

SEQUIM PLANNING COMMISSION

Transit Center
190 West Cedar Street
Sequim, WA 98382
Tuesday, April 5, 2011

6:00 P.M. Regular Meeting

REGULAR MEETING:

I. CALL TO ORDER, PLEDGE OF ALLEGIANCE & ROLL CALL:

Gardiner, Protze, Sterhan and Wendt were present. Richmond was excused.

Staff present: City Manager Steve Burkett, Senior Planner Joe Irvin, Deputy City Clerk Bobbie Usselman, and new Interim Planning Director Chris Hugo.

II. APPROVAL OF MINUTES: March 1, 2011

MOTION by Wendt to approve the minutes of March 1, 2011; second by Protze.
Unanimously approved.

III. ITEMS FROM THE PUBLIC NOT ALREADY ON THE AGENDA

Don Hall indicated we have four applicants for the Planning Commission so Council will get its interview committee assigned.

IV. NEW BUSINESS:

A. Introduction of Chris Hugo, Interim Planning Director

City Manager Steve Burkett stated this is Joe Irvin's last Planning Commission meeting. Burkett thanked Irvin for his 5+ years' of service. He is a talented planner and we hate to lose him. He has been an informal leader in our organization and took on numerous duties in the recent past.

Burkett indicated he would like to hear the Planning Commission's thoughts about their expectations for a new planning director. He has reviewed the applications and feels there are many qualified persons.

Sterhan feels that we get a lot of direction from Council and he would like to see more leadership from the planning director when looking at zoning and other topics.

Protze would like to see the background of the candidate from a similar size city and infrastructure. Sequim is the shopping area of the Peninsula; he'd like to see the commercial activity going. We can't go back to the farming community so must move forward. Burkett agrees we must move forward and indicated the big box stores have helped with our future. Protze said we are a small community but have shopping areas like a larger community. We

should enjoy that because we don't have to drive far to get it. Burkett stated Sequim's sales tax per capita is around \$400; the average is \$200.

Gardiner said planning leadership is difficult and is driven by Council. We have lacked independent technical leadership in the past and it is important. We need someone with strong groundwater skills. Transportation is important and financing is big. Given the future projection, someone with experience in a larger town would be to our advantage because we will continue to grow. She wants that person at the next level. Also she'd like to see urban and rural experience. She said downtown merchants are tired of consultants and want to see something done. She is looking for less political and more technical experience.

Burkett said there is a need for public works and planning communication. He feels experience in the State of Washington is also important.

Wendt feels it is important to have someone with a proven record in downtown redevelopment. Someone who is a facilitator of public input to draw it out to avoid future controversies. Someone should be able to build consensus in the commonalities of interest. They should bring new approaches and think outside the box and who is strong on the process orientation. They should have ability to mobilize the resources of the City organization, and the community both politically and economically.

Sterhan asked if there are areas in which the City is deficient that the person could bring more to the table. Burkett said he will look at other department heads and make sure they have complimentary skills. He said the application needs to be able to accomplish the Council goals; revise the Comp Plan and changing zoning.

Chris Hugo arrived at the meeting. Burkett introduced Chris Hugo who is serving as the Interim Planning Director. Hugo has experience in the region and in Washington, specifically Spokane and Bremerton. Bremerton has done a lot of downtown waterfront redevelopment.

Hugo stated he is happy to be here and hopes to give the City the benefit of his experience. He has reviewed the Comp Plan and zoning code and it gives him some sense of what has gone on in the area. He can help decide what he can do to help the community get to where it wants to go and have the tools to do it.

Hugo has criteria for a comp plan and most comp plans don't meet his expectations. He feels all comp plans should start with a "beacon" of the vision or story of the future of the City. He then looks for a strong framework for the future development of the City. He looks to see if the plan is directive and states a distinct future and the pathway to achieve it. The plan should be intentional with specific conditions to improve, retain and avoid. It should be concise and answer "what, why, where when and how." There should be community self-interest; mandates are not a good planning foundation. It should be comprehensive and include all aspects of community life. The goals should be broad and few and include a narrative. The policies should be subordinate to the goals and more directive and include a narrative. Mandates are not regurgitated; the GMA disciplines are not meaningful policies. The plan should address the future. Background data, current conditions, and mandates should be published separately. There should be an affordable

future, environmentally, economically and socially. There should be no one-time tasks – once they are done they are irrelevant to a plan. There should be no operational assignments; routine operational interests are strictly internal. There should be effective communication using photos, illustrations and diagrams. The plan should be durable and sustainable and should not need annual revisions. It should be integrated with physical, social, economic realms make a “whole” future. It should be clear to all users.

He compared Sequim’s Comp Plan to his criteria and discussed the areas that fit and that did not fit.

Gardiner agrees there are issues with the Comp Plan that can be streamlined. There was general discussion concerning making the document meaningful. There was discussion concerning zoning issues.

Burkett stated on April 25 Council has a study session on how to approach the process of the Comp Plan Update and schedule.

There was general discussion concerning mixed-use zoning.

Sterhan feels it is a good idea to include others in reviewing and revising the Comp Plan and possibly doing it chapter by chapter.

V. OLD BUSINESS:

A. Comprehensive Plan Update

Irvin said much of what Hugo stated is what will be occurring in review of the Comp Plan. The Planning Commission is invited to the Council study session on April 25.

VI. ITEMS FROM COMMISSIONERS/COMMITTEE REPORTS

VII. DIRECTOR’S REPORT

Irvin stated on March 28 the draft Downtown Plan went to Council. Some questions were brought forth regarding height and zoning. Tomorrow staff will go the LMN headquarters to discuss the plan and look at refinement. It will come back to Planning Commission in the near future for review. It will then go to Council again for public hearing and adoption.

On April 21 from 9-3 at Port Angeles City Hall will be the spring quarterly Planners Forum. Planning Commission is welcome to attend.

Irvin stated it has been great working with the Planning Commission for the last six years and thanked them for their hard work.

VIII. GOOD OF THE ORDER

The Planning Commission thanked Irvin for his service.

IX. ADJOURNMENT:

MOTION by Sterhan to adjourn; second by Wendt. **Unanimous.**

Meeting adjourned at 7:07 p.m.

Respectfully submitted,



Bobbie Usselman, CMC
Deputy City Clerk



JulieAnna Gardiner
Chair

Next regular meeting is scheduled for Tuesday, April 19, 2011.