



TOWN OF WOODWAY

PLANNING COMMISSION MINUTES

MARCH 13, 2013

CALL TO ORDER: Chair Robert Allen called the meeting to order at 7:30 p.m. Commissioners Per Odegaard, Jan Ostlund, Pat Tallon, and John Zevenbergen were present. Jennifer Ange and Tom Howard had excused absences. Town Planner Bill Trimm and Deputy Clerk Heidi Napolitano were also present.

APPROVAL OF MINUTES: *January 9, 2013*

Commissioner Tallon moved to approve the minutes of January 9, 2013 as amended. *Commissioner Zevenbergen* seconded the motion. The motion carried unanimously.

ELECTION OF OFFICERS:

Town Planner Bill Trimm suggested that the Commission consider electing officers on an annual basis. .

ACTION: *Commissioner Odegaard* moved to retain the current Chair and Vice-Chair, Robert Allen and Jan Ostlund. *Commissioner Tallon* seconded the motion. The motion passed unanimously.

PRESENTATION: SHORT COURSE TRAINING IN MAY – BILL TRIMM, TOWN PLANNER

Town Planner Bill Trimm shared details of the Planning Short Course with the Commission and encouraged them to attend. Jurisdictions around the area host a 2-3 hour program that discusses the Growth Management Act and other aspects of planning. Staff will update the Commission when a course has been scheduled in a nearby city.

DISCUSSION: REVIEW 2012 ANNUAL REPORT – BILL TRIMM, TOWN PLANNER

Town Planner Bill Trimm presented the 2012 Planning Commission Annual Report. He also gave a brief update of the status of the Shoreline Master Program update stating that DOE has posted the Town's SMP on the DOE website and is awaiting the close of the 60 day public comment period.

ACTION: *Commissioner Odegaard* moved to forward the 2012 Planning Commission Annual Report as amended to the Woodway Town Council. *Commissioner Tallon* seconded the motion. The motion passed unanimously.

PRESENTATION: COMPREHENSIVE PLAN UPDATE TASKS – BILL TRIMM, TOWN PLANNER

Town Planner Bill Trimm shared the timeline and procedure for completing the state-mandated update of the Town's 2004 Comprehensive Plan. He explained the relationship between the Puget Sound Regional Council's Vision 2040 plan, the County Comprehensive Planning Policies, and the City Comprehensive Plans.

The Commission will be preparing draft revisions to the Town's plan and asked that the Town Council review the drafts and provide feedback during the update process to ensure that the Commission's work accurately reflects Woodway's goals.

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The update process will start with a review of Countywide Planning Policies and Vision 2040 Multi-county Planning Policies followed by a review of the current goal statements and an inventory and analysis of current land use, transportation, housing and capital facilities. .

AUDIENCE COMMENTS: None

NEXT MEETING: The Commission will meet on April 3, 2013.

ADJOURNMENT: *Commissioner Tallon* moved to adjourn the meeting. *Commissioner Zevenbergen* seconded the motion. The motion carried unanimously. The meeting was adjourned at 8:33 p.m.

APPROVED BY THE PLANNING COMMISSION

Heidi K. S. Napolitano
Secretary to the Planning Commission

Robert Allen, Chair

(These minutes accurately reflect what was said at the Planning Commission Meeting. Publication does not vouch for the veracity of these statements.)