

MILLWOOD PLANNING COMMISSION
REGULAR MEETING
NOVEMBER 30, 2009
MEETING MINUTES

The members present selected Bobbie Beese to serve as acting chairperson in John Newman's absence.

1. Call to Order. The Regular Meeting of the Millwood Planning Commission was called to order by acting Chairperson Bobbie Beese at 6:05 p.m. November 30, 2009 at the Millwood City Hall. Members present were: Bobbie Beese, Tammy McQuaig and Kelly Stravens. John Newman was excused. Staff present: Tom Richardson, City Planner, and Brian Werst, City Attorney.

2. Approval of Minutes. Mr. Stravens moved to approve the minutes of the October 26 meeting. Motion seconded by Ms. McQuaig. Motion carried unanimously.

3. Development Regulation Amendments.

Mr. Richardson said that the four development regulation amendments which were deferred to January would be included in the 2010 annual amendment docket. Ms. Beese said that she used the auditor's office on-line aerial photos and found that the predominant front setback in Millwood is 25 ft. There was discussion on the sign and lot coverage regulations, and height limit in the I-2 zone. He talked about the conversation he had with David Cox who requested the change in the maximum size of accessory buildings.

4. Shoreline Management Program Amendments.

Mr. Richardson said that the Shoreline Management Program is scheduled to be reviewed and amended. He said the county has adopted its new SMP and it is being reviewed by Department of Ecology. He attended the first open house held by City of Spokane Valley on its SMP update, and suggested that Millwood follow the Spokane Valley process before taking action on its update. Ms. Beese asked to receive materials on the SMP and Mr. Richardson said he would put together a notebook for each commissioner.

5. 2010 Annual Comprehensive Plan Amendments

The municipal code states that amendments of the comprehensive plan and development regulations may be considered once each year at the commission's January meeting. So far the docket includes the four items deferred from the 2009 docket. Also, Mr. David Cox who requested the change in the accessory building regulation is not satisfied with the changes made and has requested that it be reconsidered. A notice about the opportunity to submit proposed changes to the Comprehensive Plan has been made with a deadline of January 4, 2010, which will allow Mr. Richardson to prepare the staff reports and environmental review in time for the January meeting.

6. Staff Report. Mr. Richardson reported on a short plat that he approved last week which showed a potential problem with the minimum lot size in the UR-2 zone with respect to the historic character of the neighborhood. The short plat created two lots from a 12,000 sq ft. parcel. Ms. Beese said that while the area was platted with predominantly 50-ft lots, most of the houses built in the area are on larger lots with two or more combined lots. She noted that when the minimum lot size was reduced in 2001 the Millwood historic district had not yet been approved. She suggested that we add this to the 2010 amendment docket. Mr. Richardson also mentioned the provision in the subdivision code that allows the reinstatement of a lot line; this could also lead to splitting lots in the historic district.

Mr. Werst told the commissioners how much praise has been expressed by the city council for the work the planning commission put into the 2009 amendments.

The planning commissioners agreed to cancel the December meeting. Mr. Werst said a meeting can be cancelled by giving notice.

Mr. Richardson reminded everyone of the annual dinner meeting with council, staff and other volunteers on Thursday, Dec 3.

7. Public Comments. None.

8. Adjournment. Mr. Stravens moved to adjourn. Seconded by Ms. McQuaig. Motion carried. Chairperson Beese adjourned the meeting at 7:00 p.m.

Chairperson

Secretary