

**CITY COUNCIL WORKSHOP**

**September 17, 2013  
5:30 p.m.**

**AGENDA**



*“Where Dreams Can Soar”*

*The City of Bonney Lake’s Mission is to protect the community’s livable identity and scenic beauty through responsible growth planning and by providing accountable, accessible and efficient local government services.  
Website: [www.ci.bonney-lake.wa.us](http://www.ci.bonney-lake.wa.us)*

*The City Council may act on items listed on this agenda, or by consensus give direction for future action.  
The Council may also add and take action on other items not listed on this agenda.*

**Location:** Bonney Lake Justice & Municipal Center, 9002 Main Street East, Bonney Lake, Washington.

**I. Call to Order:** Mayor Neil Johnson

**II. Roll Call:**  
Elected Officials: Mayor Neil Johnson, Jr., Deputy Mayor Dan Swatman, Councilmember Mark Hamilton, Councilmember Donn Lewis, Councilmember Randy McKibbin, Councilmember Katrina Minton-Davis, Councilmember James Rackley, and Councilmember Tom Watson.

**III. Agenda Items:**

A. **Council Open Discussion.**

Pg. 3 B. **Review of Council Minutes:** September 3, 2013 Workshop and September 10, 2013 Council Meeting.

Pg. 11 C. **Discussion:** AB13-97 – Ordinance D13-97 – An Ordinance Amending the Comprehensive Plan Amendment Re: Implementing Concurrent Rezone Process to comply with Growth Management Hearing Board’s Decision.

Pg. 23 D. **Discussion:** AB13-98 – Ordinance D13-98 – An Ordinance Amending BLMC 17.16.010 to extend the timeframes for recording of final plats to seven years for preliminary plats approved between January 1, 2008 and December 31, 2014, and to ten years for preliminary plats approved on or before December 31, 2007.

Pg. 33 E. **Discussion:** AB13-116 - Resolution 2328 – Economic Vitality Element Vision and Goals.

**IV. Executive Session:** Pursuant to RCW 42.30.110(b), the City Council may hold an executive session. The topic(s) and the session duration will be announced prior to the executive session.

**V. Adjournment**

**For citizens with disabilities requesting translators or adaptive equipment for listening or other communication purposes, the City requests notification as soon as possible of the type of service or equipment needed.**

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**CITY COUNCIL WORKSHOP**

**September 3, 2013  
5:30 P.M.**

**DRAFT MINUTES**



*“Where Dreams Can Soar”*

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Website: [www.ci.bonney-lake.wa.us](http://www.ci.bonney-lake.wa.us)

**Location:** Bonney Lake Justice & Municipal Center, 9002 Main Street East, Bonney Lake, Washington.

**I. CALL TO ORDER** – Mayor Neil Johnson, Jr. called the workshop to order at 5:30 p.m.

**II. ROLL CALL:**

Administrative Services Director/City Clerk Harwood Edvalson called the roll. Elected officials attending were Mayor Neil Johnson, Jr., Deputy Mayor Dan Swatman, Councilmember Mark Hamilton, Councilmember Donn Lewis, Councilmember Randy McKibbin, Councilmember Katrina Minton-Davis, and Councilmember Tom Watson. Councilmember James Rackley was absent from the Workshop.

**Deputy Mayor Swatman moved to excuse Councilmember Rackley. Councilmember Lewis seconded.**

**Motion approved 6 – 0.**

Staff members in attendance were City Administrator Don Morrison, Chief Financial Officer Al Juarez, Public Works Director Daniel Grigsby, Community Development Director John Vodopich, Chief of Police Dana Powers, Facilities & Special Projects Manager Gary Leaf, City Attorney Kathleen Haggard, Administrative Services Director/City Clerk Harwood Edvalson, and Administrative Specialist II Renee Cameron.

**III. AGENDA ITEMS:**

**A. Council Open Discussion**

AWC Conference Presentation Regarding Policies: Councilmember Watson said he will e-mail a presentation regarding financial policies from the AWC Conference he and Councilmember McKibbin attended. He said the presentation discussed broad goals in the City’s budget, and that the Council should know how much money is in the bank, set dollar amounts for the goals and budget priorities, and how much of the budget is influenced by the priorities. The Council discussed reserve emergency funds and the percentage of the general fund reserve.

Police Ride Along: Councilmember Watson said he went on his second ride along with Police Sergeant Boyle and was surprised at the variety of issues officers face when they are on patrol. He said they discussed publicity with the local news and the immediate response that the officers receive from the news. He suggested all Councilmembers do a ride along to be better informed as to what is happening in the City.

Fisherman Sculpture: Councilmember Watson said he repainted the fish and the fisherman statue at Locust Avenue & Veterans Memorial Drive.

Senior Center Van: Councilmember Watson asked about the status of the Senior Center bus. Mayor Johnson said there has been brief discussion about a long term plan, but that the City has replaced the front tires while the van is still being utilized, and options are

still being discussed and considered for the back-up van before it will be discussed by the Finance Committee.

Renwood Development: Councilmember Watson asked about the status of the Renwood Multi-Family Development. He said he is concerned about the roadway and what the different options are. Mayor Johnson said the plan is to take to the issue to the Community Development Committee (CDC), and to hold an open house. He said it is a long process and that \$1 million dollars are to be utilized in planning the roadways and improvements. Councilmember Watson asked about blocking the road so it is not utilized by the new development. Mayor Johnson said all the proposed options will be considered as well as the downtown plan. Deputy Mayor Swatman said he believes notification is important so that the residents and property owners are informed and involved. Councilmember Minton-Davis suggested there could be a Community Development Committee Open House to discuss the proposed project with key staff attending. Councilmember Hamilton said he thinks that would also be a good time to discuss the entire Downtown Plan at a hosted Open House. City Administrator asked if the notice would be for the next meeting, and Councilmember Minton-Davis suggested an Open House be scheduled after the CDC has had an opportunity to review the proposed project and options at their next meeting.

Post Office Property: Councilmember Watson asked about maintenance of the Post Office property and whether Beautify Bonney Lake could assist after he was advised that this is private property and it is up to the property owner to maintain the property if Beautify Bonney Lake cannot assist with the clean-up.

Angeline Road Sidewalks: Deputy Mayor Swatman provided an Engineer's Estimate for proposed Angeline Road Sidewalk Improvements. Mayor Johnson said that currently none of the sidewalks connect to the Panorama subdivision today, and this sidewalk improvement would connect all of them. His recommendation would be to go with the full sidewalk improvements to connect all of the developments in the area. Mayor Johnson said the funds could be pulled off the Radar Fund and placed in the sidewalk improvements fund. He said he spoke with the Sumner School District about changing bus stops, however that appears not to be an option. Deputy Mayor Swatman said the project will provide important public safety improvements and connectivity. Councilmember Lewis said this sidewalk improvement would also be used by the high school track program and provide more use to funnel the kids down to the trail. Councilmember McKibbin asked about a current sidewalk list and Mayor Johnson said there is a list that is ranked, but by connecting all of the subdivisions in this area ranks it as a larger project. Councilmember Minton-Davis asked if this was a budgeted project and was advised that it is unbudgeted, however, Mayor Johnson said the Radar Fund can be utilized for this project. Councilmember Hamilton asked if there is any benefit from the Angeline Road Resurfacing Project, and Public Works Director Grigsby advised that there is not. Councilmember Hamilton said his concern is that other projects are leap-frogged and not considered, and all the sidewalk projects are important. Councilmember Lewis reminded everyone that these areas were previously located in the County before they were annexed into the City, and the property annexed came with no sidewalks. He said the more areas that are annexed, the more sidewalks the City will have to consider adding. Mayor Johnson said he thinks this plan for sidewalk improvements offers more pedestrian safety than the need for radar on Sky Island. City Administrator Morrison said the funds are in the Street Fund and would not have to be transferred.

**B. Review of Council Minutes:** August 20, 2013 Workshop Minutes, August 27, 2013 Meeting Minutes.

The minutes were forwarded to the September 10, 2013 Meeting for action, with minor corrections.

**C. Discussion:** AB13-105 – Resolution 2322 – Establishing The Eastown Southern Sewer Development Contract And Utility Latecomer Agreement (Kahne).

Deputy Mayor Swatman said he wanted to know if the Council had any other questions or issues on this matter before a public hearing is held. Councilmember Watson said he is concerned about the amount of money the City is being asked to contribute. Public Works Director Grigsby said the developer owns three of the parcels and property owner Babcock owns two parcels and he is very interested in developing. He said over half of the parcels desire to develop within the next five years. Councilmember Lewis said he believes the location of this property is going to get development started in Eastown. City Administrator Morrison said per the Revised Code of Washington the public hearing will give the affected property owners the right to understand their costs, the equity and the fairness of their proposed assessments if the agreement is approved. Councilmember Minton-Davis said she understands why this agreement was put together, however, she would like to see a development agreement so the developer's plans and timeline are clear. Councilmember McKibbin suggested it be titled a Municipal Utility Latecomer Agreement. Deputy Mayor Swatman said the way he understands it is the Kahne's looked at developing the property themselves, however, there appears no way to develop their property without the City's assistance. Councilmember McKibbin asked City Attorney Haggard why the City could not enter into a developer's agreement stating that the City is going to put in the sewers and that the developer would pay them back. City Attorney Haggard said there is probably a way, however, the way this current contract and agreement are drafted the developer would pay 75% up front. City Attorney Haggard said development agreements can set timelines for development and vesting of regulations. Councilmembers discussed options for the proposed agreement.

Mayor Johnson asked Council if they wanted to wait to schedule a public hearing until a developer agreement can be worked out. Councilmember Minton-Davis asked if the property owners have been notified yet. Public Works Director Grigsby said once a public hearing is scheduled then a letter will be sent to the affected property owners. If Council consensus was that the City will work with the developer on a developer agreement and a public hearing will be set.

Forwarded to the September 10, 2013 Meeting for action.

**D. Discussion:** AB13-100 – Proposed Use Agreement with Greater Bonney Lake Historical Society for Their Use of the Large Conference Room at the Public Works Center.

Facilities and Special Projects Manager Gary Leaf provided a brief summary and the need for a Use Agreement with the Greater Bonney Lake Historical Society. Councilmember Watson said he believes it is important that they have a location, however, he doesn't believe a City facility is necessarily a good idea. Councilmember Lewis said his concern is whether Public Works may need to utilize the proposed space. Director Grigsby advised that Public Works has a sufficient conference room and he has no concerns with the Historical Society having use of the large conference room. Deputy Mayor Swatman said he isn't aware of any other need for the space to be used. Councilmember Minton-Davis said she would like to see the City put some policies in

place about how the City assists different organizations. City Administrator Morrison said since Public Works has moved into the Public Works Center there have not been any conflicts with scheduling or the need for others to utilize the room. City Administrator Morrison said staff will talk with the Historical Society about conducting more open houses and events for the public.

The item was forwarded to the Council Meeting for action.

**IV. EXECUTIVE SESSION:** Pursuant to RCW 42.30.110(1)(b), the Council adjourned to an Executive Session at 6:50 p.m. for 5 minutes to discuss potential property acquisition. At 6:55 p.m. the Executive Session was extended an additional 5 minutes. Council returned to Chambers at 6:58 p.m. No action was taken.

**V. ADJOURNMENT:**

**At 6:58 p.m., Councilmember Hamilton moved to adjourn the Council Workshop. Deputy Mayor Swatman seconded the motion.**

**Motion to adjourn approved 6 – 0.**

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Harwood Edvalson, MMC  
City Clerk

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Neil Johnson, Jr.  
Mayor

Items presented to Council for the September 3, 2013 City Council Workshop:

- Facilities & Special Projects Manager Gary Leaf - *Property Use Agreement with the Bonney Lake Historical Society, City of Bonney Lake.*
- Deputy Mayor Swatman – *Engineers Estimate for the Angeline Road Sidewalk Improvement Project, City of Bonney Lake.*

*Note: Unless otherwise indicated, all documents submitted at City Council meetings and workshops are on file with the City Clerk. For detailed information on agenda items, please view the corresponding Agenda Packets, which are posted on the city website and on file with the City Clerk.*

CITY COUNCIL MEETING

September 10, 2013  
7:00 P.M.

DRAFT MINUTES



“Where Dreams Can Soar”

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**Location:** Bonney Lake Justice & Municipal Center, 9002 Main Street East, Bonney Lake, Washington.

**I. CALL TO ORDER** – Mayor Neil Johnson, Jr. called the meeting to order at 7:00 p.m.

- A. Flag Salute: Mayor Johnson led the audience in the Pledge of Allegiance.
- B. Roll Call: Administrative Services Director/City Clerk Harwood Edvalson called the roll. In addition to Mayor Johnson, elected officials attending were Deputy Mayor Dan Swatman, Councilmember Mark Hamilton, Councilmember Donn Lewis, Councilmember Katrina Minton-Davis, Councilmember Jim Rackley, and Councilmember Tom Watson. Councilmember Randy McKibbin was absent.

**Councilmember Rackley moved to excuse Councilmember McKibbin’s absence. Councilmember Watson seconded the motion.**

**Motion to excuse Councilmember McKibbin’s absence approved 6 – 0.**

Staff members in attendance were City Administrator Don Morrison, Public Works Director Dan Grigsby, Community Development Director John Vodopich, Chief Financial Officer Al Juarez, Police Chief Dana Powers, Administrative Services Director/City Clerk Harwood Edvalson, City Attorney Kathleen Haggard, and Records & Information Specialist Susan Duis.

**C. Announcements, Appointments and Presentations:**

1. Announcements:

Mayor Johnson reminded those in attendance that a special Council Meeting has been scheduled on Friday, September 13, 2013 at 11:30 a.m. for a ribbon-cutting ceremony for the SR 410 / Main Street East Intersection Improvements project.

2. Appointments: None.

3. Presentations:

a. **Certified Safety Coordinator:** Permit Coordinator Lauren Hines – Presented by the Association of Washington Cities.

Roger Neil, Loss Prevention Coordinator for the Association of Washington Cities, presented Ms. Hines with a certificate recognizing her completion of the Retro Safety Coordinator training program. He said she is one of four Bonney Lake employees who are working on this training, which helps reduce losses to the City due to labor and industries claims. City Clerk Edvalson noted that Ms. Hines is also the secretary of the employee Safety Committee, and that that the City also receives a 1% reduction in retro safety comp program payments due to

the number of staff who have completed the free AWC training. Ms. Hines thanked the City for giving staff the opportunity and time to attend the trainings, which benefit both the City and her personally.

- b. **Proclamation:** Beautify Bonney Lake Day – September 21, 2013.

Mayor Johnson read aloud the proclamation for the 10<sup>th</sup> Annual Beautify Bonney Lake event, and invited all to participate on Saturday, September 21, 2013. He presented the proclamation to BBL Board Member Lillian McGinnis. Ms. McGinnis said BBL was founded 10 years ago and is a great way to interact with all sorts of people in the City. She said she is proud of the association and of the City Council's support of the event every year. She said the City is a 'premier sponsor' for the 2013 event. She encouraged residents to contribute by working in their neighborhoods, participating in the adopt-a-street program, and attending the BBL event. She thanked the Council for their continued support.

- D. Agenda Modifications: None.

## II. PUBLIC HEARINGS, CITIZEN COMMENTS & CORRESPONDENCE:

- A. Public Hearings: None.  
B. Citizen Comments: None.  
C. Correspondence: None.

## III. COUNCIL COMMITTEE REPORTS

- A. Finance Committee: Deputy Mayor Swatman said the committee met at 5:30 p.m. earlier in the evening and forwarded two items to the next Council Meeting for action – awarding the Locust Ave Extension water main project, and the proposed Eastown Sewer Main Phase 2 Lift Station project. The Committee also discussed options for the senior bus and the Eastown Southern Utility Latecomer Agreement (ULA).
- B. Community Development Committee / Economic Development Focus Group: Councilmember Rackley said the Community Development Committee met on September 3, 2013 and forwarded two items to the current agenda. Councilmember Watson said the Economic Development Focus Group also met, and Senior Planner Jason Sullivan provided information on a proposed economic development profile, which would help the City find businesses and support growth. He said the EDFG is reviewing this option, which would provide a more detailed report than the last economic report completed in 2012.
- C. Public Safety Committee: Councilmember Hamilton said the committee has not met since the last Council Meeting.
- D. Other Reports:  
Community Updates: Councilmember Watson said he attended the Communities for Families meeting in Sumner on September 5<sup>th</sup>. They heard from the Tacoma-Pierce

County Health Department about outreach for the new health insurance exchange, which starts in October 2013. The group heard reports about back-to-school events, and the summer reading program. He provided information on needs in the community, including volunteers for the Health Department program, a donation of a stackable washer/dryer, and for puzzles and board games for the Sumner Dolphin Club. He said a free parenting class is available at the Sumner/Bonney Lake Family Center on September 26<sup>th</sup>.

Park Board: Councilmember Watson said he attended the September 9, 2013 Park Board Meeting. He reviewed the items discussed, including a permanent cover for the stage at Allan Yorke Park, zip lines, an update on the Safe Routes to School project, art programs to get people more involved in local parks, considering closing Madrona Park, options for an electronic reader board, and signage for the City's tobacco policy in public parks.

Fennel Creek Habitat Team Meeting: Councilmember Lewis said he attended the meeting on September 9, 2013. The next meeting is Thursday, October 10, 2013 at 6:30 p.m. at the Bonney Lake Library. The group discussed results from their booth at Bonney Lake Days, recruiting team members around the City, and progress on the Fennel Creek Trail project. Councilmember Lewis said the trail project is important and will lead to opportunities and interest in the community; he said he has already seen high school runners using the trail for practices.

Staff Appreciation: Mayor Johnson thanked Chief Financial Officer Juarez for taking time to meet with Councilmembers Watson and McKibbin to discuss financial policies and budget questions that they had after attending a recent seminar.

#### IV. CONSENT AGENDA:

- A. **Approval of Minutes:** August 20, 2013 Workshop Minutes, August 27, 2013 Meeting Minutes.
- B. **Approval of Accounts Payable and Utility Refund Checks/Vouchers:** Accounts Payable checks/vouchers #66876-66927 (including wire transfer #'s 11788133 and 20130815) in the amount of \$629,483.26.  
Accounts Payable checks/vouchers #66928-66944 in the amount of \$1,293.69.  
Accounts Payable wire transfer #2013081601 in the amount of \$49,061.77.  
Accounts Payable checks/vouchers #66945-66946 in the amount of \$1,475.00.
- C. **Approval of Payroll:** Payroll for August 16-31st 2013 for checks #31297-31325 including Direct Deposits and Electronic Transfers is \$ 662,338.16.
- D. **AB13-110 – Resolution 2325 –** A Resolution Of The City Council Of The City Of Bonney Lake, Washington, Authorizing The Vacation Of A Water Utility Easement On Parcels 5065000170 And 5065000180 Of The Lakeridge Lake Tapps Plat.
- E. **AB13-108 – Resolution 2324 –** A Resolution Of The City Council Of The City Of Bonney Lake, Pierce County, Washington, Authorizing A Water Developer Extension Agreement With Nash Cascadia Verde, LLC For The 198th Avenue East Extension.
- F. **AB13-107 –** A Motion Of The City Council Of The City Of Bonney Lake, Pierce County, Washington, To Accept As Complete The 2013 Chip Seal Project With Doolittle Construction LLC.

- G. **AB13-111** – A Motion Of The City Council Of The City Of Bonney Lake, Pierce County, Washington, Setting A Public Hearing At 7:00 P.M., Or As Soon Thereafter As Possible, During The Regular Council Meeting Of September 24, 2013, Regarding Proposed Resolution 2322, To Establish The Eastown Southern Sewer Utility Latecomer Agreement With Kahne Properties, LLC.

**Councilmember Rackley moved to approve the Consent Agenda. Councilmember Watson seconded the motion.**

**Consent Agenda approved 6 – 0.**

- V. **FINANCE COMMITTEE ISSUES:** None.
- VI. **COMMUNITY DEVELOPMENT ISSUES:** None.
- VII. **PUBLIC SAFETY COMMITTEE ISSUES:** None.
- VIII. **FULL COUNCIL ISSUES:** None.
- IX. **EXECUTIVE SESSION:**

Pursuant to RCW 42.30.110(1)(b) the Council entered an executive session at 7:25 p.m. to discuss property acquisition for 1 minute. The Council returned to chambers at 7:26 p.m. No action was taken.

- X. **ADJOURNMENT:**

**At 7:26 p.m., Councilmember Hamilton moved to adjourn the Council Meeting. Councilmember Watson seconded the motion.**

**Motion to adjourn approved 6 – 0.**

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Harwood Edvalson, MMC  
City Clerk

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Neil Johnson, Jr.  
Mayor

Items presented to Council at the September 10, 2013 Meeting: None.

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City of Bonney Lake, Washington  
**City Council Agenda Bill (AB)**

<b>Department/Staff Contact:</b> Community Development / Jason Sullivan - Senior Planner	<b>Meeting/Workshop Date:</b> 17 September 2013	<b>Agenda Bill Number:</b> AB13-97
<b>Agenda Item Type:</b> Presentation	<b>Ordinance/Resolution Number:</b> D13-97	<b>Councilmember Sponsor:</b>

**Agenda Subject:** Comprehensive Plan Amendment Process

**Full Title/Motion:** An Ordinance Of The City Of Bonney Lake, Pierce County, Washington, Amending Bonney Lake Municipal Code Sections 14.20.010, 14.20.020, 14.140.020, 14.40.120, And 18.52.030 Relating To Site-Specific Comprehensive Plan Amendments And Site-Specific Zoning Reclassifications.

**Administrative Recommendation:**

**Background Summary:** The City Attorney has reviewed the City’s process a for private citizen’s request to amend the future land use map and determine that the City’s process is not consistent with recent Washington Court and Growth Management Hearings Board decisions which have stated that these amendments to the future land use map should be processed concurrently with the associated zoning reclassification.

The City Attorney is recommending that all amendments to the comprehensive plan be processed as legislative matters and subject to the jurisdiction of the Growth Management Hearings Board. The City currently processes site-specific comprehensive plan amendments to the future land use map as as a quasi-judicial matter while all other comprehensive plan amendments are processed legislatively.

**Attachments:** Ordinance D13-97, Planning Commission recommendation memorandum, and August 7, 2013 Planning Commission minutes

<b>BUDGET INFORMATION</b>			
Budget Amount	Current Balance	Required Expenditure	Budget Balance
n/a			
<b>Budget Explanation:</b>			

<b>COMMITTEE, BOARD &amp; COMMISSION REVIEW</b>			
<b>Council Committee Review:</b>	<i>Approvals:</i>		<b>Yes No</b>
Date:	Chair/Councilmember		<input type="checkbox"/> <input type="checkbox"/>
	Councilmember		<input type="checkbox"/> <input type="checkbox"/>
	Councilmember		<input type="checkbox"/> <input type="checkbox"/>
Forward to:		<b>Consent Agenda:</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>Commission/Board Review:</b>	Planning Commission		
<b>Hearing Examiner Review:</b>			

<b>COUNCIL ACTION</b>	
Workshop Date(s):	Public Hearing Date(s):
Meeting Date(s):	Tabled to Date:

<b>APPROVALS</b>		
<b>Director:</b> JPV	<b>Mayor:</b>	<b>Date Reviewed by City Attorney:</b> (if applicable):

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**ORDINANCE NO. D13-97**

**AN ORDINANCE OF THE CITY OF BONNEY LAKE, PIERCE COUNTY, WASHINGTON, AMENDING BONNEY LAKE MUNICIPAL CODE SECTIONS 14.20.010, 14.20.020, 14.140.020, 14.40.120, AND 18.52.030 RELATING TO SITE-SPECIFIC COMPREHENSIVE PLAN AMENDMENTS AND SITE-SPECIFIC ZONING RECLASSIFICATIONS**

WHEREAS, the Bonney Lake Municipal Code currently processes site-specific comprehensive plan amendments as Type 6 permits falling under Chap. 14.80 BLMC while all other comprehensive plan amendments are processed legislatively under Chap. 14.140 BLMC; and

WHEREAS, all amendments to the comprehensive plan should be processed as legislative matters in accordance with the procedures in Chapter 14.140 BLMC and subject to the jurisdiction of the Growth Management Hearings Board; and

WHEREAS, recent Washington Court and Growth Management Hearings Board decisions have made it clear that comprehensive plan amendments should be processed concurrently with the associated zoning reclassification; and .

WHEREAS, the textual code amendments proposed by this Ordinance adopts regulations relate to governmental procedures which is categorically exempt from review under Chapter 43.21C RCW, the State Environmental Policy Act (SEPA) pursuant to WAC 197-11-800(19); and

WHEREAS, the City adopts WAC 197-11-800 by reference pursuant to BLMC 16.04.020; and

WHEREAS, a copy of the this Ordinance was provided on July 18, 2013 to the Washington State Department of Commerce as required by RCW 36.70.A.106 and the Department's granted an expedited review and comment period which concluded on \_\_\_\_\_, 2013;

WHEREAS, notice of the public hearing was given to the public in accordance with law and a public hearing was held by the Planning Commission on August 7, 2013, and all persons wishing to be heard were heard,

**NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF BONNEY LAKE, WASHINGTON DO ORDAIN AS FOLLOWS:**

**Section 1.** BLMC 14.20.010 and the section 2 of Ordinance No. 1325 is hereby amended to read as follows:

**14.20.010 Classification.**

Permits shall be classified according to which procedures apply. In the following table an “X” designates the procedure (row) that pertains to that type of permit (column):

	Type					
	1	2	3	4	5	6
Regulatory reform applies; that is, per RCW 36.70B.140, the city must issue a determination of completeness, etc.		X	X	X	X	X
Non-SEPA-exempt (SEPA threshold determination required)			X		X	X
Public hearing required				X	X	X
City council decision after recommendation from hearing examiner (preliminary plats, site-specific rezones) or planning commission (code or comprehensive plan amendments)						X

The above table, applied to permits issued pursuant to the Bonney Lake development code, results in the following list of permits by type:

	Type					
	1	2	3	4	5	6
Accessory dwelling units (ADU) permits	X					
Administrative wireless communication facility (WCF) permits	X					
Boundary line adjustments	X					
Building permits, SEPA-exempt	X					
Land clearing permits	X					
Lot combinations	X					
Sensitive area permits, SEPA-exempt	X					
Sign permits	X					
Sign variances	X					
Temporary permits	X					
Short plats, SEPA-exempt		X				
Final plats		X				
Building permits, non-SEPA-exempt			X			

Sensitive area permits, non-SEPA-exempt			X			
Shoreline letters of exemption			X			
Short plats, non-SEPA-exempt			X			
Site plan approvals			X			
Conditional use permits, SEPA-exempt				X		
Variances				X		
Critical areas variances					X	
Shoreline substantial development permits and variances					X	
Preliminary plats						X
Site-specific <del>rezones-zoning reclassifications and not processed concurrently with</del> comprehensive plan amendments						X

**Section 2.** BLMC 14.20.020 and the corresponding portion of section 2 of Ordinance No. 988 is hereby amended to read as follows:

**14.20.020 Exemptions.**

The following actions (with BLMC citations where applicable) are not permits for the purpose of this development code, do not appear in the ~~above~~-table in BLMC 14.20.010, and are exempt from Chapters 14.30 through 14.80 BLMC:

- A. Business licenses/home occupation reviews (Chapter 5.08 BLMC);
- B. Right-of-way permits and variances (Chapter 12.08 BLMC);
- C. Code interpretations (BLMC 14.10.070(C));
- D. Approvals of minor changes to permits (BLMC 14.90.110);
- E. Appeals (Chapter 14.120 BLMC);
- ~~F.~~ A. ~~Area-wide a~~ Amendments to the comprehensive plan or development code, including area-wide ~~rezones-zoning reclassifications~~ (Chapter 14.140 BLMC);
- ~~F.~~G. Site-specific zoning reclassifications processed concurrently with amendments to the comprehensive plan (Chapter 14.140 BLMC);
- ~~G.~~H. Administrative variations and waivers (BLMC 15.20.060, 18.20.050(E));

~~H.I.~~ Street vacations (the director(s) shall process these according to state statute);

~~H.J.~~ Permission to connect to city sanitary sewer, storm sewer, or water;

~~H.K.~~ Minor approvals for use of public properties.

**Section 3.** BLMC 14.140.020 and the corresponding portion of section 3 of Ordinance No. 1389 is hereby amended to read as follows:

**14.140.020 Initiation of site-specific map amendments.**

A. Only the city or someone with ownership interest in a site may, in the latter case upon payment of an application fee per BLMC 3.68.010, initiate a comprehensive plan or development regulation amendment specific to that site (see definition of “site-specific”), such as a change of land use designation or zoning. ~~Site specific amendments to the zoning map shall be processed as Type 6 permits without frequency restriction.~~

B. Applications for amendments to land use designations in the comprehensive plan shall be accompanied by corresponding zoning reclassification applications, which shall be processed concurrently.

~~B.C.~~ Non-city-initiated site-specific (see definitions) comprehensive plan amendments and concurrent zoning reclassifications shall be processed every other year. Complete applications received by April 30th of an odd-numbered year shall be processed that year ~~as Type 6 permits~~. The ~~d~~Director(s) or designee shall docket such applications in accordance with RCW 36.70A.470(2).

**Section 4.** BLMC 14.140.120 and the corresponding portion of section 3 of Ordinance No. 1389 is hereby amended to read as follows:

**14.140.120 Appeals.**

Amendments ~~to~~ of the comprehensive plan, or zoning reclassifications processed concurrently with amendments to the comprehensive plan, and amendments to ~~or a~~ development regulations may be appealed in accordance with RCW 36.70A.290.

**Section 5.** BLMC 18.52.030 and the corresponding portion of section 3 of Ordinance No. 1389 is hereby amended to read as follows:

**18.52.030 Zoning Reclassifications ~~Rezones and zoning of annexation areas.~~**

A. The purpose of a zoning reclassification ~~rezones~~ is to amend the zoning map to better implement the comprehensive plan.

- B. Site-specific ~~rezones~~ zoning reclassifications not processed concurrently with a comprehensive plan amendment shall be Type 6 permits (see BLMC 14.140.010 and Chapter 14.80 BLMC).
- C. Area-wide ~~rezones~~ zoning reclassifications and site-specific zoning reclassifications processed concurrently with a comprehensive plan amendment are legislative actions, to be processed in accordance with Chapter 14.140 BLMC.
- D. ~~All rezones~~ Zoning reclassifications may be initiated by the planning commission, the city council, or anyone with ownership interest in the land.
- E. The criterion for granting zoning reclassifications ~~rezones~~ shall be conformance to the comprehensive plan.
- ~~F. The assignment of zoning to an annexation area shall be deemed a form of rezone, to be processed as a Type 6 permit or area-wide rezone depending on whether the annexation is site-specific or area-wide (see BLMC 14.10.030, Definitions).~~

**Section 6.** If any one or more section, subsection, or sentence of this ordinance is held to be unconstitutional or invalid, such decision shall not affect the validity of the remaining portion of this ordinance and the same shall remain in full force effect.

**Section 7.** This ordinance shall take effect five (5) days after its passage, approval and publication as required by law.

**PASSED by the City Council and approved by the Mayor this \_\_\_\_\_ day of \_\_\_\_\_, 2013.**

\_\_\_\_\_  
Neil Johnson, Mayor

ATTEST:

\_\_\_\_\_  
Harwood T. Edvalson, CMC, City Clerk

APPROVED AS TO FORM:

\_\_\_\_\_  
Kathleen Haggard, City Attorney



# Memo

**Date** : August 7, 2013  
**To** : Mayor and City Council  
**From** : Grant Sulham, Planning Commission Chair  
**Re** : **Comprehensive Plan Amendment Process**

---

The City currently processes site-specific comprehensive plan amendments as Type 6 permits falling under Chapter 14.80 BLMC while all other comprehensive plan amendments are processed legislatively under Chapter 14.140 BLMC. Additionally, the City's process does not require that a site-specific zoning reclassification application is processed concurrently with a site-specific amendment to the land use designation established by the comprehensive plan.

The City Attorney has reviewed the City's process and determined that the City's process is not consistent with recent Washington Court and Growth Management Hearings Board decisions. It has made it clear that comprehensive plan amendments should be processed concurrently with the associated zoning reclassification.

Additionally, the City Attorney has recommended that all amendments to the comprehensive plan be processed as legislative matters in accordance with the procedures in Chapter 14.140 BLMC and subject to the jurisdiction of the Growth Management Hearings Board.

At the August 7, 2013 meeting, the Planning Commission held public hearing to consider these proposed modifications and voted 6-0-0 to recommend that the City Council adopt Ordinance D13-97 amending BLMC 14.20.010, 14.20.020, 14.140.020, 14.40.120, and 18.52.030 to require site-specific comprehensive plan amendments and associated zoning reclassifications to be processed concurrently as legislative actions instead of separately with the associated zoning reclassification being processed as a Type 6 Land Use Permit.



Community Development Department

## Planning Commission Minutes

Aug. 7, 2013 Regular Scheduled Meeting  
City of Bonney Lake Council Chambers

APPROVED

The meeting was called to order at 5:30 P.M.

### **Planning Commission Present**

Grant Sulham, **Chair**  
L. Winona Jacobsen, **Vice-Chair**  
Brandon Frederick  
Richards Rawlings  
Brad Doll  
Dennis Poulsen (absent)  
Dave Baus

### **City Staff Present**

Jason Sullivan, Senior Planner  
Debbie McDonald, Commission Clerk

A poll determined that a majority of Commissioners would be available for the Aug. 21, 2013 Planning Commission meeting.

### **I. APPROVAL OF MINUTES:**

**MOTION WAS MADE BY VICE-CHAIR JACOBSEN AND SECONDED BY COMMISSIONER RAWLINGS TO APPROVE THE MINUTES FROM THE JUNE 5, 2013.**

**MOTION APPROVED 5-0**

### **II. PUBLIC HEARING:**

*Ordinance D13-97*

Chair Sulham opened the Public Hearing at 5:32.

Mr. Sullivan gave a brief overview and description of the changes and clarifications to the Ordinance D13-97.

Chair Sulham closed the Public Hearing with no Public Comments at 5:35.

**MOTION WAS MADE BY COMMISSIONER RAWLINGS AND SECONDED BY VICE-CHAIR JACOBSEN TO MOVE FORWARD THE RECOMMENDATION MEMO ON ORDINANCE D13-97 AS WRITTEN.**

**MOTION APPROVED 5-0**

*Ordinance D13-98*

Chair Sulham opened the Public Hearing at 5:38.

Mr. Sullivan gave a brief overview and description of the changes and clarifications to the Ordinance D13-98.

Chair Sulham closed the Public Hearing with no Public Comments at 5:41.

**MOTION WAS MADE BY COMMISSIONER DOLL AND SECONDED BY COMMISSIONER FREDERICK TO MOVE FORWARD THE RECOMMENDATION MEMO ON ORDINANCE D13-98 AS WRITTEN.**

**MOTION APPROVED 5-0**

**III. PUBLIC COMMENT AND CONCERNS: NONE**

**IV. NEW BUSINESS:**

*2015 Comprehensive Plan Periodic Update-Draft Scope of Work and Public Participation Plan*

Mr. Sullivan had a presentation on what will be coming to the Planning Commission for the 2015 Comp Plan update. This will be a 2 ½ year process.

Vice-Chair Jacobsen commented that with the goals there is no budget to achieve the goals.

Mr. Sullivan responded they will be working on finding funding and to remember this if for the future vision, the City budget will be different by then. The Comp Plan is the vision of the City not for today but in 2035. He finished with his presentation on the Public Participation Plan. There will be plenty of Public Hearings for the public to comment.

*Economic Development Focus Group Update-Economic Vitality Comprehensive Plan Element.*

Mr. Sullivan read through the Vitality Vision Statement and made corrections as needed.

Vice-Chair Jacobsen commented that the word “is” should be replaced with “we are hoping to become”.

Mr. Sullivan will make that correction. He then went on to talk about the Economic Vitality Goals. Making corrections and changes as needed. The City needs businesses to thrive and for the businesses already here to continue to thrive. Will bring back a resolution on the Economic Vitality Vision and Goals for the Commission to approve and then forward to City Council. He also informed the Commissioners on what information can be gathered from a Market Analysis.

Commissioner Rawlings asked what benefits the City of Shoreline receive from their Market Analysis.

Mr. Sullivan will check with the City of Shoreline before the next meeting.

**V. OLD/CONTINUING BUSINESS:**

*Shoreline Master Plan (SMP) Update*

The City's Shoreline grant is closed out. The SMP is waiting on the approval of the draft. Which is sitting at the Department of Ecology with no time frame on it will be approved. Once approved will then be able to hold a Public Hearing.

**VI. FOR THE GOOD OF THE ORDER:**

**Correspondence** – NONE

**Staff Comments** – Mr. Sullivan handed out training information on an “Overview of the Public Meetings Act- Pertaining to Park Boards, Commissions and Committees. If any Commissioners would like to attend to please let him know.

**Commissioner Comments** – Vice-Chair Jacobsen commented the Historical Society received a grant from the Muckleshoot Tribe and are still in the running for a grant from Pierce County.

**VI. ADJOURNMENT:**

**MOTION WAS MADE BY COMMISSIONER DOLL AND SECONDED BY COMMISSIONER BAUS TO ADJOURN.**

**MOTION APPROVED 5-0**

The meeting ended at 6:46 P.M.

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Debbie McDonald, Planning Commission Clerk

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City of Bonney Lake, Washington  
**City Council Agenda Bill (AB)**

<b>Department/Staff Contact:</b> Community Development / Jason Sullivan - Senior Planner	<b>Meeting/Workshop Date:</b> 17 September 2013	<b>Agenda Bill Number:</b> AB13-98
<b>Agenda Item Type:</b> Presentation	<b>Ordinance/Resolution Number:</b> D13-98	<b>Councilmember Sponsor:</b>

**Agenda Subject:** Comprehensive Plan Amendment Process

**Full Title/Motion:** An Ordinance Of The City Of Bonney Lake, Pierce County, Washington, Amending Bonney Lake Municipal Code Section 17.16.010 To Change The Timeframes For The Submittal Of Final Plats.

**Administrative Recommendation:**

**Background Summary:** The City’s currently subdivision code requires that all final plats be filed with the Community Development Department within five (5) years of the date of approval by the Hearing Examiner which is inconsistent with the requirements of section 58.17.140 of the Revised Code of Washington (RCW). The State Legislature amended RCW 58.17.140 in 2010, 2012 and 2013 extending the timeframes for filing final plat documents to seven years for preliminary plats approved between January 1, 2008 and December 31, 2014 and to ten years for preliminary plats approved on or before December 31, 2007 in order to provide additional time for preliminary plats approved during the recent economic downturn. Applicants that receive preliminary plat approved on or after January 1, 2015 would be required to file the final plat within 5 years. The proposed ordinance would update the timeframe requirements for the filing of final plat documents so that the City’s process is consistent with state law.

**Attachments:** Ordinance D13-98, Planning Commission recommendation memorandum, August 7, 2013 Planning Commission minutes, and Master Builder’s Association Comment Letter

<b>BUDGET INFORMATION</b>			
Budget Amount	Current Balance	Required Expenditure	Budget Balance
n/a			
<b>Budget Explanation:</b>			

<b>COMMITTEE, BOARD &amp; COMMISSION REVIEW</b>			
<b>Council Committee Review:</b>		<i>Approvals:</i>	Yes No
Date:		Chair/Councilmember	<input type="checkbox"/> <input type="checkbox"/>
		Councilmember	<input type="checkbox"/> <input type="checkbox"/>
		Councilmember	<input type="checkbox"/> <input type="checkbox"/>
Forward to:		<b>Consent Agenda:</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>Commission/Board Review:</b>	Planning Commission		
<b>Hearing Examiner Review:</b>			

<b>COUNCIL ACTION</b>	
Workshop Date(s):	Public Hearing Date(s):
Meeting Date(s):	Tabled to Date:

<b>APPROVALS</b>		
<b>Director:</b> JPV	<b>Mayor:</b>	<b>Date Reviewed by City Attorney:</b> (if applicable):

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**ORDINANCE NO. D13-98**

**AN ORDINANCE OF THE CITY OF BONNEY LAKE, PIERCE COUNTY, WASHINGTON, AMENDING BONNEY LAKE MUNICIPAL CODE SECTION 17.16.010 TO CHANGE THE TIMEFRAMES FOR THE SUBMITTAL OF FINAL PLATS.**

WHEREAS, the Chapter 58.17 of the Revised Code of Washington (RCW) establishes procedures for the subdivision of land and vests Cities, Towns and Counties with the responsibility for controlling the subdivision of land within their boundaries; and

WHEREAS, the State Legislature amended RCW 58.17.140 in 2010, 2012 and 2013 extending the timeframes for filing final plat documents with a local jurisdiction in order to provide additional time for preliminary plats approved during the recent economic downturn; and

WHEREAS, the City's current requirements for filing of final plat document in Section 17.16.010 of the Bonney Lake Municipal Code (BLMC) have not been amended since 1998; and

WHEREAS, City's subdivision regulations contained Title 17 BLMC must comply with the requirements of Chapter 58.17 RCW

WHEREAS, the textual code amendments proposed by this Ordinance adopts regulations relate to governmental procedures which is categorically exempt from review under Chapter 43.21C RCW, the State Environmental Policy Act (SEPA) pursuant to WAC 197-11-800(19); and

WHEREAS, the City adopts WAC 197-11-800 by reference pursuant to BLMC 16.04.020; and

WHEREAS, a copy of the this Ordinance was provided on July 18, 2013 to the Washington State Department of Commerce as required by RCW 36.70.A.106 and the Department's granted an expedited review and comment period which concluded on \_\_\_\_\_, 2013;

WHEREAS, notice of the public hearing was given to the public in accordance with law and a public hearing was held by the Planning Commission on August 7, 2013, and all persons wishing to be heard were heard,

NOW, THEREFORE, the City Council of the City of Bonney Lake do hereby ordain as follows:

**Section 1.** BLMC 17.16.010 and the corresponding portion section 2 of Ordinance 766 is hereby amended to read as follows:

**17.16.010 Time for filing.**

- A. ~~Within five years after approval of the preliminary plat by the hearing examiner, a final plat shall be filed with the director of planning and community development.~~ A final plat shall be submitted to the City for approval within

1. Within ten (10) years of the date of approval of the preliminary plat by the hearing examiner, if the date of preliminary plat approval is on or before December 31, 2007
  2. Within seven (7) years of the date of approval of the preliminary plat by the hearing examiner, if the date of preliminary plat approval is on or before December 31, 2014.
  3. Within five (5) years of the date of approval of the preliminary plat by the hearing examiner, if the date of preliminary plat approval is on or after January 1, 2015.
- B. The ~~director of planning and community development~~ Community Development Director may extend the time for submission of a final plat up to an additional 12 months for good cause shown.
- C. If no final plat is filed within ~~five years~~ the timeframe established in 17.16.10.A or no extension given the preliminary plat approval shall ~~lapse~~ be deemed null and void and all vested rights shall expire.

**Section 2.** If any one or more section, subsection, or sentence of this ordinance is held to be unconstitutional or invalid, such decision shall not affect the validity of the remaining portion of this ordinance and the same shall remain in full force effect

**Section 3.** This Ordinance shall take effect five (5) days after its passage, approval, and publication as required by law.

**PASSED** by the City Council and approved by the Mayor this \_\_\_\_\_ day of \_\_\_\_\_, 2013.

\_\_\_\_\_  
Neil Johnson, Mayor

ATTEST:

\_\_\_\_\_  
Harwood T. Edvalson, MMC, City Clerk

APPROVED AS TO FORM:

\_\_\_\_\_  
Kathleen Haggard, City Attorney



# Memo

**Date** : August 7, 2013  
**To** : Mayor and City Council  
**From** : Grant Sulham, Planning Commission Chair  
**Re** : **Final Plat Timeframes**

---

The City's currently subdivision code requires that all final plats be filed with the Community Development Department within five (5) years of the date of approval by the Hearing Examiner which is inconsistent with the requirements of section 58.17.140 of the Revised Code of Washington (RCW). The State Legislature amended RCW 58.17.140 in 2010, 2012 and 2013 extending the timeframes for filing final plat documents to seven years for preliminary plats approved between January 1, 2008 and December 31, 2014 and to ten years for preliminary plats approved on or before December 31, 2007 in order to provide additional time for preliminary plats approved during the recent economic downturn. Applicant's that receive preliminary plat approved on or after January 1, 2015 would be required to file the final plat within 5 years.

The proposed ordinance would update the timeframe requirements for the filing of final plat documents so that the City's process is consistent with state law.

At the August 7, 2013 meeting, the Planning Commission held public hearing to consider the proposed modifications and voted 6-0-0 to recommend that the City Council adopt Ordinance D13-98 amending BLMC 17.16.010 to extend the timeframes for filing of final plats to seven years for preliminary plats approved between January 1, 2008 and December 31, 2014 and to ten years for preliminary plats approved on or before December 31, 2007. Plats approved on or after January 1, 2015 would still be required to file the final plats within 5 years.



Community Development Department

## Planning Commission Minutes

Aug. 7, 2013 Regular Scheduled Meeting  
City of Bonney Lake Council Chambers

APPROVED

The meeting was called to order at 5:30 P.M.

### **Planning Commission Present**

Grant Sulham, **Chair**  
L. Winona Jacobsen, **Vice-Chair**  
Brandon Frederick  
Richards Rawlings  
Brad Doll  
Dennis Poulsen (absent)  
Dave Baus

### **City Staff Present**

Jason Sullivan, Senior Planner  
Debbie McDonald, Commission Clerk

A poll determined that a majority of Commissioners would be available for the Aug. 21, 2013 Planning Commission meeting.

### **I. APPROVAL OF MINUTES:**

**MOTION WAS MADE BY VICE-CHAIR JACOBSEN AND SECONDED BY COMMISSIONER RAWLINGS TO APPROVE THE MINUTES FROM THE JUNE 5, 2013.**

**MOTION APPROVED 5-0**

### **II. PUBLIC HEARING:**

*Ordinance D13-97*

Chair Sulham opened the Public Hearing at 5:32.

Mr. Sullivan gave a brief overview and description of the changes and clarifications to the Ordinance D13-97.

Chair Sulham closed the Public Hearing with no Public Comments at 5:35.

**MOTION WAS MADE BY COMMISSIONER RAWLINGS AND SECONDED BY VICE-CHAIR JACOBSEN TO MOVE FORWARD THE RECOMMENDATION MEMO ON ORDINANCE D13-97 AS WRITTEN.**

**MOTION APPROVED 5-0**

*Ordinance D13-98*

Chair Sulham opened the Public Hearing at 5:38.

Mr. Sullivan gave a brief overview and description of the changes and clarifications to the Ordinance D13-98.

Chair Sulham closed the Public Hearing with no Public Comments at 5:41.

**MOTION WAS MADE BY COMMISSIONER DOLL AND SECONDED BY COMMISSIONER FREDERICK TO MOVE FORWARD THE RECOMMENDATION MEMO ON ORDINANCE D13-98 AS WRITTEN.**

**MOTION APPROVED 5-0**

**III. PUBLIC COMMENT AND CONCERNS: NONE**

**IV. NEW BUSINESS:**

*2015 Comprehensive Plan Periodic Update-Draft Scope of Work and Public Participation Plan*

Mr. Sullivan had a presentation on what will be coming to the Planning Commission for the 2015 Comp Plan update. This will be a 2 ½ year process.

Vice-Chair Jacobsen commented that with the goals there is no budget to achieve the goals.

Mr. Sullivan responded they will be working on finding funding and to remember this if for the future vision, the City budget will be different by then. The Comp Plan is the vision of the City not for today but in 2035. He finished with his presentation on the Public Participation Plan. There will be plenty of Public Hearings for the public to comment.

*Economic Development Focus Group Update-Economic Vitality Comprehensive Plan Element.*

Mr. Sullivan read through the Vitality Vision Statement and made corrections as needed.

Vice-Chair Jacobsen commented that the word “is” should be replaced with “we are hoping to become”.

Mr. Sullivan will make that correction. He then went on to talk about the Economic Vitality Goals. Making corrections and changes as needed. The City needs businesses to thrive and for the businesses already here to continue to thrive. Will bring back a resolution on the Economic Vitality Vision and Goals for the Commission to approve and then forward to City Council. He also informed the Commissioners on what information can be gathered from a Market Analysis.

Commissioner Rawlings asked what benefits the City of Shoreline receive from their Market Analysis.

Mr. Sullivan will check with the City of Shoreline before the next meeting.

**V. OLD/CONTINUING BUSINESS:**

*Shoreline Master Plan (SMP) Update*

The City's Shoreline grant is closed out. The SMP is waiting on the approval of the draft. Which is sitting at the Department of Ecology with no time frame on it will be approved. Once approved will then be able to hold a Public Hearing.

**VI. FOR THE GOOD OF THE ORDER:**

**Correspondence** – NONE

**Staff Comments** – Mr. Sullivan handed out training information on an “Overview of the Public Meetings Act- Pertaining to Park Boards, Commissions and Committees. If any Commissioners would like to attend to please let him know.

**Commissioner Comments** – Vice-Chair Jacobsen commented the Historical Society received a grant from the Muckleshoot Tribe and are still in the running for a grant from Pierce County.

**VI. ADJOURNMENT:**

**MOTION WAS MADE BY COMMISSIONER DOLL AND SECONDED BY COMMISSIONER BAUS TO ADJOURN.**

**MOTION APPROVED 5-0**

The meeting ended at 6:46 P.M.

---

Debbie McDonald, Planning Commission Clerk

July 30, 2013

Mayor Neil Johnson  
City of Bonney Lake  
19306 Bonney Lake Blvd.  
Bonney Lake, WA 98391

Honorable Mayor Johnson, members of the City Council and members of the City Planning Commission:

This letter is in reference to proposed changes to BLMC 17.16.010 that would extend the timeframes for recording of final plats to seven years for preliminary plats approved between January 1, 2008 and December 31, 2014, and to ten years for preliminary plats approved on or before December 31, 2007. On behalf of the Master Builders Association of Pierce County (MBA Pierce), thank you for your consideration of these comments.

The Master Builders Association of Pierce County is an organization consisting of over 700 home building and related service provider companies. Since 1945, MBA Pierce has worked in greater Pierce County to promote the interests of the home building industry through membership involvement, legislative action, networking and education while striving to maintain the highest ethical standards.

MBA Pierce and its members support the proposed changes to BLMC 17.16.010 and thank the city for taking this action to match the state statute regarding preliminary and final plat timeframes. While the economy as a whole and homebuilding in particular are finally beginning to experience improvement, there are still many projects that fell stagnant during the recession that will need this additional time to complete the development and construction process.

Please do not hesitate to contact MBA Pierce regarding issues affecting the housing industry in Bonney Lake – we thank you for your questions and communications.

Sincerely,



Tiffany Speir, Executive Officer

Cc: Randy McKibbin  
Mark Hamilton  
Dan Swatman  
James Rackley  
Tom Watson

Donna Lewis  
Katrina Minton-Davis  
David Baus  
Brad Doll  
Grant Sulham

Brandon Frederick  
Richards Rawlings  
Dennis Poulsen  
L. Winona Jacobsen  
John Vodopich

[www.mbapierce.com](http://www.mbapierce.com)

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City of Bonney Lake, Washington  
**City Council Agenda Bill (AB)**

<b>Department/Staff Contact:</b> Community Development / Jason Sullivan - Senior Planner	<b>Meeting/Workshop Date:</b> 17 September 2013	<b>Agenda Bill Number:</b> AB13-116
<b>Agenda Item Type:</b> Presentation	<b>Ordinance/Resolution Number:</b> 2328	<b>Councilmember Sponsor:</b>

**Agenda Subject:** Economic Vitality Element - Vision and Goal Statements

**Full Title/Motion:** A Resolution Of The City Of Bonney Lake, Pierce County, Washington Establishing The Vision And Goal Statements Of The City's Economic Vitality Element Of The Comprehensive Plan.

**Administrative Recommendation:**

**Background Summary:** The purpose of this item is to provide a draft vision statement and goals for the new Economic Vitality Element of the Comprehensive Plan to the Planning Commission. The vision and goal statements have been reviewed and recommended by both the CDC's Economic Development Focus Group (EDFG) and the Bonney Lake Planning Commission. Staff's focus at the September 17<sup>th</sup> Council Workshop will be to brief the City Council on the draft vision statement and potential economic vitality goal statements.

**Attachments:** Resoulution 2328 and Memo from Staff to Planning Commission

<b>BUDGET INFORMATION</b>			
Budget Amount	Current Balance	Required Expenditure	Budget Balance
n/a			
<b>Budget Explanation:</b>			

<b>COMMITTEE, BOARD &amp; COMMISSION REVIEW</b>			
<b>Council Committee Review:</b>	Community Development Date: 16 July 2013	<i>Approvals:</i> Chair/Councilmember McKibbin	Yes No
		Councilmember Minton-Davis	<input checked="" type="checkbox"/> <input type="checkbox"/>
		Councilmember Watson	<input checked="" type="checkbox"/> <input type="checkbox"/>
	Forward to:	<b>Consent Agenda:</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>Commission/Board Review:</b>	Planning Commission		
<b>Hearing Examiner Review:</b>			

<b>COUNCIL ACTION</b>	
Workshop Date(s):	Public Hearing Date(s):
Meeting Date(s):	Tabled to Date:

<b>APPROVALS</b>		
<b>Director:</b> JPV	<b>Mayor:</b>	<b>Date Reviewed by City Attorney:</b> (if applicable):

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**RESOLUTION NO. 2328**

**A RESOLUTION OF THE CITY OF BONNEY LAKE, PIERCE COUNTY, WASHINGTON ESTABLISHING THE VISION AND GOAL STATEMENTS OF THE CITY'S ECONOMIC VITALITY ELEMENT OF THE COMPREHENSIVE PLAN.**

**WHEREAS**, RCW 36.70A.130(4) requires the City of Bonney Lake to review and revises, if needed, its Comprehensive Plan and development regulations by June 30, 2015 to ensure compliance with the Growth Management Act (GMA) – Chapter 36.70A RCW; and

**WHEREAS**, in 1985, the Legislature added RCW 35.21.703 stating that, “[I]t shall be in the public purpose for all cities to engage in economic development programs;” and

**WHEREAS**, in 2002, the Legislature amended RCW 36.70A.020(5) to provide that the retention and expansion of existing businesses and recruitment of new business is considered part of the economic development goals that should be considered in local comprehensive plans; and

**WHEREAS**, in 2002, the Legislature further amended the Growth Management Act by requiring that all local comprehensive plans include an economic development element; and

**WHEREAS**, the City adopted the *Bonney Lake Economic Development Plan* in 2005 as an element of the Bonney Lake Comprehensive Plan.

**WHEREAS**, since the adoption of this element there have been significant changes in the local, regional, and national economy that has impacted the City of Bonney Lake.

**WHEREAS**, as part of the 2015 Periodic Update to the Comprehensive Plan, the City will be rewriting and updating the economic development element of the City's Comprehensive Plan to further economic development within the City;

**NOW, THEREFORE, BE IT RESOLVED** the City Council of the City of Bonney Lake adopts the following as the Vision Statement to be incorporated into the new Economic Vitality Element of the City's Comprehensive Plan as part of the 2015 Periodic Update Process:

Bonney Lake is an economically self-sustaining community that is the commercial center of the plateau by being competitive, resilient, and attractive to private and public investments. Retention of existing businesses and development of new businesses is actively supported in order to create robust commercial districts attractive to residents and visitors. This economic vitality promotes jobs, balances growth with the preservation of the City's scenic resources, enables residents to enjoy a high quality of life, and sets the standard for long-term economic sustainability.

**BE IT FURTHER RESOLVED**, the City Council of the City of Bonney Lake adopts the following as the Goal Statements to be incorporated into the new Economic Vitality Element of the City's Comprehensive Plan as part of the 2015 Periodic Update Process:

1. Establish a climate that stimulates economic activity and creates opportunities for businesses to launch and thrive.
2. Encourage desirable investment that will grow and diversify the City's economy and employment base.
3. Retain existing businesses and support the development of new business by creating a predictable and consistent regulatory environment.
4. Implement the Downtown, Mid-town, and Eastown Subarea Plans to ensure a balanced mix of jobs and businesses.
5. Brand Bonney Lake's natural setting as a gateway to recreational destinations.
6. Capitalize on Bonney Lake's scenic resources while respecting the environment and scenic views.
7. Strengthen Bonney Lake's image as a regional retail and commercial destination.
8. Provide well planned, maintained, and high quality public infrastructure that supports business and community growth.

**PASSED** by the City Council and approved by the Mayor this \_\_\_\_ day of \_\_\_\_\_, 2013.

\_\_\_\_\_  
Neil Johnson, Mayor

ATTEST:

\_\_\_\_\_  
Harwood T. Edvalson, MMC, City Clerk

APPROVED AS TO FORM:

\_\_\_\_\_  
Kathleen Haggard, City Attorney



# Memo

**Date** : August 1, 2013  
**To** : Planning Commission  
**From** : Jason Sullivan – Senior Planner  
**Re** : **Economic Development Comprehensive Plan Element**

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## **PURPOSE:**

The purpose of this memo is to provide a draft vision statement and goals for the new economic vitality element of the Comprehensive Plan to the Planning Commission. This information was prepared at the request of the CDC's Economic Development Focus Group (EDFG). The information was presented to the EDFG on July 30, 2013. Staff's focus at the August 7<sup>th</sup> Commission Meeting will be to brief the commission on the draft vision statement, identify potential economic vitality goal statements, discuss the potential for hiring a firm to complete an market analysis, and respond to commission questions.

## **BACKGROUND:**

In 1985, the Legislature added a small, but powerful statement to Chapter 35.21 RCW, stating that, "[I]t shall be in the public purpose for all cities to engage in economic development programs."<sup>1</sup> The addition of this language established that promoting and engaging in economic development was a legitimate use of city resources, in addition to the typically services that are provided by cities for the benefit of the public (i.e. fire, police, water, sewer, parks, etc.)

The role that cities should take in economic development was further expanded in 2002 when the Legislature amended the Growth Management Act<sup>2</sup> (GMA). The Legislature amended the economic development goal of the GMA to include the retention and expansion of existing businesses and recruitment of new business as a goal that should be considered in local comprehensive plans.<sup>3</sup> In addition to amending the goals of the

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<sup>1</sup> RCW 35.21.703

<sup>2</sup> Chapter 36.70A RCW

<sup>3</sup> RCW 36.70A.020(5)

GMA, the Legislature made it mandatory that all comprehensive plans include an economic development element that consisted of the following components:<sup>4</sup>

- A summary of the local economy such as population, employment, payroll, sectors, businesses, sales, and other information as appropriate;
- A summary of the strengths and weaknesses of the local economy defined as the commercial and industrial sectors and supporting factors such as land use, transportation, utilities, education, workforce, housing, and natural/cultural resources; and
- An identification of policies, programs, and projects to foster economic growth and development and to address future needs.

Following the 2002 amendments to the GMA, the City adopted the *Bonney Lake Economic Development Plan* in 2005 as an element of the comprehensive plan. Since the adoption of this element there have been significant changes in the local, regional, and national economy that has impacted the City of Bonney Lake. Therefore, as part of the 2015 Periodic Update to the Comprehensive Plan, the City will be rewriting and updating the economic development element of the City's Comprehensive Plan to further economic development within the City.

## **Discussion:**

### **1. Adoption of a new economic vitality vision statement.**

Development or attraction of new business to the City is only one of the critical components in the economic health of a city. In addition to new development, the City should develop an economic vitality plan that can weather changes in the national economy, provides family wage jobs, retains current businesses, and promotes the overall quality of life of the City's residence. Together these concepts support an economically sustainable City. Based on these concepts, staff has prepared the following draft of a new economic vitality vision statement for the CDC's consideration:

*Bonney Lake is an economically self-sustaining community that is the commercial center of the plateau by being competitive, resilient, and attractive to private and public investments. Retention of existing businesses and development of new businesses is actively supported in order to create robust commercial districts attractive to residents and visitors. This economic vitality promotes jobs, balances growth with the preservation of the City's scenic resources, enables residents to enjoy a high quality of life, and sets the standard for long-term economic sustainability.*

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<sup>4</sup> RCW 36.70A.070(7)

## 2. Economic Vitality Goals

In order to support the economic vitality vision, staff has draft the following goals statements for the CDC's consideration:

- *Establish a climate that stimulates economic activity and creates opportunities for businesses to launch and thrive.*
- *Encourage desirable investment that will grow and diversify the City's economy and employment base.*
- *Retain existing businesses and support the development of new business by creating a predictable and consistent regulatory environment.*
- *Implement the Downtown, Mid-town, and Eastown Subarea Plans to ensure a balanced mix of jobs businesses.*
- *Brand Bonney Lake's natural setting as a gateway to recreational destinations*
- *Capitalize on Bonney Lake's scenic resources will respecting the environment.*
- *Strengthen Bonney Lake's image as a regional retail and commercial destination.*
- *Provide well planned, maintained, and high quality public infrastructure that supports business and community growth.*

Following the CDC's approval of the goals and vision statement, staff will being to develop policies and implementation strategies to achieve each of the goals and to realize the economic vitality vision.

## 3. Market Analysis

In order to help identify strength and weakness of the City's economy for specific commercial sectors, provide comprehensive analysis of the local economy (i.e. population, employment, payroll, sectors, businesses, sales, etc.) and identify programs and policies that would foster economic growth of desirable business, staff would recommend hiring a consulting firm that specializes in economic analysis for local jurisdictions. Staff has contacted Berk and Associates who have completed similar market analysis for Des Moines and Shoreline. The cost of the market analysis can range from \$15,000 to \$25,000. The cost could be less or more dependent on the amount of work and the actual scope.

The EDFG has requested that the staff, prepare a scope of work and request cost from Berk and one or two other firms to determine the exact cost of the proposed work. This information will be presented to the EDFG at its September meeting.