



**CITY OF BLACK DIAMOND
PLANNING COMMISSION MEETING MINUTES
May 6, 2014 7:00 PM**

CALL TO ORDER

Chair Keith Watson called the meeting to order at 7:01 p.m. with the introduction of the role and duties of the Planning Commission.

ROLL CALL

Present: Commissioners Keith Watson, Sheri Roth, Harvey Senecal, Jim Kuzaro, Brian Weber and Gary Davis
Absent: Pam McCain (excused)
Staff: Community Development Director Stacey Welsh

*No audio recording of this meeting was possible, due to technical difficulties.

APPROVAL OF MINUTES

Moved by Commissioner Weber, seconded by Commissioner Davis, to approve the minutes of the April 22, 2014 meeting as written. Passed 5-0 (1 abstention).

PUBLIC COMMENTS

None

WORKSESSION ON DRAFT PUBLIC PARTICIPATION PLAN

The Chair introduced the topic. The Commission discussed utility billing mailings and providing notification. Staff will research the utility billing process and the timing of how it matches up with Planning Commission and City Council meetings. The Commission discussed adding posting locations for agendas to include the Black Diamond Library, Black Diamond Bakery and the Masonic Hall. The Commission discussed social media and challenges associated with using it for notification purposes. Ms. Welsh explained the draft public participation plan and answered Commission questions. The Commission suggested adding how to get on the Planning Commission and City Council distribution lists to the City website.

The Commission posed a number of questions for follow up, including:

1. What is the reason for why this program seems redundant?
2. Clarify if there is a right to privacy related to providing a personal email address for notification purposes.
3. Is there anything in the handbook that is not in the city code?
4. Is there any ability to streamline the handbook?

The Commission is leaning towards adopting the handbook as an exhibit to the Comprehensive Plan, rather than integrating it into the city code. The Commission stated that the handbook would be useful to those who are unfamiliar with the City's processes. The Commission will continue review at another worksession.

UNFINISHED BUSINESS

None

DEPARTMENT REPORT

Ms. Welsh explained an upcoming Council ordinance that would amend the Planning Commission's authority.

PUBLIC COMMENTS

None

The next meeting will be held on June 10, 2014.

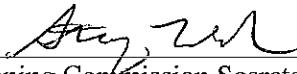
ADJOURN

Moved by Commissioner Kuzaro seconded by Commissioner Weber, to adjourn. Passed 6-0. The meeting adjourned at 8:25 p.m.

Minutes prepared by: S. Welsh, Community Development Director 



Keith Watson, Chairman

ATTEST:


Planning Commission Secretary