

**CITY OF COVINGTON
Planning Commission Minutes**

May 3, 2012

City Hall Council Chambers

CALL TO ORDER

Chair Key called the regular meeting of the Planning Commission to order at 6:30 p.m.

MEMBERS PRESENT

Chair Daniel Key, Vice Chair Paul Max, Sonia Foss, Ed Holmes, Bill Judd and Alex White.

MEMBERS ABSENT

Sean Smith

STAFF PRESENT

Richard Hart, Community Development Director
Salina Lyons, Senior Planner
Ann Mueller, Senior Planner
Kelly Thompson, Planning Commission Secretary

APPROVAL OF CONSENT AGENDA

Commissioner Holmes found two typographical errors in the April 5, 2012 minutes which were corrected.

- **1. Vice-Chair Max moved and Commissioner Foss seconded to approve the consent agenda, the minutes for March 1, 2012 and the corrected minutes for April 5, 2012. Motion carried 6-0.**

CITIZEN COMMENTS – NONE

PUBLIC HEARING - NONE

NEW BUSINESS - NONE

UNFINISHED BUSINESS

- 2. Final Recommendations to the City Council on the New Wireless Communications Facilities (WCF) Regulations in the Covington Municipal Code

Senior Planner Ann Mueller introduced the changes and clarifications made in the Wireless Communications Facilities code as a result of the discussion during the March 1, 2012 Planning Commission Meeting. No further public comment was received.

Ms. Mueller researched other jurisdiction's height limits on ham radio towers and found that in most cases, height was limited to the maximum allowed in the given zone. A variance could be requested if there were special circumstances that a citizen could not meet the height limitation.

Commissioner Holmes asked about time usage limits on the retractable ham radio towers. Ms. Mueller explained that the homeowner must be present during use. Mr. Hart explained that it would be difficult to monitor use based on hours per day or a percentage of hours in a day. If the City receives a complaint regarding hours of use, we can address it at that time. Ms. Mueller added that in order to meet setback requirements, the ham radio towers would need to be located on fairly large lots.

Vice Chair Max researched the cost of the retractable ham radio towers and the least expensive tower is \$115 for a 40' tower that retracts to 6'. The prices did not include wiring or installation. Ms. Mueller also researched the cost of retractable ham radio towers and found the price around \$3000. She spoke with the manufacturer who explained that a big part of that cost is the shipping and installation.

Chair Key asked about the permit requirements for pole replacement. Senior Planner, Salina Lyons explained that most of the permit requirements relating to past pole replacement projects were regarding tree removal, sensitive areas and making sure there were adequate easements. Chair Key appreciates the updated language on structures and raceways.

- **Commissioner Foss moved and Commissioner Holmes seconded recommending that the City Council adopt the New Wireless Communication Facilities Regulations in the Covington Municipal Code. Motion carried 6-0.**

ATTENDANCE VOTE –

- **Vice Chair Max moved and Commissioner White seconded to excuse the absence of Commissioner Smith. Motion carried 6-0.**

PUBLIC COMMENT- NONE

COMMENTS AND COMMUNICATIONS FROM STAFF

Chair Key and his wife welcomed a new son, Neil, on April 23rd.

Ms. Mueller shared that on April 26, a kickoff meeting for the Northern Gateway was held. Staff from Kent Regional Fire Authority, Soos Creek Water & Sewer District and Covington Water District attended. Mr. Hart shared that one of the most valuable things that came from the meeting was that Soos Creek Water & Sewer District provided the City with a map of their future service plan for the notch.

The first public information meeting open house on the Northern Gateway will be held on Tuesday, May 15, 2012 at Crestwood Elementary from 6:30 to 8:00 p.m.

Ms. Lyons shared that the City has received word from Multi-Care that they are planning for the new hospital. Multi-Care anticipates submitting for a Pre-Application Meeting by June 2012, being under construction by January 2013 and open for business in March 2014.

Valley Medical has submitted a change to the proposed Emergency Department to now develop the property as an urgent care facility with some specialty health services. Firestone has broken ground on the new tire store on SE Wax Road.

The City Council has a joint meeting scheduled on May 8th with CEDC and the Chamber of Commerce. A PowerPoint presentation will be shared with the Planning Commission following the joint meeting.

Mr. Hart reported that the joint Home Owner's Association meeting went well with several HOA's present. After a 30 minute PowerPoint presentation, staff engaged citizens in over an hour of Q & A.

ADJOURN

The May 3, 2012 Planning Commission Meeting adjourned at 7:18 p.m.

Respectfully submitted,



Kelly Thompson, Planning Commission Secretary

