



Site Plan Review Committee

Review Olympia Site Plan Review Committee Rules

Agenda Date: 4/16/2014
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Title

Review Olympia Site Plan Review Committee Rules

Report

At the April 9, 2014 the Committee reviewed the SPRC Rules, which were last amended by the Committee on October 11, 2000. The Committee also reviewed and discussed proposed amendments addressing changes in the State Open Meetings Act (which in the 2014 Legislature - SHB 2015 requires public agencies to post agendas of regular meetings of its governing body online twenty-four hours in advance). The SPRC reached consensus and agreed to continue the discussion and possibly take action on the April 16 SPRC agenda on amendments that, among others, clarify and address:

- Open Meetings Act and OMC 18.60;
- Relocation to the City Hall;
- Agenda setting and meeting times and changes consistent with other city committees;
- Staff role on SPRC and role when not serving as committee member;
- Quorum requiring 5 members; and
- Records (summary minutes, pre-submission worksheets or final written decision); and

The Committee also identified that additional changes may be needed at a future date following a more comprehensive review.

The Site Plan Review Committee Rules of Procedure was last amended by the Committee on October 11, 2000. Since that time, there have been numerous changes in State Legislation, including most recently SHB 2015 that requires public agencies to post agendas of regular meetings of its governing body online twenty-four hours in advance and agencies would still be allowed to modify their agenda consistent with adopted by-laws.

The SPRC rules need to be modified to reflect current law. The purpose of the discussion is to review the rules and identify areas that need to be revised to conduct the work of the Committee. At a future date a more thorough review and changes may be necessary.

Staff Contact:

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