

**December 12, 2016**  
**STEILACOOM PLANNING COMMISSION MINUTES**

**CALL TO ORDER:**

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

**ROLL CALL:**

**Vice Chair Braddock, Mr. Boyle, Mr. Jacobs, Mr. Miner and Mr. Mroczek** were present. **Chair Cable and Mr. Hilleary** were excused. Staff member present was Planner Fortner.

**Approval of Minutes**  
October 10, 2016

The minutes of October 10, 2016 were approved.

**Public Comment**  
Non-agenda items

None

**Public Hearing**

None

**Old Business**

**Vice Chair Braddock** inquired about any steps taken regarding salmon safe certification or carbon neutrality. Mr. Fortner said no action would take place this year.

**New Business**  
Informational  
Workshop - Birch  
Street Plat  
AB 250

Mr. Fortner presented the staff report for the preliminary plat of Birch Street. The proposal is to divide approximately 4.58 acres into 12 single family lots. Ten of those lots would have access onto an extension of Birch Street, and two would have access on Walnut Lane.

Mr. Fortner said the proposal includes extending Birch Street uphill, terminating the new extension in a hammerhead turnaround, installing a sidewalk on the north side of the extension; paving Walnut Lane, infiltrating all the stormwater on site; creating a conservation easement for an existing seasonal stream; and providing a pathway from the end of the hammerhead to the Short Street right of way along the eastern edge of the plat.

Not extending Birch Street to Short Street requires the Council's approval of the design according to criteria in SMC 12.16.095, and staff is supporting the design.

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Mr. Fortner said the applicant was working on a traffic study, and once that was complete, the Town would finalize the SEPA decision.

**Mr. Jacobs** said the Town would benefit from having Birch and Short Street connected. **Mr. Miner** asked if the habitat easement would be a taking since it is on private property. Mr. Fortner did not think so. **Ms Braddock** asked if the proposed fence would be on the edge of the stream or the buffer. Mr. Fortner said the buffer. **Mr. Miner** noted that Union Avenue was approaching its designed limits.

**Motion**

Passed (5-0)

**Mr. Miner** moved, and **Mr. Boyle** seconded, a motion that the Planning Commission forward this matter to the Town Council for a public hearing and decision. Motion passed unanimously.

**Reports**

Mr. Fortner said he had received the final maps and study from FEMA. The Planning Commission will hold a public hearing to update the Town's Frequently Flooded Areas regulations in January.

Mr. Miner noted that elections are generally held in January. He said he would be available for nomination if needed.

**Adjournment**

The Commission adjourned at 7:30 PM.

  
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Vice Chair Theda Braddock

  
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Planner Doug Fortner