



Planning Commission Special Meeting September 3, 2025

Meeting Minutes

1) CALL TO ORDER/LAND ACKNOWLEDGMENT -

Chair Blossom called the meeting to order at 1:05 PM and read the Land Acknowledgement. Present in chambers were Commissioners Blossom, Birtley, Garcia, Schaab, Deines, Sullivan, and Preudhomme. Also present in chambers were PCD Director Patty Charnas, Senior Planner Sutton, Consultant Joe Tovar and City Council Liaison Jon Quitslund.

2) AGENDA REVIEW / CONFLICTS DISCLOSURE -

No conflicts disclosed.

MOTION: I move to approve the agenda as presented. Sullivan/Birtley.

Sullivan / Birtley - The motion carried unanimously, 7- 0.

3) UNFINISHED BUSINESS -

3a. EXPLANATION OF OBJECTIVES, MATERIALS, FORMAT & SEQUENCE FOR DISCUSSION OF WINSLOW DISTRICT DEVELOPMENT REGULATIONS -

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[Tovar Memo August 29, 2025.pdf](#)

Consultant Joe Tovar made a brief presentation of meeting expectations and work to be covered.

3b. PLANNING COMMISSION DELIBERATION: High School Road Regulations; Ferry Terminal District Regulations

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[Sept 3 PC Land Use Materials.pdf](#)

Break

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PLANNING COMMISSION DELIBERATION - Central Core District Regulations

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4) PUBLIC COMMENT INSTRUCTIONS - 4:30 PM - 5:00 PM

Public comment received.

5) BREAK - 5:00 PM - 6:00 PM

Commissioner Sullivan excused himself from the meeting.

6) PUBLIC COMMENT INSTRUCTIONS -

Public comment received.

7) UNFINISHED BUSINESS -

7a. PLANNING COMMISSION DELIBERATION - Madison District Regulations; Ferncliff District Regulations
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4 Middle Housing PSR ODS Detailed Toolkit Final 20230714_SV.pdf

Pages from 4 Middle Housing PSR ODS Detailed Toolkit Final 20230714_SV_AP NOTES.pdf

MOTION: I move to recommend that the Core Zone utilize its existing base limit which is intended to be three stories, and that one or two stories can be added as an incentive for affordable housing, and one story can be added as an incentive for tuck-under parking per existing code.

Deines / Birtley – The motion carried unanimously, 6 – 0, Commissioner Sullivan was absent.

MOTION: I move to adopt, as presented on screen, this preliminary matrix of desired housing types for new construction in the specified districts.

Schaab / Garcia – The motion carried unanimously, 6 – 0, Commissioner Sullivan was absent.

	Mid-Rise Multifamily	Mid-Rise Mixed Use	Low-Rise Multifamily (2 stories or less)	Low-Rise Mixed Use (2 stories or less)	Triples Stacked (parking possible)	Multiple Medium (3-4 stories, parking possible)	Courtyard Building (parking possible)	Townhouse (parking possible)	Cottage Court	Fourplex Stacked	Duplex Stacked	Duplex Side-by-Side	Accessory Dwelling Unit (ADU)	Detached Single-Family House
Core Urban Center T-0.5	✓	✓	✗	✗	✓	✓	✓	✓	✗	✗	✗	✗	✗	✗
High School Urban Center T-0.5	✓	✓	✓	✓	✓	✓	✓	✓	✗	✗	✗	✗	✗	✗
Core Urban Center T-0.5	TBD by SubCommittee	TBD by SubCommittee	TBD by SubCommittee	TBD by SubCommittee	TBD by SubCommittee	TBD by SubCommittee	TBD by SubCommittee	TBD by SubCommittee	TBD by SubCommittee	TBD by SubCommittee	TBD by SubCommittee	TBD by SubCommittee	TBD by SubCommittee	TBD by SubCommittee
Madison Urban Transition T-4.5	✗	✗	✓	✓	✓	✓	✓	✓	✓	✓	✗	✗	✓	✗
Ferncliff Suburban Transition T-4.5	✗	✗	✗	✗	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓

MOTION: I move to establish a Winslow District's Standard Subcommittee that will refine into a final recommendation boundaries, max FAR, max height, desired housing types, and other applicable standards for the core district first, with subsequent work addressing other districts within the Winslow subarea.

Schaab / Deines – The motion carried unanimously, 6 – 0, Commissioner Sullivan was absent.

MOTION: I nominate Alex, Ben, and Peter, I'm sorry, I'm not going to say all of your last names, for the subcommittee to work on the Winslow core and additional Subarea zones and overlay zones.

Birtley / Garcia – The motion carried unanimously, 6 – 0, Commissioner Sullivan was absent.

MOTION: I move to establish a subcommittee that will evaluate affordable housing incentives across Winslow, considering increases to height, FAR, TDR as it relates to AMI and percent of affordable housing, and including other tools as the committee feels are relevant.

Birtley / Deines – The motion carried unanimously, 6 – 0, Commissioner Sullivan was absent.

MOTION: I move to nominate, Chair Blossom, Vice Chair Garcia, and Commissioner Birtley to the Incentives Subcommittee.

Schaab / Deines – The motion carried unanimously, 6 – 0, Commissioner Sullivan was absent.

MOTION: I move to direct the Winslow District Standard Subcommittee to define overlay districts along Winslow Way, Madison Avenue, and Erickson Avenue.

Schaab / Birtley – The motion carried unanimously, 6 – 0, Commissioner Sullivan was absent.

MOTION: I move to recommend that the Madison zone (as its currently named) utilize the existing zoning height limits, adding one story whether that's to the base or the max for affordable housing or other incentivized benefits.

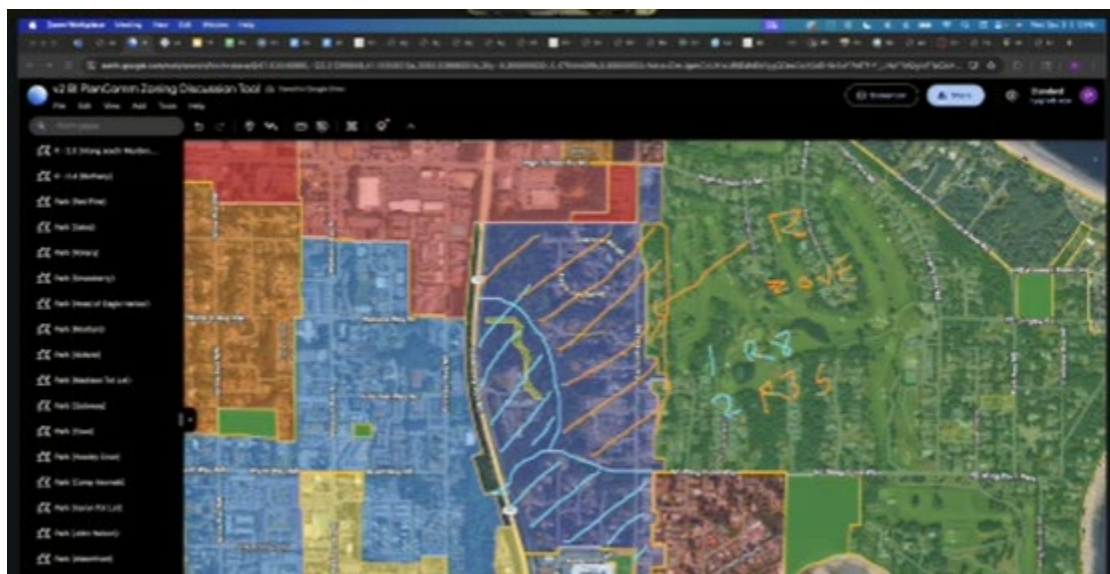
Deines / Schaab – The motion carried unanimously, 6 – 0, Commissioner Sullivan was absent.

MOTION: I'll make a motion for the Incentive Subcommittee to recommend criteria for the public benefit incentives in the Madison Zone.

Garcia / Schaab – The motion carried unanimously, 6 – 0, Commissioner Sullivan was absent.

MOTION: I move that the Winslow District Standards Subcommittee provide three alternatives to the existing Ferncliff District, as shown on the screen.

Schaab / Deines – The motion carried unanimously, 6 – 0, Commissioner Sullivan was absent.



5b. SUMMING UP & RECAP AGENDA FOR SEPTEMBER 4, 2025, EVENING MEETING
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8) ADJOURNMENT - 9:14 PM

_____/s/_____
Sarah Blossom, Chair

_____/s/_____
Renee Argetsinger, Clerk to the Planning Commission