



CITY COUNCIL MEETING AGENDA
Council Chambers, 1000 Laurel Street

May 12, 2014
Monday

Study Session
7:00 p.m.

- 1. Call to Order**
- 2. Roll Call of Council Members**
- 3. Study Items**
 - a. Meet with Electrical Staff
 - b. Amending Access Tract Code
 - c. Sterling Heights
 - d. Introduction to Information Technology (IT) needs
 - e. Comprehensive Plan & Uptown Design Standards
- 4. Adjournment**

Note: Public comment is generally not taken at Study Sessions. However, on some occasions, public comments may be allowed at the discretion of the Chair and Council. The public may also submit written communications, via letters or emails to dperry@cityofmilton.net. Any item received by noon on the day of the meeting will be distributed to Council.

If you need ADA accommodations, please contact City Hall at (253) 517-2705 prior to the meeting. Thank you.

PENDING COUNCIL AGENDA CALENDAR (Dates are Subject to Change) FOR PLANNING PURPOSES ONLY

May 2014			
Mon 5/05	7:00 pm	Regular Meeting	A. Introduce new staff – City Clerk, Accounting Supervisor, and PW Admin Assistant B. Proclamation – National Police Week – May 11-17 C. Resolution – Emergency Ratification
Mon 5/12	7:00 pm	Study Session	A. Meet w/ Electrical Staff B. Amending Access Tract Code – DISCUSSION C. Sterling Heights D. Information Technology (IT) needs – DISCUSSION E. Comp Plan & Uptown Design Stds – Council Direction
Mon 5/19	6:30 pm 7:00 pm	Executive Session Regular Meeting	A. Proclamation – National Public Works Week – May 19-24 B. Vote for D.Eidinger to Pierce Transit Board C. Ordinance Amending Access Tract Code – ACTION D. Curtailment Agreement with Tacoma Power E. Amendments to Building & Fire Codes D. Resolution for Street Vacation – ACTION E. Adoption of Water Utility CIP – ACTION F. Granting of Easement to DOE – ACTION G. Award of Activity Center Roof Replacement Contract – ACTION H. Energy Conservation Contract Approval
June 2014			
Mon 6/02	7:00 pm	Regular Meeting	
Mon 6/09	7:00 pm	Study Session	A. 6 Year Transportation Improvement Program B. Reexamine Street Standards C. Comp Plan & Uptown Design Stds DISCUSSION
Mon 6/16	7:00 pm	Regular Meeting	A. Public Hearing – Clear Firs/Sunridge Annexation B. Ordinance – Clear Firs/Sunridge Annexation
July 2014			
Mon 7/07	7:00 pm	Regular Meeting	A. 2nd Qtr Financial Report B. Council review/accepts 2012, 2013 annual reports (SAO) (<i>Consent Agenda</i>)
Mon 7/14	7:00 pm	Study Session	A. Electric System Plan Update B. Biennial Budget Discussion (tentative) C. Police Fleet Vehicle Purchase (tentative)
Mon 7/21	7:00 pm	Regular Meeting	
August 2014			
Mon 8/04	7:00 pm	Regular Meeting	
Mon 8/11	7:00 pm	Study Session	A. Meet w/ staff: Stormwater Discussion
Tue 8/18	7:00 pm	Regular Meeting	
September 2014			
TUESDAY 9/02	7:00 pm	Regular Meeting	
Mon 9/08	7:00 pm	Study Session	
Mon 9/15	7:00 pm	Regular Meeting	
October 2014			
Tue 10/06	7:00 pm	Regular Meeting	A. 3rd Qtr Financial Report
Mon 10/14	7:00 pm	Study Session	
Mon 10/20	7:00 pm	Regular Meeting	



To: Mayor Perry and City Councilmembers
From: Chris Larson, Associate Contract Planner
Date: May 12th, 2014 Study Session
Re: **Access Corridor Clarification**

ATTACHMENTS: **1 – Proposed Ordinance**
 2 – Clarification of Conflict
 3 – Planning Commission Minutes

TYPE OF ACTION:
 Information Only Discussion Action Expenditure Required

Recommendation/Action: Discuss proposed amendments and provide direction to staff. Approval of the formal ordinance will be brought back to Council at a later date, pending comments and direction from Council.

Fiscal Impact/Source of Funds: This work was part of the Planning Commission 2012 Work Plan. No additional funds will be expended on this item after adoption of the ordinance.

Previous Council Review: None

Background: Currently there is an inconsistency in the Municipal Code as it relates to “access corridors” and how they are addressed in development proposals. The goal of this code amendment is to fix this inconsistency. The Planning Commission moved to recommend approval of this ordinance to Council at their September 2012 meeting, by a vote of 6-1 (Attachment C).

Discussion: An access corridor is a portion of a lot that provides access to a separately owned lot, via an easement. An access corridor usually takes the form of a driveway, and is most common in single family development. For example, the driveway to access property owner A’s home, goes across property B. Property owner A does not physically own the property in which his driveway sits, property owner B does. However, property owner A has the right to use it as an access corridor through a recorded easement. Access corridors commonly provide areas for utilities as well, and are required to be maintained by the properties that utilize it.

As explained above an access corridor is considered an easement across intervening property. This has created an inconsistency in the Municipal Code as it relates to the regulation of access corridors in development proposals. There are three main sections of code that have created this inconsistency:

- The definition of “Net Density” in the zoning code states that all easements shall be removed from the density calculation. (MMC 17.08.244)

- An access corridor is, by definition, an easement. (MMC 16.08.005)
- The short plat and subdivision codes state that access corridors shall be included in the density calculation. (MMC 16.28.150(D) & 16.12.040(D)(4))

These create a dispute between the maximum density regulations and minimum lot size regulations, regarding how an access corridor is treated in a density calculation. For more details on the conflict, see the attached “Clarification of Conflict” (Attachment 2).

To fix the existing conflict the proposed ordinance (Attachment 1) will do the following:

- MAINTAIN that minimum lot size AND maximum net density shall both be met. (Section 4)
- MAINTAIN that access corridors are included in the density calculation but are not part of the lot in determining minimum lot size. (Section 5 & 6)
- AMEND the definition of net and gross density so that easements are not removed from the net density calculation. (Section 2)
- AMEND the definition of access corridors to allow them in subdivisions. (Section 3)
- ADD language defining a “panhandle lot” and treating the access portion of a panhandle lot the same as an access corridor. (Section 2, 5 & 6)
- REMOVE example of how to calculate net density. (Section 4)

Effect of Ordinance

The effect of the ordinance will be different depending on a property’s zoning designation. This will not apply to the Business (B) or Light Manufacturing District (M-1), as residential uses are not allowed, and density is a measure of dwelling units.

The code currently requires an access corridor to be “included in the density calculation but not included as part of a lot”. Although this is applied the same, it has varying effects for different types of development, and different zoning districts.

In the Single Family Residential District (RS) you are allowed one home (dwelling unit) on one lot, and the minimum lot size and maximum density regulations mirror each other. This mirroring, of lot size and density, means if all of a subdivision’s proposed lots are at the absolute minimum size allowed by code (8,000 sq. ft.), they would have also achieved the maximum density allowed by code (5.45 dwelling units/acre).

However in the Residential Moderate Density District (RMD) and the Residential Multi-family District (RM), you can have multiple homes (dwelling units) on one lot, and the minimum lot size and maximum density do NOT mirror each other. This means, in the RM district, if all of the proposed lots were set at the minimum allowed (4,000 sq. ft.) and built as single family homes, the density would be 10.89 dwelling units/acre. However, the maximum density in the RM district is 12 dwelling units/acre. In order to build a 4-plex the minimum lot would be 14,520 sq. ft.

In development proposals, minimum lot size is taken into account when new lots are created through a subdivision. Maximum density is taken into consideration when building multiple dwelling units on an existing single lot. As such, when an access corridor is excluded from the minimum lot size, it also has the effect of being excluded from the density calculation, for development proposals that are creating new single family lots. However, since land covered by an access corridor only affects a

lot's minimum lot size, and NOT the density calculations, this effect is not present with development proposals for existing lots or multi-family development.

**CITY OF MILTON
ORDINANCE**

**AN ORDINANCE OF THE CITY OF MILTON,
WASHINGTON; AMENDING SECTIONS 17.08,
16.08.005, 17.15A.010, 16.28.150, 16.12.040; PROVIDING
FOR SEVERABILITY; AND ESTABLISHING AN
EFFECTIVE DATE**

WHEREAS, the City of Milton Planning Commission met in regular session on April 25th, May 23rd, June 27th, August 22nd, September 26th, 2012, to discuss the proposed amendments; and

WHEREAS, the Planning Commission held a public hearing on August 22nd, 2012 to receive public input on the proposed amendments; and

WHEREAS, a Determination of Nonsignificance was issued for the amendments on August 9th, 2012;

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF MILTON,
WASHINGTON DO ORDAIN AS FOLLOWS:**

Section 1. Findings. The above recitals are hereby adopted by reference as legislative findings in support of this ordinance. The City Council further enters the following additional findings:

- A. The code amendments set forth herein bear a substantial relation to the public health, safety and welfare.
- B. The code amendments set forth herein are in the best interest of City of Milton residents.
- C. The code amendments set forth herein satisfy all relevant criteria for approval and adoption.
- D. The zoning code amendments set forth herein have been processed, reviewed, considered and adopted in material compliance with all applicable state and local procedural requirements, including but not limited to the requirements codified in and Chapter 36.70A RCW and Chapter 35A.63 RCW.
- E. All relevant procedural requirements of the State Environmental Policy Act have been satisfied with respect to this ordinance.

Section 2. Section 17.08 of the Milton Municipal Code is hereby amended as follows

17.08.242 Density, gross.

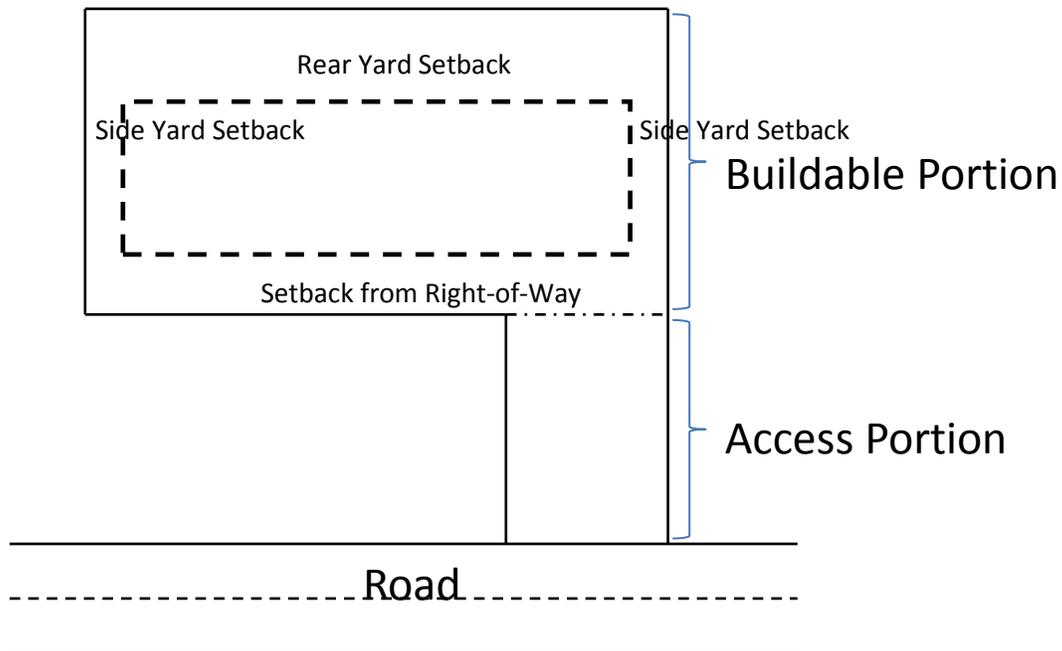
“Gross density” means the number of dwelling units allowed per acre of land, before land required for ~~public or private~~ roadway dedication, ~~or for easement, or other public purposes~~ ~~wetland~~ or critical area protection or related purposes ~~is considered~~ as required by Chapter [18.16](#) MMC (Critical Areas), is subtracted from the parcel area.

17.08.244 Density, net.

“Net density” means the number of dwelling units allowed per acre of land, after land required for ~~public or private~~ roadway dedication ~~or for easement, or other public purposes~~ or critical area protection, as required by Chapter [18.16](#) MMC (Critical Areas), is subtracted from the parcel area. (Ord. 1750 § 1, 2010; Ord. 1405 § 2, 1999).

17.08.516 Lot, panhandle

“Panhandle Lot” means a lot which has direct access to a road, via a portion of the same lot, that is smaller than the required minimum lot width. A panhandle lot has two portions, an access portion and a buildable portion as shown below. The buildable portion begins where the lot expands to meet the minimum lot width. The access portion (access corridor) is that portion of the lot that is smaller than the required minimum lot width and extends from the road to the buildable portion. For purposes of determining setbacks, the access portion shall be treated as right-of-way.



Section 3. Section 16.08.005 of the Milton Municipal Code is hereby amended as follows

16.08.005 Access corridor.

“Access corridor” means a portion of one or more lots ~~in a short plat~~ that provides access for one to three other lots via an private easement across the intervening properties. For purposes of determining setbacks, the access corridor shall be treated as right-of-way. All lots served by and adjacent to an access corridor shall be considered corner lots, with the public street to which the access corridor connects treated as one adjacent street and the access corridor as the second adjacent street. (Ord. 1561 § 1, 2003).

Section 4. Section 17.15A.010 of the Milton Municipal Code is hereby amended as follows

17.15A.010 Land development dimensional regulations table.

STANDARDS	RS ⁴	RMD ⁴	RM ⁴	MX ⁴	B	M-1	OS	CF
Minimum Lot Area	8,000 sq. ft.	4,000 sq. ft.	8,000 sq. ft.	3,000 sq. ft.	3,000 sq. ft.	12,000 sq. ft.	0 sq. ft.	3,000 sq. ft.
For an Accessory Apartment	9,600 sq. ft.	8,000 sq. ft.	n/a	n/a	n/a	n/a	n/a	n/a
For a Duplex Unit	12,000 sq. ft.	10,000 sq. ft.	n/a	n/a	n/a	n/a	n/a	n/a
Standard Net Density for Multiple Units	n/a	12 du/ac	12 du/ac	12 du/ac	n/a	n/a	n/a	n/a
Maximum Net Density ¹	5.45 du/ac ¹	18.00 du/ac ²	18.00 du/ac ²	18.00 du/ac ³	n/a	n/a	n/a	n/a
Minimum Lot Width	75 ft.	45 ft.	60 ft.	40 ft.	40 ft.	75 ft.	n/a	20 ft.

1 The net density may not be exceeded.

2 These densities can only be achieved through the development of an adult retirement community, otherwise the standard net density applies.

3 These densities can only be achieved through the development of mixed business and residential developments (in the MX zone) or the development of adult retirement community housing (in the RM or MX zones), otherwise the net standard density applies.

4 In the RS, RMD, RM & MX zones the maximum density and the minimum lot size shall be met.

Example:

~~In the RS zone, if you have a parcel of 24,500 sq. ft., you would be eligible for three lots with the lot size of 8,000 square feet, but if you have a need to put in a road (say, 2,000 sq. ft.) and a detention pond (say, 1,000 sq. ft.), then you would have 21,500 net square feet and a net density of 6.07 du/ac, which is too high (over the 5.45 du/ac), so you can only qualify for two lots.~~

Section 5. Section 16.28.150 of the Milton Municipal Code is hereby amended as follows

16.28.150 Access standards for short plats.

Private streets, access corridors, tracts and panhandles may be approved by the land use administrator, upon concurrence by the city engineer and fire marshal.

A. The minimum width for a panhandle, an access tract or an access corridor serving one or two lots shall be 20 feet with a minimum pavement width of 14 feet unless the access is needed for a fire lane. If the access is needed for a fire lane, a minimum width of 30 feet with a minimum pavement width of 20 feet is required. The minimum width of an access tract or corridor that serves three or four lots shall be 30 feet with a minimum pavement width of 20 feet. No parking shall be permitted within a panhandle, access tract, access corridor or fire lane.

B. Access corridors up to 150 feet in length do not require a turn-around. Access corridors 20 feet wide and more than 150 but less than 500 feet in length shall provide a dedicated turn-around as described in IFC Appendix D Table D103.4. Access corridors more than 500 feet in length up to 750 feet in length shall be 30 feet in width, and shall provide a dedicated turn-around as described in IFC Appendix D Table D103.4. Access corridors more than 750 feet in length shall be subject to approval of the fire marshal. The length of the access corridor shall be measured along the center line of the access from the edge of the public right-of-way to the nearest lot line of the most distant lot.

C. Greater width may be required at the discretion of the land use administrator, with the concurrence of the city engineer and/or fire marshal, to address the need for such items as parking, drainage, or emergency access. Lesser width may be allowed on 30-foot-wide access corridors at the discretion of the land use administrator, with the concurrence of the city engineer and/or fire marshal, to address constraints such as critical areas or existing parcel boundaries.

D. The access corridor shall be included in the density calculation but shall not be included as part of a lot in determining the applicable bulk and dimensional regulations set forth in Chapters [17.15A](#) and [17.15B](#) MMC.

E. All short plats containing access corridors in private ownership shall record with the short plat such joint access easements, utility easements, emergency access easements, and covenants establishing a means for assessing maintenance costs and an organization for ensuring ongoing maintenance subject to approval of the land use administrator. Such covenants or documents shall obligate any seller to give written notice to any prospective purchaser of the annual cost and method of maintenance of the private access corridor.

F. Access corridors serving more than two lots shall have official city street designations and addresses; provided, that the private nature shall also be indicated by a street sign.

G. Access corridors shall be separated from other access corridors, or the access portion of a panhandle lot, or any combination thereof, by at least one required minimum lot width.

H. Panhandle lots are allowed in a short plat. The access portion of a panhandle lot shall be included in the density calculation but shall not be included as part of a lot in determining the minimum lot size.

Section 6. Section 16.12.040 of the Milton Municipal Code is hereby amended as follows

16.12.040 Access standards for subdivisions.

A. Future Street Reservations. The public works director may require the applicant to reserve or dedicate right-of-way up to 60 feet in width for any future transportation system improvements as identified in the most recently adopted version of the city of Milton transportation improvement plan. When land is subdivided into larger parcels than ordinary building lots, the plat shall arrange such parcels to allow for the opening of future streets and further subdivision.

B. Access Required. Each lot in a plat shall have direct access to a public street or shall be served by an access corridor such as a private street, tract, access easement or panhandle having direct access to a public street.

C. Access Requirements.

1. The land use administrator shall review the proposed permit for adequate ingress and egress to all proposed lots. The administrator may require the extension of streets or access rights from the property line to property line of the plat to ensure the feasibility of future extension of streets.

2. The land use administrator may limit the location of direct access to city arterial or other city streets if there is other reasonable access available.

3. The public works director will deny any right-of-way dedication not meeting city standards.

4. The face of the recorded plat shall include a notification of any obligation by an adjoining landowner to construct or maintain a future road.

D. Access Standards. Private streets, access corridors, tracts and panhandles may be approved by the land use administrator, in consultation with the public works director and fire marshal.

1. The minimum width for a panhandle, an access tract or an access corridor serving one or two lots is 20 feet with a minimum pavement width of 14 feet unless the access is needed for a fire lane. If the access is needed for a fire lane, a minimum width of 30 feet with a minimum pavement width of 20 feet is required. The minimum width of an access tract or corridor that

serves three or four lots is 30 feet with a minimum pavement width of 20 feet. Parking is prohibited within a panhandle, access tract, access corridor or fire lane.

2. Access corridors up to 150 feet in length do not require a turn-around. Access corridors that are 20 feet wide and greater and less than 500 feet in length shall provide a dedicated turn-around as described in IFC Appendix D Table D103.4. Access corridors that are more than 500 feet in length up to 750 feet in length shall be 30 feet in width, and shall provide a dedicated turn-around as described in IFC Appendix D Table D103.4. Access corridors more than 750 feet in length shall be subject to approval of the fire marshal. The length of the access corridor shall be measured along the center line of the access from the edge of the public right-of-way to the nearest lot line of the most distant lot.

3. The land use administrator may require greater width to address the need for such items as parking, drainage, or emergency access. The administrator may also permit a lesser width for 30-foot-wide access corridors to address constraints such as critical areas or existing parcel boundaries.

4. When determining if the proposed lot meets the applicable bulk and dimensional regulations set forth in Chapters [17.15A](#) and [17.15B](#) MMC, the land use administrator shall include the access corridor in the density calculation but shall not include the corridor as part of a lot.

5. Access corridors serving more than two lots shall have official city street designations and addresses. Signage for private streets must indicate the street is private, for example “25th Avenue Court (Private).” The public works director may prescribe the form and placement of street signs.

6. At least one required minimum lot width must separate two adjacent access corridors or the access portions of two panhandle lots, or any combination of an access corridor and access portion of a panhandle lot.

7. Panhandle Lots are allowed in subdivisions. The access portion of a panhandle lot shall be included in the density calculation but shall not be included as part of a lot in determining the minimum lot size.

Section 7. Severability. Should any section, paragraph, sentence, clause or phrase of this Ordinance, or its application to any person or circumstance, be declared unconstitutional or otherwise invalid for any reason, or should any portion of this Ordinance be pre-empted by State or federal law or regulation, such decision or pre-emption shall not affect the validity of the remaining portions of this Ordinance or its application to other persons or circumstances.

Section 8. Copy to Department of Commerce. Pursuant to RCW 36.70A.106, the City Clerk is hereby authorized and directed to forward a copy of this ordinance to the Department of Community, Trade and Economic Development.

Section 9. Effective Date. This Ordinance shall take effect and be in full force 5 days after its publication.

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PASSED AND APPROVED by the City Council of the City of Milton, Washington, at a regularly scheduled meeting this __ day of _____, 2014.

CITY OF MILTON

Debra Perry, Mayor

ATTEST/AUTHENTICATED:

Katie Bolam, City Clerk

Approved as to form:

Phil Olbrechts, City Attorney

Date of Publication: _____

Effective Date: _____

Back to Agenda Bill

CODE SECTIONS RE: ACCESS CORRIDORS AND DENSITY (Currently adopted code sections)

- MMC 17.08-224 – Definition of Net Density:
 - “Net density” means the number of dwelling units allowed per acre of land, after land required for public or private roadway dedication or for easement, or other public purposes or critical area protection as required by Chapter [18.16](#) MMC (Critical Areas), is subtracted from the parcel area.
- MMC 16.08-005 – Definition of Access Corridor:
 - “Access corridor” means a portion of one or more lots in a short plat that provides access for one to three other lots via an easement across the intervening properties.”
- MMC 16.12.040(D)(4) – Subdivision Access Standards:
 - “When determining if the proposed lot meets the applicable bulk and dimensional regulations set forth in Chapters [17.15A](#) and 17.15B MMC, the land use administrator shall include the access corridor in the density calculation but shall not include the corridor as part of a lot.”
- MMC 16.28.150(D) – Access Standards for Short Plats
 - “The access corridor shall be included in the density calculation but shall not be included as part of a lot in determining the applicable bulk and dimensional regulations set forth in Chapters [17.15A](#) and [17.15B](#) MMC.”

CONFLICT:

- Definition of “Net Density” says to remove easements from density calculation.
- “Access Corridor” is by definition, an easement.
- Subdivision and Short Subdivision code say we SHALL consider the access corridor in the density calculation.

STAFF RECOMMENDATION:

- Do NOT allow access corridors to be a part of the lot in determining minimum lot size. (Existing Code)
- Do NOT remove access corridors from the developable area, in determining density. (Existing Code is in conflict on this matter)
- Do NOT allow the access portion of a flag lot to be a part of the minimum lot size. (Requires Code Amendment)
- Amend the definition of “net density” to ONLY exclude Roads and Critical Areas protection, from the developable area. (Requires Code Amendment)
- Amend definition of access corridor to allow them in subdivisions; BUT still maintain that they are not considered part of a lot in determining minimum lot size. (Requires Code Amendment)
- Remove example that says storm systems are not considered in density calculation and amend definition of density accordingly. (Requires Code Amendment.)



PLANNING COMMISSION MINUTES

September 26, 2012
Wednesday, 7:00 pm

Council Chambers
1000 Laurel Street

1. CALL TO ORDER Chairman Wilson called the meeting to order at 7:05 pm; the flag salute was conducted.

2. ROLL CALL Present were Chair Jason Wilson and Commissioners Todd Larson, Mary Anderson, Ted Kleine, Tom Boyle, Jacquelyn Whalen (arrived 7:08), and Gerry Miller.

STAFF Associate Planner Chris Larson; Senior Administrative Assistant Katie Bolam; Mayor Debra Perry and City Administrator Subir Mukerjee arrived later.

PUBLIC Leonard Sanderson, 1201 24th Ave Ct #D

1. CITIZEN COMMENT PERIOD

None.

2. ADDITIONS AND/OR DELETIONS TO THE AGENDA

Planner Larson asked for an addition to the agenda for the Mayor to address the Commission.

MOTION (Anderson/Kleine) to add the Mayor's Address to the agenda – **Passed 7/0.**

3. PLANNING COMMISSIONER'S COMMENTS

Commissioner Boyle:

- Attended a Concert for the Cure sponsored by State Representative Katrina Asay and past Planning Commissioner Sharon Cooper at the Knutsen Theater in Federal Way; he would love to see a little dinner theater like that in Milton.
- Reminded everyone of the upcoming Craft Bazaar on October 5-6.

4. APPROVAL OF MINUTES (August 22, 2012)

MOTION (Miller/Kleine) to approve the minutes of August 22, 2012 – **Passed 7/0.**

The City of Milton Planning commission creates land use policies incorporating the voice of the citizens and makes recommendations to the City Council to establish and maintain a framework of standards in order to preserve the integrity and quality of the community.

If you need ADA accommodations, please contact City Hall at 253-517-2705 prior to the meeting. Thank you.

5. ACTION ITEM

a. Density Clarification

Planner Larson gave a brief overview of this item, reporting that the city attorney has approved the language.

MOTION (Miller/Anderson) to recommend approval of the proposed code amendments as shown in Exhibit A to City Council.

Commissioner Whalen handed out an analogy, explaining why she can't support these amendments:

- They do promote an increase in density.
- This measure is described as a housekeeping item; however, it is more than that.
- There is a conflict with respect to roadways and access corridors.
- Regarding subdivisions, access corridors/panhandles take less land than a roadway, again promoting an increase in density.

Commissioner Larson said he doesn't agree with excluding access corridors.

Commissioner Kleine agrees that the perception of the lot is a reasonable judgment, and agrees with excluding panhandles.

Commissioner Boyle suggests Milton consider reducing the minimum lot size.

Commissioner Miller says to decide where Milton wants large lots and where to allow for high density.

Chair Wilson reminded the Commission that the scope of this item is to fix the language issues in the code, and this ordinance does accomplish what the Council asked to be done.

VOTE – Passed 6/1 (Whalen).

6. COMMENTS BY MAYOR PERRY AND CITY ADMINISTRATOR SUBIR MUKERJEE

Mayor Perry said she admires the Commissioners work on the density clarification item and the willingness to dig into the details.

She explained about the City Council's decision to hire consultants KPG to help develop a visioning plan for Milton. She asked the Planning Commission to suspend meeting for the remainder of 2012 and invited Commissioners to take part in this visioning effort.

City Administrator Mukerjee explained the process:

- October 29, 6:30 pm, Special Meeting Meet together (boards/commissions/Council) with KPG to communicate what Milton would like to see develop over the next 1-50 years.
- The following week KPG works with that input and develops a vision for Milton.
- November 5, 7:00 pm, Study Session KPG, featuring Urban Planner Seth Harry, presents a vision for Council approval.
- 2013 Planning Commission, staff and City Council start to work on the comprehensive policies and code work to support the vision.

Mayor Perry explained that investors are attracted to plans. Regardless of what occurs outside of the City's control, by having a plan and being prepared, the City will be in a good position to move in a beneficial



To: Mayor Perry and City Councilmembers
From: Interim Police Chief Langford
Public Works Director Neal
Date: May 12, 2014 Study Session
Re: **Sterling Heights HOA – Request to close Birch Court**

ATTACHMENTS: A. February 19, 2014 letter
B. Sheet 3 of 4 of recorded subdivision, showing Birch Court
C. Aerial map of Sterling Heights subdivision today

TYPE OF ACTION:

Information Only Discussion Action Expenditure Required:

Recommendation/Action:

No action is necessary at this time. Staff is looking for direction from Council.

Fiscal Impact/Source of Funds: Unknown

Previous Council Review: N/A

Issue: The City has received a request to close the Birch Court access to Sterling Heights to reduce burglaries.

Discussion: The Sterling Heights subdivision was approved by Resolution of the City Council in 1993. As originally approved and subsequently built, one of the accesses to Sterling Heights is via Birch Court off of 27th Avenue. Birch Court is a public street, built to City standards at the time of construction.

Sterling Heights Homeowner's Association is requesting that the Birch Court access be closed to help reduce burglaries and unnecessary traffic.

The following are thoughts to consider when examining this request:

1. Although East Pierce Fire & Rescue is not opposed to the closure, they are concerned that the subsequently created dead-end not be used for overflow parking – the road will still need to be kept clear for emergency access.

2. Any approved closure of Birch Court should be a permanent closure, not just moveable concrete barricades. This means installation of permanent signage that it is a dead end street, continuing the curb, gutter, sidewalk, and landscaping on 27th Avenue across the opening, and installing any additional stormwater facilities necessary to capture the water flowing east along Birch Court.
3. Closure of Birch Court has the potential to move significant volumes of traffic onto Diamond Street, particularly during the peak hours. A traffic study to determine exact volume and impacts should be undertaken, as well as a public outreach campaign to those residents who live along Diamond Street.
4. The Police Department has responded to and investigated suspicious activity and code violation reports. A review of crime data revealed the following report statistics:

2014

None

2013

4 Burglaries

3 Vehicle prowls

1 Theft/break in to a community mail box

1 DV Assault

2012

1 Motor Vehicle Theft

1 DV Assault

The above statistics do not include data for traffic stops or home alarms.

Sterling Heights did have an increase in crime reports in 2013 which may have been due to a suspected drug house. This is an active investigation. The Police Department did not find sufficient crime data to support closing street access.



P.O. BOX 1804
Milton, WA 98354-9359

RECEIVED

FEB 24 2014

City of Milton
Public Works

Mayor Debra Perry
Milton City Hall
1000 Laurel Street
Milton, WA 98354

February 19, 2014

Subj: Closure of Birch Court access to Sterling Heights to reduce burglaries

Dear Mayor Perry –

In 2013 the Sterling Heights (SH) neighborhood of 53 homes had 12 burglaries that affected over half our homeowners – 3 homes, 2 porches, 5 cars, and 2 cbu mailboxes (affecting about 20 neighbors). In the past SH typically had only 1 or 2 vehicle break ins each year for the last 10 years.

The SH HOA met in September with yourself and Officer Williams to discuss the problem. Afterwards we asked neighbors what they wanted us to do. The board has since decided to ask the city to help us with the one thing we think has the best chance to reduce burglaries in our neighborhood.

Therefore, we're requesting that the city close Birch Court access at 27th Ave. into SH to eliminate traffic access at that intersection. We'll still have 2 accesses into our neighborhood at Diamond and 25th Ave. and also Diamond and 27th Ave. which will adequately move traffic thru and into SH.

A SH board member installed a camera on his 25th Ave. property and recorded the vehicle used in the mailbox break ins and also another one used in a vehicle break in. The first film helped police capture the mailbox thieves later on. In these films it appears both vehicles entered SH via Birch Ct.

We believe that 2 entrances into SH are adequate to move traffic, buses, fire and police vehicles thru and into our neighborhood. The elimination of the entrance at Birch Ct. will help reduce burglaries and unnecessary traffic. The SH HOA believes this is the right solution and should cost very little to accomplish.

We'd like to meet with the city to discuss our suggestion to stop SH burglaries. Please call Mike Rutter of the SH Board at 253-943-3443 to set up a meeting.

Sincerely,

Sterling Heights Board HOA

Cc – Police Chief Langford, Public Works Director Neal

Jim Reno
253-442-5623

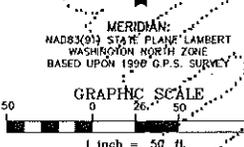
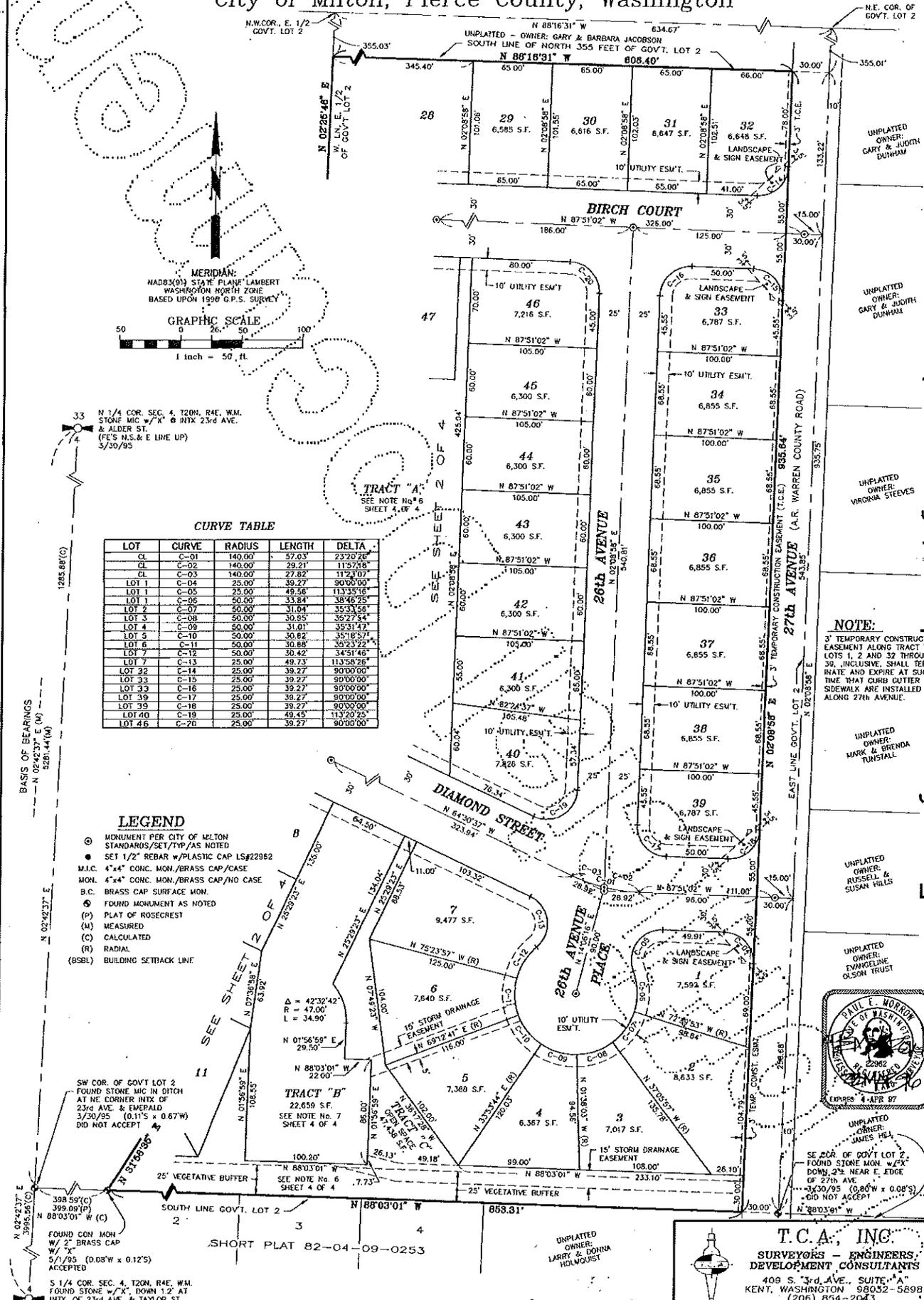
Mike Rutter
253-943-3443

Torvald Pearson
253-318-1215

Derek Cope
253-273-2949

STERLING HEIGHTS

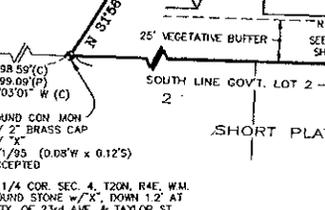
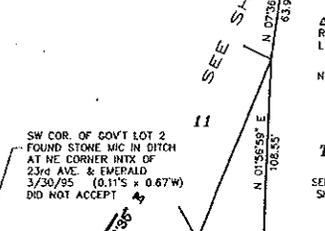
A Planned Unit Development
 Portion of Government Lot 2 and 11, Sec. 4, Twp. 20 N., Rng. 4 E., W.M.,
 City of Milton, Pierce County, Washington



CURVE TABLE

LOT	CURVE	RADIUS	LENGTH	DELTA
CL	C-01	140.00'	57.03'	23°20'26"
CL	C-02	140.00'	29.21'	11°57'58"
CL	C-03	140.00'	27.82'	11°23'07"
LOT 1	C-04	25.00'	32.27'	90°00'00"
LOT 1	C-05	25.00'	48.58'	113°35'16"
LOT 1	C-06	50.00'	33.84'	38°46'25"
LOT 2	C-07	50.00'	31.04'	35°33'56"
LOT 3	C-08	50.00'	30.95'	35°27'34"
LOT 4	C-09	50.00'	31.01'	35°31'47"
LOT 5	C-10	50.00'	30.82'	35°18'57"
LOT 6	C-11	50.00'	30.88'	35°23'22"
LOT 7	C-12	50.00'	30.42'	34°51'46"
LOT 7	C-13	25.00'	49.73'	113°58'26"
LOT 32	C-14	25.00'	39.27'	90°00'00"
LOT 33	C-15	25.00'	39.27'	90°00'00"
LOT 33	C-16	25.00'	39.27'	90°00'00"
LOT 39	C-17	25.00'	39.27'	90°00'00"
LOT 39	C-18	25.00'	39.27'	90°00'00"
LOT 40	C-19	25.00'	49.45'	113°20'25"
LOT 46	C-20	25.00'	39.27'	90°00'00"

- LEGEND**
- ⊙ MONUMENT PER CITY OF MILTON STANDARDS/SET/TYP/AS NOTED
 - SET 1/2" REBAR w/PLASTIC CAP L#22952
 - M.I.C. 4"x4" CONC. MON./BRASS CAP/CASE
 - MON. 4"x4" CONC. MON./BRASS CAP/NO CASE
 - B.C. BRASS CAP SURFACE MON.
 - ⊕ FOUND MONUMENT AS NOTED
 - (P) PLAT OF ROSECREST
 - (M) MEASURED
 - (C) CALCULATED
 - (R) RADIAL
 - (BSBL) BUILDING SETBACK LINE



NOTE:
 3' TEMPORARY CONSTRUCTION EASEMENT ALONG TRACT LOTS 1, 2 AND 32 THROUGH 39, INCLUSIVE, SHALL TERMINATE AND EXPIRE AT SUCH TIME THAT CURB OUTER AND SIDEWALK ARE INSTALLED ALONG 27th AVENUE.



T.C.A., INC.
 SURVEYORS - ENGINEERS,
 DEVELOPMENT CONSULTANTS
 408 S. 3rd AVE., SUITE "A"
 KENT, WASHINGTON 98052-5898
 (206) 854-2043
 FAX 854-2053

For reference only, not for re-sale.

Original

9605090285

9605090285

Sterling Heights



City of Milton, WA



Map Legend

- Tax Parcels
- ▬ Streams Hydrography WARIS
- Roads**
- ▬ Interstate
- ▬ Limited Access State Routes
- ▬ Other State Routes
- ▬ Ramps
- ▬ Major Arterial
- ▬ Collector
- ▬ Local Access
- County - 2011 - Ortho

Scale 1:1,579

0 65 130 ft.



Printed: 5/7/14 1:24 PM

The map features are approximate and are intended only to provide an indication of said feature. Additional areas that have not been mapped may be present. This is not a survey. The orthophotos and other data may not align. Pierce County assumes no liability for variations ascertained by actual survey. All data is expressly provided AS IS and WITH ALL FAULTS. Pierce County makes no warranty of fitness for a particular purpose.



To: Mayor Perry and City Councilmembers

From: Letticia Neal, Public Works Director
Chris Larson, Associate Planner

Date: May 12, 2014 Study Session

Re: **Comprehensive Plan Update and Uptown District Design Standards/Guidelines**

ATTACHMENTS: N/A

TYPE OF ACTION:

Information Only Discussion Action Expenditure Required

Recommendation/Action: Staff is looking for clarification on the upcoming Study Session – questions that Council has, what details they are still uncomfortable with, what modifications they want to consider, etc.

Fiscal Impact/Source of Funds: Work on this item was funded as part of the 2013 budget.

Previous Council Review: The City Council, as a whole, first reviewed the Planning Commission’s recommendation to adopt the Comprehensive Plan amendments and Uptown Design Standards and Guidelines at their November 11th 2013 meeting. During this meeting the Council created an Ad-Hoc Committee, by motion, to review the Vision Plan.

The Ad-Hoc Committee first met on November 25th 2013 to review the Uptown Design Standards and Guidelines. The Council, as a whole, reviewed input from the Ad-Hoc Committee at their December 2nd 2013 meeting. Based on input received during the public process, the discussion at the November 25th, 2013 Ad-Hoc Committee meeting and the December 2nd 2013 Council meeting, two additional Ad Hoc meetings were held on January 14th, 2014, and March 18th, 2014.

At the April 21, 2014 meeting, Council considered the Ad Hoc Committee’s recommendations, but was still uncomfortable with approving the Comprehensive Plan Amendments and Uptown Design Standards without further review. Council requested a study session for further discussion on this topic.

Discussion: Staff is looking for direction and clarification in preparing for the upcoming Study Session.