



Planning Commission Meeting Minutes

Wednesday, March 3, 2021 at 7:00 PM

Open of the Meeting: Andy Lane, Chair, called the meeting to order at 7:01 pm

Roll Call: Andy Lane, Steven Booher, Kenny Renner-Singer, Pete Olson, Angie Harrison, Colin Forsyth, and Alison Miller

Staff & City Consultants: Lilith Vespier, Development Services Manager; Maggie Boles, Senior Planner

Council Members: Sharon Waters

Community Present: Shonnie McCartor, Scott Schimelfenig, Paula Strozyk, Ann Crosby, Jordan McDevitt, "guest," Leavenworth M

Review and approval of Minutes: February 17, 2021 meeting minutes were reviewed. Motion to approve by Commissioner Booher and seconded by Commissioner Forsyth. Motion carried by all.

Housing Recommendations – Priority List:

Ms. Vespier opened discussion on the Commission's priorities regarding the housing recommendations. Top priorities generally related to addressing minimum lot sizes and access requirements.

Chair Lane indicated this list is generally consistent with his ratings. Amending minimum lot sizes for duplexes was ranked as his highest.

Commissioner Renner-Singer indicated he was looking more at parking, access and minimum lot size; in line with the group ratings. Less interested in issues around triplexes and similar development.

Commissioner Forsyth indicated the maximum building size was important to him; believes keeping square footage down will help with affordability and assist in increasing infill development.

Commissioner Miller indicated addressing minimum lot size requirements, driveway, parking, and access requirements were most important to her. Believes minimum lot size will be a lengthy discussion that will impact other discussions.

Commissioner Harrison indicated that she included tiny homes in the consideration of her rating of manufactured housing review. Staff confirmed that those items would most likely be reviewed together.

Commissioner Booher indicated his priorities are almost the same as the group priorities. He is interested in discussing maximum building size, but not sure if it is the right way to go. Minimum lot size seems like one that can have the most immediate potential impact for adding housing.

Commissioner Olson prioritized RL10 and RL12 zoning because it would be easiest to do right off the bat. Then focused on duplex and triplex line items. Parking and setbacks are tough to start tweaking, so those were on the low end of the ratings.

Ms. Vespier indicated that lot size and parking will be more controversial. Maximum building size may have issues with vesting rights of people who have purchased properties with the intent to build at a certain size. However, FAR could be used to incentivize duplex/triplex housing. Ms. Vespier stated she would like to rank 1-12 to share with City Council, but needed to address the ties between some of the categories. The Planning Commission preferred to forward with the full tally.

Chair Lane opened the floor to audience questions and comments. Chair Lane indicated that written comments have been received from Ms. Crosby and Ms. Strozyk.

Ms. Crosby had a question regarding distinguishing triplexes apart from multifamily in the code. The discussion is to consider sliding triplexes out of multifamily and into a separate category. Crosby asked why this is desirable.

The HAP indicated that if a lot is large enough to accommodate a three-unit structure, then that could be away to accommodate three families instead of one family in a huge house.

District Use Chart Workshop:

At 7:38 Ms. Vespier opened discussion on the proposed District Use Chart changes, including the purpose statement and reference to the SMP. Chair Lane clarified that most of these uses are unchanged from the current code; what has changed is the uses have been added to one table instead of each zone in narrative form.

Chair Lane opened the floor to the Planning Commission for questions/comments.

- Commissioner Miller asked about CDMUI and if it was only applicable in the UGA. Clarified this applies in the city limits. She also asked to clarify the change of Accessory Structures to Accessory Uses.

Chair Lane opened the floor to the public for questions/comments.

- Shonnie McCartor asked about a key for the zoning districts and Ann Crosby asked about AU, C, and P and their meanings. Staff indicated that the keys are found on the page before the chart.
- Crosby inquired about the differences between dwelling, duplex, single-family, and multi-family.

Vespier reviewed the yellow highlighted items and the written questions that had come in.

Public and PC Comments:

- Question regarding golf courses and if a golf course would be desirable in the residential zones. Commission requests removal of this use in the residential zones.
- Question regarding Park and Recreation only allowed in REC and RP. Would it be clearer to allow in all zones? Need to define and update passive recreation and outdoor recreation facility definitions and align those uses in the district use chart. Allow Passive Recreation as permitted, and allow an outdoor recreation facility as conditional in RL zones.
- Question regarding definition of Bed and Breakfast. Need to refine the definition to include ADUs and remove code criteria.
- Definition of dwelling, tiny home – word “requires” should say “requirements.” Possibly remove reference to specific code and make more general?
- Definition of “Educational facilities: should read “pre-k to grade 12”

Code Consistencies:

Discussed changes to Supplemental Residential District Standards, including the clear view triangle and fence standards. Discussed changes to Chapter 18.56 Variances, including updating references to Title 21, clarifying criteria and updates to the purpose. Next version will have minor tweaks after legal review.

Final Comments/Considerations:

Sent draft WUI Code out to approx. 40 builders in the community, but have not received any substantial comments. Housing recommendations will move forward. Shoreline master program will require a bit of review after DOE approves the public comment draft.

Adjournment: Meeting was adjourned by Chair Lane at 8:59 pm.

(Meeting recording available on request)

Respectfully Submitted,

Maggie Boles, Planner
City of Leavenworth