



**City of Leavenworth**  
**Planning Commission Meeting**  
**September 5, 2018 (Wednesday)**  
**7:00 PM**  
**City Hall – Council Chambers**

**MINUTES**

Larry Hayes called the City of Leavenworth Planning Commission Meeting to order at 7:00 PM.

**Roll Call:**

Planning Commission Present: Chairman Larry Hayes, Anne Hessburg, Andy Lane, Scott Bradshaw, Joel Martinez, and Chuck Reppas.

Staff Present: Development Services Consultant Charity Duffy

**Approval of Minutes:** The August 22, 2018 Minutes were not available.

- 1. Final Draft – Incentives for Workforce Housing. This new code accomplishes the following Docket items:**
  - a. Finalization of the definition specific to City of Leavenworth “Affordable / Workforce Housing.”**
  - b. Creates an allowance for density bonus.**
  - c. Defining in quantified terms the public benefits (“public good”) that can be used to earn density incentives.**

Commissioners shared their findings in regard to scrivener’s errors, grammar, and consistency throughout the document. There was a brief discussion regarding split zoning and how to clean up the language in order to read more clearly. Leavenworth resident Mrs. Sharon Waters was in the audience and asked for additional clarification regarding how the incentives work and how the developer will be compensated via the incentives; Commissioners answered her questions and addressed her concerns. There was a brief discussion regarding the additional units and if there were any thoughts on what the additional units may or may not do to the current housing market and/or property values. Commissioner Reppas briefly addressed his thoughts regarding the 80% rule for affordable housing for home ownership; 80% is what is traditionally accepted. Commissioners revisited the five (5) year covenant and discussed the incentives for the developer, whether a 5 year, 10 year, or indefinite commitment; the concern being that after the initial commitment period, the unit will go to market rate and no longer be affordable. Following the discussion, Commissioners agreed to one and a half (1 ½) bonus units per benefit, which is

based on permanently affordable rental units, the covenant will be recorded with Chelan County, and the covenant for the permanently affordable unit will run with the land. There was a brief discussion of the upcoming land use seminars that are taking place in Wenatchee and other areas around the State.

**2. Third review to create new code to allow sub-lot, common wall construction and / or zero lot line building standard.**

Development Services Consultant Charity Duffy asked Commissioners to review the document to ensure that staff articulated the illustration update to show what would not be allowed. There was discussion of the common line with zero setbacks, with the common line being either garage to garage or house to house. It was stated that each building would traditionally have the five-foot setback from their property line; the developer is allowed to go to zero so that two dwellings share a common wall, which is “one common property line with zero setbacks.” Discussions included subdividing a 6,000 SF lot to two 3,000 SF lots prior to building, the requirement of one or two building permits in order to construct two dwellings, whether or not the dwellings need to be constructed simultaneously, and building the two dwellings simultaneously and selling them separately upon completion. Commissioners agreed that two dwellings shall be constructed under separate coordinated building permits simultaneously. There was further review of the draft changes and Commissioners suggested minor changes regarding consistency and clarification throughout the document.

**3. Discuss developing a public outreach workshop and schedule regarding expansion of the multi-family district.**

Commissioners decided to hold off on pursuing this topic until they have completed some of the more pressing items that the Planning Commission is currently working on.

Meeting adjourned at 8:39 PM

Respectfully Submitted,

Sue Cragun  
Executive Assistant  
City of Leavenworth