**Planning Commission Meeting Minutes**

**October 4th, 2022**

**Hybrid Zoom Teleconference**

**Commissioners**:

Present: Bek Ashby, Joe Morrison, Tyler McKlosky, Dave Bernstein, and Stephanie Bailey.

Absent: Annette Stewart, and Phil King.

**Staff**:

Senior Planner Jim Fisk, and Assistant Planner Josie Rademacher.

**1. Call to Order:** Vice Chair Ashby called the meeting to order at 6:05 p.m. and led the Pledge of Allegiance.

**2. WELCOME AND INTRODUCTION:** Vice Chair Ashby introduced the present Planning Commissioners, Commissioner Morrison, Commissioner Mcklosky, Commissioner Bernstein, Commissioner Bailey and present City staff members, Senior Planner Jim Fisk, and Assistant Planner Josie Rademacher.

**3. Public Comments:** There were no comments from the public. Public comment was open to any subject whether on the agenda or not.

**4. Approval of Minutes From September 6th, 2022:** Commissioner Morrison made a motion to approve the minutes as presented from the September 6th meeting. Commissioner Bernstein seconded the motion. The motion passed unanimously.

**5. Business Items:**

1. **Discussion: POMC 20.132 Temporary signage**

Senior Planner Jim Fisk reintroduced the temporary signage code amendments as a separate item compared to last meeting’s business item that brought temporary signage and subdivision entry signs together as one item.

Fisk shared an exhibit that showed examples of temporary signage in the right-of-way across the City. Fisk stated that POMC 20.132 as currently written, does not have a way to regulate the pick-up and removal of temporary signage. Per guidance from the Planning Commission at last month’s meeting, Staff has compiled examples from other jurisdictions (Gig Harbor, Covington, and Monroe) to share with the Planning Commission as possible ideas for a future code amendment. Fisk offered Planning Commissioners to have a discussion on the topic and receive guidance on how Staff should proceed.

Staff was directed by the Planning Commission to look into other examples from other Cities and compile examples of both temporary signage for the Commission to review to determine next steps. The Planning Commissioners expressed interest in using examples from other cities to draft an ordinance amending POMC 20.132 to include additional regulations for temporary signage for City Council to review for adoption.

1. **DISCUSSION: POMC 20.132 SUBDIVISION ENTRY SIGNAGE**

Senior Planner Jim Fisk shared that POMC 20.132 does not have regulations for subdivision signage, although it has been something that developers have expressed interest in creating subdivision signage for their projects. Per guidance from the Planning Commission at last month’s meeting, Staff has drafted an ordinance amending POMC 20.132 to include regulations for Subdivision Entry Signage. Fisk offered Planning Commissioners to have a discussion on the draft ordinance and receive guidance on how Staff should proceed.

The public hearing is scheduled for November 1, 2022 Planning Commission meeting.

1. **DISCUSSION: POMC TITLE 20 ANNUAL “HOUSEKEEPING” AMENDMENTS**

Senior Planner Jim Fisk shared that DCD staff continually tracks errors, inconsistencies, outdated references, and omissions in Title 20 POMC (Unified Land Use and Development Code) and gathers these into one corrections ordinance each year – generally known as the annual Title 20 “housekeeping ordinance”. Fisk shared the proposed corrections to Title 20 for 2022 have been prepared for the Planning Commission’s continued review.

The public hearing is scheduled for November 1, 2022 Planning Commission meeting.

**Adjourn:**  Chair Stewart adjourned the meeting at 7:00 pm.

 Annette Stewart, Chair

 Nick Bond, Community Development Director