Planning Commission Workshop
Topics

Review of Redmond’s Built Environment

The year ahead:
- 2021 Work Program
- Commissioner Ideas

Review of Processes / Procedures
- Norms
- Parliamentary Procedures
- Virtual Meeting Protocols

Closing Thoughts
- Process Improvements
- Thoughts from the Chair
Redmond’s Built Environment

David Lee, Principal Planner
Sarah Pyle, Planning Manager
Redmond’s Built Environment
Commissioner Discussion
2021 Work Plan
Beverly Mesa-Zendt, Interim Deputy Planning Director
Planning Commission 2021 Work Program Redmond 2050

Monthly Briefings
- Visioning
- SEPA
- Public Involvement Reports
- Existing Conditions Report

Package 1A and 1B Fall 2020
- Housing
- Economic Vitality
- Urban Center
- Transportation

Regulatory Implementation
2020-2021 Docket

• General Sewer Plan Update (PW)
• Public Safety Master Plan PH I (POLICE)
• Public Safety Master Plan PH II (FIRE)
• Pier 67 Land Use Designation Amendment
• Expand the Overlake Mixed Use and Overlake Urban Center Boundaries (PLN)
• Amendments to Comp Plan and RZC Expand retail marijuana to other zones (PLN)
2021-2022 Annual Docket

- **Jan - April** - Application Accepted
- **Before July 1** - PC Consideration
- **Before August 1** - Council Consideration
- **August 31, 2022** - Final Action
Zoning Code Updates

- Overlake Incentive Package
- Marymoor Incentive Package
- 2021 Zoning Code Amendments
Processes & Procedures

Planning Commission Norms - Vice Chair Nichols
Parliamentary Procedures - Judy Fani
Virtual Meeting Protocols - Beckye Frey
Planning Commission Norms

Share. Listen.
Communicate your needs.
Assume positive intent.
Agree to disagree, without making it personal.
Be respectful of each other, the staff, and the public.
Represent everyone.
Be prepared.
Come to the table without judgement; always be open.
Clarify jargon on behalf of everyone.
Respect each other’s time.
Stay on topic; reserve tangents for future consideration.

Adopted 4/17/19
Parliamentary Procedures

Code of rules and ethics for working together in groups. Ensures meeting interactions are:

- Expeditious
- Legal - including, no texts, chat box, whispers...
- Fair - All members are “heard”

• Roberts Rule of Order – Redmond’s preferred authority
• But also structured by:
  • Planning Commission Rules
  • RCW 42.30 – Open Public Meetings Act.
  • Noticing: RZC 21.76.080.F, RZC 21.76.060.L.4
Parliamentary Procedures - 5 Principles

• All remarks are directed through the chair
• Members must be recognized before speaking
• No member may speak twice to the same proposal until all others have had an opportunity to speak
• Members may not question the character or motives of other members.
• Members have a right at all times to know what question is before them and what affirmative and negative votes mean
Parliamentary Procedures - Common Motions

Making a Motion:
• A Commissioner addresses the Chair for recognition.
• Commissioner is recognized.
• Commissioner proposes a motion.
• Another Commissioner seconds the motion.
• Chair often restates the motion? (prepare slide?)

Discussion and Debate:
• Only one Commissioner at a time may speak
• Chair alternates between those favoring and those opposing - with preference given to a Commissioner who:
  ▪ proposed the motion
  ▪ has not spoken yet to the motion
  ▪ seldom speaks
Parliamentary Procedures – Amending Motions

Amend by:
  • Inserting or adding
  • Striking out
  • Combination of both – adding and striking

Voting on an amended motion:
  • Amendment defeated  $\rightarrow$ vote on the original primary motion
  • Amendment passes  $\rightarrow$ primary motion, as amended is voted on
Parliamentary Procedures - Voting

**Quorum** -
(4 Commissioners present)

**For Routine Business:**
General Consent (“aye” or “nay”)
- Approving the Agenda
- Amending the Agenda
- Ending the meeting

**Extending meeting past 10 p.m.**
- Majority vote (PC Rules)

**Motions** - Majority Vote

**Absentee and Proxy Voting**

**Abstain** - e.g. Personal interests

**Minority Opinions** - oppty to document; gives Council another perspective

**Adjournment** - General Consent
Virtual Meeting Protocols

• What’s working?
• What needs adjustment?
Final Thoughts

Process Improvements – Beckye Frey
Thoughts from the Chair – Chair Roy Captain