



CITY OF BLACK DIAMOND
PLANNING COMMISSION MEETING AGENDA
June 7, 2016 6:00 PM
25510 Lawson Street, Black Diamond, Washington

- 1) FLAG SALUTE
- 2) CALL TO ORDER, ROLL CALL
- 3) APPROVAL OF MINUTES: Regular meeting of April 12, 2016 and Joint Meeting of April 12, 2016
- 4) NEW BUSINESS: Status of Planning Commission Vacancy
- 5) PUBLIC COMMENTS
- 6) ADJOURN



**CITY OF BLACK DIAMOND
PLANNING COMMISSION MEETING MINUTES
April 12, 2016 6:00 PM**

CALL TO ORDER

Chair Pam McCain called the meeting to order at 6:05 pm.

ROLL CALL

Present: Commissioners Senecal, McCain (Chair), Davis, Ammons, and Ekberg

Absent: Commissioners Ambur and LaConte

Staff: Barbara Kincaid, Community Development Director, and Brenda L. Martinez, City Clerk

PUBLIC COMMENT - None

APPROVAL OF MINUTES

A MOTION WAS MADE BY COMMISSIONER SENEAL AND SECONDED BY COMMISSIONER EKBERG TO ADOPT THE MINUTES OF THE FEBRUARY 9TH AND MARCH 8TH JOINT COUNCIL/PLANNING COMMISSION MEETING MINUTES AND THE MARCH 8TH PLANNING COMMISSION MINUTES AS PRESENTED. MOTION PASSED 5-0.

Open Government Training – Open Public Meetings Act

City Clerk Martinez reported that in 2014 the Legislature passed the Open Government Trainings Act which requires basic open government training for local and statewide officials and records officers. Every member of a governing body of a public agency subject to the Open Public Meetings Act (OPMA) must receive open public meetings training no later than 90 days after they take their oath of office or assume their duties.

Ms. Martinez showed a training video from the Attorney General's Office LESSON 3: OPEN PUBLIC MEETINGS – RCW 42.30, RCW 42.32 - <http://www.atg.wa.gov/open-government-training>

PUBLIC COMMENTS - None

ADJOURNMENT

A MOTION WAS MADE BY COMMISSIONER AMMON AND SECONDED BY COMMISSIONER EKBERG TO ADJOURN THE MEETING. MOTION PASSED 5-0. THE MEETING ADJOURNED AT 6:27:35 P.M.

Minutes respectively prepared by: Brenda L. Martinez, City Clerk

ATTEST:

Pam McCain, Chairperson

Planning Commission Secretary

**BLACK DIAMOND SPECIAL JOINT
CITY COUNCIL/PLANNING COMMISSION MEETING MINUTES
April 12, 2016**

CALL TO ORDER, FLAG SALUTE:

Mayor Benson called the special joint meeting of the Council and Planning Commission to order at 6:32 p.m. and led us all in the Flag Salute.

ROLL CALL:

PRESENT: Councilmembers Deady, Edelman, Morgan and Pepper.
Planning Commissioners McCain, Davis, Ambur, Senecal, Ammons, and Ekberg.

ABSENT: Councilmember Weber and Commissioner LaConte

Staff present were: Barbara Kincaid, Community Development Director and Brenda L. Martinez, City Clerk.

WORK SESSION:

City's Comprehensive Plan Update

Community Development Director Kincaid reported tonight's meeting is to go through the housing policies of the Comprehensive Plan. She updated those in attendance on what has been done so far on the update review and where we need to go in the process. She discussed the Chapters that have been reviewed in previous work sessions; introduction, community care, and demographics which was done through the housing appendix. Out of the 11 Chapters in the Comprehensive Plan five have been completed. She noted next month the joint session will be to review the Capital Facilities and Economic Development chapters and reported pulling out parks and trails as they will have a stand-alone chapter. The remaining chapters to review will be police, fire and administration. In June the plan is to review the land use chapter followed by the transportation chapter in July. Once those are complete the city will have a complete draft plan to take out to the public and then start back with the Planning Commission to start the public hearing process to make a recommendation to the Council. She commented that we are in good shape, however the one chapter that is not complete is the transportation element. She discussed the primary consultant hired to do this update hired a subconsultant for the transportation element. However, the primary consultant's contract was terminated due to being unhappy with the product being provided. She would like to do a contract with the subconsultant to complete the transportation element work they have started as it is really important to get the plan completed.

Housing Element

Community Development Director Kincaid discussed it being important during this policy discussion to make sure the issues are addressed and asked for comment on the working draft in case something was missed. She commented the data shows we have an aging housing stock that needs to be addressed. Fifteen percent of the housing stock was built in 1939 or earlier and the City needs to make sure this housing is kept livable. People per household is declining – households are becoming smaller. She asked Council to think about what kind of housing stock the city needs to have. She also noted that fewer households have children and the city has a senior population and more renters and no special needs housing the Council needs to think about how we will address this. Another issue that needs to be addressed is affordability. She noted the counts in this chapter come from the 2010 census and the American which has a five year rolling snapshot.

Discussion continued between Council and the Planning Commission with the focus being housing stock, diversity of housing stock, designated historic area, and design standards for the historical area.

Commission Ekberg referred back to the appendix as he was not in attendance at that meeting. He noted on page 2 the date range being unclear and needs to be changed to read 2000-2013. First paragraph on page 3 needs to be addressed as table 6.4 total housing units as 1754 and on page 2 the number is 1699. Table 6.3 on page three the percentages do not add up to 100%. Page 5 second paragraph where it says there will be 7,674 households by 2035 and then take into account in the third paragraph and add the number on 1, 2, and 3 you get a different number. Ms. Kincaid noted she will look into these and make any necessary changes.

Councilmember Morgan referred to the second paragraph of the Housing Element and discussed looking at the Department of Commerce verbiage regarding vitality and suggested adding their verbiage to this paragraph. **Consensus was ok to add this verbiage.**

Introduction

Ms. Kincaid stated in the introduction it is focused on trying to provide available, affordable and adequate housing for everyone on all economic and social spectrums.

Discussion continued on preserving neighborhood characteristics, cottage homes, arranging duplexes and fourplexes to look like one home, addressing seniors and people with disabilities, allowing zoning for group homes.

Context and Strategies

Ms. Kincaid discussed the area sets the stage that we are committed to doing the things Growth Management says, but also because it's the right thing to do. We affirm in the second paragraph the City can be instrumental and build stronger pathways between the

housing groups and recognizing on page 2 that housing correlates with economic sustainability and jobs.

Discussion on the area focused on the housing density changed over the next five years, target numbers in the 2009 comprehensive plan, target numbers in the appendix.

City of Black Housing Policies

Goal Ensure adequate housing for all current and future residents of Black Diamond by achieving and maintaining high quality housing and neighborhoods. **Consensus to cross out the word high.**

Policy H-1: Promote a variety of residential densities and housing types. **Consensus is ok as written.**

Policy H-2: Encourage the preservation of existing housing stock and development standards that minimize housing costs. **Consensus is ok as written.**

Policy H-3: Provide a balance of swelling unit types, residential densities, and prices within the City. **Consensus is ok as written.**

Policy H-4: Provide flexibility in zoning and subdivision regulations to encourage a diversity of owner and rental housing types to ensure capacity to accommodate growth. A diversity of types and styles should include attached and detached units. **Discussion on how this would be applied. Ms. Kincaid have the example of the subdivision code. Consensus is ok a written.**

Policy H-5: Coordinate with PSRC and appropriate agencies to achieve goals of the Regional Housing Strategy. **Consensus is ok as written.**

Policy H-6: Adhere the same regulations to manufactured and site built or stick built structures. **Consensus to take out "or stick built".**

Policy H-7: Encourage the preservation and maintenance of existing housing to ensure that such housing is safe and livable. **Consensus is ok as written.**

Policy H-8: Promote housing affordability in coordination with transit, bicycle, and pedestrian plans in proximity to transit hubs and corridors and planning for mixed uses in transit station areas. **More transportation or mobility options – ok to have Ms. Kincaid change.**

Policy H-9: Monitor housing supply, type, and affordability to maintain diversity and affordability. **Consensus is ok as written.**

Policy H-10: Promote mixed-use residential/commercial development in designated Town Center, Neighborhood Center, and Community Commercial areas. **Consensus is ok as written.**

Goal Encourage the availability of a wide range of affordable housing to meet the needs of households with varying economic status.

Policy H-11: Work with King County, other local governments and appropriate agencies and programs to maintain the City's "fair-share" of affordable housing and provide affordable homeownership opportunities for low, moderate, and middle-income households. **Combine H-11 and H-12 into one policy.**

Policy H-12: Preserve Black Diamond's share of housing affordable to very low income households. **Combine with H-12.**

Policy H-13: Examine ways to eliminate unnecessary or excessive requirements that create barriers to affordable housing, if they exist. This may include any excessive requirements regarding siting and operating special needs housing. **Start with "Eliminate unnecessary", add a period after "housing" and eliminate ", if they exist".**

Policy H-14: Coordinate with appropriate agencies to provide programs and services to needy households, special needs populations, and the homeless. **Consensus is ok as written.**

Policy H-15: Promote affordable housing in close proximity to employment, healthy food, and multi-modal transportation opportunities. **Change "healthy foods to "services".**

Policy H-16: The City should identify regulatory, financial, and physical barriers to the development of affordable housing strategies to overcome such barriers. **Consensus is ok as written.**

Policy H-17: The City should offer regulatory incentives such as priority processing of permits, fee waivers or reductions to builders who provide very low or low to moderate-income housing for seniors or other special needs households. Ensure that affordable housing achieved through public incentives or assistance remains affordable for the longest possible term. **After discussion on this policy there was consensus to strike it.**

Policy H-18: The City should consider inclusionary zoning tools which require developers to include a certain percentage of affordable housing in each development. **Consensus is ok as written.**

Policy H-19: The City should maintain a record of publicly owned land, and if land is determined to be surplus for public purposes and is suitable for housing, consider its use for affordable housing along with other alternative public benefit use. **Consensus to strike this policy.**

Policy H-20: Work cooperatively with other jurisdictions, non-profits such as the King County Housing Authority, and service providers to meet affordable housing needs. **Consensus to strike this policy.**

Policy H-21: Collaborate with King County to monitor the supply of affordable housing. Amend local housing policies in this chapter to address results of monitoring efforts. **Combine 11 and 21**

Policy H-22: Preserve existing affordable housing units, where appropriate. **Consensus to strike this policy.**

Goal: Recognize the need for and support housing for special needs populations.

Policy H-23: Support development of emergency, transitional, and permanent supportive housing with appropriate services for people with special needs throughout the city and region. **Consensus is ok as written.**

Policy H-24: Support opportunities for older adults and people with disabilities to remain in the community as their housing needs change, by encouraging universal design or retrofitting homes for lifetime use. **Consensus is ok as written.**

Policy H-25: Work with other jurisdictions and health and social service organizations to develop a coordinated, regional approach to homelessness. **Consensus is ok as written.**

Community Development Director Kincaid stated she will revise the document to reflect the changes agreed to tonight and bring back to the meeting along with the revised material from the last meeting. She noted the next joint meeting is scheduled for May 10, 2016.

There was discussion on facilities for homeless people for showers and services for senior citizens. Ms. Kincaid noted that showers are addressed in Policy H-23.

ADJOURNMENT:

A **motion** was made by Councilmember Deady and **seconded** by Councilmember Pepper to adjourn the meeting. Motion **passed** with all voting in favor.

The meeting was adjourned at 8:29:32 p.m.

ATTEST:

Carol Benson, Mayor

Brenda L. Martinez, City Clerk