

Ordinance No. 00014

[\(Council Minutes 95/11/20\)](#)

ORDINANCE NO. 95-14

AN ORDINANCE of the City Council of the City of Lakewood, Washington establishing a Planning Advisory Board for the City of Lakewood

WHEREAS, pursuant to Section 35A.63.070 of the Revised Code of Washington, optional municipal code cities must hold a public hearing before their planning agencies, such as a planning advisory board, on the adoption or amendment of comprehensive plans; and,

WHEREAS, citizen involvement and participation in land use planning is both desired by the City Council and required under the State Growth Management Act; and,

WHEREAS, it would be desirable and advantageous for the City that a citizen Planning Advisory Board guide the development of the City's comprehensive plan, land use and zoning regulations, and encourage the involvement of citizens in the planning process per RCW 36.70A.140.

NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF LAKEWOOD, WASHINGTON, DO ORDAIN AS FOLLOWS:

Section 1. Planning Advisory Board created.

There is hereby created a planning agency to be known as "The Planning Advisory Board of the City of Lakewood," to serve in an advisory capacity to the City Council and to the City Manager.

Section 2. Membership.

There shall be seven members of the Planning Advisory Board. The members shall be residents of the City.

Section 3. Appointment.

The members of the Planning Advisory Board shall be appointed by the Mayor, subject to confirmation by the City Council, and they shall serve at the pleasure of the City Council.

Section 4 . Term of office.

Subject to the provisions of Section 2 of this Ordinance and the pleasure of the City Council, the members of the Planning Advisory Board shall serve for a term of five years, or until appointment of a successor member, whichever is later, provided that the initial members shall be appointed to serve for the following terms: Two members shall serve a two year term, or until appointment of a successor member, whichever is later; two members shall serve a three year term, or until appointment of a successor member, whichever is later; two members shall serve a four year term, or until appointment of a successor member, whichever is later; and one member shall serve a five year term, or until appointment of a successor member, whichever is later. If a member of the Planning Advisory Board shall be absent, without prior notification and excuse, from three consecutive regularly scheduled meetings of the Board, the Chairperson of the Planning Advisory Board may declare the position held by that member vacant and a new member may be appointed in the manner set forth at Section 3 hereof.

Section 5. Rules of procedure.

The Planning Advisory Board shall elect its own Chairperson and may create and fill such other offices as may be determined to be required. A majority of the membership of the Planning Advisory Board shall constitute a quorum for the transaction of business. Any action taken by a majority of the members present, when those present constitute a quorum, at any regular or special meeting of the Planning Advisory Board, shall be deemed to be the action of the Board. The Planning Advisory Board is authorized to adopt rules of procedure for the conduct of its business.

Section 6. Compensation.

The members of the Planning Advisory Board shall serve without compensation.

Section 7. Expenses.

The City Council may appropriate funds for use by the Planning Advisory Board in meeting such expenses and expenditures as may be necessary. The City shall provide to the Planning Advisory Board adequate space and facilities and necessary supplies to facilitate the official business of the Board.

Section 8. Conflicts of interest.

If any member of the Planning Advisory Board concludes that such member has a conflict of interest or an appearance of fairness problem with respect to a matter pending before the Board, that member shall disqualify himself or herself from participating in the deliberations and the decision-making process with respect to that matter. If this occurs, the Mayor may appoint, without confirmation by the City Council, a person to serve as an alternate on the Planning Advisory Board in regard to that particular matter.

Section 9. Meetings.

The Planning Advisory Board shall hold such regular, and, as may be necessary, special meetings, as may be required for the completion of its responsibilities, but regular meetings shall be held not less than once per month through the end of the calendar year 1997. Thereafter, regular meetings shall be held at least once every two months unless there is no business to be considered by the Board. The City Manager, or designee, shall attend each meeting of the Planning Advisory Board and shall take and publish minutes of each meeting. The City Manager, or designee, shall provide copies of the published minutes to each member of the Planning Advisory Board for approval and thereafter to each member of the City Council.

Section 10. Joint meetings authorized.

The Planning Advisory Board may hold joint meetings with one or more city or county planning agencies and may participate in regional planning activities.

Section 11. Comprehensive plan.

The Planning Advisory Board shall assist City staff in preparing a comprehensive plan for the City in accordance with state law to be submitted to the City Council for consideration of adoption. The Planning Advisory Board may thereafter, from time to time to recommend to the City Council such changes, amendments or additions to the comprehensive plan as may be deemed desirable, but recommendations for changes, amendments or additions to the comprehensive plan shall not be brought forward more frequently than once per year.

Section 12. Development regulations.

The Planning Advisory Board shall recommend to the City Council and to the City Manager land use and zoning regulations and other development regulations which it deems necessary and/or appropriate. Such regulations shall be consistent with and shall implement the comprehensive plan.

Section 13. Research.

The Planning Advisory Board shall, with the assistance of the City Manager, or designee, act as the research and fact finding agency of the City in regard to land uses, housing, capital facilities, utilities, transportation, and in regard to classification of lands as agriculture, forest, mineral lands, critical areas, wetlands and geologically hazardous areas. The Board may undertake such surveys, analyses, research and reports as may be generally authorized or as may be specifically requested by the City Council. The Board is specifically authorized to join with and cooperate with the planning agencies of other cities and counties, to include regional planning agencies, in furtherance of such research and planning.

Section 14. Reports of planning progress.

The Planning Advisory Board shall annually provide to the City Council a report on progress made in implementing the goals and requirements of state law and on the status of land use policies and procedures within the City.

Section 15. Severability.

If any portion of this Ordinance or its application to any person or circumstance is held invalid by a court of competent jurisdiction, such invalidity shall not affect all other portions of the Ordinance or its application to other persons or circumstances.

Section 16. Effective Date.

This Ordinance shall be in full force and effect five days after publication of the Ordinance Summary, and on February 28, 1996, provided that the terms of this Ordinance shall also be in full force and effect during the interim period prior to February 28, 1996.

ADOPTED by the City Council this 20th day of November, 1995.

/S/ Bill Harrison

Mayor

Attest:

/S/ Alice M. Bush

City Clerk

Approved as Form

/S/ Danile B. Heid

.....