



**City of Leavenworth
Planning Commission Meeting
May 16, 2017 (Wednesday)
7:00 PM
City Hall – Council Chambers**

MINUTES

Call to order the City of Leavenworth Planning Commission meeting, May 16th, 2017 at 7:01.

Roll Call: Pete Olsen, Anne Hessburg, Andy Lane, and Joel Martinez.

Commissioner Lane: Move to approve the minutes of the March 1st, 2017 Planning Commission meeting

Commissioner Olsen: Seconded

Group: Aye.

Commissioner's began the workshop / open house - review of the entire draft, 2017 comprehensive plan update. The materials for the Planning Commission tonight are from the packet of materials that are digital online. The three hundred and eleven page document is on-line and here tonight. The Webpage also includes a public participation portion which includes all the sub-committee dates and activity, as well as the individual element workshops that were conducted. The Commissioners begin with the actual first page of the comprehensive plan, 2017 update. This is the introduction page, and the elements are in alphabetical in order. The Planning Commission asked, each element to be, rather than number one through 311, numbered H1 for housing, U1 for utilities, T1 transportation, etc. Today, each section is individually numbered one through 25 for that particular section.

Commissioner Lane: Since the 90s we've had this comprehensive land use plan. It's required by the state. Every city and county has to have them per the Growth Management Act. The City gets a forecast from the state that says, "Your county is having x number of people coming to it in the next 20 years." When the state gives the population forecast to the county, the county and cities go over it and figure out how many people we plan for. Then, as a city, we're obligated to show that we've got the zoning and the land and the infrastructure plan and the transportation plan all worked out to support the population. Our plan has been around since the 90s. The plan is implemented by the regulation with the city code. The zoning code is one of them and all the development regulations are another. The plan is amended periodically, but it has to be reviewed by state law at least once every eight years. This is the cycle we're in now. This is our eight-year update. Then, technically it's due to be completed by June 1st. I know it seems like all of a sudden all this appeared magically. The process has been over a few months and years now to

get to a document that we can look at all the updates. Look at all the possible revisions. We've had subcommittees go through and read the whole thing and make some suggestions. The results of all that is this big pile they've got now. This is the first time the Planning Commission has seen everything as a whole. The first time the public has seen everything as a whole. It'll be a couple of meetings before we can even work through it and talk about it and get feedback just in this workshop mode. Once all that's done then we'll end up with another document that'll be a document for a public hearing. Then the Planning Commission votes to make a recommendation to the council. Then, they go through their workshops. At the end of it, if some of the changes that are ultimately adopted by the council, if they require that the code be amended to implemented the changes then that'll be the next step. Then, it's possible that they're open to any code changes that need to be made, but we'll know when it gets to that point.

Commissioners continued with the introduction changes. There was lots of inclusion of ordinances and adoption processes that aren't necessary applicable today which are removed. The commissioners recommended many and varied changes to the introduction. The commissioners discussed starting the amendment process years ago with each element, so that the PC would be done with almost every element, and there would not have a massive update for this year.

The Commissioners discussed the capital facilities element. The capital facilities are where the infrastructure is identified. This is the working pieces of the buildings and other services that the City provides in the city that isn't necessarily a whole water plan. There are other pieces which are separate plans and specific elements. The capital facilities plan is a snapshot of our existing infrastructure and future proposed improvements. The intent is to be financially constrained and identify what our growth is, and be responsible for that growth and how it's funded. Generally, the 20-year plan where you have to have financing as a strategy for providing the financing for the plan, the needed facilities. The six-year plan is the more definite, this is where we know we're getting the money from in the next six years. That one is upgraded every year. It's a rolling six-year plan and it draws from that big list that's in the 20-year capital facilities plan. The commissioners discussed varied and many changes.

The Commissioners discussed the economic development element. The commissioners expressed being careful with saying that we attract millions of visitors each year. There's a lot of different opinions on how many people actually come to live and work, versus pass through. The commissioners discussed varied and many changes including pulling additional data. From the latest census - 2010 was the last census, so in 2017 we're in between census gathering. The City's data is in between the next census and the projections. This means that the information becomes fuzzier as you get away from the last census. The City tries to get accurate 2016 / 2017 data, but in reality, it gets really fuzzy. If you ask for 2011 data, the City can get good numbers. As time moves away from the actual census, there's more projections and other data that are a fuzzier and guesswork. Then, when the census occurs, the projections are absolute. Precise data may not be available. In addition, some Census and other data is huge areas, state-wide, county-wide, zip code, and blocks. This makes data unable to be "apples to apples" or defined to the City of Leavenworth. Leavenworth is even bisected in different tracks and areas.

The Commissioners discussed the housing element. The commissioners discussed varied and many changes including the housing taskforce and potential recommendations. Because the can

use the 2008 information, a 2015 Land Use Analysis, and a 2017 full housing needs assessment, the element is going to have the needs assessment with caveats that includes the scope. It's going to have funny numbers due to data gathering, sources, limits, timeline and boundaries. Those numbers aren't driving other tables. The City will include a paragraph that states that this is actually a good dataset for affordable housing review in our community, but might not drive with other sections or other elements. A table in the transportation or in the utilities or in the capital facilities isn't going to necessarily match up with housing because the assessment spoke to affordability and a deeper statistical analysis than those other elements. For example, in the land use element, as far as the land capacity analysis, vacant homes are a huge component of the needs. Most communities without the number of vacant vacation homes any time you've got such an enormous capacity it's a problem. It's way too much capacity.

Commissioner stopped at the land use element.

The Commissioners discussed schedules, the potential for a public comment submittal, and adjourned.