

**City of Langley
Planning Advisory Board
Draft 4.9.08 Minutes**

Members Present: Melanie Shafaat, Roger Gage, Julie Buktenica, Craig Moore

Members Absent: Fred Geisler, Jim Sundberg

Staff Present: Fred Evander, Larry Cort

Location: Langley City Hall

Vice-chair Roger Gage called the meeting to order at 4:05.

PROPOSED AGENDA

Call to Order and Roll Call

Welcome to New Members

Approval of Minutes – February 13, 2008

Meeting with the Mayor

The Ordinance Review Process

Audience Input on Non-Agenda Items

Adjourn

WELCOME OF NEW MEMBERS

Roger Gage introduced the new Planning Advisory Board alternate Craig Moore. Roger explained that Craig would participate in all of the PAB meetings, but said that he would not vote unless a PAB member was absent. Mayor Paul Samuelson said that Craig's role was to be well-grounded in PAB's discussions and able to step into a decision-making role if necessary

APPROVAL OF MINUTES

Melanie Shafaat moved to approve the minutes of the 2.13.08 meeting, Julie Buktenica seconded. The minutes were approved unanimously.

MEETING WITH THE MAYOR

Mayor Paul Samuelson said that the City enjoyed the interview process for the new PAB members. The Mayor said that five people applied for the two PAB positions and he said that each member of the interview team ranked the same three people as the top candidates.

Melanie Shafaat asked if Craig Moore's addition was a compromise between the request for seven members and the existing five members. Paul said that the decision was somewhat of a compromise and he said that an active alternate would provide additional resources and input for the PAB.

The Mayor also said that the City would provide further support to the PAB through added training and the provision of a staff and council liaison. Paul explained that Larry Cort would be the staff liaison for the PAB and that Robert Gilman would be the City Council liaison. Paul said that these liaisons would help create a better integrated system of boards, staff and council.

Paul passed out a sheet called "City of Langley Recommendations for Boards and Commissions" and explained how the City was standardizing the ordinance for boards and commissions. Paul said that the

City was seeking items such as a uniform term length for board members, a consistent system for the appointment of members and a standardized selection process for the Chair of a board. Roger Gage asked about the appointment of a vice-chair. Paul said that when the Board sent him two names, the person not appointed chair would become the vice-chair.

Larry Cort passed out a work plan for the Planning Department in 2008 and explained how the project priorities had been determined. Larry said that the Planning Advisory Board would not necessarily be involved with drafting all of the regulations and priorities, but he said that the PAB would probably see all of the regulations. As part of the process, Larry said that the next meeting would focus on the elements of a code, including how a code is put together, and would offer suggestions regarding how to improve portions of the code. Melanie Shafaat questioned if the items within the work plan had been prioritized. Robert Gilman said that the City Council had not yet prioritized the items on the work plan.

THE ORDINANCE REVIEW PROCESS

Robert Gilman passed out the document called "Getting Systematic about Langley's Policy Work" and a document showing the proposed revisions to the Section 2.06.220 of the Langley Municipal Code. Robert said that there was a lot of code that needed to be written as a result of the Comprehensive Plan and he said that there was currently a lack of clarity regarding the process, roles and responsibilities associated with policy development. Robert explained that this system would be flexible enough to handle a variety in the amount of work and would be designed with the goal of bringing the system for code adoption into view.

AUDIENCE COMMENTS

No member of the audience had any comments about items not on the agenda.

ADDITIONAL COMMENTS

Larry Cort said that the City of Langley had retained a new City Attorney and he said that the City would have a joint Council/ PAB/ Staff land use law training in May. Larry also said that the PAB would hear the proposal regarding the Langley Passage development at some point, but he explained that it was unclear when the hearing would occur.

Roger questioned when to hold elections. Melanie and Julie said that they wanted to understand the new group dynamic.

Julie said that it was her son's soccer season again and explained that she would have a conflict from 5 to 6 on Wednesdays until the end of May. Julie said that she would come to the meetings either before or after the soccer games.

ADJOURN

Julie Buktenica moved to adjourn. Melanie Shafaat seconded. The motion was approved unanimously.

The meeting was adjourned at 5:26. The meeting was held at Langley City Hall. The next regular PAB is scheduled for April 23, 2008, 2008 at 5:30 pm. Minutes were compiled by Fred Evander.