

**Planning Commission
Critical Areas Ordinance Update Open House and
Regularly Scheduled Meeting Minutes
Thursday, April 13, 2017**

PUBLIC COMMENT – Critical Areas Ordinance Update Open House

CALL TO ORDER – Call to Order, Agenda Review, Conflict Disclosure

REVIEW AND APPROVAL OF MINUTES

PUBLIC COMMENT – Accept public comment on off agenda items

CRITICAL AREAS ORDINANCE PROCESS UPDATE

MADRONA SCHOOL SITE PLAN AND DESIGN REVIEW - Recommendation

NEW/OLD BUSINESS

ADJOURN

PUBLIC COMMENT – Critical Areas Ordinance Update Open House

Christy Carr invited the public comment following a half hour Open House.

Helen Pitts: Ms. Pitts spoke in support of public conservation. She encouraged the city to provide resources for staffing and invasive species management.

Mike Juneau: Mr. Juneau, ISA certified arborist and landscape architect, operates a mid-size residential tree care company. He cautioned against over regulating vegetation management and said most homeowners based vegetation management decisions on emotion. Restrictive regulations in buffers prevented vegetation maintenance.

Commissioner Gale requested Mr. Juneau submit examples of his experience in critical areas.

CALL TO ORDER – Call to Order, Agenda Review, Conflict Disclosure

Chair Mack Pearl called the meeting to order at 7:00 PM. Commissioners in attendance were Michael Lewars, Maradel Gale, Jon Quitslund, Michael Killion and Lisa Macchio. William Chester was absent and excused. City Staff present were Planning Director Gary Christensen, Planning Manager Joshua Machen, Senior City Planners Christy Carr and Jennifer Sutton, Building Official James Weaver, Water Resources Specialist Cami Apfelbeck, Water Resource Technician Christian Berg, and Administrative Specialist Lara Lant who monitored recording and prepared minutes.

No conflicts were disclosed.

REVIEW AND APPROVAL OF MINUTES

Minutes were reviewed and corrections noted:

Minutes for October 27, 2016 change Rebecca Duglepuski to Rebecca Dugopolski.

Minutes for November 16, 2016 approved as is.

Minutes for March 9, 2017 change Dana Quitslund to Dana Halvorsen.

Minutes for March 16, 2017 change Chair Quitslund to Commissioner Quitslund.

Minutes from March 23, 2017 change “Maradel asked for something” to “Maradel asked for examples of Reasonable Use Exceptions and waivers of requirements.”

Motion: I move to approve all the minutes as corrected.

Killion/Gale: Passed unanimously 6-0.

PUBLIC COMMENT – Accept public comment on off agenda items

There was no public comment on off agenda items.

CRITICAL AREAS ORDINANCE PROCESS UPDATE

Planner Christy Carr updated the Planning Commission on the status of the Critical Areas Ordinance Process. She noted that the update process itself is an opportunity to educate landowners and the broader public about critical areas regulations. She will provide a tutorial to the Commissioners so they could access the city’s critical areas web map. Ms. Carr also noted she would provide the background data for those maps. She said the Comprehensive Plan contained the policies that the updated Critical Areas Ordinance needs to address, including incentive regulatory scenarios that could incentivize preservation and that the city could consider a compliance monitoring program like other jurisdictions. Ms. Carr told the Commissioners she would present proposed code revisions to them for review. Commissioner Quitslund wanted to confirm their emailed comments would be shared among Commissioners by Administrative Specialist Jane Rasely.

The Commissioners took a brief recess.

MADRONA SCHOOL SITE PLAN AND DESIGN REVIEW – Recommendation

Chair Pearl wanted an updated site plan showing buffers and trees before making a recommendation. Commissioner Lewars said the Commissioners should put together a list of conditions to address concerns. Commissioner Killion said Conditional Use Permits didn’t address impacts to neighborhood culture. The school was a nonprofit but still a business.

Chair Pearl invited Madrona School Board President Cindy Smith to speak. Ms. Smith stated Madrona School had complied with all Conditional Use Permit requirements, increased the buffer from 15’ to 25’, would have staff direct traffic through the parking lot, created backup parking in the play area, and were committed to being good neighbors.

Chair Pearl asked Planner Josh Machen what allowed for buffer averaging. Mr. Machen replied the code allowed for buffer averaging when more trees would be saved than otherwise would be. Madrona School’s tree retention plan saved 640 tree units though they were required to save only 220 tree units. Chair Pearl said averaging the buffer would hurt some trees and wanted a full buffer instead. Mr. Machen asked for clarification since at the last Planning Commission

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meeting, they agreed buffer averaging could occur on the south side of the property allowing the entrance to remain where it was. Commissioner Lewars said this meeting was the time to add conditions to the permit and the Planning Commission needed to give Mr. Machen direction. Commissioner Quitslund said neighborhood concerns were legitimate and the school's parents must help to resolve emergent issues. Trust, tolerance and neighborly consideration were required. Commissioner Macchio said she wanted a limit on evening activities. Resident Lisa Martic said Madrona School would be the only school in that type of residential zone but Mr. Machen disagreed. Ms. Martic clarified she was referring to an R1 zone. Mr. Machen reminded the Commissioners that the Hearing Examiner review was rescheduled to May 4th and they should try and put the conditions together tonight. Commissioner Lewars suggested they use the letter from the school as the list of conditions. Ms. Martic asked why neighbors should bother to attend the meeting if the Planning Commission was simply waiting for the list of conditions before approving it. Director Gary Christensen noted the Planning Commission's decision was a recommendation and the Hearing Examiner was the final decision maker. The letter from the school was part of the official record and would be reviewed by the Hearing Examiner along with the Planning Commission's recommendation and list of conditions.

The final list of conditions was reviewed by Mr. Machen:

- Turn north (right turn) only on North Madison Avenue NE from parking lot.
- No buffer averaging except for maintaining existing entrance.
- Trees shown in tree retention plan proposed in Madrona School's letter are a condition for development in perpetuity.
- No rental of school buildings.
- All functions end by 9 pm.
- No parking on Madison Avenue or anywhere within the Windsong Loop neighborhood.
- Recommend the Police Department reduce the speed on North Madison Avenue NE to reflect a school zone.
- Summer school limited to 40 students.
- 6' fence to be located at edge of buffer not on property line.

Motion: I move to approve conditional use for Madrona School on the North Madison Ave NE site subject to conditions we have identified tonight.

Killion/Lewars: Motion carried 5-0 with one abstention (Gale).

NEW/OLD BUSINESS

No new or old business.

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ADJOURN

The meeting was adjourned at 9:02 pm.

Approved by:


J. Mack Pearl, Chair


Lara Lant, Administrative Specialist

[illegible]