



**SPECIAL JOINT MEETING
CITY COUNCIL - PLANNING COMMISSION - DESIGN REVIEW BOARD
THURSDAY, JUNE 29, 2017**

**A SHORT COURSE IN LOCAL PLANNING
MEETING MINUTES**

1. WELCOME AND INTRODUCTIONS – 6:20 PM

Mayor Tollefson and Anne Fritzel, Washington Department of Commerce, welcomed the attendees.

Mayor Tollefson, Deputy Mayor Peltier, and Councilmembers Blossom, Medina, Roth, and Townsend were present.

Planning Commissioners Mack Pearl, Maradel Gale, Jon Quitslund, William Chester, Lisa Macchio, and Michael Killion were present.

Design Review Board member Jim McNett was present. There was no quorum for the Design Review Board.

1. COMPREHENSIVE PLANNING BASICS – 6:28 PM

Gary Idleburg, Planner, provided an overview of the Growth Management Act requirements and tools for implementing and updating the comprehensive plan.

2. THE LEGAL BASIS OF PLANNING IN WASHINGTON – 7:07 PM

Phil Olbrechts, Attorney, provided a presentation on the statutory basis of planning in Washington State, early planning statutes, and issues in land use planning.

3. BREAK

There was a break between 7:37 pm and 7:49 pm.

4. ROLES AND RESPONSIBILITIES – 7:49 PM

David Osaki, Planner, provided a presentation on the roles and responsibilities in the planning process, tips for encouraging public involvement, and best practices for effective meetings.

5. OPEN GOVERNMENT LAWS – 8:20 PM

Phil Olbrechts provided a presentation on open government laws, including the Open Public Meetings Act and the Public Records Act.

6. QUESTIONS AND ANSWERS – 8:57 PM

The presenters responded to questions from attendees.

7. ADJOURNMENT

The meeting adjourned at 9:11 pm.


Val Tollefson, Mayor


Christine Brown, City Clerk

FOR CHRISTINE BROWN