

**PLANNING COMMISSION MEETING
CITY OF LIBERTY LAKE
CITY HALL
WEDNESDAY, SEPTEMBER 14, 2011
4:00 P.M.**

MINUTES

CALL TO ORDER

Planning Commission Chairman, Daniel Dunne, participated in the meeting via teleconference only as an observer. He did not vote on any of the motions which were made nor contribute to the discussions which were held.

Vice Chair, Sheila Bell, called the meeting to order and conducted the meeting. The meeting was called to order at 4:02 p.m.

ROLL CALL

PLANNING COMMISSION

Daniel Dunne, Chair (via teleconference)
Shelia Bell, Vice Chair
Garrett Hall
Tom Hufty
Larry Laux
Robert Moore
Frank Raney
Karl Patchin

STAFF

Amanda Tainio, Planning/Bldg Services Mngr
Doug Smith, Planning & Comm Dvlpmnt Director
Ann Swenson, City Clerk

REVIEW OF AGENDA

Vice Chair Bell announced the main agenda topics were for the public hearing on the City's Development Code, and the Planning Commission's final review of the proposed changes to the River District Specific Area Plan (RDSAP) amendments.

CITIZEN COMMENTS

Vice Chair Bell called for citizen comments. No comments were received.

UNFINISHED / NEW BUSINESS

Amanda Tainio, Planning & Building Services Manager, reported all research and attachments requested by the planning commissioners were included in the staff report. Other than Vice Chair Bell's expression of looking forward to the opening of the arboretum, there were no commissioner reports.

PUBLIC HEARING – 2011 City Development Code / RDSAP Proposed Amendments

At 4:03 p.m., Vice Chair Bell opened the public hearing on the City of Liberty Lake's 2011 Development Code / RDSAP proposed amendments.

Ms. Tainio reported that within an hour of this meeting City Staff and Rocky Hill, LLC / Meadowwood Partners, LLC had reached consensus language on amendments ZTA-11-0002, R1 Development Setbacks, ZTA-11-0003, R2 Development Setbacks, ZTA-11-0004, RD-R Development Setbacks, and ZTA-11-0012, I Zone Parking Lots. The revised language was presented and explained to the Planning Commission.

Ms. Tainio then reviewed the thorough City Staff report, which outlined proposal summaries, regulatory authority, completion of SEPA checklists, dates of public participation opportunities, and reviewing agencies. No comments were received during the SEPA comment period. The report also included a staff analysis on the Comprehensive Plan and Development Code / RDSAP for consistency, a staff summary, and attachments, including the proposed 2011 City Development Code & RDSAP Amendments List (July 13, 2011).

She then began review of the amendments, beginning with ZTA-11-0001 and ZTA-11-0008, concerning the revamp of the city's signage standards. ZTA-11-0001 was consistent with the City's Comprehensive Plan and Development Code. The focus on ZTA-11-0008 revolved around the specific goals and policies when processing the revised proposals. Again, there were no inconsistencies with the City's Comprehensive Plan and Development Code.

After reviewing the signage standard revisions, Ms. Tainio invited comments. Commissioner Laux inquired whether the committee that had met previously about the signage proposals was satisfied with the comments, and the response was yes.

Amendment ZTA-11-0005, sponsored by Rocky Hill LLC, regarding lot dimensions in the R1 and R2 zones was addressed, and was consistent with the City's Comprehensive Plan and Development Code. Public comment was then received.

Drew Benado, 1421 N. Meadowwood Lane, Liberty Lake, WA: stated Greenstone was happy with the changes being made. He said they will allow more flexibility, yet remain consistent with Liberty Lake's design.

At 4:12 p.m., Commissioner Karl Patchin arrived to the meeting.

Amendment ZTA-11-0006, initiated by City Staff, allows for clustered housing in the R2 zone, same as the R1 zone. This amendment is consistent with the City's Comprehensive Plan and Development Code. No comments were received on this amendment.

Amendment ZTA-11-0007, initiated by the City of Liberty Lake Planning Commission, addresses shopping cart storage and return stations. This amendment is consistent with the City's Comprehensive Plan and Development Code. No comments were received on this amendment.

Amendment ZTA-11-0009, initiated by Rocky Hill, LLC, addresses the utility provider review regarding plats and binding site plans. This amendment affects both the Development Code and the RDSAP, and is consistent with both. The amendment states the utility provider will be given the final plat / short plat documents. The concurrency of availability of public water and public sewer has to be demonstrated. No comments were received.

Amendment ZTA-11-0010, initiated by City Staff, addresses the revamp of the planned unit development (PUD) standards. This allows more flexibility in the project review that would be guaranteed by the PUD overlay. This proposed amendment is overwhelmingly consistent with the City's Comprehensive Plan for encouraging exemplary design through planned unit

developments. No inconsistencies were noted with the Development Code or the RDSAP. No comments were received.

Amendment ZTA-11-0011, initiated by City Staff, addresses home occupation permits. It sets criteria for exemptions. The Comprehensive Plan encourages home occupations. There are no inconsistencies with the City's Development Code or RDSAP. No comments were received.

Amendment ZTA-11-0012, initiated by Meadowwood Partners, LLC, addresses I Zone parking lots. City Staff met with representatives from Meadowwood Partners, LLC to solve the consistency problems between this amendment and the City's Comprehensive Plan and the Development Code. Originally proposed changes to Sections 10-3B-3, Pedestrian Access and Circulation, 10-3C-2, Landscape Conservation, and 10-3C-3, New3 Landscaping, were stricken. Section 10-3C-3, New Landscaping was revised to include:

Within the I (Light Industrial) Zone, the parking row landscape island / walkway requirements will not be required within internal parking lots in order to prevent interference with truck maneuverability or other factors; provided the requirements of 10-3C-3(E)(4) below are met.

4. In accordance with City Development Code Section 10-1B-8, Alternative Methods of Compliance, the City may approve alternatives to the interior parking area landscape requirements for individual properties within the I (Light Industrial) Zone, if the consistency and other standards of Section 10-1B-8 are met and:

- a. the landscaping within the parking area (excluding commercial loading and truck maneuvering areas) is at least equal to the minimum area requirements of 10-3C-3(D) above
- b. no landscape islands or peninsulas are less than 100 square feet in area
- c. no parking stall is located more than 50 feet from a shade tree, unless the site contains a large-scale building or development (buildings with greater than 20,000 square feet of enclosed ground floor space or multiple buildings with a combined enclosed ground floor space greater than 40,000 square feet - see Section 10-2J-10(C)(2)), than no parking stall shall be located more than 100 feet from a shade tree
- d. shade trees are located at the end of parking rows, or between parking stalls, or between stalls and the property line.

Alternative Method of Compliance reference was also added to Perimeters Not Adjacent to Public Rights-of Way.

Commissioner Moore spoke in favor of the changes that have been made. He said during prior meetings, the Alternative Methods of Compliance were discussed and offer both the developer and the city more flexibility in reaching compromises and conclusions.

Drew Benado, 1421 N. Meadowwood Lane, Liberty Lake, WA: stated this was a very emotional debate. Both the Developer and the City want to see flexibility but also that standards are in place. He commented Greenstone was in favor of the revised changes. He said this proposal helps the designer know if there are certain minimum requirements the City is looking for. He commented Greenstone was more in favor of the proposed changes than the City but, in the end, it is a very good agreement going forward. He then briefly addressed the topic from a previous meeting regarding the buffer along Mission.

Vice Chair Bell congratulated City Staff and the Developer for their open-mindedness to reach middle ground on this amendment and reach a compromise.

Commissioner Laux asked how these proposed revisions will specifically help the developer. Mr. Benado responded that the potential for flexibility would allow for design of a parking lot similar to what already exists, citing Meadowood Technology Campus as a reference. He said it makes it easier for consistency going forward.

Ms. Tainio then responded to Commissioner Laux's inquiry about Alternative Methods of Compliance and explained the process. Community Development Director, Doug Smith, joined the conversation to further elaborate on the appeal rights the applicant has if not satisfied with the determination made by the City and he explained that process.

After no further discussion on the above amendment, Ms. Tainio moved on to address the three development setback garage orientation amendments for R1, R2, and RDR; ZTA-11-0002, ZTA-11-0003, and ZTA-11-0004, respectively. She stated the City and the Developer successfully reached a compromise on proposed revised language. Additionally, the City was originally going to require front-loaded garages to have individual garage doors to lessen the look of the façade. This requirement has now been added to design requirements, with a choice of six options. No other changes were made. Ms. Tainio reported the revised proposals are consistent throughout amendments ZTA-11-0003 and ZTA-11-0004.

She then submitted two written comments for the record. The first was received from Todd Stam, Owner of Aspen Homes & Development RCE-3561, who was in favor of the proposed changes to the garage orientation in amendments ZTA-11-0002, 0003 and 0004. The second was received from Judi Williams, Jubilation Enterprises, LLC, who was in support of changing the City's code for private employee parking lots in the light industrial area.

The above-referenced changes maintain consistency with both the City's Comprehensive Plan and Development Code or RDSAP, as applicable.

Community Development Director Smith commented, "All and all, we came up with some very good language that is going to be beneficial in terms of keeping the standards in place, while giving some architectural design options for the builders."

Drew Benado, 1421 Meadowood Lane, Liberty Lake, WA: clarified the possible perception that the developer likes to work "up to the last minute" on negotiations is not the case. He said, on behalf of Greenstone, they are glad the agreement was reached.

Commissioner Huffty questioned whether other developers were interested in the proposed amendments or wanted to participate, noting "no one else ever shows up." Ms. Tainio reported Mr. Frank Ide, representing Copper Basin, participated in the public workshop. She said during the review process, the City took plans into consideration from other developers such as Copper Basin, Gordon Finch, and Camden Homes. She stated there were no drastic inconsistencies with any of those developers' plans or design styles.

Commissioner Raney asked Mr. Benado if there were recommendations made by Greenstone that it did not receive and would like to address again in the future. Mr. Benado responded he thought it was a good compromise and would not, at this time, be bringing something back as a proposal in the next amendment cycle.

Vice Chair Bell invited additional comments. None were received. Ms. Tainio then concluded her staff summary, noting that all proposed amendments / revised amendments met consistency requirements.

Vice Chair Bell suggested taking action on all of the proposed amendments to the City's Development Code / RDSAP, except for the four that were submitted with revisions at the beginning of the meeting. She then asked for a motion on amendments ZTA-11-0001, ZTA-11-0006, ZTA-11-0007, ZTA-11-0008, ZTA-11-0010, ZTA-11-0011, ZTA-11-0005, and ZTA-11-0009.

Commissioner Moore moved to approve the aforementioned amendments as proposed, seconded by Commissioner Laux. No discussion was held. Motion carried unanimously.

Commissioner Hufty then moved to approve the revised amendments for ZTA-11-0002, ZTA-11-0003, ZTA-11-0004, and ZTA-11-0012, seconded by Commissioner Raney. No discussion was held. Motion carried unanimously.

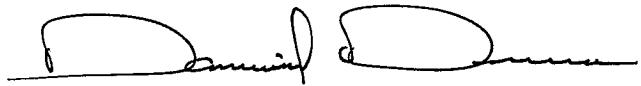
CITIZEN COMMENTS

No additional citizen comments were received. Prior to conclusion of the meeting, Ms. Tainio announced a Planning Commission special meeting will be held September 28, 2011 at 4:00 p.m.

ADJOURNMENT

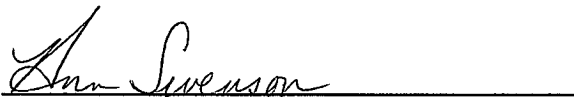
Meeting adjourned at 5:06 p.m.

These minutes are approved this 28th day of September, 2011



Daniel Dunne for Sheila Bell, Planning
Commission Vice Chair

ATTESTED BY:



Minutes prepared and transcribed by:
Ann Swenson, City Clerk