

**CITY OF SEQUIM
CITY COUNCIL MINUTES
SEQUIM TRANSIT CENTER
190 WEST CEDAR STREET
SEQUIM, WA**

JULY 11, 2011

5:00 P.M. STUDY SESSION

Plans

Hugo explained that the Comprehensive Plan is the core set of growth policies from which all other plans and policies flow. There are specific elements that must be addressed in the Comp Plan. There are also functional plans that can be adopted such as drinking water, wastewater, reclaimed water, transportation, storm water, parks, bicycle and pedestrian, open space, energy conservation and they must all be consistent with the Comp Plan. There are also sub-area plans that can be adopted that contain specific projects, are specific to a geographic area of the City, and may be adopted at any time. These must also be consistent with the Comp Plan.

Haines added that the Plan needs to be cost constrained. Issues addressed in the Plan must also be affordable.

Website

Hanna presented an overview of the new City's website and the tourism page. The go-live date is in the middle of September.

Mayor Hays called five minute break at 6:05 p.m.

6:00 P.M. REGULAR COUNCIL MEETING

Mayor Hays called the meeting to order.

PLEDGE OF ALLEGIANCE

ROLL CALL

Clerk Kuznek-Reese called roll. Council members present: Laura Dubois, Erik Erichsen, Don Hall, Ken Hays, Bill Huizinga, Susan Lorenzen and Ted Miller.

INTRODUCTIONS & CORRESPONDENCE

CEREMONIAL

REPORTS

COMMITTEE, BOARD AND LIAISON SUMMARY

PRESIDING OFFICER REPORT

Mayor Hays reported he has been asked to participate in both festival openings. The Consul General Japan of Seattle will also participate in the opening ceremonies. Lavender Farm Faire will host lunch for Council, staff and the Consul General.

CITY MANAGER REPORT

Burkett reported the City Hall remodel will be placed under New Business because of action requested.

The City Attorney is on vacation and waiting to call in. He requests an executive session following the sign code hearing.

There was no objection to the changes.

Burkett scheduled an orientation meeting for Council candidates that will be held tomorrow at 4:00 pm. This is to let candidates know about key issues, Council goals, long range financial plan, and the Comp Plan.

PUBLIC COMMENTS *(Please limit comments to 3 minutes)*

INFORMATION/COUNCIL QUESTIONS INVITED

1. Review 6-year Transportation Improvement Program

Hall wondered if there is any way to put money aside to fix Fir Street from Brown to Fifth. Burkett explained the funding issues. Haines explained the City will develop an asphalt management program. We will be recruiting a consultant.

Dubois suggested East Prairie from Sunnyside to Sequim. Huizinga asked about the Washington and Rhodefer signalization? Haines explained we are looking at 20 years' of projects which is when the UGA boundary is to be built out. That intersection has commercial activity nearby.

Erichsen stated Port Williams Road is at the bottom of the list. This road is now a bypass for several through Sequim. The sidewalk is no longer visible and people are walking in the street. Several speed through the area. Brown Road is another issue with no sidewalks and fast traffic.

Lorenzen asked where the ODT Phase 3 is located? Haines stated the only plan we

have was submitted for a grant last year. The route is leaving Carrie Blake Park to Spruce and follows Spruce to Sunnyside. That also needs to be revisited when looking at the transportation plan.

PUBLIC HEARINGS (Legislative)

2. Downtown Plan – continued from June 27, 2011

Mayor Hays reminded the public of the rules for the public hearing and asked that only new testimony be provided.

Hugo stated the Seal Street project was questioned by Council. He proposes new policy language. He also clarified the Planning Commission's recommendations. He read his July 1, 2011 memo to Council (**attached as Exhibit 1.**)

Hall wants to leave Seal Street as it is unless all the occupants of the area approve it. Huizinga agrees and wants to have a meeting with staff and adjacent property owners. Erichsen stated Seal Street needs to be looked at to see if the current use is safe. Lorenzen agrees with Huizinga and Hall.

Burkett stated this is a concept and a plan. Before any changes are made to Seal Street, would need to discuss funding, as well as many other issues.

Hays feels Seal Street is a critical cross link to the downtown. The plan only recognizes that and suggests further enhancement of the street. Hugo said the rewording emphasizes the interest of the property owners in the area. The Planning Commission (PC) made 14 recommended changes. The consultant and staff agree with all the changes. The PC addressed the recommendation to include setbacks. The draft regulations already provide for that opportunity. The plan encourages and gives a bonus incentive for that.

Hugo distributed comments from Barbara Money and Edna Florida regarding Seal Street.

Erichsen expressed concern over item #4 regarding community character. There is no definition of "community character." He doesn't understand the design standards concept as it doesn't make sense. Hugo said instead of having a theme downtown we will have high quality standards, good signing and good building facades, but be flexible so they are unique. Community character is what makes Sequim a unique place. This is a policy and philosophy that translates into the actual development rules identified later in the document.

Gary Zellmer asked if before anything can happen on Seal Street, will we talk about issues before they are implemented? Hugo said the plan does not reference festivals and events. Zellmer has always tried to do what is best for the City and residents. He

feels the Council is trying to do the same thing. We want to maintain Sequim's uniqueness. He believes people come to Sequim because it is unique.

Bill O'Brien, 33 Williamson Road, owns the 12 units on Cedar. He thanked the Council for the changes made in the past – widened sidewalk, etc. He provided background information on the tenants at 145 W. Cedar that will not come and speak at a Council meeting. He explained the importance of the parking for these tenants.

Stan Berman thanked the Council and staff for the suggested changes. The loss of parking, safety, liability with increased traffic as well as emergency vehicle access were major concerns. It is difficult to see when pulling off Seal Street onto Cedar Street because of large trucks parking in the parking spaces. He offered possible solutions. The parking spaces need to be shortened where turning left.

Clint Jones spoke about cardboard and all non-consumable products. Most of these containers become trash. He proposes a proper receptacle be placed close to where items are purchased. Every large shopping center should contain a refuse container. The cost should be paid by firms listed on the recycle containers.

Robin Reese is concerned about safety and well-being of her clients. People maneuvering around community gathering will be difficult. Please don't cause her to lose more business

Rob Owen, the new Heather Creek owners, said their concerns have now been reduced. Many of their repeat customers use the parking behind the store. It would be a real issue if we made any changes to the parking area.

Don Manuele stated his main concern was public safety. There is already a sidewalk on Seal Street. There is a potential for catastrophic problems when people feel they have free access in the street.

Ron Fairclough would like to see Seal Street go all the way to Alder Street. He would like to see the woonerf from Cedar to Spruce Street. Then also straighten the section from Spruce to Alder so cars can only access from the north and not a straight thru street. He expressed his ideas for the affected area.

The public hearing was closed at 7.15 p.m.

MOTION to accept the proposed Downtown Plan as recommended by the Planning Commission with suggested revisions from Chris Hugo memo dated July 1, 2011 and to direct staff to prepare an ordinance for Council action at its July 25, 2011 meeting to adopt the Downtown Plan as a sub-area plan and element of the Comprehensive Plan and to enact Downtown development regulations as a new Chapter 18.57 SMC made by Miller; second by Dubois.

Miller feels we need to have mandatory sight lines and wants this issue to be addressed in the future.

Erichsen feels the product is flawed; that we are trying to fix something that isn't broken. He likes the downtown the way it is. This plan turns the downtown into a ghetto. We're not maintaining the small, rural character. We are creating yuppieville. Now we're going to give bonuses for creating clutter and congestion.

Hays feels this is a great plan. Downtowns are about people. He sees this plan reinforces and strengthens the issues and concerns.

Lorenzen expressed concern over displacing residents. Miller agrees with Erichsen. If we could count on the City not growing, then no plan is needed. The City will continue to grow.

Vote on the motion. Aye by Hays, Miller, Hall, Lorenzen, Huizinga, Dubois. Nay by Erichsen. **Motion carries.**

3. Proposed Sign Ordinance – continued from June 27, 2011

Mayor Hays reminded everyone the hearing is continued from June 27.

Ritchie explained the revisions made since the last meeting which are addressed in this packet.

Huizinga had issues with "For lease or rent" signage. It can be up to 12 months and then can't go up again for 12 months.

Erichsen said private roads have signs posted. How do they fit in this ordinance? Ritchie said it doesn't fit if it is safety related.

Liz Parks owns Remax Fifth Avenue. They have commercial building for lease. How do they tell people they can't have signs up. Open house signs are used a maximum of 2-3 hours. They are not left out. She is concerned about the commercial properties which are taking longer to sell or lease.

The public hearing was closed at 7:43 p m.

Ritchie explained the issues associated with this issue. During the bad economy we could have a clause that sunsets in 2013 allowing signage up to 2 years. This sunset clause could also be renewed. We could change the 18 58.065 clause to indicate it will be in abeyance for the next 2 years or to 24 months and put in that clause will be eliminated in 2 years.

MOTION to adopt 2011-013 as revised in this July 11 packet, amending Sequim's existing sign code and regulating portable signs made by Miller; second by Lorenzen.

There was discussion regarding signage for garage sales and open houses.

Amendment to the motion: 18.58.066 (a) (4) and (a) (5) (c) to allow two off site directional signs made by Huizinga; second by Lorenzen. Aye by Hays, Hall, Lorenzen, Huizinga, and Dubois. Nay by Erichsen and Miller. **Motion carries.**

Vote on the motion. Aye by Hays, Miller, Hall, Lorenzen, Huizinga, and Dubois. Nay by Erichsen. **Motion carries.**

Mayor Hays recessed the Council meeting to executive session for pending litigation at 8:18 p.m. It is expected to last 5 minutes and action is anticipated.

The meeting reconvened at 8:23 p.m.

MOTION to authorize the Finance Department to pay \$2,000 to the AWC RMSA risk pool as the City's contribution in settlement of the claim and lawsuit in Clallam County Superior Court Cause No. 11-2-00399-2, William A. Sullivan and William A. Sullivan Trust v. City of Sequim made by Dubois; second by Lorenzen. **Carried Unanimously.**

CONSENT AGENDA

4. Approve/Acknowledge
 - a. City Council Meeting Minutes – June 27, 2011
 - b. Claim Voucher recap dated 7/11/11 in the amount of \$358,159.17
 - c. Lodging Tax Advisory Committee Reappointments (Damian Humphries and Gary/Marcella Stachurski)

MOTION to adopt the Consent Agenda made by Lorenzen; second by Miller. **Carried Unanimously.**

UNFINISHED BUSINESS

5. Transportation and Park Impact Fees Annual Review

Haines stated Council is to review the transportation and park impact fees on an annual basis. He explained the analysis that was completed to determine whether to raise fees.

MOTION that the Transportation Impact Fees and Parks Impact Fees be maintained at the current rates until June 1, 2012 made by Dubois; second by Miller. **Carried Unanimously.**

6. Finance/Public Works Analyst Position

Goschen and Haines explained the need to create this position. Most of the funding would come from capital projects or utilities with less than 15% coming from the General Fund. She would like to use temporary assistance until this position can be filled.

MOTION to create a new Finance/PW Analyst position which is an Accounting Assistant III or IV position which reports to Finance and is funded by capital projects and to approve part-time temporary assistance to the Finance Department for the remainder of 2011 at a salary and benefit cost of approximately \$50,000 made by Dubois; second by Lorenzen. Aye by Hays, Miller, Hall, Lorenzen, Huizinga, Dubois. Nay by Erichsen. **Motion Carries.**

7. Ordinance No. 2011-012 Zoning Amendments: Unlisted Uses, Annual Revisions, R-V Zone Classification

Hugo stated this ordinance proposes a new section stating the director shall notify the Council of an application. They then have the opportunity to submit comments.

MOTION to adopt Ordinance No. 2011-012 amending Chapters 18.20 and 18.88 SMC relating to Unlisted Uses, time restrictions on code amendments, and deletion of the R-V zone classification as recommended by the Planning Commission made by Dubois; second by Hall. Aye by Hays, Miller, Hall, Lorenzen, Huizinga, and Dubois. Nay by Erichsen. **Motion Carries.**

8. Appoint interview panel for Comprehensive Plan Steering Committee applicants

Mayor Hays has had Mayor Pro Tem Dubois and Councilor Miller express interest in serving on the interview committee. There was Council consensus to proceed with this panel.

NEW BUSINESS

9. City Hall Remodel

Burkett explained there is not enough office space in City Hall. He explained the changes that would take place with this expenditure.

MOTION to approve the expenditure of up to \$50,000 from the Capital Facilities Fund (City Hall project) for the remodel of the current City Hall made by Lorenzen; second by Dubois. **Carried Unanimously.**

GOOD OF THE ORDER

PUBLIC COMMENTS *(Please limit comments to 3 minutes each)*

EXECUTIVE SESSION – Held earlier

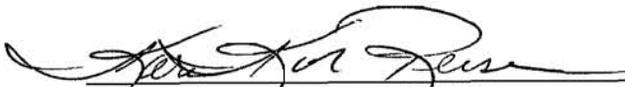
NEXT MEETING DATE

Mayor Hays announced the next meeting dates of July 25, 2011 (6.00 p.m.) and City Council agreed to cancel the August 8, 2011 meeting.

ADJOURNMENT

MOTION to adjourn at 9:10 p.m. by Huizinga; second by Hall.

Respectfully submitted,



Karen Kuznek-Reese, MMC
City Clerk



Ken Hays
Mayor

Minutes approved at a regular Council meeting held on July 25, 2011.