

**UNION GAP PLANNING COMMISSION  
REGULAR MEETING OF  
JUNE 25<sup>TH</sup>, 2013**

**Call to Order:** The Regular and Study Session Meeting of the Union Gap Planning Commission was called to order by Chairman Michael Moore at 7:06 p.m.

**Planning Commission Members Present:** Chairman Mike Moore, Commissioner Mark Carney, Commissioner Dave Hansen, and Commissioner Sandy Dailey were present.

**Staff Present:** David L. Spurlock, Director; and Andrea Ely, Administrative Secretary were present.

**APPROVAL OF MINUTES:**  
**April 23<sup>rd</sup>, 2013** Motion by Commissioner Hansen, second by Commissioner Dailey to approve the Regular & Study Session Meeting Minutes of May 28<sup>th</sup>, 2013; motion carried unanimously.

Commissioner Carney motioned to excuse Commissioner Cecil from the Regular Meeting. Second by Commissioner Hansen; motion carried unanimously.

**REGULAR MEETING**

**Draft Annual Report** The Director reminded the Commission if there are not any changes that need to be made, the PC Annual Report can be forwarded on to the City Council.

Commissioner Hansen asked for an update on the Liquor Control Board (LCB) and I-502 Medical Marijuana issue. The Director stated that the LCB will be accepting applications for licensing for a 30 day period in the end of July to early August. At this time they have released their draft requirements and will proceed once they find out how many applications they will receive.

Chairman Moore asked if any of the Commissioners had any revisions to the Draft Annual Report. No changes were submitted. The Director reminded the PC the Annual Report is due to the Council annually by February. Commissioner Carney motioned to send the report to Council, second by Commissioner Dailey; motion carried unanimously. The Director stated for the next report, November would be a good time to begin working on it.

**PC Rules of Procedure** Chairman Moore asked if there were any revisions for the PC Rules and Procedures. Commissioner Hansen asked if the Planning Commission could be liberal on this document. The Director stated that this was the Planning Commission's own document and it can be created to fit the needs of the Planning Commission.

Chairman Moore asked to have a final draft of the PC Rules of Procedures to review. Commissioner Hansen motioned to have a Final Draft PC Rules of Procedures document presented; second by Commissioner Carney, motion carried unanimously.

**Open Public Meeting Act** The Director stated that these two documents submitted (Open Public Meeting Act and The Appearance of Fairness Doctrine) were solely for informational purposes and require no action. They must be followed. Commissioner Dailey said she appreciated these documents and found them very helpful.

**The Appearance of Fairness Doctrine**

## **COMMUNICATIONS**

Commissioner Hansen inquired on future trainings for members. The Director stated there was nothing at this time, but if the Commissioners see any they are interested in to let him know. He will continue to review calendars.

Chairman Moore asked what the city-issued email status was. The Director stated that the IT issue in general was still being discussed. Currently there are two providers that the Council is reviewing. There is a desire to try and regionalize with our neighboring jurisdictions. Once a decision has been made, email addresses will be created in phases.

Commissioner Hansen asked if the providers will be brought to the Planning Commission to review. The Director stated that the decision will go through Council, but the Director and the Administrative Services Director/City Clerk will make a recommendation to the Council.

Commissioner Dailey asked what changes will come with the decision and Commissioner Carney asked if Yakima County would offer more than the City of Yakima. The Director replied both come with positives and negatives. The City has 911 services already set up, Yakima County has been good to work with in other areas, the City of Yakima has an in-house web developer, etc.

Chairman Moore asked if the City needed an in-house developer. The Director stated that a website does need to be made. Commissioner Carney recommended Perry Tech, Chairman Moore mentioned Computer Works. The Director stated there is a list of recommended and that a full time person is not required for the size of our City.

Commissioner Carney asked if they could put their input on what types of operating system they should use. The Director said he is happy to deliver messages to the Council.

Commissioner Dailey asked if the City has an internet service provider now. The Director responded yes, but the support side is lacking. Unfortunately with the server being in the old City Hall building, it is difficult to get to it safely.

## **NEXT MEETING AGENDA**

Chairman Moore stated the next meeting agenda will contain a formal document for the PC Rules of Procedures. Commissioner Carney stated he would like to cover the medical marijuana issue.

The Director stated there is two issues; medical and recreational. On the west side there are community gardens being permitted and inspected. Commissioner Carney wanted to know if the City was aware of any un-permitted dispensaries. The Director stated that he has seen through Craigslist where individuals advertise, but is not aware of any in Union Gap.

Chairman Moore stated that it must be zoned. Commissioner Carney suggested using the I-502 draft as a guide. The Director stated he brought a draft a year back and it should be similar to what the I-502 states. Chairman Moore asked that an updated draft be on the agenda. The Director stated that the Land Use Table will need to be revised with an additional section with definitions and classes.

Chairman Moore stated that that information will be subject to the size and locations of these dispensaries. The Director stated that siting criteria will apply to that. Commissioner Carney stated that the growers will need a large area to store their product. Chairman Moore stated that it must be secure as well. Chairman Moore stated to wait on the I-502 recreational issues until the medical marijuana issues are complete.

Commissioner Carney is requesting that the speed limit on Ahtanum Road from Main Street to the railroad tracks should be 35mph. The Director stated that speed limits are deciphered by the Council. Commissioner Hansen stated he disagreed, and thought 30mph was appropriate. Commissioner Carney stated that maybe moving the 40mph sign would create a better transition.

Commissioner Carney inquired about the speed limit past 16<sup>th</sup> Street and Ahtanum, which is out of Union Gap jurisdiction. Chairman Moore asked if there were annexation plans out to 36<sup>th</sup>. The Director said as soon as water and sewer were available, and it was a United Builders project but it fell through.

**MEETING ADJOURNED**

There being no further discussion, the meeting adjourned at 7:42 p.m.

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Chairman, Mike Moore

ATTEST:

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Andrea Ely, Administrative Secretary