

**MINUTES
CITY OF LANGLEY
PLANNING ADVISORY BOARD
December 8, 2010**

Chair Jim Sundberg called the meeting to order at 4:00 pm.

ATTENDANCE

Members Present: Roger Gage, Jim Sundberg, Craig Carty, Julie Buktenica and Gail Fleming (alternate)
Staff Present: Larry Cort and Fred Evander

APPROVAL OF MINUTES

The Board reviewed the minutes of the November 10, 2010 meeting. The Board noted that there were a couple of typographical errors to be changed in the minutes; the word "sill" should be "still" on page 1, and the word "weary" should be "wary" on page 2. Gail Fleming moved to adopt the minutes with the corrections. Craig Carty seconded. The motion was approved unanimously.

PROJECT STATUS REPORT

Larry Cort updated the Planning Advisory Board on a number of items. Larry said that Fred Geisler had stepped down from the Board, and the Mayor had instructed Kathleen Landel to advertise for a replacement. Jim Sundberg asked if the position had a residency requirement. Larry said yes, the individual had to live within the City limits.

Larry reported that the City Council had held a first reading on the update to the Capital Facilities Element at their meeting of December 6. Larry noted that the Council had suggested one change as part of the reading, moving the CMA Park and Ride project to 2011. Larry said that Council voted to approve the first reading with the change, with three members voting yes and one individual abstaining.

Larry asked if the Board would have a quorum for the meeting of December 22nd. Jim said that he would not be at the meeting and Roger said that he may not be present. Gail and Craig said that they would be at the meeting. Julie Buktenica was not present to say whether or not she would be available.

Larry reported that the City Council had taken no action to adopt the findings and conclusions for the Langley Passage Preliminary Plat. Larry said that the applicant had submitted a letter to the Council about the decision and the process was currently on hold.

The Planning Advisory Board talked about the proposed zoning and subdivision codes and determined that moving the codes forward was a priority. Jim Sundberg moved that the Board submit the following statement to the Council: "The PAB recommends that the revision and recodification of the City of Langley's Subdivision Code and accompanying Land Use Zoning map be a priority consideration early in 2011. The PAB stands willing and able to continue any further clarification needed to facilitate your action on these two items and any related issues." Craig Carty seconded the motion. The motion was passed unanimously.

Fred Evander reported about the Shoreline Master Program update. Fred said that the framework for the update was laid out in state law, and the process sought to create shoreline regulations that were grounded in a detailed inventory and analysis of shoreline conditions. Fred said that public input would be solicited throughout the process and that the City had recently completed a Public Participation Strategy that specified how citizen input would be gathered. Fred said that he would send out the Public Participation Strategy for Board members to review.

Larry reported about the 2011 budget for the Planning Department. Larry said that in 2011, half of his time would be dedicated to planning, and half of his time would be dedicated to project management for the Second Street redesign project. Larry noted that the portion of his work that was devoted to project management would be grant funded. Larry also said that in 2012, the City would likely reduce planning staffing to 1.2 or 1.3 Full Time Equivalents. Larry said that this staffing reduction could mean that one of the planners could lose their positions or one (or both) of the planners could accept additional responsibilities that were not related to planning. Larry noted that this reduction in staff would likely affect the amount of planning work that the City would be able to conduct.

TREE PROTECTION REGULATIONS

The Board discussed the draft “Tree Protection during Construction” and made several alterations. Among the changes included: changing “Applicability” to “Applicable Projects;” changing the second “D” to “E” and relettering each ensuing item; and inserting A, C, D to follow letter G under the heading “Tree Protection during Construction.” The Board talked about bonds and penalties and determined that bonds should be required for all projects and penalties should be required in cases of negligence. The Board also determined that the section “Recommended tree protection during private construction” should be placed in Section 15.01.725. Larry said that he would make all the proposed changes to the document.

AUDIENCE INPUT

There was no audience input on agenda or non-agenda items.

ADJOURN

Roger Gage moved to adjourn the meeting. Craig Carty seconded. The meeting was adjourned at 6:00. The meeting was held at the Langley City Hall Council Chambers. The next regular meeting of the Planning Advisory Board will occur on December 22, 2010 at 4:00. Fred Evander recorded the minutes for the meeting.