



**PLANNING COMMISSION MINUTES**

**Regular Meeting**  
**Wednesday, January 10, 2018**  
**6:00 p.m.**

**1. CALL TO ORDER AND FLAG SALUTE**

Chair Gillespie called the meeting to order at 6:00 p.m. and led the flag salute.

**2. ROLL CALL**

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

Staff Present: City Engineer Howlett, City Attorney Cameron, City Clerk Bolam

**3. STAFF UPDATES**

Chair Gillespie shared that Staff Updates have been moved to the front of the agenda.

City Engineer Howlett referred to two map handouts, sharing about the status of current developments in the City. He further shared announcements from the City Council meeting this week.

**4. ADDITIONS, DELETIONS TO AGENDA**

None

**5. CITIZEN PARTICIPATION**

Speaker	Comments
Kathy Gillespie	Been attending many council and police foundation meetings, and the city is in need of revenue-it's been suggested to concentrate efforts on the Hwy 99 corridor-good, but attended a bus tour of Fife thru the chamber, and saw many high crime areas and homeless

	<p>encampment areas-according to the Police Chief who led the tour, crime tends to disperse- because there aren't a lot of businesses in the Milton Hwy 99 area, it can be expected that crime and homeless issues will increase, as well as traffic issues.</p> <p>Chair Gillespie and Vice Chair Balsley added information from this tour, further explaining the concerns of the area, and the chambers interest in finding positive solutions.</p>
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**6. APPROVAL OF MINUTES**

A. December 13, 2017

Page 2 of 3, the nomination for Chair was for Commissioner LaVergne.

**MOTION TO APPROVE MINUTES AS AMENDED (Balsley/Whalen) – Passed 7/0.**

**7. REGULAR AGENDA**

A. Discussion of Joint Commission/Mayor Meeting in February

Chair Gillespie explained that he invited the Mayor to stop in on the February meeting to introduce herself and her objectives for the Planning Commission.

Commissioner Balsley suggested another mini-retreat to get refocused, perhaps to include a city tour. Discussion included meeting before vs. waiting until after hearing from the Mayor first, so her goals can be incorporated into retreat discussion. Past retreat positives included learning more about the issues around the city, getting to know city staff better, and improving education to function better as a board. Chair Gillespie shared that there are things coming up that will empower the Planning Commission more, so hearing from the Mayor prior to a retreat would be most beneficial.

Discussion for a date ensued, ultimately landing on Saturday, February 24 beginning at noon in Council Chambers, with lunch provided by commissioners.

Chair Gillespie encouraged Commissioners to send to the City Clerk any question they'd specifically like the Mayor to cover. Some concepts included:

- Process/protocol of things-how does she envision seeing the PC communicate well with staff and council?

- Future of planning department-given tight budget-what's staffing going to look like?
- "On-boarding" procedure of new commissioners, including a Public Works ride-along – make sure that any new appointees have attended x-number of PC meetings prior to appointment.

#### B. Discussion of Joint Commission/City Council Meeting

Chair Gillespie is suggesting holding a joint meeting with Council at least annually on a Saturday to get to know each other better, to understand the full process of the recommendation that the Commission sends to Council, and to take a City tour with them.

Discussion regarding what the Commission would like this to accomplish:

- What does Council want to see next? Is there a budget for it?
- Expectations of the Planning Commission?
- Get back in tune with the mission of the Commission and how it fits with the City.
- Potential bus ride with council around town-maybe sit down and meet with them first, even if it's the same day.

#### C. Discussion/Training in Zoning and Land Use Maps

Chair Gillespie and Engineer Howlett shared some ideas for education opportunities on zoning and maps, and the process of development from concept to open for business. Mr. Howlett provided some map and chart handouts-some discussion ensued.

### COMMISSIONER REPORTS

Commissioner Sweat:

- Police Foundation annual dinner coming in February

Commissioner LaVergne

- Referred to Alder Ridge fire and resulting volunteer efforts

Commissioner Hatch

- Impressed again by the City's outreach during time of need

Commissioner Whalen

- Appreciated Mr. Howlett's presentation materials and explanation of what is happening around the City
- Nice to see outpouring of City efforts on behalf of Alder Ridge fire-excess went to the school district's resource center

Commissioner Balsley

- Resources related to the fire were so well organized, the full-scale effort underscores why we choose to live in Milton
- Held bus tour with Fife Police Chief
- Recent meet-and-greet with the Event Committee resulted in several new faces

Commissioner White

- Referred to slideshow presentation of fire that was given at Council, and asked if there is a place that a person can sign up to be contacted to help in situations like this

Chair Gillespie

- Shout out to Commissioner Whalen for her consistent help and involvement in the community
- Wed, March 21, there is a Short Course of Local Planning in Fife

**NEXT MEETING**

Regular Meeting – February 14, 2018 – 6pm

**ADJOURNMENT**

The meeting was adjourned at 7:45 p.m.

Approved at the meeting of March 14, 2018.

  
Chair Jim Gillespie