Schenk commented that he was not sure but that there was some benefit to the City.

Note: Local Governments for Sustainability or ICLEI promotes local action for global sustainability and supports cities to become sustainable, resilient, resources-efficient, biodiverse, and low-carbon. They promote building smart infrastructure and to develop an inclusive, green urban economy.

Mr. Gipson commented that this (Comp Plan Update Requirement) was a very expensive activity and is there any movement to tell the State we want to do this by ourselves as our own jurisdiction and not follow the State's format.

Mr. Torrico commented that the Commission should express their opinions to our elected officials and they take it to the legislature. Unfortunately, we are at the will of what the legislature enacts. When they enact Growth Management measures there are certain provisions that require us to do what we have to do. It is a costly and a difficult task. We still have to operate by the rules that we are given.

Commission Chair Tapio asked for further discussion. As there was none, this item was concluded.

D. Schedule for Fourth Quarter Planning Commission Meetings

Mr. Torrico directed the Commission to Exhibit C. He commented that October 2, 2012 is tentatively set to review of the City Center Park and Fly Code before it goes to the Council Study Session. Next, tentatively on October 16, 2012, there will be a Public Hearing regarding this issue. Then on November 6, 2012 there will be an Open House to talk about the Comprehensive Plan Amendments and the Final Docket, followed at 6:00 by the regular Planning Commission meeting. The Planning Commission meeting for December 4, 2012 will need to be canceled or moved to November 27, 2012.

Commission Chair Tapio asked the Commission for their thoughts.

Commission Vice-Chair Chapin responded that she would like to wait and see what the schedule was like further out.

Mr. Torrico commented that he suggested the Commission wait to revisit the change in meeting date until the next meeting since they would be closer to that date and have a better idea what the schedule would be like.

Commissioner Chair Tapio questioned, that if the first time they would see the Park and Fly document was at the October 2, 2012 meeting, would they be able to make changes prior to the public hearing?

Mr. Torrico stated he thought it was possible if it was only some tweaking of language. Significant changes may be more problematic.

The Code is written and ready and Mr. Torrico agreed to have it emailed to the commission.

Commission Chair Tapio concluded this item.

4. Old Business:

None

5. Detailed Commission Liaison's Report:

None

6. Community & Economic Development Director's Report:

Mr. Schenk announced Volunteer Appreciation Day and encouraged the Commission to RSVP and attend. An invite will be mailed out this week.

7. Planning Commission Comments (including suggestions for next meeting's agenda)

None

8. Adjournment:

By the consensus of the Commission, the meeting was adjourned at 6:26 p.m.

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