



MINUTES

DEVELOPMENT COMMISSION 6:30 p.m. – Wednesday, March 5, 2025

1. Call to Order

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

Commissioners Present: Chair Sanford, Commissioners Brennan, Ikeda, Morgan, and Price

Absent: Vice-Chair Shore and Commissioner Gilbert (Excused)

Staff Present: Christen Leeson, Principal Planner
Amanda Jackson, Meeting and Records Assistant
Emily Medina, Associate Planner

2. Approval of Minutes

- a) Minutes of January 15, 2025

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 (00:01)

- a) **Site Development Permit and Preliminary Plat Application for Madison Lane Townhomes, Quasi-Judicial (A)**
Presented by:
Emily Medina, Associate Planner
Peter Durland, Hossein Mansouri, Jamie Schroeder, Travis McDonald, and Raelyn Hulquist (Applicant Team)

CHAIR SANFORD stated the Public Hearing purpose and order.

Medina conducted Appearance of Fairness Disclosure questions with the Commissioners. No public present or online asked to challenge a Commissioner.

CHAIR SANFORD opened the Public Hearing and swore Medina in.

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Staff Presentation

Medina gave the Staff Presentation for the project.

COMMISSIONER BRENNAN asked for clarification that approval would be level four and Medina replied correct. COMMISSIONER BRENNAN asked for clarification that approval would be for both the Site Development Permit and Preliminary Plat and Medina replied correct.

COMMISSIONER MORGAN asked for clarification regarding the length of the SEPA process. Medina replied that the optional DNS process was issued so that the SEPA determination was provided with the Notice of Application, combined and early in the process. The approval process takes approximately one year.

Applicant Presentation

CHAIR SANFORD swore in Peter Durland, Attorney for the applicant, and the Applicant Presentation began.

CHAIR SANFORD swore in Hossein Mansouri, applicant, D.R. Horton, and the Presentation continued.

Durland concluded the presentation.

COMMISSIONER BRENNAN asked for a code reference given during the presentation, and Durland replied 18.340.060 D3.

CHAIR SANFORD asked for clarification regarding a Public Comment from Sammamish Plateau regarding control of stormwater, section 13 of the Staff Report, and the ESA, page 236 of 1043, how runoff from pollution generating impervious surface can be ensured to be captured for bioretention in design. Durland replied that on a procedural level, the issue has been addressed as a part of site conditions for approval. CHAIR SANFORD swore in Jamie Schroeder, Civil Engineer, and Schroeder replied that that existing topography is west towards a trail and not east, most likely a typographical error, and in general that the design of the road will fall to the west as well; the pollution generating portions will surface drain to the south to a curb cut and there is bioretention toward the end of the drive out. CHAIR SANFORD asked for sheet six of 22 to be displayed. Schroeder continued to describe the driveways, curbs and sidewalk. CHAIR SANFORD asked how capture would occur on the back of the property and Schroeder replied that stormwater would flow back to the west.

COMMISSIONER MORGAN asked if the concern of the Public Comment received regarding discharging into groundwater had been addressed as the system still would do this. Schroeder replied that the project is in a Critical Aquifer Recharge Area (CARA) and all will infiltrate through water quality bioretention as a condition. There is an underground buried trench that will take roof areas. CHAIR SANFORD asked for clarification that the city permits infiltration in the situation and Medina replied yes, the city stormwater engineer has responded to the Public

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Comment and Sammamish Plateau, and has concluded with satisfaction regarding what is proposed. Durland replied that there is still another round of design due for approval.

COMMISSIONER MORGAN asked for clarification regarding an applicant recommended change, maintenance of trails. Durland replied that a reference to the Homeowner Association (HOA) Covenants, Conditions and Restrictions (CC&R) agreement for maintenance would appear on the face of a plaque. COMMISSIONER MORGAN asked if CC&Rs can be changed by homeowners and Durland replied yes. COMMISSIONER MORGAN asked if homeowners, upon changing a CC&R, could refuse to continue maintaining trails and Durland replied that homeowners could. COMMISSIONER MORGAN asked if homeowners can be held to remain in a CC&R and Durland replied yes but as proposed, there is still a condition for development when created. COMMISSIONER MORGAN asked if there is a way to state that there are some parts of a CC&R that cannot be changed by homeowners.

COMMISSIONER BRENNAN asked for clarification regarding the reason for concern leading to the condition for the plaque. Durland replied that the concern is to ensure that the plat is clean once approved. COMMISSIONER BRENNAN asked for clarification that the amendment would remove the city from the process if there were a future amendment changing the condition to the CC&R and Durland replied yes.

CHAIR SANFORD asked if there could be a separate maintenance agreement not in the CC&R specifying the requirement and Durland replied possibly if the applicant is agreeable and with city discussion.

COMMISSIONER IKEDA asked for clarification regarding guest parking locations. Mansouri replied that each building has two parking spaces inside the building and that there is driveway available. COMMISSIONER IKEDA asked if there is an ADA requirement and Mansouri replied that there were no requirements. Medina replied that at building permit, the building plans examiner will review for ADA requirements. COMMISSIONER IKEDA asked if garbage pickup and fire turnarounds have been addressed and Mansouri replied that trash cans will be in a designated area inside of the building, brought to the street on the backside on pick up days and returned inside. Medina replied that the fire truck turnaround is in the plan set, and Recology is required to sign off on plans during construction permitting. COMMISSIONER IKEDA asked if there is a stormwater requirement regarding capacity in years and Schroeder replied that the city has requirements for flow control; there will be full infiltration. COMMISSIONER IKEDA asked about a Geotechnical Report regarding potential settlement of 1/2", and Schroeder replied that the question would need to be answered by the Geotechnical Engineer.

CHAIR SANFORD asked for applicant sheet A-2, Building A west elevation to be displayed, and asked if there are accent colors being used. Travis McDonald, Architect, (virtual) was sworn in and replied that warm, neutral earth tones are the three primary body colors with charcoal trim. CHAIR SANFORD asked if top windows at right are undivided and McDonald replied correct, that all windows are proposed without simulated division. CHAIR SANFORD asked, regarding C1, if a 21" high concrete wall is also used on the west and east ends of the buildings and McDonald replied no, only for private drive facing entryways. CHAIR SANFORD asked if vegetation in a line are shrubs and no trees and McDonald replied yes. CHAIR SANFORD asked if the 21" high wall had been considered as an opportunity for more variety and unity and

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McDonald replied no, in order to maintain a direct pedestrian pathway for visibility, and that landscape border is the preferred option due to the street facing nature.

COMMISSIONER MORGAN asked about lighter color two-story sections and the possibility of a band to break up rear elevation. McDonald replied leaning toward modest design as the location is rear, heavily screened with dense landscaping on the property line, but that additional banding could be added. COMMISSIONER MORGAN stated agreement and that banding would only be a suggestion.

Public Comment

There were no requests to speak.

Rebuttal by Applicant, Staff

There was no rebuttal as no comments were made.

CHAIR SANFORD closed the Public Hearing.

Commission Deliberation

MOTION by COMMISSIONER BRENNAN to approve the Preliminary Plat and Site Development Permit for Madison Lane Townhomes, Application Numbers PP24-00001 and SDP24-00008 as described and evaluated in the Staff Report dated February 26, 2025 with exhibits A through U subject to conditions therein, with amendments to conditions five and 12 as provided in the March 5, 2025 Staff Presentation; and that the Development Commission direct the Planning and Development department to prepare findings of fact and conclusions for the review and approval by the Development Commission Chairman affirming the Development Commission decision to approve and as further amended if changes are made during deliberations. MOTION seconded by COMMISSIONER MORGAN.

COMMISSIONER MORGAN asked for clarification regarding the applicant revision to condition five. Durland replied belief that [unspecified] should remain on the plat per code.

COMMISSIONER BRENNAN stated that code language regarding maintenance agreements is specific, that the development should be fairly stable, that city will be out of the process if a condition is only recorded as part of the CC&R, and stated agreement with the condition as drafted by staff. COMMISSIONER MORGAN stated that language is that a recorded unit lot subdivision must include maintenance agreements as necessary.

CHAIR SANFORD asked if a MOTION should be made to affirm the condition as stated, and COMMISSIONER MORGAN replied that the original MOTION included the staff proposed amendments to conditions.

CHAIR SANFORD asked if a site triangle on sheet C2.00 and others represents the Site Distance Analysis, page 71 of 1043. Medina replied yes, reviewed by the CP&D Engineer.

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CHAIR SANFORD asked if staff considered Windows and Doors for Multi-Family, code 18.700.100 B4, and how intent has been met. Medina replied that staff concluded that there is compliance as there are divided windows provided with the development, but that there is some ambiguity to the term *as appropriate* in design standards; the Commission is able to add a condition. CHAIR SANFORD stated concern regarding the west end of building A facing Front Street, and asked Commissioners if the requirement for an engaging and interesting side to the street is met. COMMISSIONER MORGAN stated that what stands out is not necessarily divided windows but the blank wall portion and asked if another window should be added. COMMISSIONER PRICE replied that the site will not be experienced in elevation and that the design is good for Olde Town standards; the building is quasi-traditional leaning to contemporary and stated feeling that design is good as-is. COMMISSIONER BRENNAN stated being satisfied with design as presented. CHAIR SANFORD stated that landscaping is a strong feature in the design which will be helpful.

COMMISSIONER IKEDA asked what number of trips would drive a traffic study and Medina replied that the difference between a traffic memo and full Traffic Impact Analysis is peak hour trips versus total new trips. A full analysis was not triggered for the project. COMMISSIONER IKEDA asked for the number and Medina stated belief that the trigger is 30 but that a firm answer can be emailed.

COMMISSIONER BRENNAN asked what is being done to provide traffic relief on Front Street. Medina explained the administrative process for new developments and that a Transportation Certificate has been issued which means that the development will not cause impacted streets to fall below the city standard level of service. COMMISSIONER BRENNAN stated that there is a significant project at the Highway 18 interchange that may provide noticeable relief, and that transportation is a focal point for every development before the Commission and Staff.

Commission Action

CHAIR SANFORD asked for a vote on the main MOTION. The MOTION passed unanimously. A Notice of Decision will be issued by staff within seven days.

5. Reports

- a) **City Council Update (01:07)**
Presented by:
Christen Leeson, Principal Planner

Leeson stated that there were no updates.

6. Other Business/Announcements

- a) **Upcoming Schedule**

There were no announcements.

7. Adjournment

CHAIR SANFORD adjourned the meeting at 7:39 p.m.

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Respectfully submitted,

Carolyn Garza, LLC
Recording Secretary