

**Town of Eatonville
PLANNING COMMISSION MEETING
MONDAY 7:00 PM, APRIL 2, 2007
COMMUNITY CENTER
305 CENTER STREET WEST**

Chairman Lind called the meeting to order at 7:00PM .

Commissioners Present: Lind, Beach, Valentine, Schaub, Frink, Harris, Harper.

Town Staff Present: Mayor Smallwood, Nick Bond, Mart Kask and Karen Bennett.

Approval of agenda: Agenda adopted w/correction.

Under Public Hearing Sign Ordinance 2007 – 12 Scheduled for
April 16, 2007

Approval of minutes:

Schaub motion to approve minutes of March 19, 2007 as corrected.

Valentine second.

Beach move to postpone the approval of the minutes of March 19, 2007 till the next meeting to see the additions that have been indicated.

Lind we have a motion as an amendment to postpone the minutes until the next meeting.
Do we have a second.

Valentine and Harris second.

Lind I would say that minutes can be corrected at any time in the future if something comes up. We can either go the way you want or we can approve them with those clarifications and then revisit the issue again at the next meeting.

Valentine I would rather wait and approve the corrected minutes after they have been reviewed again rather than approve them as corrected here.

Lind all those in favor say “aye”.

Beach in favor of what?

Lind of the amendment, postponing until next time.

Lind all those in favor say “aye”. All in favor, none opposed. The amendment has been adopted as the main motion. All those in favor of the main motion which is now is to postpone approval until the next meeting say “aye”. All in favor, none opposed. Is passed.

Communications and Announcements:

From Commissioners, Town Officials, other government bodies:

Nick Bond spoke about scheduling a AWC class. Looking at doing it during a retreat rather than a study session. Mentioned the Advisory Committee is having a Trails Meeting on Wednesday. Hopefully in a few months we will have something for a larger participation. Anyone in the public interested in trails planning contact me and I will put you on a contact list.

Lind appointed Valentine and Schaub to a sub-committee to interact with Nick Bond on training and an area at Town Hall for commissioners to do research.

From the Public: There was none.

Public Hearings: Proposed annexation. Eatonville Hwy W and Hilligoss (Litzenberger)

Mark Kask This is a planning commission matter. The Planning Commission after the application has gone through the Council for initial adoption and that adoption is merely to say proceed with the annexation proceedings and then the annexation proceedings at some point will have to be submitted to the Boundary Review Board of Pierce County. After the Boundary Review Board either assumes jurisdiction or passes on it then it comes back to the Council for final action and after that is done then it comes back to the Planning Commission and the role of the Planning Commission is to amend the Comprehensive Plan accordingly.

Rowland Litzenberger, 43707-18th Avenue East, Eatonville, WA

Presented his intent to commence annexation proceedings on parcel numbers 0416153705 and 0416153040. Read into the record a letter from Cathryn Foster as being a proponent of the annexation. Marked as Exhibit "A".

William Fitzer, 10809 428th Street East, Eatonville, WA

Read letter from Beulah Fitzer and Carl Byrd into the record. Concerned about time lines given. Offered a challenge to the commission, the mayor and the council to start doing some real planning for the areas that are going to be opening up going towards the Triangle.

Abby Schmit, 10723 Eatonville Hwy East, Eatonville, WA

Go on public record as saying they would like to join the annexation with Litzenberger with there parcel number 0416153703 and 0416153026 and they will be submitting a written request to Town Hall.

Roger Andrascik, 941 Erin Lane West, Eatonville, WA

Expressed concerned with the ability of the town to financially support the additional services expected by the residence not only in the new sub-division but also the residence within the town. Expressed his concern about the rapidly diminishing green space within the core of the town.

Grins Pierce, 109B Washington Avenue North, Eatonville, WA

Would like to see the commission take serious thought to the this annexation. His belief that the town needs about 5,000 people eventually to carry the cost of running the town. Believes the utility costs have gone up because we have to few people helping to share the bill. Would like to see more sub-divisions in town to help share the cost of utilities to lower the cost. We have had a lot of business leaving partly because we do not have enough population to keep a real active business going. Believes that a couple more sub-divisions would be the best thing for this town.

Kask the annexation procedure is laid out in RCW and it is quite involved. Our annexation proposal is relatively simple in context to the entire annexation process. We are not dealing with special purpose districts. We have before us a very simple proposal to annex land to the Town of Eatonville that does not carry any complications of special purpose districts. Since it is in the Eatonville School District there is no change in there. The Planning Commission's role they have two times to enter this process. Today, to review this proposal in a Public Hearing and then make a recommendation to the Town Council how they should proceed. The options are to proceed with the annexation, to cancel it or something in between to proceed with certain conditions. After the paper work is done, assuming the Town Council moves to annex the area and the final annexation papers are filled with the county assessors office and also with the Washington State Department of Revenue then the issue comes back to the Planning Commission. The Planning Commission is then asked to amend the Comprehensive Plan to show the city boundary as it now exists after the annexation has taken place. When an application for annexation is brought to the town the applicant has to show a 20% interest in applying for an annexation. 20% is computed on the basis of property assessed value. The Town Council hears this application and makes a decision whether to proceed with the annexation. If the Town Council tells the applicant to proceed with the application then the applicant goes back and is obligated to collect 75% of the assessed value property owners to indicate the desire for annexation. Obviously, a 25% can be opposed to it in terms of assessed value but if the applicant produces signatures with property owners where the total assessed value is 75% or greater then the opposition is overruled in the eyes of State Law in the Annexation Law. Since the application here today when the applicant came in they already had the 75% number lined up by stating the property owners who have signed up for the annexation there assessed value already exceeded 75%, I believe it was 83%. Therefore, the Town Council when they take this up they will actually do the first and second step at the same time because the applicant has already produced a 75% record of having support for the annexation. After you complete your review and make your recommendation then the issue goes before the Town Council and I have asked the town officials if that can be placed on the agenda for the 9th. All the Town Council will do at the 9th is to say is to proceed with the application. It will then come back to the town staff and they will put together a formal application that goes to the Boundary Review Board of Pierce County. Continued with review of the application process.

Kask reviewed the West Eatonville Annexation Petition With Supplement. Concluded that the proposed annexations are in conformance with the Town of Eatonville Comprehensive Plan and they serve the best interest of the community. Recommends that the Town Council accepts the petitions and instructs the petitioners to proceed with the annexation process and sets a formal public hearings for a date certain, prior to making a decision on the

petitions. Second point that the Town Council requires that all properties in the proposed annexation area be subject to assuming full existing bonded indebtedness of the Town. Third point that the Town Council zones the annexation lands SF-1, single family low density residential, unless the applicant requests a different zoning.

Myria Weber, 43114 109th Avenue East, Eatonville, WA

My mother is Cathryn Foster and Richard Foster is my father. Alice J. McAbee is my Grandmother. She is part owner of the property and she wants to go along with it. We can get that signed and notarized if that needs to be done.

Lind sounds like there are four things that need to be noted some how in the document if we were to pass this on. Boundary review, the contiguous road on Hilligoss and possibly the road on Eatonville Hwy, the deed and adding the Gribi/Schmit property in here.

Lind Mr. Kask are you in agreement that the motion at this point that would be appropriate would be to adopt your conclusions and recommendations and findings of fact and with the additional points that go one through seven on recommendations as contained in your memo of 31 March 2007. The chair is looking for such a motion.

Beach so moved.

Lind Mr. Beach has moved to approve the document of 31 March 2007 from Mark Kask to the Eatonville Planning Commission, Town of Eatonville and recommended to the Town Council including Findings, Conclusions and Recommendations with recommendations of one through seven as previously recognized. The Chair is looking for a second.

Harper and Harris second.

Schaub can you review the seven criteria.

Lind under recommendations number four is; needs to go to the Boundary Review Board. Number five is Hilligoss Lane is going to need to be dealt with so it will be contiguous to the Town and we need to deal with the situation on Eatonville Hwy. We need clarification on the deeds where there are two individuals and number seven is we are going to add the Gribi/Schmit property to this.

Lind are we ready to vote? No seeing any objection. All those in favor to the motion say "aye". Let the record show that the motion passed there was one "no" vote (Valentine).

Public Hearing Capital Facilities Plan

Kask the Capital Facilities Plan is one of the required elements of the Growth Management Act. It appears as Chapter 16 in our Comprehensive Plan. It was put together in 2005 and we are now two years out from what is in the Comprehensive Plan and since we are required to produce a updated Capital Facilities Plan in support of two major projects that the municipality is pursuing. One is the continued grant application for the Downtown Development. We need to show that those planned actions that were identified in the Aria Jackson report indeed show up in the Comprehensive Plan, Capital Facilities element and

they are included in your hand out. The other immediate requirement is that we are also pursuing an application with Pierce County to include the quarry area as an urban growth area and we have filed the necessary paper work and we need to in the month of April send over to the Pierce County staff, who is processing the paper work, to demonstrate we are committed to provide utility services to that area in the event that the quarry area is going to be included in our urban growth area. We have these two immediate requirements that necessitated us to take the Capital Facilities element as it appears in the Comprehensive Plan, now two years old, and update it to today's standards. Reviewed Capital Facilities Plan by project.

Lind so what I understand you to say is we have been out of date on our Capital Facilities Plan. We have some dates that we need to meet statutory wise in regards to the annexation of the area out there at the quarry and to deal with grants in your downtown planning and these documents have been brought up to reflect those but in no way do they reflect a total redo on the Capital Facilities Plan and at some date later we will probably see a different Capital Facilities Plan.

Kask we will present them once the Town Council adopts them. We will present them as the fact and we will stand behind them but knowing that things change.

Lind would you agree that the proper motion would be that we would recommend the Capital Facilities Plan 2007 to 2026, pages one through five with a summary of one page of the Capital Facilities Plan. The Chair would ask for such a motion.

Valentine so moved.

Lind Mr. Valentine has motioned that we recommend the Capital Facilities Plan one through five with one page of summary to the Town Council. Do we have a second?

Elizabeth Harris second.

Lind are we ready for a vote? All those in favor recommending the Capital Facilities Plan one through five with a summary of one sheet say "aye". All in favor. Unanimously passed.

Valentine review of Sign Ordinance Committee.

Lind the chair would like to have a motion to continue the Public Hearing for Conditional Use Permits for Eatonville School District to April 16, 2007.

Schaub so moved.

Valentine second.

Lind are we ready for the vote? All those in favor say "aye". All in favor. Motion is passed.

New Business: Downtown Revitalization Grant Application

Kask reviewed Capital Project – Phase I – Preliminary Design and Environmental Documentation for the Rural Town Centers and Corridors Program.

Lind so what you are asking the Planning Commission to do is to recommend approval by the Town Council of the three page document and the attached map. The chair would look for a motion to recommend approval of the Town Council of the document titled SR-161, Lynch Street to Mashell River, Town of Eatonville, Rural Town Centers and Corridors Program, Capital Implementation, Phase I – Preliminary Design and Environmental Documentation consisting of pages one through three with an attached Preferred Alternative Map. Is there such a motion?

Harper so moved.

Valentine second.

Lind we have on the floor a motion and a second to recommend approval by the Town Council of SR-161, Lynch Street to Mashell River, Town of Eatonville, Rural Town Centers and Corridors Program, Capital Implementation, Phase I – Preliminary Design and Environmental Documentation consisting of pages one through three with an attached Preferred Alternative Map.

Mayor Smallwood this is a document that is a great first draft. If there is something you don't like or something that you want to have added please let us know. We have also asked the Downtown Development Committee to do the same thing.

Lind all those in favor of the motion say "aye". All in favor. Let the record show that it is passed unanimously.

Old Business: None

Public Comments: No comments.

Commissioner Comments:

Valentine during the application process for the grants and the monies being awarded, if and when we get them, is there any allocation of funds or availability of funds for the downtown businesses themselves.

Smallwood spoke away from microphone.

Next Meeting: April 16, 2007

Harris motioned to adjourn with a second from Valentine. Adjournment at 09:30 PM

Lind please note for the record that we adjourned at 9:30 on this date of April 2, 2007 and the recorder states 10:30 pm which is in error and we shall go by the clock on the wall.

PC Chairman, Steve Lind

PC Recorder, Karen T. Bennett

PC Secretary, Larry Frink