



City of Leavenworth
Department of Community Development

Planning Commission Meeting
April 6, 2009 (Monday)
7:00 PM
City Hall Conference Room

MINUTES

1. Meeting Called to Order at 7:43pm
2. Members Present:
 - Andy Lane
 - Christine Jakobsen
 - Marshall West
 - Pete Olson
 - Larry Hayes
 - Farzan Farivar
3. Members Absent:
 - Wade Bittle
4. City Staff Present:
 - Connie Krueger
 - Nicole Hill
5. Approval of March 4, 2009 Minutes
 - Christine explained that there were some places where her last name was spelled correctly as “Jakobsen,” but some places it was spelled “Jacobsen”
 - Andy made a motion to approve the minutes as amended by Christine
 - Marshall seconded the motion
 - The minutes passed unanimously
6. Initial Review of Utility Code Amendments
 - Connie went through the draft code amendments with the Planning Commission. She explained that these amendments would substantially change the way the City does business, and emphasized the importance of involving the Council early on in the process. The amendments need to go through more revisions with the consultants and the Public Works department have more things to add to the

Design and Construction Standards. The goal of the Design and Construction Standards would be to have a changeable document. The standards are very technical. Connie went through the sections that the Planning Commission should focus on as they review the amendments at this point. She told them to focus on:

- 14.15
- 14.14 (especially 14.14045, 14.14.082, 14.14.090, and 14.14.121)
- Streets and Sidewalks 2.4-1 through 2.4-8

Connie also explained that the interim controls that are currently in place expire in July, but that these utility amendments are really important and shouldn't be rushed because there are certain issues that need to be worked through and thought about. The amendments focus on preserving water while maintaining and expanding the City's water rights for growth. The City is overdue for updating and changing the utility standards. The changes also are driven by growth and development, and the Growth Management Act.

7. Parking Standards

- Connie reminded everyone that a date to discuss parking code amendments still needs to be set. The Planning Commission discussed how to format that meeting and who should be involved. Most members felt that compiling a group of key people would be good, but that it should be left as an open public meeting as well. They also felt that the best format would be to look at the specific sections of the code that we would like to change and list the reasons or goals of changing each section. This format would allow the public and the Planning Commission/City to come to an agreement of the objectives and goals of each section that is currently up for discussion.
- More discussion took place around the issue with requiring more parking spaces for lodging establishments. Some members felt that lodging establishments need to have more parking to accommodate for employees, conference rooms, and number of units to name a few. There are many cities/towns in Washington that require more than one space per bedroom, and most at least have a policy for employees or large conference rooms
- The format for the meeting was decided on:
 - Full group meeting
 - Present the overall objectives
 - Break into small groups depending on number of attendees
 - Keep focused with specific topics (compile topics and send-out beforehand)
 - Most likely at the fire hall

8. Meeting Adjourned at 8:38pm