



**CITY OF FIFE  
PLANNING COMMISSION  
MINUTES OF MEETING**

Fife City Hall  
5411 23<sup>rd</sup> Street East

December 7, 2015

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**1. CALL TO ORDER**

Chair Roscoe called the meeting to order at 7pm.

**2. ROLL CALL – Planning Commission**

Position 1:	Philip Waldner	Present
Position 2:	Spencer Braden	Present
Position 3:	Doug Fagundes	Excused
Position 4:	Kim Roscoe	Present
Position 5:	Keith Wood	Present
Position 6:	Karla Wayman	Present
Position 7:	David Ranz	Excused

**3. APPROVAL OF MINUTES – November 2, 2015**

**Commissioner Waldner Motioned, Commissioner Wood Seconded  
The motion passed unanimously.**

**4. CITIZEN COMMENT PERIOD**

None

**5. Public Hearings – None**

**6. ITEMS OF BUSINESS**

**a.** Road updates – Postponed to a future Planning Commission Meeting

**b.** Mobile food unit regulations

Associate Planner Brianna Burroughs gave an update on Mobile Food Unit Regulations, which included continuing initial conversation, from November, about a proposed text amendment on mobile food unit regulations. Associate Planner Burroughs provided further clarification and content regarding the potential code amendment. She also mentioned that the code specifically covers mobile food units attached to special events. The commission requested that staff bring information on ice cream vendors (and other such compact mobile food vendors) and what regulations are in place for that type of a food vendor.

**c. Storage containers/Murreys Development**

Senior Planner Chris Larson presented information on Storage Containers; the presentation was related to the Murreys Development Agreement. Two proposed amendments related to outdoor storage and off-site parking were discussed by the Planning Commission.

**d. 2016 Work Plan**

Community Development Director Steve Friddle brought forward potential 2016 Work Plan items for the Commission to discuss and consider.

**e. Election of Officers – Chair and Vice Chair**

Chair Roscoe removed herself from initial discussion as she will be serving on the City Council as of January 1, 2016.

Commissioner Waldner motioned that Vice Chair Doug Fagundes take the position of Chair, and that Commissioner Braden move into the position of Vice Chair.

Chair Roscoe seconded. Motion passed unanimously.

**7. Commission Recognition**

Director Friddle spoke briefly in recognition of Planning Commission Chair Kim Roscoe. Kim has resigned as Commission Chair, and will continue to serve the City of Fife on the City Council.

**8. Directors report**

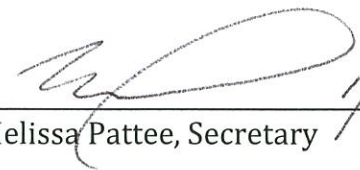
Director Friddle gave a brief update to the commission. The financial portion of the City's new permitting software, SmartGov, is almost complete. Port of Tacoma received an application from Prologis. Public Works will be bringing information on road updates to a future Planning Commission Meeting.

**9. Commission Comments**

**10. ADJOURNMENT**

Chair Roscoe adjourned the meeting at 8:10pm.

  
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Doug Fagundes, Chair      1/6/2015  
Date

  
\_\_\_\_\_  
Melissa Pattee, Secretary      1/6/2015  
Date