



**MINUTES**  
**PLANNING COMMISSION MEETING**  
City Hall – 550 Swift Boulevard – Council Chamber  
**WEDNESDAY, June 22, 2016**  
**7:00 PM**

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**Call to Order:**

**Chair Madsen** called the meeting to order at 7:00 PM.

**Attendance:**

**Present:** Chair Madsen, Vice-Chair Wallner, Commissioners, Boring, Clark, Wise, Palmer and Berkowitz. Also present were Community & Development Services Director Kerwin Jensen, Development Services Manager Rick Simon, Block Grant Coordinator Michelle Burden Executive Assistant Lynne Follett and Councilmember Dori Luzzo Gilmour.

**Approval of Agenda:**

**Chair Madsen** presented the meeting agenda for approval.

**Vice Chair Wallner** asked that the agenda be amended to show the change of her as Vice Chair.

**VICE CHAIR WALLNER MOVED TO ACCEPT THE AGENDA AND COMMISSIONER BORING SECONDED THE MOTION TO APPROVE THE JUNE 22, 2016 MEETING AGENDA AS AMENDED. THE MOTION CARRIED 7-0**

**Approval of Minutes:**

**Chair Madsen** presented the meeting minutes of the May 25, 2016 meeting for approval.

**Commissioner Wise** asked that the minutes be amended on page 2 to read 'once the scope of work on the Rachel Road extension is finished that it be provided to the commission as a tool to expedite the process.'

**COMMISSIONER WISE MOVED AND VICE-CHAIR WALLNER SECONDED A MOTION TO APPROVE THE MINUTES FROM THE MAY 25, 2016 MEETING AS AMENDED. THE MOTION CARRIED 7-0**

**Public Comment**

**Chairman Madsen** noted that there were no public participants and no comments

## **Public Hearing**

**Ms. Follett** read the public hearing explanation.

## **Unfinished Business:**

**None**

## **New Business:**

1. 2017 Community Development Block Grant (CDBG)/HOME Funds

**Block Grant Coordinator Michelle Burden** presented the 2017 Community Block Grant program and gave the commissioners an overview of the program.

**Chairman Madsen** opened the public testimony period at 7:04 p.m., no comments were brought forward. Chairman Madsen closed the public testimony period at 7:04 p.m.

**Chairman Madsen** invited the commissioners to ask questions or make comment on the information presented.

2. Proposed Code Amendment - Deferral of Impact Fee Payment

**Development Services Manager Rick Simon** reviewed information regarding the deferral of impact fees as related to new legislation. Earlier this month at workshop, the Commission discussed the new state legislation that requires cities collecting impact fees to provide for a deferral of fee payment for builders of single family homes. Staff has put together draft code amendments which are detailed in the attached report. Staff is asking that the commission make a recommendation to the City Council on the proposed code amendments.

**Chairman Madsen** opened the public comment period at 7:09 p.m., no comments were brought forward. Chairman Madsen closed the public comment period at 7:09 p.m.

**Chairman Madsen** invited the commissioners to ask questions or make comment on the information presented.

**Commissioner Clark** asked how the process to collect impact fees from builders that go bankrupt would work. A short discussion and clarification followed.

**Development Services Manager Rick Simon** also noted that the new code will require some additional work and process change from staff to make sure the fee is collected and the lien is released at the conclusion of the project.

**Commissioner Palmer** asked Mr. Simon if there have been any calls for this from builders.

**Development Services Manager Rick Simon** replied that there have been none to his knowledge and at this point staff is just responding to new legislation requiring this.

**COMMISSIONER BORING MOTIONED FOR THE PLANNING COMMISSION TO CONCUR WITH THE FINDINGS AND CONCLUSIONS SET FORTH IN STAFF REPORT Z2016-103 AND RECOMMEND TO THE CITY COUNCIL ADOPTION OF THE PROPOSED CODE AMENDMENTS TO RMC SECTIONS 12.03.080, 12.030.085 AND 22.12.030. VICE CHAIR WALLNER SECOND THE MOTION, THE MOTION CARRIED 7-0**

**Communications:**

**Mr. Simon** reminded the commission about the upcoming workshop to review the application that come in for the block grant funds and other upcoming items.

**Commissioner Wise** reminded everyone that Cool Desert Nights would be going on this weekend.

**Adjournment:**

Chairman Madsen adjourned the meeting at 7:19 p.m.

PREPARED BY: Lynne Follett, Executive Assistant

REVIEWED BY:



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Rick Simon, Secretary  
Richland Planning Commission