
CALL TO ORDER Planning Chairman, Larry McCourtie, called the meeting to order at 6:03 p.m. November 18, 2013.

ROLL CALL

Commissioners: Chairman Larry McCourtie, Rex Robbins and Clair Lackie.

ABSENT: Terry Thompson

Staff: City Planner, Darryl Piercy and Planning Secretary, Trisha Tolley

Quorum Established.

APPROVAL OF OCTOBER 21, 2013 MEETING

Minutes of October 21, 2013 are approved without discussion. M/S Clair Lackie/Rex Robbins

FENCE PLACEMENT PERMITS DISCUSSION

City Planner, Darryl Piercy indicated to the Planning Commission that the Land Use Committee wanted them to look at the fence permitting and make a recommendation to the council. Mr. Piercy stated that since the adoption of the International Building Code in the State of Washington, there is no mechanism within the permitting process to review and issue a building permit for a fence, which has led to some issues. People that put a fence up still are required to comply with the requirements of Chapter 14.36. The city has no process to review and approve in advance of the actual installation of the fence. Code Enforcement is the one who has to approach the public if the fence is not in compliance with Chapter 14.36. The Council would like the planning commission to consider if there should be a review in advance of construction, that would require the citizen to submit their plans, it would be reviewed in a similar manner to a building permit, without the structural issues being involved, making it a Placement Permit, this is to insure they comply with the code. The upside would be that it would reduce the issues for code enforcement and prevent people from having to come back and redo something they have already built. The down side would be that whenever a government issues a permit, there is a fee associated with the issuance of a permit to cover the review and inspections; this would be the property owners cost to ensure compliance. It is estimated that the fee would be \$75.00 to \$125.00 for the permit. It has not been decided who would do that, whether it be the building official or the code enforcement officer, but there would be some city personnel assigned to review those building permits, insuring they're consistent with the code. The other issue that becomes a concern with the issuing of a permit is that it would require someone accurately to identify where their property line is. The only way to do this is to hire a surveyor; which the city would have to require so that when the city signs off stating that it is ok to place the fence in that location through a formal process. This would make the city except some of the liability if that fence is in the wrong location. So this would be another cost to the home owner to have a surveyor. To educate the public we do have hand outs that state the rules and regulations for building a fence. Larry McCourtie would like to see the code enforcement watch for new construction for fences and stop and let them know that there are rules and regulations on putting up their fence. He thought more communication and more education to the public would be sufficient. Rex Robbins agreed with Larry McCourtie, but did not understand the way the hand out for fences was written. City Planner, Darryl Piercy explained what the verbiage was saying and it was decided that a clearer definition and some diagrams would make it easier to understand. It was also discussed on how the city could get more information out to the public to educate them so they know there are rules to follow when building a fence in the city limits and that the city is here to help them with any questions they might have. Mr. Piercy thought it would be good to have the hand out in Spanish as well as English. Chairman Larry McCourtie asked for a recommendation to the council that no permits be required for fences, but more education be available to the public. M/S Rex Robbins/Clair Lackie

DISCUSSION ON PLANNING COMMISSION MEETING QUARTERLY

Clair Lackie was used to meeting every third Monday of the month. Rex Robbins was in favor of meeting quarterly because there were often times there was no need to be there. Larry McCourtie was in favor of quarterly unless there was business that would bring the planning commission in on the third Monday of the month. Darryl Piercy indicated that the council changed the land use review process on plats and quasi judicial matters, the time sensitive nature of the things that are before the Planning Commission are not there. We are no longer meeting any state mandates.

Chairman Larry McCourtie asked for a recommendation to take to council that the Planning Commission would meet quarterly unless a special meeting was needed. Rex Robbins recommends that we look at the Mondays that the Planning Commission meetings would fall on so that it wouldn't fall on Holidays. M/S Rex Robbins/ Clair Lackie

ADJOURNMENT

Having no other business at hand Chairman Larry McCourtie asks for a motion to adjourn the meeting, the next meeting is scheduled for December 16, 2013. Meeting adjourned at 6:41 pm. M/S Clair Lackie/Rex Robbins

By: _____ Date: _____
Trisha Tolley, Planning Secretary

NOTE: These are abbreviated minutes that contain all motions and business conducted. These meetings are taped; a complete record of the minutes may be obtained by contacting the Planning Commission Office or a verbatim copy of these minutes can be ordered at the requestor's expense.