

**TOWN OF SOUTH PRAIRIE
REGULAR COUNCIL MEETING
WEDNESDAY, AUGUST 4, 2010, 7:00 PM
South Prairie Town Hall
121 NW Washington Street**

The following is a condensation of the proceedings and is not a verbatim transcript.

CALL TO ORDER:

Mayor Peggy Levesque called to order and presided over the Regular Council Meeting of Wednesday, August 4, 2010, at 7:00 PM.

ROLL CALL:

Council Members: Laura Heideman, Gerald Boures, Mathieu Cameron and Karen Shell were present. Dave Lykstad was absent.

Also in attendance: Mart Kask, Town Planner; Tony Caldwell, Utility Department Assistant; and Marla Nevill, Clerk/Treasurer

FLAG SALUTE:

Mayor Peggy Levesque requested everyone stand for the "Pledge of Allegiance."

REVIEW AND APPROVAL OF AGENDA FOR AUGUST 4, 2010:

- ❖ **Councilor Karen Shell** moved to approve the Agenda for August 4, 2010. **Councilor Laura Heideman** seconded the motion. **Motion carried unanimously.**

APPROVAL OF COUNCIL MEETING MINUTES OF JULY 6, 2010:

- ❖ **Councilor Laura Heideman** moved to approve the Regular Council Meeting Minutes of July 6, 2010, as written. **Councilor Karen Shell** seconded the motion. **Motion carried unanimously.**

APPROVAL OF BILLS FOR JULY 2010, IN THE AMOUNT OF \$41,939.95:

- ❖ **Councilor Karen Shell** moved to approve the bills for July 2010, in the amount of \$41,939.95 (forty-one thousand nine hundred thirty-nine dollars and ninety-five cents). **Councilor Gerald Boures** seconded the motion. **Motion carried unanimously.**

UNFINISHED BUSINESS:

- 1) **Amending and Updating Water and Sewer Regulations:**
There is nothing new to report at this time.
- 2) **Website Content:**
There is nothing new to report at this time.
- 3) **General Facilities/Comprehensive Sewer Plan:**
There is nothing new to report at this time.
- 4) **Codifying Ordinances:**
There is nothing new to report at this time.

- 5) **Solid Waste Collection Agreement with D.M. Disposal:** On August 4th Agenda for Council Action.
- 6) **Citizen Request to post “No Jake Brakes” sign at the eastern Town limits:** Issue was investigated and there is a sign already posted. Citizen requested sign be moved to the eastern Town limits.
Tony Caldwell stated the sign falls under the Washington State Department of Transportation (WDOT) jurisdiction. Discussion followed. Mayor Peggy Levesque requested that WDOT be contacted and request they move the sign to the eastern Town limits.

NEW BUSINESS:

- 1) **Solid Waste Collection Agreement with D.M. Disposal:**
 - ❖ **Councilor Laura Heideman** moved to approve the Solid Waste Collection Agreement with D.M. Disposal. **Councilor Gerald Boures** seconded the motion. Discussion followed. **Motion carried unanimously.**
- 2) **ESA Adolfson, Inc. – Professional Services Agreement: (Alternate On-Call Town Planner)**
 - ❖ **Councilor Laura Heideman** moved to approve the professional services agreement with ESA Adolfson, Inc. for alternate on-call Town Planner services. **Councilor Karen Shell** seconded the motion. Discussion followed. **Motion carried unanimously.**
- 3) **Pierce County Litter and Clean-up Waste Disposal Credit:**
 - ❖ **Councilor Gerald Boures** moved to approve the Pierce County Litter and Clean-up Waste Disposal Credit. **Councilor Laura Heideman** seconded the motion. Discussion followed. **Motion carried unanimously.**
- 4) **Multi-Jurisdictional Hazard Mitigation Plan Review and Update of Existing Plan – Letter of Agreement:**
 - ❖ **Councilor Karen Shell** moved to approve the “Letter of Understanding” for the Multi-Jurisdictional Hazard Mitigation Plan Review and Update of Existing Plan. **Councilor Laura Heideman** seconded the motion. Discussion followed. **Motion carried unanimously.**
- 5) **South Prairie RV Park Sign Application (See Recommendations by Town Planner):**
Mart Kask, Town Planner, presented some background on the application to the Town Council and recommended approval of the Sign Application. (See Exhibit “A” attached).
 - ❖ **Councilor Laura Heideman** moved to approve the South Prairie RV Park Sign Application per the recommendation from Mart Kask, Town Planner. **Councilor Gerald Boures** seconded the motion. Discussion followed. **Councilor Laura Heideman** moved to amend her motion as follows: She moved to approve the South Prairie RV Park Sign Application, but it is duly noted that the “Public Service” portion of the sign is the contributing factor for the sign exceeding the maximum square footage allowed under the Sign Regulations. **Councilor Gerald Boures** seconded the amended motion. **Motion carried unanimously.**

CITIZENS’ COMMENTS:

None

MAYOR'S REPORT:

Mayor Peggy Levesque said she attended an interesting meeting with the Pierce County Executive and Pierce County Mayors. She said Pat McCarthy, Pierce County Executive, seems very interested in helping us out. She stated several years ago she had tried to get Pierce County Responds but the negotiations fell through. She said we almost lost our Road Maintenance Agreement with Pierce County; but Tony Caldwell helped to save that agreement. Discussion followed. Mayor Peggy Levesque said there was also discussion about the Trail and it was suggested to move some of the road funding to help fund the Trail. Councilor Karen Shell stated it would be nice to have shuttle service from South Prairie to the train station. Discussion followed.

Mayor Peggy Levesque stated the National Night Out and Howard Cooper unveiling was a huge success. She stated Mark Nevill and the East Pierce Volunteer Firefighter Association did a great job of organizing the event. She said Layne Ross had recently retired from East Pierce Fire and Rescue; and was recognized for his numerous years of service to the Fire Department and the Town of South Prairie. He was really surprised. Discussion followed.

PUBLIC WORKS' REPORT:

Tony Caldwell said Pierce County used a rubberized chip seal to repair their roads and it has failed. Tony Caldwell said he would have Eric Edwards, Pierce County Public Works and Utilities, come out and look at vegetation control. Discussion followed. He said we would hold off on chip sealing and reshaping the road edges.

Tony Caldwell said we received notice from FEMA that they would be conducting an audit of the Bio Berm project. He said we would have had to prepare a hydraulic study at an approximate cost of \$8,000 - \$10,000. He said the study would have shown impact to neighboring property owners. Discussion followed. Mayor Peggy Levesque said she would keep the Council updated on this issue.

Tony Caldwell said two people would be covering for Larry Harter while he is on vacation. Discussion followed. Tony Caldwell stated two hydraulic hoses blew on the side mower and it took five hours to get the mower back up and running; but everything else is running smoothly. Councilor Gerald Boures stated no calls were received while he was packing the pager; and Marla Nevill did a fine job too. Discussion followed regarding vacation coverage. Discussion followed.

Tony Caldwell stated citizens are using the dumpster at the Fire Station/Community Center for their own personal garbage. He stated someone put an entire car seat into the dumpster. Mayor Peggy Levesque instructed Tony to go ahead and look into purchasing locks and take her garbage cans for the Veterans Park. Discussion followed.

CLERK'S REPORT:

Marla Nevill said we were notified that Labor and Industries would be conducting an audit; and Judy is scheduled to meet with them on August 12, 2010. Discussion followed.

COUNCIL MEMBERS REPORT:

Councilor Laura Heideman asked about Salmon Run registration forms. Mayor Peggy Levesque said Buzz Grant has some and we have some here at Town Hall. Discussion followed.

Councilor Karen Shell stated a complaint about a vehicle parked on the sidewalk on SE Third Street. Discussion followed. Mayor Peggy Levesque suggested posting a note on the car. She said we have yellow doorknob hangers to put on the car or hang on their doorknob.

Tony Caldwell stated concerns about the garbage in the front yard of a house on SW First Street. **Mayor Peggy Levesque** asked Tony to keep an eye on it. She said we might have to have the Town Attorney send them a letter. Discussion followed.

Mayor Peggy Levesque read the letter of resignation from Dave Lykstad; and she requested a "Thank you" letter be sent to him. She said she was sad to see him go. Discussion followed.

Mayor Peggy Levesque requested that the Council vacancy be posted in town and in the newspaper. **Tony Caldwell** said he might volunteer to come back on the Council. Discussion followed.

ADJOURNMENT:

- ❖ At 7:58 PM, **Councilor Gerald Boures** moved to adjourn the Regular Council Meeting of August 4, 2010. **Councilor Laura Heideman** seconded the motion. **Motion carried unanimously.**

Date Approved: September 7,2010

Memorandum

TO: Mayor Peggy Levesque and Town Council
Town of South Prairie

FROM: Mart Kask, AICP, PE
South Prairie Town Planner

SUBJECT: Sign application by Dwight Partin
South Prairie RV Park

DATE: 30 July 2010

At Issue

Dwight Partin, the owner and operator of South Prairie RV Park at 606 Highway 162, South Prairie, Washington 98385, has applied for sign permit to construct a sign on his property as shown on the attached application. The following is the Town Planner's findings of fact, conclusions and recommendation.

Findings of Fact

1. On 4 May 2010, the Town Council adopted Ordinance No. 519 which amends Chapter 17.06, SIGN REGULATIONS, in the Unified Development Ordinance, dated 28 September 1999. This proposed sign application is processed in accordance with Ordinance No. 519 and other provisions of the Unified Development Ordinance.
2. The proposed sign is classified as freestanding sign and is located on land area that is zoned Commercial. The purpose of the proposed sign is to advertise the South Prairie RV Park.
3. The proposed sign is a multi-unit sign, consisting of four panels, as shown in the attached application. The top panel consists of a reader board that is 1 foot by 8 feet in size, carrying the message "South Prairie RV Park". The panel, second from the top, is 4 feet by 8 feet in size, carrying a public service interest message. The panel, third from the top, is 3 feet 4 inches by 8 feet in size, carrying a commercial message. The panel, fourth from

the top, is 3 feet 4 inches by 8 feet, carrying a commercial message. The total proposed area, consisting of four panels, amounts to 93.3 square feet.

4. Section 17.06.050 Regulations for Specific Districts, Subsection B Commercial districts, limits the freestanding sign face to 80 square feet and the height to 28 feet.
5. Section 17.06.050 Regulations for Specific District, Subsection B.1.b allows an applicant to erect two additional signs with certain conditions.
6. The proposed sign is not listed as a prohibited sign in Section 17.06.030.
7. Section 17.06.070 Structural Safety and Maintenance of Signs, states the following: "All parts, units and materials composing a sign, together with the frame, background, supports or anchors thereto, shall be maintained in a proper state of safety and repair and a proper state of preservation. The surface of all signs shall be kept neatly painted,"
8. Ordinance No. 519 strikes all of Section 17.06.080 that existed in the previous Sign Regulations. Therefore, for administrative purposes, the provisions found in Chapter 15.08 of the Unified Development Ordinance will apply to the processing of this proposed sign application.
9. Since the striking of Section 17.06.080 also eliminates the role of the Town Planner in administrating the Sign Regulations, previously found in Section 17.06.080, and therefore the provisions found in Section Chapter 15.06, ADMINISTRATIVE AUTHORITY apply. Chapter 15.06.010 Town Council-powers and duties does not list signs applications as needing Town Council approval. Therefore, the administration of the Sign Regulations, in its entirety, falls under the responsibility of the Town Planner as specified in Chapter 15.08.

Conclusions

- 1 The proposed sign meets the height requirements, Section 17.06.050.
- 2 The proposed sign appears to meet the structural requirements, if the structural members are properly fastened and embedded in the ground, Section 17.06.070.

3. The proposed sign does not meet the 80 square foot limitation per sign face. It exceeds the 80 square foot limit by 13.3 square feet, Section 17.06.050.
4. The Town Planner administers the Chapter 17.06, Sign Regulations in accordance with provisions found in Chapters 15.06 and 15.08.
5. The proposed sign is in conformance with the Town of South Prairie Comprehensive Plan.
6. The proposed sign is not detrimental to public health, safety and welfare of the Town of South Prairie.

Recommendations

Based on the findings and conclusions, as stated above, I recommend that the sign as proposed in the application be approved by the Town Council without having to submit the application to a variance procedure. The Town Council is empowered to approve the proposed sign application. The departure from the 80 square foot allowable sign face to 93 square foot sign face is minimal. The applicant is entitled to two additional signs. Instead of erecting one additional sign, it is more aesthetic to have the two signs erected in one structure.

2. The Town Council has the option to approve the proposed the sign application by limiting the total sign face to 80 square feet.
3. The base of the sign should be landscaped with low-level ground cover.

CC Marla Nevill, CMC, Clerk-Treasurer

Attachment: Sign Permit Application

Sign Permit Application
Town of South Prairie

Applicant: Dwight PARTIN Date: 7/21/2010

Address: 606 Hwy 162 E

Phone: 360-897-8465 Fax: 360-897-6028 E-mail: DWPMT@AOL.com

Property owner (if other than the applicant) _____

Address: _____

Phone: _____ Fax: _____ E-mail: _____

Consent of the property owner: Dwight Partin Date: July 21, 2010
(Signature)

Job site address: 606 Hwy 162 E

Parcel number: _____ Zoning: C

Type of sign: Freestanding () Wall sign (Suspended Ground mounted ()

Height of sign 17' Extends over sidewalk? no

Attach a drawing (drawn to scale) that shows the following:

1. Location on the lot
2. Buildings or structures on the lot
3. Existing signs on the lot
4. Proposed sign
5. Signs extending over a sidewalk must show the distance from the ground to the bottom of the sign
6. Landscaping

If the sign involves the use of electricity, provide the following:

Electrical contractor: Kim Waiters

License number: DAIPHE #154*45A ^{154 BA}

Dwight Partin
(Signature of the applicant)

Date: July 21, 2010

Q. ROAD

EXISTING
SIGN/ARCH

new
SIGN
PORTABLE



LOG

SOUTH PRAIRIE R V PARK 96" x 12"

BL SE ICE S 96 US

READER BOARD 96" x 40"

READER BOARD 96 40

LOG TYP.

GRADE

8'6" 10'-6"

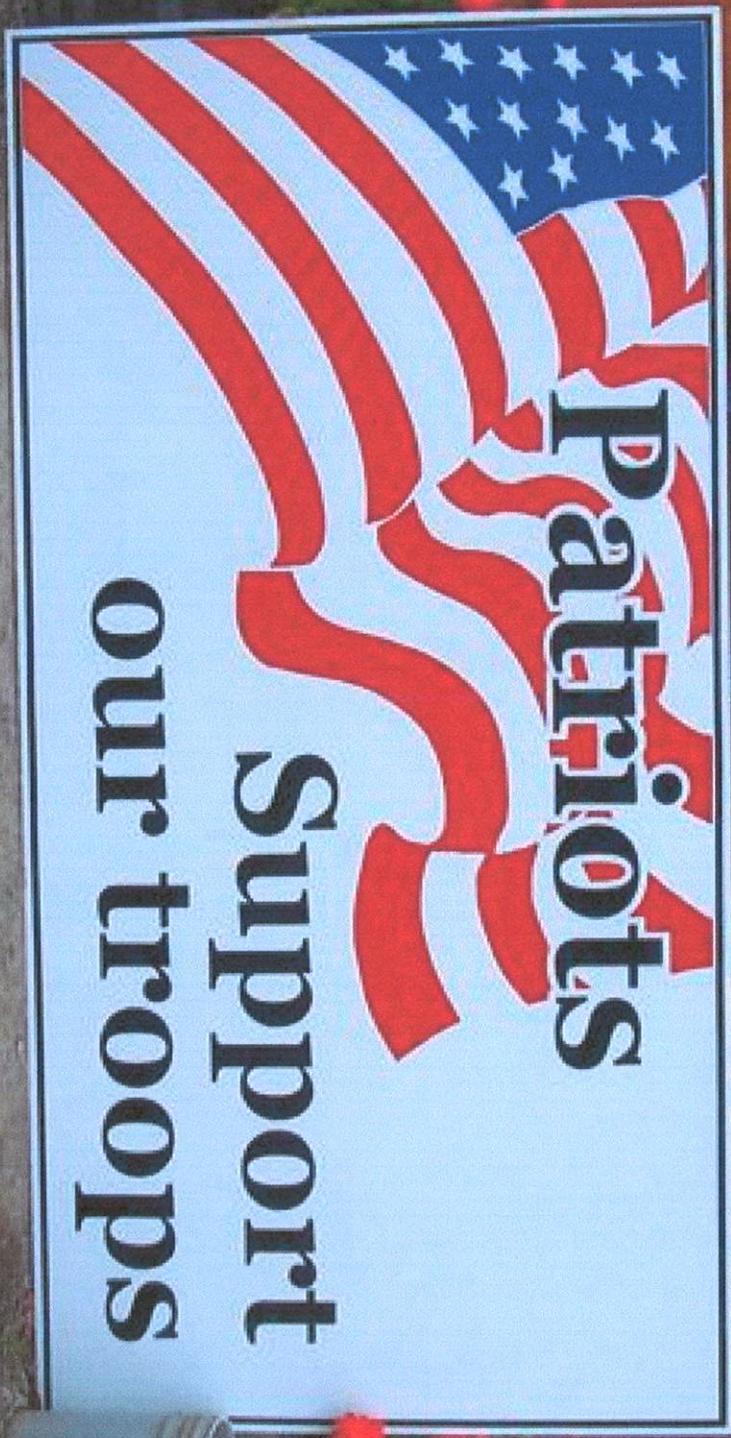
1/2 INCH 1 FOOT

70

2' 0"

12'

1'-6"



OPEN

