



PLANNING COMMISSION

WORK SESSION

Minutes of December 3, 2014

Members present: Chair Christine Steel, Vice Chair Russell Axelrod, Jesse Knight and Ryerson Schwark

Members absent: Lorie Griffith and Nancy King

Staff present: John Boyd, Planning Manager

CALL TO ORDER

Chair Steel called the meeting to order in the Council Chambers of City Hall at 6:00 p.m.

PUBLIC COMMENTS

None.

APPROVAL OF MINUTES

Vice Chair Axelrod **moved to approve the Minutes of September 17, 2014**. Commissioner Knight **seconded** and the motion **passed 4:0**. Commissioner Knight **moved to approve the Minutes of October 1, 2014**. Commissioner Schwark **seconded** and the motion **passed 3:0:1**. Vice Chair Axelrod abstained. Vice Chair Axelrod **moved to approve the Minutes of October 15, 2014**. Commissioner Schwark **seconded** and the motion **passed 4:0**.

COMPLETE ANNUAL REPORT FOR CITY COUNCIL

City advisory bodies had been asked to report on their 2014 goals and accomplishments; suggest 2015 goals; and describe what they needed in order to be successful in 2015. The Commission had the benefit of summaries and discussion points prepared by Chair Steel and Mr. Boyd.

The Commissioners talked about making the quasi-judicial process smoother and making it more understandable for the public. They had already created a helpful script. They anticipated more, targeted, training opportunities for Commissioners which might also include neighborhood association representatives and the HRB. They asked for more direction/instruction from legal staff outside of hearings. They discussed the need to better link findings to code as they were making a decision. It would benefit staff and the public. They were inclined to wait until the meeting after the decision to examine the staff-drafted findings. They discussed how to improve communication with the City Council to be in sync with City Council priorities and how to make their joint work sessions more productive. Receiving the related information prior to a joint work session would free up time for questions/discussion during the session. They identified and discussed the problem that legislative proposal packages were sometimes enormous. They suggested dividing them up into smaller, more digestible, pieces.

In regard to the Commission setting goals, Commissioner Schwark's position was they should hear them from the City Council. The Commissioners generally agreed to carry forward their 2014 goal to attend neighborhood association meetings. Some of them had attended some of the meetings during 2014. They discussed the challenges they had related to their tablet technology not working consistently and their problem accessing data in the drop box. They noted another 2014 accomplishment was that they had updated Planning Commission rules.

The Commissioners considered the Mayor's March 2014 memorandum related to goals. Moving their meeting time up a half hour had helped them achieve more focused meetings/work sessions and move toward getting things done at a reasonable hour. In regard to a specific goal to assist the Arch Bridge/Bolton Town Center master planning process they discussed that they had done everything they were asked to do up to this point, which was to be responsive in regard to the direction the process was going while serving on the advisory committee and participating in the related meetings/open house. In 2015 their role would be to review the drafted plan. They noted they had already started fulfilling the goal to work with staff and the City Council to audit the CDC.

Chair Steel and Vice Chair Axelrod planned to work together to finish the report.

ITEMS OF INTEREST FROM STAFF

Mr. Boyd advised that the Council was sending the PUD/Infill proposal back. He asked the Commission to consider all of the ways they could receive input from the public and reconsider setting aside time for it at work sessions that they could otherwise use to review/discuss the material.

ADJOURNMENT

There being no other business, Chair Steel adjourned the meeting at approximately 7:45 p.m.

APPROVED:

Chair

Date


