

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

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

April 6, 2015 7:00PM

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**1. CALL TO ORDER**

Chair Roscoe called the meeting to order at 7:00 pm

**2. ROLL CALL – Planning Commission**

Position 1:	Philip Waldner	Not Present
Position 2:	Spencer Braden	Present
Position 3:	Doug Fagundes	Present
Position 4:	Kim Roscoe	Present
Position 5:	Keith Wood	Present
Position 6:	Karla Wayman	Present
Position 7:	David Ranz	Present

**3. APPROVAL OF MINUTES**

a. March 2<sup>nd</sup>, 2015

Commissioner Wood motioned, Commissioner Ranz Seconded  
**Motion passed unanimously.**

**4. INTRODUCTION/DISCUSSION – New Community Development Director**

City Manager, Subir Mukerjee, spoke about the exit of David Osaki, former Community Development Director, and spoke briefly about the new Community Development Director, Steve Friddle.

**5. CITIZEN COMMENT PERIOD**

None

**6. PUBLIC HEARING**

None

**7. ITEMS OF BUSINESS**

a. Sign Code Phase II - (Discussion)

Associate Planner Brianna Burroughs presented on the Sign Code discussion.

Associate Planner Burroughs went over the content that was presented at the last (Planning Commission) meeting regarding wall signs. She briefly spoke about some of the verbiage that may be confusing in the current sign code. She also presented examples from both Orting and Sumner (wall sign code information).

She presented the Planning Commission with two options for the proposed wall sign ordinance.

Commissioner Braden asked if new sign size calculations would create a problem for anyone who has signs currently. Associate Planner Burroughs responded that the goal is to stay as consistent as possible, so that nothing is nonconforming. She also mentioned that the updated sign code is only addressing the commercial and industrial businesses.

The Planning Commission asked for a concrete definition of the terms "Building Frontage," "Business Frontage" and "Street Frontage".

Associate Planner Burroughs presented 2 options for updating the sign code:

Option 1: Calculating by lineal foot, adding business frontage, building frontage and street frontage definitions.

Option 2: Calculating by percentage, adding business frontage, building frontage, and street frontage definitions.

The Planning Commission commenced in discussion of the pros and cons of each option.

Chair Roscoe asked that Associate Planner Burroughs to bring back an ordinance or changes that reflect the definitions that the Planning Commission wants created. Also, the Planning Commission requested examples of frontage calculated with both measurements, and photographs or CAD design examples of how it looks with Single Story vs. A shaped roofline.

**b. Homeless Encampments Code Amendment (Discussion Only)**

Brianna Burroughs presented on Homeless encampments.

Associate Planner Burroughs mentioned that the ordinance in the agenda packet has already gone through the legal department.

The Planning Commission raised concerns regarding allowances and requirements of the code amendment and had general discussion on the topic.

**8. DIRECTOR'S REPORT**

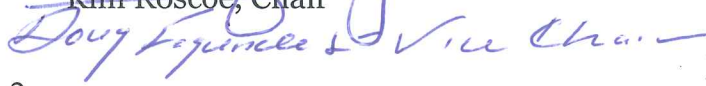
City Manager Mukerjee mentioned to the Planning Commission that he would speak to Community Development Director Friddle about reaching out to each commissioner individually.

**9. ADJOURNMENT**

Chair Roscoe adjourned the meeting at 8:23pm

  
Melissa Pattee, Recording Secretary

  
Kim Roscoe, Chair

  
Doug Reynolds, Vice Chair