

CITY OF COVINGTON
Planning Commission Minutes

January 2, 2013 ¹⁴

City Hall Council Chambers

CALL TO ORDER *Chair Smith*

~~Vice Chair Max~~ called the regular meeting of the Planning Commission to order at 6:37 p.m.

MEMBERS PRESENT

Vice Chair Paul Max, Jennifer Gilbert-Smith, Bill Judd (arrived at 6:40), Ed Holmes, Sean Smith, Binoy Varughese and Alex White.

MEMBERS ABSENT – None

STAFF PRESENT

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

APPROVAL OF CONSENT AGENDA

- **1. Vice Chair Max moved and Commissioner Gilbert-Smith seconded to approve the consent agenda. Motion carried 6-0.**

CITIZEN COMMENTS - None

PUBLIC HEARING – None

UNFINISHED BUSINESS - None

NEW BUSINESS

2. Discussion and Recommendation of Proposed 2014 Planning Commission Work Program

Community Development Director, Richard Hart introduced a memo and attachments outlining the proposed 2014 Planning Commission Work Program. Staff has estimated the number of hours needed to complete each tasks.

This is one of the first years that there is not a lot of discussion about the work program because the tasks are either council directives or state mandates. Mr. Hart thanked Commissioner Holmes for his input regarding assessing hours to each task and a mid-year check to gauge completeness.

Commissioner Varughese asked about the number of completed tasks in 2013. Mr. Hart explained that the city has a limited number of attorney hours available to assist in completing the work program tasks. Sign code changes for Civic, Government and Non-Profit Signs and Draft Shoreline Development Regulation Standards and Permits in a Proposed User Guide were not completed in 2013. Other tasks took more time than originally allocated. The state mandated items on the 2013 Planning Commission Work Program were completed, and the lowest priority items were carried over to 2014. Mr. Hart is confident that the items that were not completed in 2013 will be completed 2014.

The Comprehensive Plan Amendment Update docket will include the CIP program and Park Impact fees. Staff is not aware of any anticipated publicly submitted docket items. The deadline is in February.

The City Council will also be discussing both short and long range concerns for staff to be addressing at their annual summit Saturday, January 25th. The council will review accomplishments from the previous year and review the vision and the goals of the city. This year they will discuss some street design elements including lighting, stamped concrete, street furniture and landscaping for public rights of way as requested by Councilmember Lanza.

Vice Chair Max asked about the process of determining changes in design standards to the fixtures in the right-of-way. Mr. Hart explained that the street engineering standards are determined by the Public Works Department. Community Development will review and provide feedback on any street design standard changes.

Commissioner Holmes asked about the 100 hours allocated for Medical Marijuana, Collective Gardens and Dispensary Moratorium Extension/Code Changes and Permanent Zoning for Recreational Marijuana. He wondered if it was enough time given the complexity. Mr. Hart explained this time represents his time and not the attorney's time.

- **Commissioner White moved and Commissioner Varughese seconded to recommend the Proposed 2014 Planning Commission Work Program to the City Council. The motion carried 7-0.**

ATTENDANCE VOTE – None

PUBLIC COMMENT – None

COMMENTS AND COMMUNICATIONS FROM STAFF

Mr. Hart provided the Planning Commission an outline of upcoming meetings. The January 16th Planning Commission meeting will be cancelled.

ADJOURN

The January 2, 2014 Planning Commission Meeting adjourned at 7:09 p.m.

Respectfully submitted,



Kelly Thompson, Planning Commission Secretary