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City of Langley

Planning Advisory Board

AGENDA

February 7, 2018 – 3:00 PM

LANGLEY CITY HALL

112 2nd Street, Langley WA

1. Call to Order
2. Approve agenda
3. New Business
4. Review minutes of January 3rd meeting
5. Review Conflict of Interest statement (attached to the back of the agenda)
6. Comprehensive Plan (staff report attached)
7. Green Building ordinance (staff report attached)
8. Wayfinding project (presentation)
9. Tiny Homes
10. Citizen comments
11. Announcements
12. Adjourn

Next Regular Meeting: March 7, 2018

Guiding Principles for Citizen Committees and Boards.

- All advisory board and committee meetings are to be conducted in public session and noticed in accordance with state law, unless otherwise advised by the city attorney.
- Individual committee members and the collective group will be fair, impartial, and respectful of the public, staff, and each other.
- Committee members will respect the limitations of their individual and collective authority. The role of the committee is to advise the city council and/or staff. Please keep in mind that committee appointment does not empower you to make final decisions, unless authorized by state law or the group's enabling ordinance, or to supervise staff.
- Members will strive to appreciate differences in approach and point of view, whether from each other, the community, the city council, or staff.
- Each member will participate in the group's discussions and work assignments without dominating the discussion or activity of the committee.
- The committee chair will ensure that all members have a fair, balanced, and respectful opportunity to share their knowledge and perspectives.
- The committee will attempt to reach consensus on issues. If consensus is not possible, strong differing opinions, such as "minority" opinions, should be recorded and acknowledged in the committee's report to the city council.
- There should be "no surprises" from the committee, either in the nature of the work being undertaken by the committee or the method and timing for conveyance of recommendations to the city council. The staff liaison fulfills an important role in assisting the committee in this regard.

When presenting recommendations to the Council, it is essential that advisory group members keep the following in mind:

- all recommendations should be in written form;
- all ideas should be expressed in clear and concise language;
- proposed solutions should be viable and cost-effective;
- recommendations should identify the reasons for the changes suggested;
- the advice should reflect a consensus of a majority of the group members.



**MINUTES
CITY OF LANGLEY
PLANNING ADVISORY BOARD REGULAR MEETING
January 3, 2018**

The meeting was called to order at 3:00 PM.

ATTENDANCE

PAB: Thomas Gill, Chair, Roger Gage, JR Fulton, Maralie Johnson (alternate), Sommer Harris

Council: Dominique Emerson, Peter Morton

Staff: Brigid Reynolds, Planner

Regrets: Rhonda Salerno

1. Approval of the Agenda

Approved including moving Item no. 9 to the Comprehensive Plan Public Hearing date to item no. 7.

2. Conflict of Interest Statement

The Chair reviewed the conflict of interest statement.

3. Minutes

Minutes of October 4th regular meeting were approved with a correction to the spelling of Barbara Small's name.

4. Ethics Advisory Letters

Two advisory opinions were prepared by the Ethics Training and Advisory Board to do with members on the PAB. The letters were provided for information. Planner Reynolds made a statement that PAB members who believe they have a conflict of interest must declare it, remove themselves from the PAB table and can make comments as a member of the public.

5. Comprehensive Plan Public Hearing – January 30, 2018 at 5 pm

Brigid requested confirmation that there will be a quorum of the PAB for the public hearing as this is a PAB hearing. She also stated that one method of notifying the community about the public hearing will be to send out a notice with the water bill that will be mailed out on January 12.

6. Proposed zoning amendments to accompany the Comprehensive Plan

JR Fulton recused himself the discussion as a PAB member and sat in the audience.

Brigid reviewed her staff report that was attached to the agenda. Main points included:

- The purpose of the Comprehensive Plan and the June 30, 2018 deadline by which is must be adopted.

- The land use designation map (LU-10) establishes four categories of land use in Langley: residential, commercial, public use and open space and any new zoning changes must be consistent with this map.
- The land use designation map is part of the Comprehensive Plan.
- Amending the land use designation for four properties from residential to commercial has received a lot of attention and concern. Changing the land use designation for these four properties is also proposed to amend the zoning to Neighborhood Business.
- Amending the zoning does not approve specific development proposals. There is additional process that is required by the LMC.
- PAB members asked about public involvement as part of the approval of a specific development proposal. The level of public involvement is detailed in the LMC and depends on the type of application.
- Questions were raised about the methods by which negative impacts could be mitigated such as establishing overlays, making uses a 'conditional use'.
- Barbara Small read out a statement to the PAB requesting the land use designation not be changed for the two properties at 2nd and DeBruyn.
- Brigid confirmed that the land use map amendment and zoning amendments could be separated from the Comprehensive Plan.
- As discussion shifted to more specifics of the Neighborhood Business zone Brigid reminded those in attendance that these specifics are the subject of another agenda item and staff report.
- Residents in attendance talked about the importance of an open transparent process.
- JR Fulton, owner of the two properties at 2nd and DeBruyn, withdrew his request to amend the land use designation. He indicated that he does want to build multi-family on the properties.
- Brigid clarified that amending the zoning for these two properties from RS7200 to Mixed Residential could be included as part of the Comprehensive Plan adoption process or it can be the result of an application by the property owner that has to be heard by a Hearing Examiner.

Moved by Maralie Johnson and seconded by Roger Gage to recommend to Council that the draft land use designation map (figure LU-10) be amended such to not change the designation for the two properties at 2nd and DeBruyn from residential to commercial and they remain designated as residential. All in favor.

Moved by Thomas Gill and seconded by Roger Gage to recommend to Council that the two properties at 2nd and DeBruyn be rezoned from RS7200 to Mixed Residential (RM) as part of the development regulations and Comprehensive Plan approval. Three in favor and one abstention.

7. Proposed amendment to Neighborhood Business Zone

This item is postponed until the next PAB meeting.

8. Request to WA State Building Code Council re. Tiny Homes

Maralie Johnson recused herself from the discussion as a PAB member and sat in the audience. This proposal is to request that the City of Langley be considered a pilot city to adopt the 2018 International Residential Code (IRC) Appendix Q for Tiny Homes. Appendix Q focuses on

building code related matters. Further amendments to CH. 18 of the LMC, the zoning code, are necessary in order to enable Tiny Homes.

Coyla Shephard talked about her group 'Tiny Homes in the name of Christ' and their efforts to try and develop a tiny home community in Langley.

JR Fulton stated that the state of Idaho has adopted Appendix Q.

Moved by Thomas Gill and seconded by Roger Gage to recommend to Council to request to the WA State Building Code Council that the City of Langley be considered as a pilot city to adopt Appendix Q as part of its building code. All in favor.

9. Next meeting

The next meeting will be February 7th.

The meeting was adjourned at 4:42 p.m.

