

City of Buckley

Planning Commission Minutes

March 9, 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 Associate Planner Evan Lewis.

Garland moved to approve the minutes of the February 24, 2020 Planning Commission meeting. Griffin seconded the motion and the motion carried.

Title 18 Subdivisions

a) Likely finish PC review

Lewis gave an overview of where we stood from the last meeting. The only things that are changed are the items in green, which Lewis went over with the Commission. If this looks good to the Commission, he will now send this to The Department of Commerce and the City Attorney. The Commission was in agreement to get this forwarded on. In the future the City Attorney would like to look at these documents before it goes to the Planning Commission so he can see anything that may be a legal issue before it comes to the Commission. Lewis stated he will also add the numbering. Everyone thanked Garland for all his work on this.

Administrative Variance

a) Likely finish PC review

Lewis state the Commission has already seen this. This allows certain quantitative deviations from the zoning code such as setback, lot width, building heights, etc. The City Attorney and City Administrator have both reviewed this. Lewis went through the document with the Planning Commission.

Garland had a concern about the lot width and lot depth and would rather see it at 10% rather than 20% because of the land it involves, the Commission agreed on this. With the changes made this will be forwarded to the Department of Commerce.

Landscaping Code Updates

a) Review remaining section of proposed updated landscaping code ("General Provisions" to "Maintenance Requirements sections")

Garland had one comment regarding the definitions for significant trees; the diameter of six inches is not big enough and should be twelve inches. The Commission was in agreement. Garland asked about the submittal requirements for preliminary plat and final plats, do we really want three copies. Wallgren stated we don't need three copies so we will use the same language as we did in Subdivisions.

Lewis stated there were a couple changes one of them was adding native to significant trees and also we need to discuss later whether or not these would be for short plats as well. Lewis then continued with more sections starting with General Provisions.

Garland stated one thing about street trees is they need to be species that are not sidewalk intrusive so their root systems don't lift the sidewalk. Wallgren stated we do have a list of street trees that are non-intrusive to sidewalks. There was more discussion regarding issues in the Landscaping code, if there were changes that the Commission agreed up they were made. Wallgren stated we have integrated some of the old code with adding stuff into the new code which is why there are some inconsistencies.

Wallgren suggested doing just a couple sections every meeting so we can go through them more thoroughly and make the changes/corrections as discussed and bring that back to the Commission and then do a couple more sections.

New/Old Business – Updates, Calendar & Deadlines

- a) **Zoning Code Text Amendment/Multifamily Guidelines** – taken off the agenda for tonight so we can have a little more time to provide a good document.
- b) **Design review process code updates** - on track for hearing on April 6th.
- c) **2023 Comprehensive Plan Updates** – this spring we will re-kick off the discussion on this.
- d) **Sign code update** – low priority right now
- e) **Title 20 Updates** – low priority right now
- f) **Tiny Home Design Guidelines** – low priority right now
- g) **Cottage Housing code updates for setbacks and parking** – low priority right now

McPhail asked about the City Emergency Management Plan. Wallgren stated Alan Predmore is in charge of this so we will see if we can get a copy of this for the Planning Commission can look at.

Garland asked if there could be a staff report that shows what is going on such as current projects and such. Wallgren stated they have a tracking document that tracks all current projects as well as projected projects.

Next meeting agenda items (3/9/2020)

- a) Multifamily design guidelines**
- b) Landscaping Code – likely finish review**

The next meeting will be March 23, 2020 at 7:00 PM.

With nothing further the meeting was adjourned at 8:34 PM.

Mark McPhail
Approved via online meeting

Mark McPhail, Chairperson