



Planning Commission Agenda

Wednesday, May 5, 2021 at 7:00 PM

City Hall Council Chambers

700 Highway 2, Leavenworth, WA

Join the Zoom Meeting using one of the three options:

(1) connect via the Zoom app: Meeting ID: 861 8562 3369 Passcode: 224455

(2) use the web link:

<https://us02web.zoom.us/j/86185623369?pwd=YUVBQ2UxUEtlVFJFZWVhZ2ZFGcWtPQT09> OR

(3) call in: 1-253-215-8782. Alternative call-in phone numbers may be used, visit zoom website for more information: <https://us02web.zoom.us/u/kOFTNV2hD>

The public is encouraged to attend via zoom. If that is not possible, please contact City Hall, at least one day prior to the meeting for special arrangements.

Staff will open the zoom hosting site approximately 10 minutes prior to the meeting for people to assemble. The public is encouraged to submit written comments prior to the meeting by sending to the Development Services Manager - dsmanager@cityofleavenworth.com; comments via email will need to be submitted by no later than 6:00 PM on the meeting day, in order for them to be received and prepared for submission into the record. Comments received through US Mail or delivered to City Hall will be included if they are received prior to the meeting.

1. Call Meeting to Order, 7:00 pm

2. Roll Call: *Planning Commission Chair: Andy Lane (position #3 – expiration 2024)*

Planning Commission Commissioners: Steven Booher (#1 - 2022), Kenny Renner-Singer (#2 - 2023), Pete Olson (#4 - 2021), Angie Harrison (#5 - 2021), Colin Forsyth (#6 - 2022) and Alison Miller (#7 - 2022)

3. Review and approval of Minutes – April 7, 2021 (sent separately)

a. **Motion:** *Planning Commission moves to approve the April 7, 2021 minutes.*

4. Interactions & Engagement of Public - Presentation

a. **Examples:** SMP Public Comment & Hearing and Housing Recommendation Phase I

5. Housing Recommendations – Phasing

a. **Housing Recommendation Phase I Review**

6. Future Meeting Considerations

a. June 2, 2021: Joint City Council & Planning Commission Meeting starting at 6:30pm; Shoreline Master Program Public Hearing, to receive comment; Housing Recommendations Phase I

b. July 7, 2021: Housing Recommendations Phase I and Phase II

7. Open Discussion Items, at the Chair's discretion

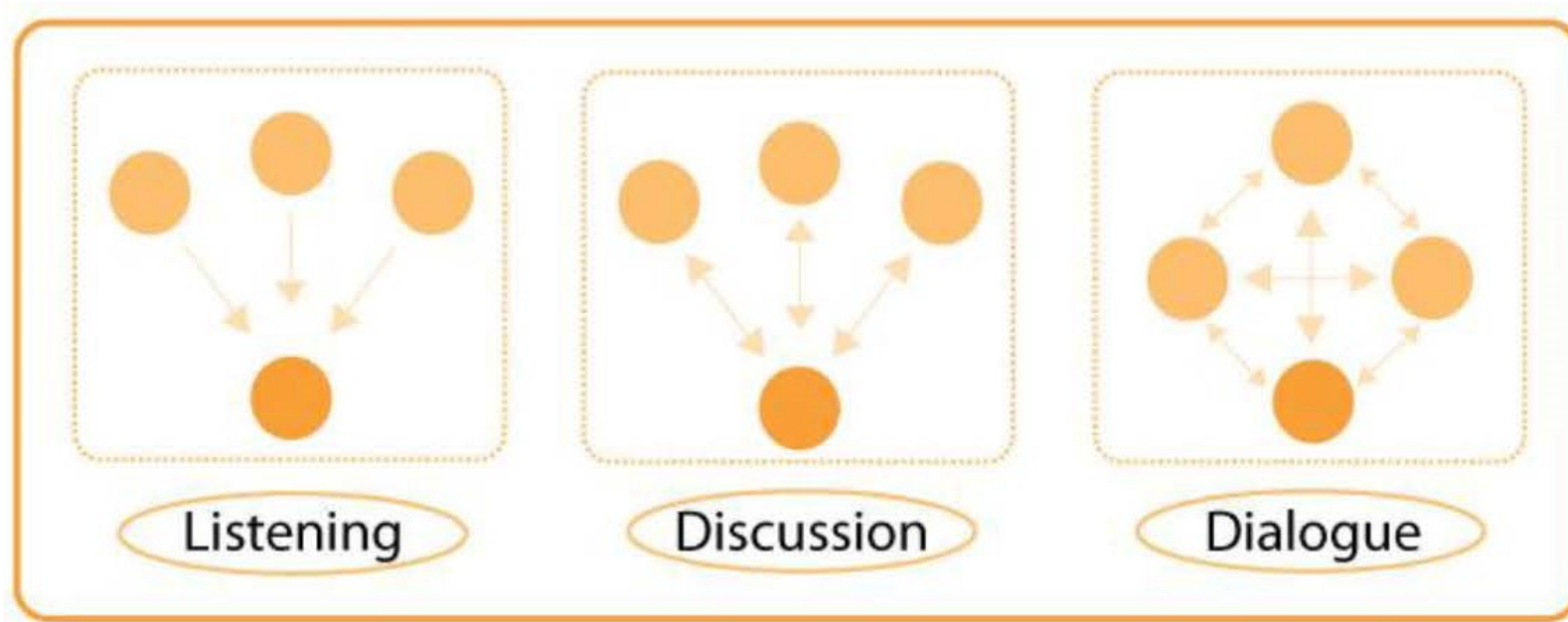
8. Adjournment

All Planning Commission meetings are open to the public

The background features abstract, overlapping geometric shapes in various shades of green, ranging from light lime to dark forest green. These shapes are primarily located on the left and right sides of the frame, creating a modern, dynamic feel. The central area is a clean white space where the text is placed.

Interactions & Engagement

Interaction Types



Listening Interactions

Listening is the humblest form of considering public communication. It requires active listening - asking clarifying questions, or simply taking all statements as presented.

- ▶ PRO: Provides open-mic time for public expression; May bring topics to the discussion which otherwise would be unaddressed due to fear of the discussion
- ▶ CON: It does not foster public engagement but it can ignite it

Discussion Interactions

Discussion is an active involvement or consultation. It primarily exists in a one-to-one interaction, between the host and a participant.

The host might initiate interactions with a request for input from many participants, but interaction among the participants is not intended.

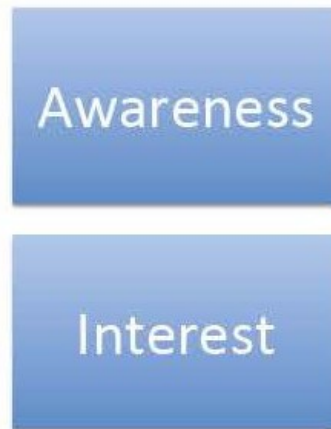
Dialogue Interactions

Dialogue involves a multiple level communication and presents a level of complexity.

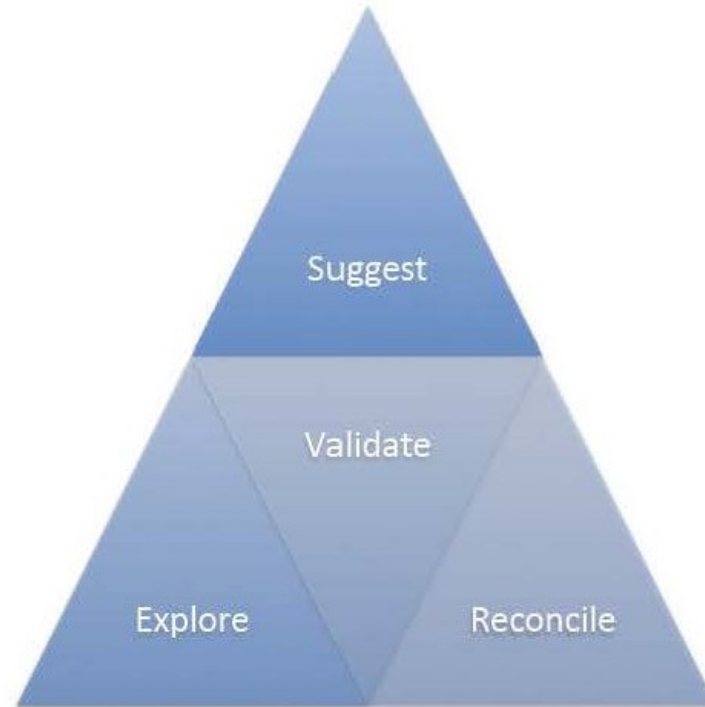
The intent is for this type of interaction is not just between the host and individual participants, but among participants as well.

This form of interaction can result in the host's losing a degree of control. Setting guidelines for dialogue will help participants but ultimately cannot accurately predict the interaction.

Engagement



Information tool
objectives to generate
awareness and interest



Types of participant contributions
that can be requested.

Awareness & Interest Engagement

Government & Individual Roles

▶ Awareness:

- ▶ Inform to raise awareness of an issue - campaign
- ▶ Be aware or seek awareness to understand an issue/campaign

▶ Interest:

- ▶ Inform to maintain interest/relationship of an issue - campaign
- ▶ Follow an issue/campaign

Participation Engagement

Goal of Good Planning is Participation Engagement

Government & Individual roles overlap

- ▶ Explore: Fostering consideration of questions and issues (open-ended brainstorming). Seeking new perspectives, ideas, approaches and solutions.
- ▶ Suggest: Sorting, rating/comparing & evaluating ideas/solutions.
- ▶ Validate: Checking that the new ideas match the identified (Comprehensive Plan) values, priorities and goals. Reality check using diverse experiences and frontline perspectives, when appropriate.
- ▶ Reconcile: Making choices through deliberation. Consider pros/cons/tradeoffs before making recommendations.

Housing Action Plan Recommendations Prioritized

	Recommendation	PC	Council	Totals
Phase 1	1. Review use-specific minimum lot size requirements for RL zones to encourage a greater diversity of housing sizes and type.	63	66	129
	2. Amend minimum lot size requirements for duplexes to be consistent with lot size requirements for single-family residences in the same zone.	59	66	125
Phase 2	3. Increase flexibility in driveway and on-site parking requirements to accommodate a greater variety of housing types.	63	59	122
	4. Reexamine setbacks, parking, access, and lot coverage requirements of accessory dwelling units to incentivize infill development.	53	57	110
Phase 3	5. Explore development of land use definitions and development regulations for cottage housing.	47	52	99
	6. Consider allowing one driveway or curb cut per dwelling unit under specific conditions.	58	29	87
Phase 1 & 2	7. Evaluate the establishment of a maximum building size in RL zones.	43	42	85
	8. Explore triplexes as a permitted use in some RL zones subject to lot coverage requirements and design standards. Evaluate on-site open space requirements for triplexes to ensure aesthetic compatibility with nearby single-family housing.	41	41	82
	9. Amend policies to be more inclusive of Leavenworth's housing needs.	21	52	73
Phase 1	10. Evaluate converting RL-12 zone into RL-10 zone to reduce incentives for urban sprawl.	38	26	64
	11. Establish triplexes as a use distinct from multifamily residences.	38	23	61
	12. Review manufactured housing siting and form regulations to reduce barriers to production	23	33	56

The Planning Commission is returning to the more manageable schedule of one meeting per month, after eight months of meeting twice a month. This will help retain our volunteers and their expertise for all the planning to be done but it also means a slower pace. For this reason, I am suggesting the Housing Action Plan recommendations, which have been prioritized, be grouped into phases. The first three phases reflect the prioritization of the Council. The remaining recommendations may be reviewed with the 2022 Docket. Note, item 9 will be completed this year as part of the Comprehensive Plan update. This is necessary to have consistency between the Comprehensive Plan and the development regulations. Additionally, this could provide support Council actions related to housing improvements or housing construction.

Housing Recommendations Phase I

Recommendations

Review use-specific minimum lot size requirements for RL zones to encourage a greater diversity of housing sizes and type.

Amend minimum lot size requirements for duplexes to be consistent with lot size requirements for single-family residences in the same zone.

Related Recommendations

- Evaluate converting RL-12 zone into RL-10 zone to reduce incentives for urban sprawl.
- Evaluate the establishment of maximum building size in RL zone.

Lot sizes

(1) Residential Dimensional Standards.

Standard*	RL6	RL10	RL12	MF
Minimum Lot Size, single-family dwelling (square feet)	6,000	10,000	12,000	6k up to three units 2k per unit for existing lots less than 6k
Minimum Lot Size, duplex dwelling (square feet)	12,000	12,000	12,000	2k for each additional unit
Minimum Lot Width/corner lots	60'/70'	70'/80'	80'/90'	60'/70'
Maximum Building Height	35'	35'	35'	35'
Maximum Lot Coverage	35%	35%	35%	40%

Explore - Brainstorming

No idea is off the table. What would you like to consider?

Suggest options to determine which ideas will be researched and discussed at the next meeting.

Next Steps

Review the suggested options for practicality, function, benefit, impact and consistency with the goals of the Housing Action Plan and Comprehensive Plan.