

## City of Buckley

### Planning Commission Minutes

May 4, 2020

McPhail called meeting to order at 7:00 PM. The following members were present: Garland, Griffin, Harris and Yonan. Also in attendance were City Planner Leticia Wallgren and Associate Planner Evan Lewis.

Lewis went through the online protocol to refresh everyone on how this works.

**Harris moved to approve the minutes of the April 20, 2020 Planning Commission meeting. Garland seconded the motion. After roll call vote the motion carried.**

#### **Subdivision Code**

Lewis went over the Subdivision code that the Commission has been reviewing the past several meetings. At the last meeting there were 24 issues that the Commission went through. Those changes have been incorporated into the new document. After doing all the editing and included the section numbers, there were a few issues that were discovered that were big enough issues that they needed to come back to the Commission. Lewis then went through those changes with the Commission. McPhail asked if these changes are going to City Council or to the City Attorney. Lewis stated these changes would be incorporated in to the draft and then the next step would be finishing up the copy edit and then it's ready to go to study session unless the Planning Commission needs to look at it again. Lewis stated he is hopeful we can get on the study session calendar on June 2, 2020. Lewis stated he will get all the changes made and sent out to the Commission. This pretty much wraps this up and we won't see it again until the Council study session and then again at the public hearing on June 15, 2020.

#### **Zoning Code Text Amendment and Multifamily Design Guidelines**

Lewis recapped with the Commission that this stemmed from a request last year to allow our code to increase the density for all zones that allow townhomes. The commission then discussed that if we are going to consider increasing the density we needed to have some design guidelines for this.

Lewis then went over some of the changes that had already been discussed with the Planning Commission at prior meetings. Lewis then went through the rest of the document with the Planning Commission and they made changes/corrections as discussed. Lewis asked if there were any objections to sending this on to the Chamber of Commerce. There were no objections. Lewis stated we still have the opportunity to make additional tweaks to this if we need to. There will be more discussion regarding impact fees and open space requirements.

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

##### **a) Review Planning Commission calendar for upcoming Planning Commission work and anticipated hearings**

Lewis stated because of the extended stay at home order, and possibly the public meeting proclamation could be extended to the end of May we are recommending moving the Design Review Process Code and Administrative Variance be moved to June 15 and included with the Title 18 Subdivision. Because of having three public hearings on that day, the hearings would be the only thing on the agenda. Discussion ensued. After discussion the Commission agreed to have Design Review Process Code and Title 18 Subdivision on June 15, 2020; ZCTA-19-0001 and Design Guidelines and 2015 Comp Plan Adoption on July 6, 2020; Administrative Variance on July 20, 2020 and Landscaping Code on August 3, 2020.

#### **Next meeting agenda items (5/18/2020)**

- a) Zoning Code Text Amendment and Multifamily Design Guidelines**
- b) Landscaping Code Updates**

The next meeting will be May 18, 2020 at 7:00 PM.

With nothing further the meeting was adjourned at 8:26 PM.

*Mark McPhail*  
*Approved via remote meeting*

Mark McPhail, Chairperson