

# *Steilacoom Planning Commission*

**MEETING AGENDA**  
**Monday, October 10, 2022**  
**TOWN HALL**  
**1717 Lafayette Street**  
**6:00 p.m.**

- A. Call to Order
- B. Approval of Minutes – September 12, 2022
- C. Comprehensive Plan Review and Revision Work Plan (AB 289)
- D. Discussion - Introduction to the Growth Management Act
- E. Reports
- F. Adjournment

NOTE: This will be a live meeting, with no access by Zoom

Incorporated 1854

*Please contact ADA Coordinator Micki Sterbick  
if you require special accommodations at 581-1076*



#### Vision Statement

Steilacoom: A peaceful town on the Sound with a rich historical past and a secure future.

#### Mission Statement

Town of Steilacoom: Preserve our historic heritage and manage economic and residential growth through intelligent planning. Provide superior services and continue to encourage citizen participation and environmental stewardship.

The Vision and Mission Statements are intended to assist the Council, the administration and the public when reviewing policies and projects for the Town. To further assist in evaluation, the Planning Commission also drafted the following screening criteria to apply to the subject under review.

The proposal:

1. Is consistent with our vision and mission
2. Supports a documented need and success can be measured
3. Allows us to serve the community more effectively
4. Strengthens our long-term financial picture and is sustainable
5. Is consistent with our organizational values and culture
6. Builds on the Town of Steilacoom's unique advantages and allows us to control our own future

# STEILACOOM PLANNING COMMISSION

## MINUTES

MONDAY, SEPTEMBER 12, 2022

A. Call to Order and Roll Call

1. **Chair Braddock** called the regular meeting of the Steilacoom Planning Commission to order at 6:00 p.m. on Zoom.
2. In attendance were **Chair Braddock, Vice Chair Cable**, and Commission members **Bittenbender, Perry, and Miner. Ms Carr and Mr. Boyle** were excused. Staff members in attendance were Town Administrator Loveless and Town Planner Fortner.

B. Approval of Minutes

The minutes of August 8, 2022 were approved.

C. Discussion and Action

**AB 288 – Comprehensive Plan review and revision Public Participation Plan**

**Chair Braddock** asked for the staff report. Mr. Fortner presented the second draft public participation plan after making revisions discussed in August. He also went over some demographic data from the US Census on the languages spoken, racial makeup and economic status of the Town.

Mr. Fortner answered questions from the Commission. **Mr. Perry** moved, and **Ms Bittenbender** seconded a motion to recommend the draft Public Participation Plan to the Town Council. Motion passed unanimously.

D. Reports

Mr. Fortner reported that one new housing permit was issued in August and two applications have been made in September, after no new permits issued had been issued since April. In response to **Chair Braddock's** inquiry, Mr. Fortner said the owners of the mill site were working on funding to daylight the creek.

The October meeting will likely be held live at the Town Hall.

**Ms Bittenbender** suggested the email announcing webinars from the Puget Sound Regional Council be forwarded. Mr. Fortner will do so.

E. Adjournment

The September 12, 2022 meeting of the Steilacoom Planning Commission adjourned at 6:24 PM.

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Chair





**Bill No. 289**

**Subject: Comprehensive Plan Review and Revision  
Planning Commission Work Plan**

**For Agenda of: 10/10/2022**

**Exhibits: Draft 2022-2024 Planning Commission Work Plan**

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**SUMMARY STATEMENT:**

A work plan for the 2022- 2024 Comprehensive Plan Review and Revision process.

**Recommendation:**

Adopt the attached work plan.

**Motion:**

I move to adopt draft Work Plan for the 2022-2024 Comprehensive Plan review and revision.

**Motion by:** \_\_\_\_\_ **Seconded by:** \_\_\_\_\_

**Vote:**

<b>Judy Bittenbender</b>	_____
<b>Kent Boyle</b>	_____
<b>John Perry</b>	_____
<b>Theda Braddock</b>	_____
<b>Bill Miner</b>	_____
<b>Jean Carr</b>	_____
<b>Susan Cable</b>	_____



## Draft 2022 - 2024 Planning Commission Work Plan for Comprehensive Plan Update

<b>Meeting Date</b>	<b>Work Plan Topic</b>
10/10/2022	Introduction to Growth Management Act
11/14/2022	Public open house – Introduction to Comprehensive Plan
12/12/2022	Public open house – Introduction to Comprehensive Plan reprise Review of Comprehensive Plan using Dept. of Commerce checklist
1/09/2023	Review of public comments Review of Development Regulations using Dept. of Commerce checklist
2/13/2023	Review of public comments Review Housing Policies for racially disparate impacts, displacement and exclusion Review Housing regulations for zoning ordinances with discriminatory effect Review Land Use Element for consistency with Housing Element
3/13/2023	Review of public comments Public open house - Draft amendments to Housing and Land Use Elements
4/10/2023	Review of public comments Public hearing – Draft amendments to Housing and Land Use Elements
5/08/2023	Review of public comments Public hearing continued – Draft amendments to Housing and Land Use Elements
6/12/2023	Review of public comments Finalize draft amendments to Housing and Land Use Elements
7/10/2023	Review of public comments Review Climate change regulations
8/14/2023	Review of public comments Public open house - Draft amendments to Quality of Life Element re: Climate Change
9/11/2023	Review of public comments Public hearing – Draft amendments to Quality of Life Element re: Climate Change
10/09/2023	Review of public comments Public open house - Draft amendments to remainder of Comprehensive Plan
11/13/2023	Review of public comments Public hearing - Draft amendments to remainder of Comprehensive Plan
12/11/2023	Review of public comments
1/08/2024	Review of public comments Finalize draft amendments to Quality of Life, Utilities, Transportation, Capital Facilities, Economic Development, and Parks, Recreation and Open Space Elements

## Draft 2022 - 2024 Planning Commission Work Plan for Comprehensive Plan Update

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2/12/2024	Review of public comments
3/11/2024	Review of public comments
4/08/2024	Review of public comments Public open house - Draft amendments to implementing regulations
5/13/2024	Review of public comments Public hearing - Draft amendments to implementing regulations
6/10/2024	Review of public comments Public hearing continued - Draft amendments to implementing regulations
7/08/2024	Review of public comments
8/12/2024	Review of public comments Finalize amendments to implementing regulations