

MINUTES

**Finance and Economic Development Committee Meeting
Thursday March 10, 2016
5:30 p.m. – 6:50 p.m.
South Conference Room**

<u>Council Members</u>	<u>City Staff</u>
Chair Jeremy Nutting	Tony Piasecki - City Manager
Matt Pina	Michael Matthias – Assistant City Manager/Economic Development Director (ACM/EDD)
Vic Pennington	Dan Brewer – PBPW Director
	Denise Lathrop – Community Development Manager
	Dunyele Mason – Finance Director
	Grant Fredricks – Consultant
	Tim George – Assistant City Attorney
	Jodi Grager – Community Development Assistant

1. Call to Order

Chair Nutting called the meeting to order at 5:35 p.m.

2. Approval of the February 11th, 2016 meeting minutes

Minutes approved as submitted.

3. 2015 Preliminary Year-End Financial Update

Finance Director Dunyele Mason presented information on the 2015 General Fund, Marina Fund and the SWM (Surface Water Management) Fund including:

- Budget charts
- Highlights
 - General Fund net activity profit
 - Marina reserve fund to be transferred to Marina CIP
 - SWM reserve fund set aside for capital projects construction fund
- Overall
 - Although the General Fund balance is not quite where the state auditor recommended, the city is moving in the right direction
 - The original budget, adjusted budget and actual budget calculated by Finance are within an acceptable percentage of accuracy

4. Siting of Essential Public Facilities (EPFs)

Community Development Manager Denise Lathrop reviewed the Draft Ordinance and received committee feedback regarding suggested changes to the ordinance.

- Add a Pre-Application fee requirement for EPFs
- Noticing guidelines:
 - Notice prior to applicant submitting a proposal
 - Timeline for applicant to conduct neighborhood meeting prior to project application

- Timeline for applicant to provide City notification of neighborhood meeting
- Notification distance from project
- Notification requirements to public agencies and service providers.
- Clarify decision timing
- Make changes from the Hearing Examiner to City Council under Section 5 of Permit Conditions regarding the Unclassified Use Permit
- Consider creating a shortlist of specific types of EPFs that could not be sited within 1,000 ft of schools and parks
- Bring Draft ordinance back to the Committee prior to the Public Hearing
- Staff indicated that Commerce notice and SEPA review to be completed prior to the public hearing

5. Recreational Marijuana Zoning

Assistant City Attorney Tim George provided an update on current zoning and discussed the options within Pacific Ridge.

- Attachment 1 – Map showing buffer zones and adult use stores in Pacific Ridge Commercial Zone
- Attachment 2 – Police response table showing number and nature of responses to current retail marijuana store in Des Moines
- Attachment 3 – Map showing vacant property that could house a retail store under the current zoning
- The committee will recommend to the City Council that Des Moines doesn't expand the zoning for Recreational Marijuana retail stores at this time.

6. DMMC – Code Maintenance

Planning Consultant Grant Fredericks distributed information on a number of code updates required for clarity. He also pointed out a few policy related issues that should be considered.

- Zoning Code Changes Title 18 – definitions; nonconforming buildings and uses; land use review procedures; the zoning map; permitted uses; residential and commercial zones; signs; height, yards, area and open spaces; landscaping and screening; parking; and design review
- Subdivision Updates Title 17
- Building and Construction Title 14 – land filling, clearing and grading
- Other Discussion included –
 - Pods allowed in RC zones
 - Parking lot lighting requirement
 - Short term rentals (Air B&B)

Draft ordinances on these topics will be prepared by staff. The next meeting is scheduled for April 14, 5:30-6:50 pm in the South Conference room.

Adjourned at 6:50 p.m.

Respectfully submitted by,

Jodi Grager, Community Development Assistant