MINUTES

PLANNING POLICY COMMISSION
6:30 p.m. – Thursday, February 13, 2025

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1. Call to Order

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

Commissioners Present:	Chair Voiss, Vice-Chair Patterson (Virtual), Commissioners Kennedy, Krass and Zakharoff
Absent:	
Staff Present:	Minnie Dhaliwal, Director, Community P & D Amanda Jackson, Meeting & Records Assistant Christen Leeson, Principal Planner Valerie Porter, Associate Planner Stephen Padua, Assistant Planning Director Thomas Valdriz, Senior Planner

2. Approval of Minutes

a) Minutes of January 9, 2025

There being no corrections or comments, the Minutes were approved.

b) Minutes of January 23, 2025

There being no corrections or comments, the Minutes were approved.

3. Public Comments (General)

There were no requests to speak.

4. Regular Business *(00:02)*

a) **Title 18 Land Use Code – Review of Proposed Clarifying Amendments (D)**
Presented by:
Christen Leeson, Principal Planner

Leeson gave the presentation.

COMMISSIONER KENNEDY asked for clarification regarding outdoor lighting exemption language. Leeson replied that the lighting that the city requires also must meet other regulations and that there are codes that supersede the city codes; in example, state required emergency lighting. COMMISSIONER KENNEDY stated that structure of the paragraph should be redone. Leeson replied the language *unless superseded by other regulations* could be added and the issue would be examined.

COMMISSIONER KRASS asked if there are new landscaping permit requirements. Leeson replied that requirements are the same, but that information regarding bonds has been updated for clarification. COMMISSIONER KRASS asked if there are any new requirements for single-family dwellings and landscape plans. Leeson replied no and stated that individual single-family residences are exempt.

CHAIR VOISS stated that the amendments are straight forward and VICE-CHAIR PATTERSON stated agreement.

b) **Middle Housing & Accessory Dwelling Units (ADU) (D)**
Presented by:
Valerie Porter, Associate Planner

Porter began the presentation.

COMMISSIONER KRASS asked if the price per square foot remains linear when decreased to a smaller unit. Porter replied that 10% had been compared to the previous 80%, and that the data is very preliminary and high-level.

Porter continued the presentation.

COMMISSIONER KRASS asked, regarding lot density, for clarification about the feasibility of a reference to a 1,200 square foot four-bedroom unit. Porter replied that allowing the option is better than not allowing. COMMISSIONER KRASS asked how 1,200 square feet was arrived at, and Porter replied that for Cottage Homes at 80%, the reduced size is 1,400 square feet; the numbers presented are what A Regional Coalition for Housing (ARCH) recommends. COMMISSIONER KRASS stated that ARCH should present an example of an existing situation, not only on paper. Padua replied personally living in a 1,280 square foot, 4-bedroom, 1¾ bathroom unit. COMMISSIONER ZAKHAROFF stated having lived in condominium units and that the 1,200 square foot scenario is tight but possible.

Porter asked if lot density should be increased beyond the state requirement of two dwelling units on one lot, or to allow four dwelling units on one lot without the affordable housing requirement.

COMMISSIONER ZAKHAROFF stated that option two is more negative than positive, although opportunities would grow.

CHAIR VOISS stated that option one is more viable particularly in light of the transit issue, and that results from the requirement should be examined first and more can always be added.

VICE-CHAIR PATTERSON stated agreement with CHAIR VOISS and stated that what is called a major transit stop does not run as such, that all needs of residents throughout the day should be met.

Porter asked if the maximum size of the ADU should be increased from 1,000 square feet to 1,250 square feet and presented apartment layouts.

COMMISSIONER ZAKHAROFF asked for clarification regarding claiming as a base unit. Porter explained a scenario. COMMISSIONER ZAKHAROFF asked for further clarification and Porter replied with further hypothetical figures; staff recommendation is for the primary unit to be 25% greater than the ADU.

COMMISSIONER KENNEDY stated that there needs to be a definition of primary units and ADU so that ADUs are not considered primary. Porter replied that there is a definition for an ADU but not for a primary unit; a definition would help but may not solve a problem. COMMISSIONER KENNEDY asked for clarification regarding the ADU definition. Porter replied that the state is beginning to blur the definition, considering ADUs to occupy one lot. COMMISSIONER KENNEDY stated that the ADU would then no longer be *Accessory*.

COMMISSIONER KRASS asked if the trend will be for ADUs to be built on existing properties or in new construction. Porter replied that existing property owners will probably build ADUs. COMMISSIONER KRASS asked if current ADUs are mostly detached, and where demand is expected going forward which could help define requirements. Porter replied that ADU types are not tracked. COMMISSIONER KRASS asked if there is data regarding other cities and Padua replied that ADUs seen on a Kirkland tour last year were being sold separately from the primary, exempted from impact fees and parking requirements; developers have taken advantage of the opportunity for exemptions and Kirkland is now re-examining the policies. CHAIR VOISS stated that more density was achieved but with no affordability.

COMMISSIONER ZAKHAROFF stated that maximum size of ADUs should not be increased to 1,250 square feet.

COMMISSIONER KRASS stated agreement with COMMISSIONER ZAKHAROFF, to keep the maximum at 1,000 square feet.

COMMISSIONER KENNEDY stated that if allowing 1,250 square feet will not create what is desired, 1,000 square feet should remain the maximum.

VICE-CHAIR PATTERSON stated agreement and that 1,000 square feet keeps a barrier of entry to homeownership or market rate rentals lower.

CHAIR VOISS stated agreement that 1,000 square feet should remain the maximum.

c) **IMC 18.604 Parking – Proposed Amendments (D)**

Presented by:
Thomas Valdriz, Senior Planner

Valdriz gave the presentation.

COMMISSIONER KRASS asked if Electric Vehicle (EV) capable is only for new construction, and for what type of building. Valdriz replied that EV capable is for new development as required by the state, and that EV capable starts at Duplexes. COMMISSIONER KRASS asked if EV requirements align with available services and Valdriz replied that Puget Sound Energy (PSE) has been asked demand and supply questions, the reply being that PSE is capable of providing for the need. COMMISSIONER KRASS asked if there are foreseeable issues with meeting the requirement that could stall development and Padua replied that there is a current delay in installation of the infrastructure. Dhaliwal replied that commercial projects and substantial redevelopment trigger the requirement but are at the mercy of the utility company, which is approximately six months out, and further language in code will be explored. COMMISSIONER KRASS asked if state law specifies when EV services need to be in place in order to obtain a permit, and Dhaliwal replied that the issue would be examined. Padua replied that the city has the capability to allow flexibility to the timing of installation.

CHAIR VOISS asked if solutions to parking in connection with more density are being considered. Valdriz replied that the state law does not address but that city parking requirements will result in building out rather than up.

5. Reports

a) **Council Update** (*01:08*)

Padua stated that on February 3, 2025, City Council adopted the Urban Forestry Plan and that wind impact and recovery efforts were updated. A new Councilmember has been selected.

6. Other Business/Announcements

Padua stated that an email had been sent to Commissioners from Sustainability staff regarding the update to the Climate Action Plan this year; if there is interest from Commissioners in joining committees with the Environmental Board please contact Padua.

CHAIR VOISS stated that Chair Voiss, Vice-Chair Patterson, Padua and Aronia McLean have been conducting interviews and that there will be new Commissioners in March. Padua replied that the Mayor will finalize the appointment list next week, with Council confirmations in early March 2025.

7. Adjournment

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

Respectfully submitted,

Carolyn Garza, LLC
Recording Secretary