

## City of Buckley

### Planning Commission Minutes

February 10, 2020

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

Harris moved to approve the minutes of the January 27, 2020 Planning Commission meeting. Garland seconded the motion and the motion carried.

#### **Zoning Code Text Amendment Update for Townhome Density and Related Multifamily Design Guidelines**

- a) Consider and discuss findings from planning staff on multifamily buildable lands, and city comparisons for multifamily open space, parking and recreation.

Lewis gave a brief overview of the request for the zoning code text amendment from Hosford Construction. We have currently pegged this for a public hearing in May. Lewis went through the map of the City to show where multifamily properties are still available. Lewis went through the summary digest of comparison of Multifamily open space, recreation and parking guidelines that compare our guidelines to 6 other cities in the area. Discussion ensued with the Planning Commission. Lewis stated the next step is guidance from the Planning Commission if you are ready to see a draft for this. Is there a Planning Commission member interested in taking the lead with the drafting of this or assisting with the drafting of this? Is there more detailed Planning Commission discussion on specific design elements needed or not? Wallgren stated her suggestion is to take some guidelines that are already in place elsewhere and we take and tweak them for what works for the City of Buckley so we are not starting from scratch. The Commission was in agreement with Wallgrens' suggestion. Lewis stated there is one issue that the City Attorney is looking at regarding Park impact fees and Park guidelines so hopefully he will have more answers on this for the next meeting. Garland stated he thinks we need to look at some reallocation of land from R-8,000 to R-6,000. Wallgren stated we will be looking at that during the Comprehensive Plan updates.

#### **Administrative Variance**

- a) Review and discuss draft code language

This is a common thing that a lot of Cities have. We have our formal variance procedure right now which has specific requirements and in order for staff to recommend approval to the hearing examiner the applicant has to meet all the requirements as well as public noticing which can be quite a time consuming and costly process. For smaller requests for variances from our zoning code, this would allow an administrative process for certain types of variances from our zoning code. This is modeled from other examples of other cities. Lewis went through this with the Commission. Garland stated as long as it doesn't become a rubber stamp process, he feels it is appropriate.

#### **Landscaping Code Updates**

- a) Review and discuss first seven sections of proposed new landscaping code**

Lewis asked the Commission to just review this and we will discuss it at the next meeting.

#### **Design Review Process Code Updates**

- a) Briefly discuss three small code updates in addition to what was discussed at the 1-27-2020 Planning Commission meeting.**

Lewis stated the Commission approved going forward and making the code changes and design guideline changes that are necessary to essentially replacing the role of the Design Review Committee with the Planning Commission. There were just a few things that were not discussed at the last meeting that he needs clarification on. Lewis discussed those issues with the Planning Commission and decisions were made based on the discussion.

#### **New/Old Business – Updates, Calendar & Deadlines**

- a) Design Review Process Code Updates**
- b) Administrative Variance Code**
- c) Zoning code Text Amendment/Multifamily Guidelines**
- d) Title 18 Subdivisions**
- e) Landscaping Code**
- f) 2023 Comprehensive Plan Updates**
- g) Sign code update**
- h) Title 20 Updates**
- i) Tiny Home Design Guidelines**

All of this can be better viewed as a calendar which Lewis prepared, presented and discussed with the Commission.

#### **Next meeting agenda items (2/24/2020)**

- a) Possibly 1-2 design reviews**

**b) Zoning Code Text Amendment & Multifamily Guidelines**

This will be postponed until the following meeting.

**c) Title 18 Subdivision Updates**

**d) Landscaping Code updates (another 2-3 sections)**

The next meeting will be February 24, 2020 at 7:00 PM.

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



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Mark McPhail, Chairperson