MINUTES

DEVELOPMENT COMMISSION
6:30 p.m. – Wednesday, April 3, 2024

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1. Call to Order

The hybrid meeting was called to order at 6:30 p.m. by CHAIR SANFORD.

Commissioners Present:	Chair Sanford, Vice-Chair Shore, Commissioners Brennan, Fasehun, Gilbert, Morgan, and Price
Absent:	Commissioner Ikeda (Excused)
Staff Present:	Christian Geitz, Planning Manager

2. Approval of Minutes
   a) Minutes of February 7, 2024

   With no corrections or comments the Minutes were approved.

3. Public Comments (General)

There were no requests to speak to General Comments.

4. Public Hearing *(00:02)*
   a) Site Development Permit Application for Towns on 7th, Quasi-Judicial (A)
   Presented by:
   Christian Geitz, Planning Manager
   Alex Clohesey, Millbrandt Architects
   Holli Heavrin, PE, Core Design

Appearance of Fairness Disclosures

Geitz polled the Commissioners and the Commissioners unanimously replied no to all questions but yes to the last question. The audience was asked if any Commissioner should be challenged and there were no comments.

CHAIR SANFORD opened the Public Hearing at 6:37 p.m.

Staff Presentation *(00:06)*

Geitz was sworn in and gave the staff presentation.

VICE-CHAIR SHORE asked when the roundabout is scheduled to be constructed. Geitz replied 2025, a phased project along the entirety of Newport Way.

COMMISSIONER PRICE asked why all plans and elevations were not provided in the packet. Geitz replied that the full plan sets are available. COMMISSIONER PRICE stated that Commissioners do not have a view into the building in entirety.

COMMISSIONER GILBERT asked if there is a viewable Comprehensive Plan for the roundabout. Geitz replied that Capital Improvement Project information is on a website not identified.

CHAIR SANFORD stated agreement with COMMISSIONER PRICE regarding the absence of some elevations in the packet.

Applicant Presentation *(00:15)*

Alex Clohesey was sworn in and gave the applicant presentation.

COMMISSIONER MORGAN asked for clarification regarding the through-block passage width of 10-feet and the code requirement of 15-feet. Clohesey asked if there was a discrepancy between new and old standards. COMMISSIONER MORGAN stated that the requirement is on page 702 of Urban Design Standards in the package. Clohesey replied that there is a 20-foot easement and the 5-10-5 configuration is outlined in chapter 6.4. COMMISSIONER MORGAN stated that the configuration is for roads but not through-block passages. Clohesey replied that there are cross-sections of primary and secondary through-block passages as well as roadway, boulevard, and alley configurations. COMMISSIONER MORGAN stated that the Urban Design Standards contain a chart showing a minimum 15-foot walkway with text, and asked if a condition would work. Clohesey asked if the amount of landscaping on either side could be reduced. COMMISSIONER MORGAN replied that the Urban Design Standards do not mention through-block passage landscaping requirements. Clohesey stated that there is room from a site plan perspective and that staff would verify that code is met; the 5-10-5 configuration has been present in all review rounds.

COMMISSIONER MORGAN asked why a temporary sidewalk requirement is four-feet asphalt as opposed to a regular sidewalk at six-feet. Clohesey replied that Public Works had been coordinated with on the temporary nature and material; Public Works will be consulted again on minimum size, and four-feet had been chosen to provide room for improvements to be installed. COMMISSIONER MORGAN stated that a four-foot sidewalk may not be considered accessible and any sidewalk should meet minimum requirements. COMMISSIONER MORGAN asked if a condition could be made and Clohesey replied yes.

COMMISSIONER MORGAN asked for clarification regarding the width of the driveway. Clohesey replied that the alleyway requirement is 18-feet, but that for emergency access 20-feet is needed.

COMMISSIONER PRICE asked if the front doors are store doors, and Clohesey replied a residential door with large glazing light. COMMISSIONER PRICE asked if the style requirement is met and Clohesey replied that there can be a higher light at the door. COMMISSIONER PRICE replied other options could be 2/3 – 1/3 for less of a commercial contemporary appearance.

Geitz stated that all elevations were a part of application materials but all were not in the packet.

COMMISSIONER PRICE asked for clarification regarding a garage door, and Clohesey replied that a solid garage door is proposed. COMMISSIONER PRICE asked if there is raised panel for character and Clohesey replied no, a typical panelized garage door with a texture. COMMISSIONER PRICE stated that a panel of some sort would be preferred in keeping with residential character, and that the doors at the ground level experience are important.

CHAIR SANFORD asked why horizontal windows have been included, and Clohesey replied that the horizontal windows are located at the tandem garage units and that a large window into garage space was not desirable from a security standpoint. CHAIR SANFORD asked about horizontal windows on Building One and Clohesey replied that a high window will allow for a bed or desk beneath inside. CHAIR SANFORD asked for clarification that the windows are clear and Clohesey replied correct. CHAIR SANFORD asked if four small square windows could replace the horizontal windows but would defer to the Architects. CHAIR SANFORD asked if there will be stone surrounds around doors and Clohesey replied that stone lintel is located on the leading edge of the covered port space, and siding and trim at the door wall.

COMMISSIONER MORGAN stated that the staff report indicates no trees will be retained, but asked for clarification that two significant trees are actually being kept. Clohesey replied yes, by a single-family detached unit, building six. COMMISSIONER MORGAN asked that the staff report be edited.

COMMISSIONER BRENNAN asked how many new parking stalls will be created in the frontage improvements on 7th Avenue Northwest. Clohesey replied that the stalls are parallel and while not having the exact number, approximately four to five; one proposed north of the driveway cut and three or four to the south. COMMISSIONER BRENNAN asked about a motorcycle parking space location. Clohesey replied that a motorcycle can be parked in a garage, and two bicycle stalls are located in the community space. There is also additional room in the garage spaces outside of the parking stalls for bicycle storage and trash bins. COMMISSIONER BRENNAN asked for clarification that motorcycle parking is not for visitors, part of parking scheme for the project, and Clohesey replied yes. COMMISSIONER BRENNAN stated that the frontage along Newport Way and Northwest Holly Street will be very visible

when the roundabout is constructed and asked what the frontage will look like. Clohesey asked Geitz to display a Site Improvement slide with colorized landscape plan and replied that the slide is a good representation; the buildings are situated with the nature of the roundabout and western building three is angled to line up with curvature. Between buildings two and three there is triangular landscape space for relief, and turning onto Northwest Holly Street there is repetition of unit entries which all face the street. Landscaping in the 10-foot setback will provide a buffer from public to private, as well as a positive pedestrian experience. COMMISSIONER BRENNAN suggested landscaping in the roundabout and asked for clarification regarding the frontage along 7th Avenue Northwest and Clohesey described the elevation.

VICE-CHAIR SHORE asked if condition #21 appears incomplete, and Clohesey replied that there was an editing issue. VICE-CHAIR SHORE asked that the through-block walkway width be verified, and that if there is a conflict the smaller less impervious area is preferred.

COMMISSIONER MORGAN stated that the ADA requirement is three-feet, but every 200-feet there must be a 5 x 5 passing area and there is a 5 x 5 passing area in the plan, in conformance and no condition needed.

Public Comment *(00:55)*

Geitz stated that no one had signed in to speak during the Public Hearing, in person or virtually.

Staff and Applicant Rebuttal

As there were no speakers, CHAIR SANFORD stated that there was no rebuttal.

With no objections, CHAIR SANFORD closed the Public Hearing at 7:37 p.m.

Commissioner Deliberation *(00:57)*

COMMISSIONER BRENNAN stated preferring the 10-foot wide through-block walkway.

COMMISSIONER PRICE stated that more buffer landscaping at resident entrances is more appropriate.

COMMISSIONER GILBERT stated that horizontal windows do not have a connection to windows above in proportion and could be half the height of the windows above for a visual relationship. Clohesey stated agreement, and another option could be divided lights square to vertical. COMMISSIONER GILBERT stated agreement regarding divided lights.

CHAIR SANFORD asked staff for clarification that a requirement is for sidewalk improvement in front of the development only and if there will be coordination with the city to develop sidewalk down of 7th Avenue Northwest from Northwest Holly Street to Northwest Juniper Street. Geitz replied that sidewalk will be patchwork as redevelopment occurs without an independent Capital Improvement Project. CHAIR SANFORD asked if the construction permit will specify where construction workers will be parking. Geitz replied that as part of the newly adopted contractor code of conduct, there are limitations on where vehicles can park and site maintenance. CHAIR SANFORD asked for clarification that there will be a plan for worker parking and Geitz replied yes.

CHAIR SANFORD asked the Commissioners if enough elevations have been provided in the packet to make a decision and the Commissioners agreed. Geitz stated that staff can add all elevations in as exhibit R for the record.

Action *(01:02)*

MOTION by COMMISSIONER GILBERT that the Development Commission approve the Site Development Permit for Towns on 7th Condominium Townhomes, SDP22-00003, as described and evaluated in the Staff Report dated March 27, 2024 with exhibits A through Q subject to the conditions therein and as amended tonight. I move that the Development Commission direct the Community Planning & Development department to prepare findings of fact and conclusions for review and approval by the Development Commission Chair affirming the Development Commission decision to approve the Towns on 7th, SDP22-00003 subject to the conditions listed in the staff report dated March 27, 2024 with exhibits A through Q and as amended tonight. MOTION seconded by COMMISSIONER MORGAN.

MOTION by COMMISSIONER MORGAN to add a condition that the through-block passage walkway shall be a minimum of 15-feet wide if required to conform with Central Issaquah Architecture & Urban Design (UD) manual, UD.2.2.1.1. MOTION seconded by COMMISSIONER BRENNAN.

COMMISSIONER MORGAN stated that while a 10-foot width would be better, code needs to be consulted.

COMMISSIONER BRENNAN asked what would prevail in a conflict. Geitz replied that in the recent code update, the variation in through-block passage widths was eliminated leaving one standard width. COMMISSIONER MORGAN asked for clarification that the project timing was caught in the middle of old and new code and Geitz replied correct. VICE-CHAIR SHORE asked for the number in new code but Geitz stated not having the information at this time.

COMMISSIONER MORGAN asked to amend the MOTION to add after the UD number, *unless allowed by another portion of code.*

The MOTION passed unanimously, condition #28.

COMMISSIONER PRICE asked if adding conditions to an architectural style is within the Development Commission purview, considering code or a guideline. Geitz replied yes, in regard to windows, in example.

MOTION by COMMISSIONER PRICE to add a condition for residential character front doors, the majority of which opaque. MOTION seconded by COMMISSIONER MORGAN. The MOTION passed unanimously, condition #29.

COMMISSIONER GILBERT asked if windows should be a recommendation rather than a condition.

MOTION by CHAIR SANFORD to add a condition that horizontal windows be replaced with vertical windows consistent with the Arts & Crafts style. MOTION seconded by COMMISSIONER GILBERT.

COMMISSIONER PRICE stated that also acceptable would be to add divided lights to create a proportion to vertical for design flexibility. CHAIR SANFORD reworded the MOTION to read that horizontal windows will be replaced with vertical windows *or divided lights* consistent with the Arts & Crafts style.

VICE-CHAIR SHORE stated liking the idea of half the width of upper and vertical end as a preference.

MOTION passed unanimously, condition #30.

The Main MOTION passed unanimously.

CHAIR SANFORD stated that a Notice of Decision would be issued by staff within seven days.

5. Reports

a) City Council Update *(01:11)*

Presented by:
Christian Geitz, Planning Manager

Geitz stated that Council and Commissions are working through Comprehensive Plan updates.

6. Other Business/Announcements

a) Upcoming Schedule

Geitz stated that the Clerk office has asked all Boards and Commissions to explore a regular work plan for predictability each calendar year. The Development Commission is reactionary and the draft example in the packet only contains some administrative items that are regular elements of a work plan.

7. Adjournment

CHAIR SANFORD adjourned the meeting at 7:43 p.m.

COMMISSIONER MORGAN stated thanks post-adjournment to the applicant and architect for designing a project that is attractive and meeting code.

Respectfully submitted,

Carolyn Garza, LLC
Recording Secretary