

City of Burien

BURIEN PLANNING COMMISSION
July 23, 2014
7:00 p.m.
Multipurpose Room/Council Chambers
MINUTES

To hear the Planning Commission's full discussion of a specific topic or the complete meeting, the following resources are available:

- Watch the video-stream available on the City website, www.burienwa.gov
- Check out a DVD of the Council Meeting from the Burien Library
- Order a DVD of the meeting from the City Clerk, (206) 241-4647

CALL TO ORDER

Chair Jim Clingan called the July 23, 2014, meeting of the Burien Planning Commission to order at 7:00 p.m.

ROLL CALL

Present: Jim Clingan, Curtis Olsen, Amy Rosenfield, Brooks Stanfield. Butch Henderson arrived after roll call, at 7:03 p.m.

Absent: Joey Martinez (excused), Douglas Weber (excused)

Administrative staff present: Chip Davis, Community Development director; Brandi Eyerly, planner

AGENDA CONFIRMATION

Direction/Action

Motion was made by Commissioner Stanfield, seconded by Commissioner Rosenfield, to approve the agenda for the July 23, 2014, meeting. Motion passed 5-0.

APPROVAL OF MINUTES

Direction/Action

Motion was made by Commissioner Rosenfield, seconded by Commissioner Stanfield, and passed 5-0 to approve the minutes of the June 25, 2014, meeting.

PUBLIC COMMENT

Chestine Edgar, 1811 SW 152nd St., said Resolution No. 115, which is referred to in the draft Planning Commission bylaws, was not attached to the packet and she wanted it attached. She requested that stronger language regarding behavior by Planning Commissioners be added to the Planning Commission bylaws. She said not all of the advisory boards adopted the changes set forth in Ordinance No. 566, adopted by the City Council in 2012; she wanted the Planning Commission to update its bylaws to include those changes. She asked that the information about the BEDP Economic Development subcommittee meetings be placed on the home page of the City website, not on a page within the website, and she wanted the locations of the meetings posted. Mrs. Edgar also said the Countywide Growth Targets table in the meeting packet memorandum regarding the King County Buildable Lands Draft Report showed the wrong time frame and she wanted it corrected. She said she found the table titled Employment Update, 2006-2012, on the page headed Commercial-Industrial Development and Employment of Attachment 1 to that memorandum difficult to follow and she wanted it to include which particular jobs were lost, not just categories of jobs.

Robert and Robbie Howell, 15240 20th Ave SW, submitted written comments via email requesting that a code of ethics, including rules for public communications, be added to the Planning Commission bylaws.

OLD BUSINESS

2014 Comprehensive Plan – Continuing discussion regarding Utilities Element updates

Chip Davis explained that David Johanson, senior planner, was taken ill earlier in the day and could not attend the meeting. He said Mr. Johanson made the requested clarification to the proposed Utility Element text amendments regarding if and when homes on septic tanks would be required to connect to sewer. He noted that the proposed amendments will come before the commissioners again in September as part of a package of proposed amendments for public hearing.

NEW BUSINESS

a. King County Buildable Lands Draft Report Presentation and Recommended Updates to Growth Target Policy Language

Mr. Davis said Mr. Johanson had prepared a detailed presentation and slide show; in his absence Mr. Davis will just ask for questions from the commissioners. Mr. Johanson will give his presentation at a future meeting. Mr. Davis noted that the difference between 2031 and 2035 in the Countywide Growth Targets table is that because the state Legislature has delayed the deadline for updating Comprehensive Plans and Burien will not be adopting its updated plan until 2015. Therefore, in order to maintain the 20-year planning horizon the date has been moved to 2035. He said that if anyone is interested in seeing the complete draft 2014 King County Buildable Lands Report, he can provide an electronic version.

Commissioner Stanfield asked if it is possible to determine what data is available on jobs lost in Burien. Mr. Davis said it is, and the Economic Development Subcommittee will be looking at that.

Commissioner Olsen asked if the information will identify the mechanisms that led to the loss of those jobs. Mr. Davis replied that it will.

Direction/Action

None

b. Planning Commission Bylaws Updates

Mr. Davis said the commissioners would be considering changes to the bylaws that would and should have been made in 2012 but for a series of events that prevented it. The changes are those included in Ordinance No. 566, adopted by the City Council on Oct. 22, 2012. Additional proposed bylaws changes may be brought to the Planning Commission at a future meeting. Mr. Davis said he has provided a copy of Resolution No. 115, establishing a code of ethics for city officials and employees, for each of the commissioners and also at the sign-in table for members of the public. He said the resolution was adopted in 1999, before the advent of social media, so it may need to be updated by the City Council sometime in the future.

Commissioner Olsen asked if someone became a commissioner and then moved out of the city during their term, would they be dismissed from the commission. Mr. Davis answered that moving out of the city would lead to dismissal.

Chair Clingan asked if an absence is excused if the commissioner notifies staff when he or she is unable to attend a meeting. Mr. Davis responded that it is. Not notifying staff of an upcoming absence would result in an unexcused absence.

Chair Clingan pointed out a discrepancy between Ordinance No. 566, which says “The city manager shall notify the city council of any such absences” and the bylaws, which say “...”the Chairperson shall inform the City Council...” about unexcused absences. Mr. Davis thanked him for pointing that out and said it will be corrected.

Commissioner Henderson moved for adoption of the proposed amendments to the Planning Commission bylaws. Commissioner Rosenfield seconded. Motion carried 5-0.

Direction/Action

Mr. Davis will ensure that the bylaws language regarding who informs the City Council when a commissioner has a large number of unexcused absences is consistent with Ordinance No. 566.

c. Economic Development Subcommittee Appointments

Mr. Davis requested two commissioners as volunteers, and one additional commissioner as alternate, to serve on a subcommittee to draft and recommend updates to the Economic Development Element. The subcommittee will consist of two planning commissioners and two members of the Business and Economic Development Partnership (BEDP), supported by a planner and the Economic Development manager. He said the names of the volunteers are needed by no later than the next Planning Commission meeting.

Chair Clingan asked if there is a possibility that the meetings could be in the evening instead of during business hours. Mr. Davis said he would check on that.

Commissioner Olsen said he was interested in volunteering.

Chair Clingan said the two commissioners absent from the meeting would be made aware of the opportunity to volunteer.

Direction/Action

Mr. Davis will check on the possibility of the subcommittee meetings being held in the evening.

DIRECTOR'S REPORT

Mr. Davis noted that the next two meetings shown at the bottom of the agenda, Aug. 13 and 27, may include Comprehensive Plan element updates if the information is ready. In any case, proposed minor Zoning Code text amendments probably will be presented for the commission's consideration in August.

PLANNING COMMISSION COMMUNICATIONS

None.

ADJOURNMENT

Direction/Action

Commissioner Stanfield moved for adjournment; Commissioner Henderson seconded. Motion carried 5-0. The meeting was adjourned at 7:32 p.m.

APPROVED: August 13, 2014

/s/ Jim Clingan, chair
Planning Commission