

**City Of Woodland**  
**City Council Meeting Agenda Summary Sheet**

**Agenda Item:**

First Reading of Ordinance 1262, Amending Composition of the Development Review Committee

**Agenda Item #:** XD - Action (E)

**For Agenda of:** February 19, 2013

**Department:** Planning

**Date Submitted:** February 12, 2013

**Cost of Item:** 0

**Amount Budgeted:** \_\_\_\_\_

**Unexpended Balance:** \_\_\_\_\_

**BARS #:**

**Description:**

**Department Supervisor Approval:** Carolyn Johnson, Community Development Planner

**Committee Recommendation:** The Human Resources/Governance Committee made an Affirmative recommendation on 02/11/2013.

**Agenda Item Supporting Narrative (list attachments, supporting documents):**

1. Ordinance 1262

**Summary Statement:**

The Development Review Committee (DRC) meets regularly to discuss development projects and development-related issues. The DRC is charged with making certain land use decisions and with issuing recommendations to decision making bodies including the Planning Commission, City Council, and the Hearing Examiner. Currently, the committee is composed of the Public Works Director, Building Official, Fire Chief, and Community Development Planner. This composition is defined by the municipal code. Due to the contract with Clark County Fire and Rescue, a change to the WMC is needed to clarify the makeup of the Development Review Committee. The DRC will no longer be made up of city staff only. Instead the language needs to be flexible enough to address the fact that, in the future, the DRC will be turning to outside Fire Agencies that are contracting with the City. Yet, the language is flexible enough that if the contract is terminated for any reason, no additional change will be required to account for an on-staff Fire Chief.

**CITY OF WOODLAND**

**ORDINANCE NO. 1262**

**AN ORDINANCE AMENDING WMC TITLE 19 AS IT RELATES TO THE CREATION OF THE DEVELOPMENT REVIEW COMMITTEE**

**WHEREAS**, a contract for Fire and Emergency Services with Clark County Fire and Rescue will take effect in March 2013 and, once effective, the City of Woodland will no longer have a Fire Chief on staff;

**WHEREAS**, on October 1, 2012, the Woodland City Council authorized the Mayor to sign a contract with the Clark County Fire Marshal's Office for Fire and Life Safety plan review and inspection services;

**WHEREAS**, the Development Review Committee is to be comprised of City staff members and an official from the appropriate fire agency; and

**NOW THEREFORE, BE IT ORDAINED** by the City Council of the City of Woodland as follows:

Section 1. Highlighted and italicized text is proposed to be added to the current code, while text that is struck through is proposed to be eliminated from the current code.

19.02.020 - Definitions.

"Development review committee" (DRC) means a group of *City and Fire Agency* staff ~~members of the city~~ composed of the *Public Works Director*, ~~public works director, city planner~~ *Community Development Planner*, *Building Official* building official, and *Fire Chief or designee* and ~~fire chief to~~ *who* conduct preapplication conferences and review and/or approve development permit applications.

19.02.030 - Development review committee established.

A. There is hereby established a development review committee (DRC) ~~composed of the public works director, city planner, building official and fire chief~~ *as defined in WMC 19.02.020*. Normally the *Public Works Director* ~~public works director~~ will chair DRC meetings. The primary purpose of such committee is to make such decisions as are delegated to it by ordinance and administrative directive, conduct preapplication conferences and make post application

determinations in conjunction with the issuance of project permits as well as staff recommendations where the hearing examiner, planning commission or city council is charged with approval authority.

B. For all matters for which the planning commission or hearing examiner is the reviewing or decision making authority, the city planner shall prepare the staff report.

**C. In the event of a tie vote, the Public Works Director will make the decisive vote.**

Section 2. Severability.

If any section, sentence, clause or phrase of this ordinance should be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or constitutionality shall not affect the validity or constitutionality of any other section, sentence, clause or phrase of this ordinance.

Section 3. Effective Date.

This ordinance shall become effective five (5) days after its publication in the media or paper of record as required by law.

Section 4. Publishing.

A Summary of this Ordinance shall be published.

This ordinance shall be in full force and effect five days after publication as required by law.

**ADOPTED IN OPEN MEETING \_\_\_ day of \_\_\_\_\_, 2013.**

CITY OF WOODLAND, WASHINGTON

Approved:

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Grover Laseke, Mayor

Attest:

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Mari E. Ripp, Clerk / Treasurer

Approved as to form:

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William J. Eling, City Attorney