MINUTES

DEVELOPMENT COMMISSION
6:30 p.m. – Wednesday, October 15, 2025

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1. Call to Order

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

Commissioners Present:	Chair Shore, Commissioners Fasehun (virtual), Mayo (virtual), Morgan, and Sanford
Absent:	Commissioners Brennan, Ikeda, Price, and Stanchak (Excused)
Staff Present:	Amanda Jackson, Meeting Assistant Emily Medina, Associate Planner

2. Approval of Minutes

a) Minutes of September 3, 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 *(00:02)*

a) **Site Development Permit Application for 60 Newport Way Townhomes, Quasi-Judicial (A)**
Presented by:
Emily Medina, Senior Planner
Clifford Low, Owner/Applicant

Medina presented Appearance of Fairness Disclosures. There were no conflicts and no challenges from the public.

CHAIR SHORE opened the Public Hearing and swore in Medina.

Staff Presentation

Medina gave the staff presentation.

COMMISSIONER MORGAN asked for clarification regarding the amount of time the process has taken to this point. Medina replied that there had been time spent determining if the original proposal was code compliant, and the project was revised to meet standards.

COMMISSIONER SANFORD asked, regarding Traffic Analysis on page 12 of the Staff Report, for clarification regarding net new vehicle trips. Medina replied that net new trips are afternoon peak hour trips, with credit given for the use already on site. COMMISSIONER SANFORD asked if the use currently onsite is Single-Family, and Medina replied yes. COMMISSIONER SANFORD asked for clarification that 12 automobiles create a difference of only two trips per day, and Medina replied that the Trip Manual bases the figure not on the number of cars onsite but by use of the site, Single-Family Attached, which assigns a number of trips per unit.

CHAIR SHORE asked for clarification regarding maximum density. Medina replied that code specifies that .5 is the limit and figures are rounded.

Applicant Presentation

CHAIR SHORE swore in Clifford Low, Owner/Applicant.

Low gave the applicant presentation.

COMMISSIONER SANFORD asked if Avanti Aluminum and Glass Garage are materials to be used on garage doors and Low replied yes. COMMISSIONER SANFORD stated appreciating more detail brought to the Commission.

Low stated that questions or requests for the packet can be sent to cliffmlow@gmail.com.

COMMISSIONER SANFORD asked for clarification regarding the black color differences to roofing material, the color board versus elevations displayed. Low replied the colored would be used, a better contrast.

Public Comment

- Tianjian Cai, property owner near the project, stated having three concerns. One, that the three story project will keep the home of the speaker in shade several months of the year; two, privacy due to windows on the north side of the project that will look into the home of the speaker, and three, traffic will come into the project toward the bedroom window of the home of the speaker with headlights and noise, no buffer present.
- Jean McMullan and Katy McMullan, property owners near the project, stated concern regarding the water line location and accessibility to city water if a switch from septic is desired in the future. Parking is also of concern, the project allowing only two cars per unit and that inevitably visitors will try to park on the property of the speakers.

Rebuttal by Applicant

Low stated appreciating the comments, that renderings can be provided, and that the Staff Report requires that the water line is protected; an easement and right to access the sewer line due to a wetland buffer was explained. Parking meets city code, but the challenge is recognized.

Rebuttal by Staff

Medina stated that there are two conditions in the Staff Report requiring protection of septic and water line, to be evaluated also with construction permits. Regarding parking and the park, construction permitting will require a split rail fence to prohibit access to and protect critical areas. Katy McMullan asked for the location of the split rail fence and Medina replied on the buffer of the project property behind the rear building.

COMMISSIONER MORGAN asked for Google Earth to be displayed. Medina described the location. Katy McMullan asked for clarification that the buffer area cannot be used, and Medina replied correct and that there will be signage. Jean McMullan stated that there had been a dispute regarding an apple tree and a property line and Medina replied that the tree would be protected. Jean McMullan asked for further clarification regarding the split rail fence, and Medina replied that the fence only follows the buffer but not to the end of the property line, the tree being within a vegetation area. Low replied that the northeast portion of the project will likely be fenced between the split rail fence and the north property line.

COMMISSIONER SANFORD asked for clarification that there is no requirement for guest parking in the 2022 code for projects of this size and Medina replied no, and not in current code either.

COMMISSIONER MORGAN asked if the shade issue would be required to be addressed and Medina replied no, not in code.

CHAIR SHORE closed the Public Hearing.

Commission Deliberation

MOTION by COMMISSIONER MORGAN to approve the Site Development Permit for 60 Newport Way, SDP23-00005, and associated administrative adjustment standard AAS24-00003 as described and evaluated in the Staff Report dated October 8, 2025, with exhibits A-O subject to the conditions therein and this amendment tonight, and 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 SDP23-00005 and AAS24-00003 subject to the conditions listed in the Staff Report dated October 8, 2025 with exhibits A-O subject to the conditions therein and as amended tonight. MOTION seconded by COMMISSIONER SANFORD.

COMMISSIONER MORGAN stated appreciating the shade concern by the adjoining property owner, but that a change cannot be made as code does not prohibit. COMMISSIONER SANFORD asked if landscape screening could be a possible solution to the visibility concerns

mentioned during the Public Hearing and stated that the design is handsome providing a needed housing type.

COMMISSIONER MAYO stated that the project looks great.

Commission Action

The MOTION passed unanimously.

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

5. Regular Business *(00:40)*

a) **Vote on November Special Meeting Date (A)**
Presented by:
Emily Medina, Senior Planner

Medina stated that a meeting needs to achieve quorum on November 19, 2025 for the Issaquah High School and Elementary School site major amendment. The Commissioners present stated being available and a follow-up email would be sent to excused Commissioners.

6. Reports

a) **City Council Update** *(00:41)*
Presented by:
Emily Medina, Senior Planner

Medina stated that there were no updates.

7. Other Business/Announcements

a) **Upcoming Schedule**

There was no other business.

8. Adjournment

CHAIR SHORE adjourned the meeting at 7:20 p.m.

Respectfully submitted,

Carolyn Garza, LLC
Recording Secretary