



# PLANNING COMMISSION

## MEETING SUMMARY

Thursday, March 3, 2011

City of Sammamish Council Chambers

## COMMISSIONERS PRESENT

Joe Lipinsky

Kathy Richardson

Jan Klier

Jeff Wasserman

Mike Collins

Michael Luxenberg

Mahbubul Islam

## CALL TO ORDER

Chair Lipinsky called the meeting of Sammamish Planning Commission to order at 6:31 p.m.

APPROVAL OF AGENDA – Approved

## STAFF PRESENT

Kamuron Gurol, Community Development Director

Kathy Curry, Wetland Biologist/Senior Environmental Planner

Rob Garwood, Senior Planner

Evan Maxim, Senior Planner

Debbie Beadle, Community Development Secretary

## REVIEW OF WORK PROGRAM CALENDAR

*Kamuron Gurol* opened the meeting and reviewed the Work Program Calendar.

The Planning Commission meeting for this evening would consist of the following:

- An introduction on the Sustainability Plan given by *Kathy Curry, Wetland Biologist/Senior Environmental Planner*. The Sustainability Plan will be presented to the City Council on 03/21/2011.
- An introduction to Cottage Housing will be presented by *Rob Garwood, Senior Planner*. Alternatives for Cottage Housing, ADUs, and Duplexes will be discussed at the 03/17/2011 meeting, and the Public Hearing will be scheduled for 04/07/2011.

In the forthcoming weeks the introduction of Code Blocks #4 Home Occupancy/Home Industries will be presented via *Rob Garwood, Senior Planner*; this topic was requested by the City Council for discussion.

## **DIRECTOR'S REPORT FROM CITY COUNCIL MEETING 03/01.**

The following items were approved at the 03/01 City Council meeting:

- Wireless Communication Facilities Code Amendments.
- Contract for the King County Sheriff Office (Maple Valley/Kenmore Detectives/Administration would acquire the 2<sup>nd</sup> Floor of City Hall)
- Removal of SE 32<sup>nd</sup> Street Barricade
- Architect/Feasibility Study for the Aquatics Center
- The first reading of the Electric Vehicle Charging Stations.

## **DIRECTOR UPDATES**

*Kamuron Gurol, Community Development Director and Commissioner Wasserman updated the Commission/Staff with details from the Washington State Alliance Program ICSC Seminar presented via David Wallace.*

The seminar discussed the current case study of the redevelopment of Downtown Bothell led by the City's government, how incentives made Development of Sugar Land's (Texas) Downtown viable, and details on the development of Seattle, Mount Lake Terrace & Renton town centers. Financial incentives to offset infrastructure costs were also covered during the Seminar.

Council Members Curly, James and Mayor Gerend also attend the seminar. Handouts were given by Commissioner Wasserman if anyone would like copies of the information obtained.

## **PUBLIC COMMENT – NON AGENDA – None**

### **NEW BUSINESS**

#### **SUSTAINABILITY PLAN**

- Introduction

*Kamuron Gurol, Community Development Director introduced Kathy Curry, Wetland Biologist/Senior Environmental Planner. Kamuron Gurol expressed this thanks to Kathy Curry and other supporting staff and volunteers for their hard work on the project. Events including the Farmers Market helped a great deal in obtaining input on sustainability goals and priorities from the Community.*

*Larry Crandall, Parks Commissioner was also present at the meeting and a huge "thank you" was given for his commitment/participation and encouraging visitors to the market to participate in the Sustainability Survey.*

Presentation details as follows:-

### **What is Sustainability?**

Sustainable development is development that meets the needs of the present without compromising the ability of future generations to meet their own needs.”

*World Commission on Environment & Development (The Brundtland Commission)*

- Environment
- Economy
- Social Equity

### **Sustainable Sammamish**

Sammamish’s vision is to become an environmentally and economically sustainable community by crafting and implementing an achievable, multi-faceted and measurable strategy that maximizes opportunity and efficiency while minimizing cost. Undertaking this work will help Sammamish contribute toward larger regional and global goals such as mitigating the effects of climate change and will make our community an even better place to live, work and play. (City Council Study Session - October 9, 2009)

**How did we get here?** - Visual Slide

**The Sustainability Strategy is the result of an approximately one-year effort.....**

- Fall 2009: City received Energy Efficiency Community Block Grant. Portion allocated for development of a city-wide sustainability plan.
- Late 2009: Consultant team selected to assist with project.
- Early 2010: Project work scope reviewed with City Council, Planning Commission, and Parks Commission.

### **Spring 2010:**

- City staff participated in conversations, a survey, workshops and sustainability Bright Idea contest, all intended to inform and help start the process of identifying sustainability goals and priorities inside City Hall.
- Project web page launched, offering project information & community survey link to solicit citizen input.

### **Spring/Summer 2010:**

- City staff provided project information to schools
- Presented information at a Chamber of Commerce luncheon, and..
- Participated in weekly Farmer's Market, 4<sup>th</sup> of July, and summer concerts where City Council members, Planning and Parks Commissioners, and/ city staff hosted a sustainability strategy project booth to provide project information and to survey and discuss the community’s desired sustainability goals and priorities.

### **Fall 2010:**

- Community workshop to discuss top five sustainability goals resulting from all community outreach activities, and to work alongside local experts to identify avenues for pursuing the goals.

## Community Inspired Goals

- More than 850 residents and businesses provided comments on possible sustainable goals and priorities.
- Staff from all City departments took part in brainstorming workshops to discuss possible goals and priorities.

### Top 5 Sustainability Goals

- Goal 1: Reducing, Reusing, Recycling
- Goal 2: Creating & Protecting Natural Habitats
- Goal 3: Conserving Energy
- Goal 4: Conserving Water
- Goal 5: Fostering Healthy Neighborhoods

## Sustainable Planning Lingo

- **Sustainability Goals:** Where you want to get to regarding a specific sustainability focus.
- **Objectives:** Objectives provide a progressive target for each goal by identifying measurable outcomes.
- **Indicators:** A relevant, understandable, and accessible metric that can be used to show progress toward meeting an objective and, therefore, towards achieving a goal. Multiple indicators can be provided for one objective.
- **Benchmark:** A benchmark represents the starting condition with regards to the indicator, and is the data point against which to measure progress.
- **Strategies:** Strategies describe the pathways and general direction that the City will take in an effort to achieve established goals.

## Plan Structure

- **Goal: Conserve Water**
  - **City Objective:** Reduce consumption for City operations by 1% annually
  - **Indicator:** Amount of potable water used for City Operations in cubic feet
  - **Benchmark:** Measured Water Consumption at start of plan implementation. For example, in 2010, City Operations reportedly utilized 1,056,665 cubic feet of water.
  - **Strategies:**
    - City Conservation Strategies (can control)
      - Install low flow fixtures where practical in city owned facilities
    - Community Conservation Strategies (can influence)
      - Conduct seminars on drought-tolerant landscaping

## Starting with the manageable.

### What the City can influence

Such as...

- Household choices
- Green commerce opportunities
- Grassroots community involvement

## **What the City can control**

*Such as...*

- City fleets and buildings
- City operations and services
- Building codes and permitting

## **Strategy Action Plan**

- The **Action Plan (Appendix D)** includes a description of annually suggested City & Community actions to achieve established goals.
- Forty of the forty nine strategies described in the Sustainability Strategy document are shown as proposed for 2011. Strategies not completed in 2011 can be rolled into the 2012 Action Plan.
- The Action Plan will be updated annually to include revised strategies based on community and City staff input, as well as on City Manager & City Council direction.

## **The Path Forward...**

City Council role

- o Approve overall strategy
- o Set priorities, review and revise
- o Allocate resources

City Council role

- o Planning and Parks Commissions
- o Offer suggestions on strategy and action plan by 5 pm Tuesday, March 8
- o Discuss and advise the Council
- o Undertake related policy/code work

City staff role....

- o "Green Team"
- o Update action plan
- o Progress reports to the City Council

Community role

- o Continue to stay engaged
- o Form a grass-roots group
- o Take actions individually and by neighborhood
- o Others...

## **An invitation...**

- o Commissioners to help present the Sustainability Strategy at the upcoming joint City Council and Planning Commission meeting on March 21<sup>st</sup>  
"...other duties as assigned..."

A questions/answer summary took place following the presentation with Staff and the Commissioners.

*Kathy Curry* requested that if the Commissioners had further suggestions/ideas to the current Sustainability Plan then would they please forward the details via email directly before Tuesday March 8<sup>th</sup> at 5:00pm.

This timeframe would allow the suggestions to be capture and documented before the City Council presentation on the 03/21/2010.

## **NEW BUSINESS**

### **COTTAGE HOUSING AND DUPLEXES**

*Kamuron Gurol, Community Development Director introduced Rob Garwood, Senior Planner.*

Presentation was given as follows:-

#### **Our task: Cottage Housing and Duplexes**

- Adopted Housing Strategy (2006) seeks to promote a variety of housing choices including cottage housing and duplexes.
- Review the current code and identify any changes if the Planning Commission feels any are needed.
- Staff will research our peer cities to see if any of the elements of their codes would be useful to Sammamish.
- Coordinate any changes with ARCH (A Regional Coalition for Housing) and utilize their expertise to improve our code.
- Draft code for PC review and deliberation on any proposed changes.

#### **Cottage Housing**

- Cottage Housing has recently reemerged due to demand.
- This housing type started in Southern California in early 1900s and was known as the bungalow court.
- Buildings arranged in a “U” around a common access court.
- Sometimes garages, sometimes not. Often located in single family neighborhoods.

#### **Cottage Housing – Visual Slides**

- Visual - Bungalow Court 1920’s.
- Visual - Hillside Bungalow Court.

#### **Cottage Housing cont’d**

- Early local example in Langley, (Third Street Cottages).
- Many jurisdictions have added cottage housing to their codes; numerous examples in last 15 years.
- Cottage Housing is permitted in the Town Center in the B, C, and D zones.

#### **Cottage Housing cont’d**

- Visual - Third Street Cottages Langley, Washington
- Visual - Cottage Housing, Kirkland, WA

#### **Duplexes**

- ADUs on lots with an existing single family residence : one of the units must be owner occupied
- Duplexes: both units can be rented.
- Duplexes are allowed in the Town Center in the B and C zones. Outside the Town Center Duplexes (two dwelling unit structures) are allowed only as apartments or townhouses.

- In the other residential zones they are allowed in the R1-R8 zones only in buildings on the National Historic Register
- Two-unit townhouses (both duplexes and multi-dwelling unit structures) are allowed all residential zones (restricted to Low Impact Developments) in R1-R8
- They are allowed outright in R-12, 18 and are allowed in all commercial zones in a mixed use development.

### **Duplexes Visual**

- Visual - Historic Duplex
- Visual - Contemporary Duplex

Chair Lipinsky asked staff why Accessory Dwelling Units/Cottage Housing had been scheduled on the Planning Commission Work Program Calendar. *Kamuron Gurol* advised that the request had come from the City Council. They wanted to ensure that for future growth a wide range of housing options would be available and that the options would be a good fit for the Community.

*Rob Garwood*, requested options and alternatives from the Commission. Requests should be submitted via email or in writing to City Hall to the attention of *Rob Garwood* or *Debbie Beadle*.

Options/alternatives and adjustments to the code if required will be discussed at the next meeting on 03/17.

### **NEW BUSINESS**

#### **FUNDRAISING SIGN CODE**

*Kamuron Gurol*, *Community Development Director* introduced *Evan Maxim*, *Senior Planner*.

Presentation was given as follows:-

#### **Tonight**

- Background
- Review of regulatory considerations
  - Short – 30 slide review
- Policy direction

#### **Fundraising signs - background**

- January 4 – emergency ordinance
  - Valid for 6 months, then must be renewed
  - Intent was to allow fundraising for Freed House and Boys & Girls club
- Planning Commission to consider a permanent amendment to code

## **Fundraising signs - defined**

“Fundraising sign” is a sign that is erected by a nonprofit or not-for-profit organization for the purposes raising money to support a cause or purpose promoted by the nonprofit or not-for-profit organization

## **Regulatory considerations**

- Unique aspect of all sign codes:
  - Must be “content neutral”
  - Can regulate ‘time, place and manner’
- Geographic locations within City
  - Currently allowed in R-6, R-8, R-12, and R-18

## **Regulatory considerations**

- Sign location limits – currently:
  - Prohibited in sight distance triangles at street intersections
  - Written permission of property owner
  - Outside setbacks
- Does not address on-site versus off-site location
- Maximum area of 32 square feet
- No illumination
- Wood or a similar material
- Display limited to six (6) months
- Not exceed a height of eight (8) feet

## **Options**

- Re-adopt emergency ordinance as is
- Make changes to regulatory requirements
- Let emergency ordinance expire and not re-adopt

Evan Maxim discussed the options for the Commission to consider in reference to future requirements:

- Option 1) City Council to re-adopt the emergency ordinance as it is.
- Option 2) Make required changes to the current Sign Code Ordinance.
- Option 3) Take no action.

A census from the Commission would be to consider alternatives and discuss in detail Option 2 at the next meeting.

The continuation of Accessory Dwelling Units/Cottage Housing Options/Alternatives and the Fundraising Sign Code Amendments Public Hearing/Deliberation/Recommendations would take place at the next schedule meeting on 03/17/2011.

**PUBLIC COMMENT**

Larry Crandall, Parks Commissioner

**ADJOURN**

Meeting adjourned at 8:37 p.m.

Chair: Joe Lipinsky

(Video Audio record 3/03/2011 refers.)

Secretary: Debbie Beadle