



Regular Meeting Wednesday  
 July 27, 2016  
 7:00 p.m.

1. CALL TO ORDER AND ROLL CALL

**Present:** Chair Reeves, Commissioners Balsley, Hutson, and Gillespie

**Absent:** Commissioners Ripplinger, and Whalen

**City Representatives:** Deputy Clerk Jill Schwerzler, Director Mark Howlett

Commissioner Balsley **MOVED** seconded by Commissioner Hutson to excuse Commissioners Whalen and Ripplinger **APPROVED 4/0**

2. CITIZEN COMMENT PERIOD

Speaker	Address	Comments
Tom Boyle	1109 9 <sup>th</sup> Ave	The Nuisance Vehicle Code was originally presented to the Planning Commission in January. He expressed his frustration that it is now August and the Commission still hasn't put anything together to present to council. Semi-truck parking issues on Hwy 99 are going to become more of an issue unless the city puts "No Parking" signs out there. The City needs to prepare to spend money on this.

3. ADDITIONS, DELETIONS OR CORRECTIONS TO THIS MEETINGS AGENDA

Chair Reeves moved to strike item 6.B i Sign Code – Continuing Product from Previous Meetings

Commissioner Balsley **MOTIONED** seconded by Commissioner Gillespie to strike item 6Bi Sign Code and continue the discussion on the August 24<sup>th</sup> meeting.  
**PASSED 4/0**

#### 4. CONSENT AGENDA

Approval of:

- Minutes
  - ~~March 23, 2016 Regular Meeting~~  
*Moving this consent item to the August 24<sup>th</sup> meeting for approval as new members were not present at this meeting.*
  - June 22<sup>nd</sup>, 2016 Workshop  
Commissioner Hutson **MOVED** seconded by Commissioner Balsley to approve the June 22<sup>nd</sup> Workshop Minutes. **APPROVED 4/0**
  - June 22, 2016 Regular Meeting  
Commissioner Hutson **MOVED** seconded by Commissioner Balsley to approve the June 22<sup>nd</sup> Regular Meeting Minutes. **APPROVED 4/0**

#### 5. Public Hearing

##### A. Transportation Impact Fees

*Chair Reeves opened the Public Hearing at 7:10pm*

Director Howlett spoke on the options the state gave the city for deferring the fees, and inquired which option the Commission wants to recommend to council.

1. At Final Inspection
2. At time of issuance of certificate of occupancy
3. Closing of the sale of the first property

Speaker	Address	Comments
Tom Boyle	1109 9 <sup>th</sup> Ave	Would like to defer the payment to the issuance of certificate of occupancy.

*Chair Reeves closed the Public Hearing at 7:16pm*

#### 6. OLD BUSINESS

##### A. ACTION ITEMS

##### i. Transportation Impact Fees Deferral

Discussion ensued on the 3 options and a call for the vote was taken:

- Commissioner Gillespie** - Issuance of the certificate of occupancy in order to make Milton an attractive option for builders.
- Commissioner Balsley** - Certificate of Occupancy
- Commissioner Hutson** - Certificate of Occupancy
- Chair Reeves** - Certificate of Occupancy

Commissioner Gillespie **MOVED** seconded by Commissioner Hutson that the Planning Commission recommend to the City Council to revise City Code to provide a provision for deferring the collection of Transportation Impact Fees until the time of Certificate of Occupancy or equivalent certificate.  
**APPROVED 4/0**

## **B. Discussion Items**

### **~~i. Sign Code- Continuing Work Production from Previous Meetings~~**

*Tabled this topic until August 24<sup>th</sup> meeting.*

### **ii. Low Impact Development**

Director Howlett spoke about how the Washington State Department of Ecology has mandated the City implement Low Impact Development into City Code by December 31, 2016.

This is a requirement from the National Pollution Discharge Elimination System, it's a permit every city in Washington is required to have.

Chair Reeves explained this item was on the agenda mainly to bring the newer commissioners up to speed. She asked that the commissioners read the materials provided and be ready as Stormwater Compliance Official Jamie Carter will be at the August 24<sup>th</sup> meeting and available for any questions they may have.

### **iii. Nuisance Vehicle Code**

Director Howlett spoke on this item originally presented by Code Enforcement Officer Hobbs at the Commissioners Retreat in February. Discussed his request to revise the City Code to give him the tools to better implement enforcement of "nuisance vehicles."

Commissioners compared the Milton Municipal Code to what Puyallup's City Code says.

Chair Reeves read:

- Puyallup Municipal Code 10.36.110 "Extended Parking and Certain Vehicles Prohibited"
- Milton Municipal Code (MMC) 10.24.030 Extended Parking and Certain Vehicles Prohibited Section C. "Qualified Vehicles"

Discussion ensued. Commissioners want to add amendment to incorporate 72 consecutive hours, to catch those who would rotate vehicles out.

Director Howlett will put something together based off the commissioner's discussion he will speak to Officer Hobbs and he will then email what he comes up with and everyone then they can discuss it at the next meeting.

### **iv. Zoning Map Revisions**

Chair Reeves showed the current land use map to the new commissioners.

### **~~v. Commissions Bylaws and Procedures~~**

*Tabled this topic until August 24<sup>th</sup> meeting due to Commissioner Ripplingers absence.*

## **7. NEW BUSINESS**

### **A. Discussion Item(s)**

#### **i. Street Standards**

Director Howlett was asked by a council member to bring this topic to the commissioners for review. He then gave an overview of how street standards are adopted, reviewing maps out of the Milton Comprehensive Plan.

Chair Reeves requested more clarification on what was being requested of the commissioners, suggesting it would help to review pictures of other city streets to compare them to the streets in Milton, to figure out what's working and what is not. Chair Reeves asked if Director Howlett could get some direction from the council member, to see if he/she had something in particular in mind for the commissioners to focus on and what those specifics might be. Once he obtains those details he will bring it back to the commissioners for follow up.

ii. **Milton Days**

Looking for volunteers to man the Planning Commission booth on Saturday August 20<sup>th</sup> 9am-6pm. Commissioner Gillespie will be assisting in the Fife Milton Chamber booth which will be in the tennis courts with the city booths so he'll be available from 2pm-6pm Chair Reeves will be there and available for the majority of the day.

8. **COMMISSIONERS REPORT**

**Commissioner Gillespie-** The First Clean City Green City event on July 16<sup>th</sup> was a HUGE success. The goal was to clean up Pacific Highway from Porter Way up to the Milton border. 31 volunteers showed up in a little over 4 hours they filled two large dumpsters! The second phase will be scheduled soon so check back and get involved.

**Commissioner Balsley-** Thanked Commissioner Gillespie for his dedication and commitment to the community with his Clean City Green City Event. She was amazed to see so many willing participants out there helping. The August chamber lunch will host Russ Blout from the City of Fife to discuss the 167 Project. Don't forget to come out to Milton Days there are tons of vendors it's going to be great.

**Commissioner Hutson-** Commended Commissioner Gillespie on his event and committed to participating in the second phase.

**Chair Reeves-** Suggested everyone take a look at the Planning Commissioner Bylaws. Be ready to discuss them in the next meeting. Uptown Standards are now available online for viewing. Every commissioner should have a copy of the City Comprehensive Plan; Chair Reeves will provide a copy to Commissioner Hutson and Gillespie.

9. **STAFF UPDATES**

Direction Howlett- He will be attending the chamber event on the 167 project and encouraged other commissioners to attend as well. Discussed an idea of giving new commissioners a "Planning Commissioners Orientation Packet" he will send his ideas out to the group at a later date.

10. **NEXT MEETING** – August 24<sup>th</sup> 2016 – Old and New Business Planned to be on Agenda

- a. Sign Code – Continue with Work Product
- b. Substandard Lots – Continued Discussion – Action Possible
- c. Nuisance Code – Continued Discussion
- d. Low Impact Development – Continued Discussion
- e. Street Standards – Continued Discussion
- f. Commissions Bylaws and Procedures

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Chair, Rose Reeves Date

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Deputy Clerk, Jill Schwerzler Date