

April 13, 2015
STEILACOOM PLANNING COMMISSION MINUTES

CALL TO ORDER:

Chair Cable called the regular meeting of the Steilacoom Planning Commission to order at 6:30 p.m. in the Town Hall.

ROLL CALL:

Chair Cable, Vice Chair Braddock, Mr. Bier, Mr. Hilleary, Mr. Jacobs, Mr. Miner and **Ms Saynisch** were present. Staff member present was Planner Fortner.

Approval of Minutes
March 23, 2015

The minutes of March 23, 2015 were approved, with a correction that the meeting was a special meeting, not a regular meeting.

Public Comment
Non-agenda Items

None

Public Hearing
2015 Comprehensive
Plan Update

Chair Cable opened the hearing and requested the staff report. Mr. Fortner noted the highlights of the draft Comprehensive Plan.

There were no members of the public present. **Mr. Minor** asked why the Historic District was not shown on the Land Use Map. He also suggested that the description of the Preservation and Review Board include reference to their authority to deny or modify applications.

The Commission discussed an appropriate comment period for this draft, and settled on 30 days. A special meeting of the Planning Commission will be held on May 18 to finalize the draft for Council review. Notice of the review period will be publicized. As comments come in, Mr. Fortner will forward them to the Commission.

Old Business
Civil Penalties

Mr. Fortner presented a draft enforcement ordinance, taken from the City of Tacoma. He said that the ordinance would allow the Town Administrator to issue stop work orders, investigate and issue notices of violations, issue fines, and institute abatement actions. The ordinance has provisions for the appeal of the Administrator's actions to the Council, and allows for criminal prosecution. He said fines could not be issued

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by the Council, as their role is to set policy, not execute it.

Ms Saynisch said she was disappointed that the ordinance did not compel the Administrator to act. **Mr. Jacobs** would like a mandatory fine after three letters from the Town. **Ms Braddock** would like to see all actions of the Administrator to be put on the Town website; stop work orders, notices of violation, fines, liens, and determinations of compliance. She also suggested having a “rat-line” for citizens to report possible violations. **Ms Braddock** does not agree with staff that the Council could not issue civil fines.

Ms Braddock said there needed to be a provision for an after-the-fact permit with conditions to include fines, restoration and other measures.

Chair Cable would like to have a flow chart of the enforcement process.

Mr. Jacobs suggested adding a provision requiring restitution to wronged third parties. The Commission discussed this matter, and determined that restitution would be a civil matter beyond the scope of the ordinance.

Ms Braddock felt the suggested 18 days of response time allotted to the violator should be 10 days. She would also like any citizen have the ability to appeal fines, or at least be heard at appeal hearings. **Ms Braddock** wants interest to accrue on fines.

Mr. Jacobs wanted language expressing that the Town’s intent was that all fines will be paid, following all appeals.

Ms Braddock questioned whether the section on criminal penalties was adequate. Mr. Fortner will follow up with Mr. Hoffman. She would like to have repeat offenders have their fines doubled.

The Commission made a few other suggestions for revisions. Mr. Fortner will rework the ordinance and come back.

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Old Business

Temporary Structures

The Commission reviewed the Clark County Temporary Structures ordinance. Mr. Fortner will bring additional examples for the next meeting.

Reports

None

Adjournment

The Commission adjourned at 7:50 PM.