

**CITY OF SEATAC**  
**PLANNING COMMISSION**  
**Minutes of January 7, 2014**  
**Regular Meeting**

**Members Present:** Roxie Chapin, Joe Adamack, Tom Dantzler, Jim Todd

**Members Absent:** None

**Staff present:** Joe Scorcio, CED Director; Steve Pilcher, Planning Manager; Al Torrico, Jr., Senior Planner

### **1. Call to Order**

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

### **2. Approve minutes of December 17, 2013 Meeting**

Commission Adamack noted that minute should reflect his first name as “Joe,” not “Jim.” Moved and seconded to approve the minutes as amended. Approved 4-0.

### **3. Discussion of potential code amendments**

Planning Manager Steve Pilcher presented various code amendments that staff recommends the Commission consider in order to clean up conflicts in the code; update outdated provisions; and ensure a legal basis for potential actions.

The first area of code considers the office of the Hearing Examiner. Chapter 1.20 of the Municipal Code establishes the office of the Examiner. Some of the same authorizing language is found within the Zoning Code; ideally, this language should be found in only one section of the Code. Similarly, Chapter 1.20 also includes some decision criteria for various land use permits. Staff recommends these criteria only be located in the Zoning Code. For those currently found in both locations, there are some inconsistencies that need to be rectified.

Mr. Pilcher noted that the Commission does not have review authority over SMC 1.20, so it will not be requested to conduct a public hearing on potential amendments to that portion of the Code. However, there are instances where it will be necessary to amend the Zoning Code in order to eliminate conflicts and provide clarity. The proposed changes to SMC 1.20 will be presented as informational material in the context of the larger issue.

In the Zoning Code, staff had identified a few areas of concern relating to rezones. The criteria found at SMC 15.22.050 needs to be updated to ensure consistency with the to-be-relocated provisions of SMC 1.20. In addition, SMC 15.05.055 and other sections include reference to adopting site-specific conditions in conjunction with a rezone. While that may have been

common practice pre-Growth Management Act, current opinion is that site-specific issues should be addressed through development agreements.

A different issue for which staff is recommending a code amendment concerns SEPA substantive authority (SMC 16A.23.130). Substantive authority establishes the basis for the imposition of conditions as part of the SEPA process. The listing currently found in this section of Code appears to have been established at the time of the City's incorporation, as it lists several King County documents which would have no effect within the city limits. The list needs to be updated to reference proper documents.

Finally, staff had noted there is section in the Code that addresses the Comprehensive Plan: what it is, criteria for its amendment, etc. At a minimum, staff recommends language be added that clearly identifies all documents that are to be considered as comprising the Plan.

There was also discussion concerning whether to allow concurrent rezones in conjunction with the consideration of Comprehensive Plan amendments. To do so would save time for both staff and applicants.

By Council resolution, the CED Director has been granted the authority to establish the procedures for the Comp Plan amendment process. However, there is no code reference to the process. The Commission agreed that a reference would be appropriate.

CED Director Scorcio discussed the possibility of establishing a biennial plan amendment cycle, rather than having it occur on a yearly basis. He indicated there are substantial time savings to be gained, since the plan amendment process is time-intensive, no matter how few proposals may be under consideration.

It was agreed that staff will draft proposed amendment language for further discussion at the February 4<sup>th</sup> meeting. A public hearing will be scheduled for February 18<sup>th</sup>.

#### Next meeting

Mr. Pilcher reminded the Commission that Jim Porter, a local developer of microapartments, will be at the next meeting to discuss this development type with the Commission. Commissioner Todd indicated he will not be able to be in attendance.

#### **4. Planning Commission Reports.**

None.

#### **5. CED Director's Report**

Mr. Scorcio noted that city staff had recently completed a process improvement that resulted in significant time savings in the right-of-way use permit process. Additional process improvements are also being conducted, including business licenses.

Mr. Scorcio announced he will be bringing a report on 2013 permit revenue to the next meeting. He commented on the progress of Sound Transit construction activities and noted that the Council will be having a retreat in February (date and agenda yet to be established). Finally, he handed out an article regarding food trucks and the transitioning of some of these to small-scale restaurants, in Portland OR.

**6. Planning Commission Comments**

Commissioner Dantzer inquired about the Angle Lake Station Area Plan process. Staff indicated a briefing will be provided at the next meeting.

**7. Adjournment**

Moved and seconded to adjourn the meeting at 6:45 p.m. Passed 4-0.

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