

Town Council Workshop
Minutes
Tuesday, September 20, 2011
3:00 p.m.
Service Alternatives Conference Room

PRESENT: Mayor Nancy Conard, Councilmembers Dianne Binder, Bob Clay, Ann Dannhauer, Molly Hughes, Town Planner Larry Kwarsick, Clerk Treasurer Judy Thomas.

DISCUSSION TOPICS:

Unified Code – Ebey’s Reserve

Planner Kwarsick gave an update on the unified code which is being reviewed by the attorney (Town and County) and there may be some changes at the public hearing on September 26, 2011, which may require the public hearing be continued to another date.

Review Proposed Sign Code

Mr. Kwarsick provided the proposed sign standards which include the suggestions from the last council workshop. They discussed the proposed sign standards page by page. Several changes were suggested and Mr. Kwarsick will prepare an executive summary and Mayor Conard will meet with CHWA and CWCC to review the proposed changes. A public hearing will be scheduled for approval of the ordinance. A sign professional will be *scheduled* to provide training to business owners, after the ordinance is approved. They discussed the penalty for non-compliance of the sign code; whether it should be a fine or a civil infraction such as a misdemeanor; and they agreed to ask the Town attorney for his recommendation.

Council recessed for a dinner break between 5:35 pm to 5:55 pm.

Review Proposed Parking Standards

Mr. Kwarsick provided a staff report and an amendment to the proposed parking standards previously discussed. It is the intent of the proposal that all structures and land uses be provided with a sufficient amount of off-street parking, the code proposal does allow for some flexibility to accommodate the unique characteristics of individual properties, proposals or phasing by allowing waivers or exceptions. Council reviewed and discussed the staff report and proposed changes. It was agreed that conditional uses should be recorded on the title of the property. Mr. Kwarsick will look at some alternatives to parking space sizes that include parking widths and radius. They discussed perimeter landscaping and the sizes of trees and Mr. Kwarsick will discuss it further with the arborist. He will look at bicycle rack standards.

Parker Road Vegetation Buffers

Mr. Kwarsick discussed cluster developments along Parker Road and the proposed 75 foot vegetation buffer that would be included with new development standards and the Ebey’s Reserve Design Guidelines. He will prepare an amendment to the clearing and grading ordinance for Council consideration to provide more specific guidelines within the Town.

6 Year Capital Improvement Plan (CIP)

Mayor Conard provided copies of a Working Draft. New items include: Treatment Plant Headworks;; Fort Casey Emergency Power/Generator; Development of Community Green, Gathering Place on Front Street (Front Street Deck); New restroom. Councilmember Hughes would like kayak storage at Captain Coupe Park added.

Council Vacancy

Mayor Conard explained that there are six applicants and they will need to be interviewed at a public meeting. She gave copies of all letters of interest and a draft of suggested questions to be asked. She suggested the interviews be done at the October 11th Council meeting. Council will email list of questions to Councilmember Dannhauer and she will prepare a draft of the questions and email it back to Council. Mayor Conard will check with the applicants to ensure that they can make the October 11th meeting.

Report on the meeting with DOT (Department of Transportation)

We will need to have a public hearing to approve the ordinance to reduce the speed on highway 20 and that will be scheduled for the October 11th regular council meeting. She discussed the Highway signs issued by DOT for businesses. DOT has agreed to allow the Town to plant trees along the side of Highway 20 between the berm and the highway.

Trees

Tree Planting – Mayor Conard noted the following three areas where we plan to plant trees are: Lions Park, Town Park, and the area of 1st & Wilkes Street; and we expect to get that done in October. Council discussed the formation of the tree board for the Heritage Tree Program and will publish an ad for that and other board appointments.

Golf Cart Zone

Mayor and Council discussed establishing a golf cart zone within the Town limits only, according to State Law recently approved. Council agreed that drivers should be required to have a driver's license; they should be allowed on all the streets, during daylight or evening hours; and to allow both gas or electric carts. Councilmember Hughes will email her comments tomorrow.

Barn

Mayor Conard explained that Dan Miranda bought the property on the north side of 8th Street NW, between Alexander and Grace Streets, and he wants to build a home and move the old barn, which is an historic contributing structure. Dan is willing to pay for the building to be moved, place the footings, to relocate the barn to the community green. It could be used as a shell for restrooms or a storage building. Mayor Conard will get more information and bring it back to Council.

Staff Reports

Council agreed that they would like to have one of the three staff persons (Greg Cane, Willy LaRue, and Larry Smith) attend one Council meeting each month (for Staff Reports); and they could rotate, so each would attend one meeting per quarter.

Island Disposal and Curbside Recycling

Mayor Conard updated the Council on the progress toward curbside recycling.

Broadway Property

Mayor Conard explained that the property at 209 Broadway is still for sale. She and Council discussed some suggestions to sell the property.

Restroom at Captain Coupe Park

The remodel of the restrooms at Captain Coupe Park is complete and both sides are now unisex.

Employee Compensation

It looks like we will be able to do the one-time salary increase (employee compensation included in the 2011 Budget Revision) based on the Town's ability to pay. Grant Weed will work on a draft for approval by the state auditor's office. Once that is complete she will bring it to Council for approval.

Signs on the deck for the Front Street Grill property

Mayor Conard explained that this property is owned by Dan Miranda, the Town has an easement for the deck, but it is not Town-owned property. She asked Council to look at the deck and let her know if there is more that needs to be done about Dan's use of the deck for garbage and recycling.

Adjourn: 10:22 pm

Respectfully Submitted:

MAYOR:

Judy A. Thomas, Clerk Treasurer

Nancy Conard, Mayor