



MINUTES

PLANNING POLICY COMMISSION 6:30 p.m. – Thursday, October 23, 2025

1. Call to Order

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

Commissioners Present: Vice-Chair Patterson, Commissioners Krass, Matthews, Millender-Irwin, Mohl-Barouh, Oliner, and Zakharoff

Absent: Chair Voiss, Commissioner Adair (both Excused)

Staff Present: Amanda Jackson, Meeting Assistant
Christen Leeson, Planning Manager

2. Approval of Minutes

a) Minutes of September 25, 2025

With no changes or comments, the Minutes were approved.

3. Public Comments (General)

There were no requests to speak.

4. Regular Business (00:01)

a) **Landscaping Standards in Right of Way (IMC 18.606) Proposed Amendments (D)**

Presented by:

John Mortenson, Transportation Engineering Manager

Mortenson presented the topic.

COMMISSIONER KRASS stated liking deviation ideas and exemptions and asked for clarification regarding that process. Mortenson replied that the standard is five feet, the width needed for a tree and usual root issues with sidewalks; a project should reduce rather than eliminate, depending on where a tree is located. Mortenson described the deviation process during permitting and stated that the permit reviewers would make the determination. COMMISSIONER KRASS asked if there is an opportunity for the requestor to address issues raised and Mortenson replied yes, through the usual review process.

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COMMISSIONER MOHL-BAROUH stated that the proposal is excellent for providing different environments and textures in the city and that sidewalk improvement opportunities are also excellent.

COMMISSIONER ZAKHAROFF stated agreement with COMMISSIONER KRASS and COMMISSIONER MOHL-BAROUH and asked how long a permitting process timeline would be. Mortenson stated that the process would not add to a timeline, occurring concurrently with the Construction permit process. Leeson replied that staff are required to meet timelines.

VICE-CHAIR PATTERSON stated that a formal recommendation would be made at the next meeting and that questions and feedback are being given at this meeting.

COMMISSIONER MILLENDER-IRWIN asked how a deviation would look if a sidewalk were needed for safety next to a critical area. Mortenson replied that the permit review process would examine holistically and described scenarios.

COMMISSIONER MATTHEWS asked why a deviation to a critical area would not be a separate subject, a possible option being elevated boardwalks that would not impact critical areas. Mortenson replied that the situation is addressed in the new standards.

COMMISSIONER OLINER asked if planter strips are typically in the city right of way and Mortenson replied yes. COMMISSIONER OLINER asked if developers are expected to plant and maintain a planter strip from a legal standpoint, on public property. Mortenson replied that conversations have been held with the city Attorney. COMMISSIONER OLINER asked if adding a second story renovation would trigger responsibility for a planting strip. Mortenson replied that the situation, as well as middle-housing, are exempt, not a change. COMMISSIONER KRASS described a similar situation that had occurred personally, stated that a conflict of objectives between safety and tree preservation should have clear decision making and asked how the process works in practicality. Mortenson replied that standards will be observed once adopted and changes made if needed and described a potential scenario. COMMISSIONER KRASS asked what other people are brought into the process when a large tree needs to be removed. Leeson replied that an Arborist Report is a requirement. Mortenson replied that there have been incidents when a sidewalk has been moved when there is sufficient right of way. Leeson replied that tree retention and coverage is required for every permit submitted.

COMMISSIONER MOHL-BAROUH asked why there is a need for uniformity in the situation of a tree being removed rather than built around for interest. Mortenson replied that ADA standards and concrete needed are considerations.

VICE-CHAIR PATTERSON offered an opportunity for general Public Comment to those who had arrived late due to traffic and parking issues. There were no requests to speak.

- b) **Planning Policy Commission Rules and Regulations (A)** (00:46)
Presented by:
Christen Leeson, Planning Manager

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Leeson presented the proposal to move the Chair and Vice-Chair Election date and to adjust wording regarding Officers holding positions.

COMMISSIONER MATTHEWS asked for clarification regarding the absence of CHAIR VOISS and Leeson replied that a vote to adopt would become active now.

VICE-CHAIR PATTERSON stated that an election would occur in the spring so that positions are filled, but a new election would occur in September so that new members can understand the Commission before voting.

COMMISSIONER KRASS asked if staff has a preference, September or January, and Leeson replied no.

COMMISSIONER OLIINER asked if there was a downside to shifting dates and Leeson replied no.

COMMISSIONER ZAKHAROFF asked for clarification regarding the second sentence. Leeson explained that coverage in positions would be maintained if a meeting is not held in May. COMMISSIONER ZAKHAROFF stated being in support of September.

COMMISSIONER MOHL-BAROUH asked if January would be better if minimal meetings occur over the summer. Leeson replied that the question is a good point, and that time off during the summer that occurred this year is not typical. VICE-CHAIR PATTERSON replied that new topics such as Docket Approval occur for the new year, possibly a good alignment.

MOTION by COMMISSIONER MATTHEWS to adopt a January date for elections and to accept proposed language. MOTION seconded by COMMISSIONER MOHL-BAROUH. The MOTION passed unanimously.

5. Reports

a) Council Update (00:54)

Leeson stated agenda bills will go to Council on November 10, 2025 including the Comprehensive Plan, as well as a discussion regarding the Bellevue College Development Agreement.

6. Other Business/Announcements

a) Upcoming Schedule

There were no announcements.

7. Adjournment

VICE-CHAIR PATTERSON adjourned the meeting at 7:28 p.m.

Respectfully submitted,

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Carolyn Garza, LLC
Recording Secretary