



PLANNING COMMISSION MINUTES

Special Meeting - Workshop
Saturday, October 28, 2017
10:00 am

1. CALL TO ORDER

Chair Gillespie called the meeting to order at 10:00 am., and led the flag salute.

2. ROLL CALL

Present: Chair Gillespie, Vice Chair Balsley, Commissioners Whalen, LaVergne, Sweat, White, and Hatch

Staff Present: Public Works Director Peretti

Elected Representatives Present: None

3. WORKSHOP AGENDA

A. Workbook Updates

Chair Gillespie led the Commissioners in the review of the Orientation Binders to confirm that each had a complete binder. Replacement pages for the binders that were requested by Commissioners will be delivered at the November meeting. Discussion included highlighting the importance and reason for each one of the chapters as a resource and reference tool.

B. Short Course Information and Video

Part One of the educational video Short Course on Local Planning (available on YouTube created

C. 2018 Work Plan

Each Commissioner identified their three most-important issues that they would like to work on for 2018, followed by an informal vote on the top three from the full list. The full list (see attachment to these minutes) will be forwarded to Council to be included in their decision for setting the Planning Commission's 2018 Work Plan.

Lunch was served.

Planning Commission draft 2018 Work Plan

Topic	Description	Points awarded	Ranking
Quasi-Judicial Review	Commissioners wanting more opportunity to review, evaluate, and comment on Development Applications.	5 points	2
Filling Vacant Buildings	Considering if there are land use regulations that need updating to lower vacancy rate of commercial buildings.	3 points	5
Completing the Zoning Map Update	Complete the update and correction of Milton's Zoning Map	0 points	
Annual meeting with Council, and making a tour of the City to evaluate planning issues	To enhance cohesion with Council and learn about one another's concerns and priorities.	0 points	
Traffic Impact Reviews	Reviewing the Transportation Element of the Comprehensive plan, learning more about Hwy 167 and 509 Hwy. construction, and what its impact will be on Milton.	0 points	
Cottage Homes, feasibility, lot size Zoning	Is Cottage housing a good fit for Milton, to what degree, and researching other City's regulations.	2 points	
Accessory Dwelling Units Zoning	Taking a closer look at Milton's regulations and determining if the regulations need updating.	5 points	3
Heather Hills Zoning	Is there a need and ,or, an ability to preserve Heather Hills as a mobile home park in order to keep this type of housing available in Milton.	0 points	
Safe Injection Site Zoning [SIS]	Working to fulfill Council's Resolution to ban on SIS;s	11 points	1. a
Design Standards for the West Milton Commercial District [WMCD] Special Planning Area	Continuing to implement the 2012 Visioning Report for the WMCD	5 points	
Traffic Code, Nuisance Code, Parking Code	Parking Issues, Truck traffic	4 points	4
Presentation on Homelessness	By Fife City Manager expressing what Fife's new regulations dealing with Homeless issues. (Presentation given at a recent FME Chamber of Commerce meeting.	3 points	1.b Added as part of the SIS zoning

D. Continued Discussion – Sign Code Update

The most recent revised-edition of the Milton sign code (dated October 11, 2017) was discussed. Commissioners reviewed the document from the beginning up to and including 17.50.080 General Provisions, with some discussion begun on Signs in the Right-of-way, 17.50.083.

Conversation focused on noting corrections, adding additional information, asking points of clarification, exploring how some aspects of the code language would play-out in implementation and enforcement, noting additional legal questions, etc.

At the end of the discussion, municipal sign codes from several other cities were handed out, and Commissioners were asked to review them and bring forward any noteworthy items or methods of organization for potential inclusion in Milton's Sign Code.

The Commission expressed the goal of passing a recommendation for a proposed new Sign Code that addresses the Supreme Court ruling Reed vs. Gilbert to City Council by the end of this year, with work next year focusing on the individual districts.

NEXT MEETING: NOVEMBER 8, 2017

Commissioners considered whether to request to schedule an additional Special Meeting/Workshop, but decided to wait for the November 8 meeting and evaluate based on progress made then.

ANNOUNCEMENT

Chair Gillespie invited people to help with a local food drive for the Thanksgiving holiday, Harvest Hope.

ADJOURNMENT

The meeting was adjourned at 3:15 p.m.

Approved at the meeting of November 8, 2017.



Chair Jim Gillespie