

City of Buckley

Planning Commission Minutes

January 27, 2020

McPhail called meeting to order at 7:02 PM. The following members were present: Garland, Griffin, and Harris. Also in attendance were City Planner Leticia Wallgren and Planning Assistant Evan Lewis.

Griffin moved to approve the minutes of the January 13, 2020 Planning Commission meeting. Garland seconded the motion and the motion carried.

Election and/or Re-Election of Planning Commission Chair and Vice Chair

Harris moved to have the current Chair Mark McPhail and Vice Chair Mel Garland retain their positions. Griffin seconded the motion and the motion carried.

Design Reviews

a) Wood, Wine & Whimsy at 754 Main St

Lewis gave an overview of the recommendation from the Design Review Committee. There is a condition of approval that three elements, the railing, lights and heater will have to be through a Right of Way Permit. **Garland moved to approve the proposal as submitted. Harris seconded the motion and the motion carried.**

b) Buckley Liquor and Grocery at 177 So River Ave

Lewis gave an overview of the recommendation from the Design Review Committee. **Harris moved to approve the proposal as submitted. Garland seconded the motion and the motion carried.**

Zoning Code Text Amendment Update for Townhome Density

a) Consideration of a new request in increase townhome density allowed by code

The request is to allow townhomes on 2,150 sq. ft. lots in all zones that allow townhomes in Buckley. Lewis went through some of guidelines for multi-family dwellings and went through the fact sheet handout for the Commission that provided information on multi-family, townhomes and duplexes. This also included multifamily design guidelines from other cities. Lewis asked the Commission what multifamily design guidelines the Planning Commission desires for Buckley. McPhail stated he would like to see more recreation.

Garland stated recreation and open space can be integrated if it's done tastefully. Wallgren suggested working on a couple issues at a time such as the landscaping and building modulation. That way we can talk more specifically. She stated the Planning Commission was concerned about parking and recreation/open space so we will put those two issues on the agenda for the next meeting. Lewis also asked about the overall format, if we are going down the path of developing design guidelines for multifamily, in the current code any guidelines that apply to multifamily are scattered throughout the code, is that the model we should continue with and make updates in our existing format of our zoning code or should we create a separate set of design standards similar to the separate standards we have for the three design review districts. The Commission agreed for a separate set of standards. Lewis asked the Commission if they would like to see general standards or for each multifamily such as duplex, townhomes, etc. Garland would like to know how much buildable land we currently have for multifamily.

Josh Hosford, Hosford Construction and Jeff Dahlquist, Architect provided the Commission with new drawings of a concept they are looking at doing on a 10 acre parcel. Hosford explained their concept to the Planning Commission. Garland stated he hopes they can appreciate that we can't pass a City wide text amendment without having some guidelines in place that we can rely on that will help control what the City wants. A lengthy discussion ensued.

Design Review Process Code Updates

a) Consider modifications to Title 19 replacing Design Review Committee's role with the Planning Commission

Lewis stated at the last Council meeting the Mayor recommended and the Council supported streamlining the design review process, essentially disbanding the Design Review Committee. The Planning Commission would now be the reviewing body for major design reviews. There is one requirement in the Code that he needs to know if the Planning Commission wants to keep in the code and that is that the applicant is required to be at the meeting otherwise their application would be denied. Is this something we really want to have in there? Another is how far in advance the application needs to be submitted, right now its 20 days; should it be more or less than that. The other question is how far in advance before the meeting does the Planning Commission want to see the staff report and application. Garland stated he would like to see the staff report and application a week before the meeting.

New/Old Business

a) Administrative variance code text amendment

Lewis stated from the last meeting we reviewed this at the last meeting with the landscaping code, this is for small zoning code changes, setback requirements, building heights, landscaping buffer, etc. it is a more streamline process for smaller changes so we have drafted up Code language and it is currently under review so hopefully we will have it for the next meeting.

b) Title 18 – Subdivision Code Updates

Lewis stated he, Leticia and Mel met last week and Mel has taken all the Planning Commission input from last summer and fall and put a complete draft together of the Title 18 Subdivision. There are just a small handful of things they will take a closer look at and by the end of February will have a complete draft for the Planning Commission to review. Lewis will have the draft to the Commission long before the meeting.

c) Landscaping Code updates

Lewis stated we have this on the agenda for the next meeting to do a more sequential detailed review of the Landscaping Code and updates.

d) Sign code update

e) Title 20 Updates

f) Tiny Home design standards

Lewis stated these three items are all important but there are more time sensitive important things that have come up before these.

g) Comprehensive Plan Updates

Lewis stated this is critically important. The eligibility for an extension is not very likely. So right now we are on track for a June 2023 deadline. We have to make room for it.

Next meeting agenda items (1-27-20)

a) Administrative Variance text amendment draft

b) Landscaping Code Updates

c) Zoning Code Text Amendment Update for Townhome Density continued discussion.

The next meeting will be February 10, 2020 at 7:00 PM.

With nothing further the meeting was adjourned at 8:41 PM.



Mark McPhail, Chairperson