



City of Leavenworth
Department of Community Development

Planning Commission Meeting
February 4, 2009 (Wednesday)
7:00 PM
City Hall Conference Room

MINUTES

1. Meeting Called to Order at 7:05pm
2. Members Present:
 - Andy Lane
 - Christine Jakobsen
 - Marshall West
 - Pete Olson
 - Wade Bittle
3. Members Absent:
 - Farzan Farivar
 - Larry Hayes
4. City Staff Present:
 - Connie Krueger
 - Cary Siess
 - Nicole Hill
5. Connie provided the Planning Commission with an overview of the materials in front of them. The materials included code amendments for LMC Titles 14.08, 14.12, 14.17, 16.08, 14.28, 18, and 14.14. Additional materials included the residential design guidelines, a project list, a project calendar, and the draft minutes from the January 7, 2009 regular Planning Commission meeting.
6. Approval of January 7, 2009 Minutes
 - Christine Jakobsen made a motion to approve the minutes
 - Marshall West seconded her motion
 - The minutes were approved unanimously
7. Discussion of Code Amendments

- 14.08 Old World Bavarian-Alpine Architectural Theme
 - The Planning Commission discussed the code amendments to this section of the code at the previous meeting on January 7, 2009. At this meeting, the Commission look over the changes made at the last meeting, as well as some additional changes that were saw as necessary. These changes included adding words, such as “by the City,” to clarify who would be responsible for approval of certain materials, and to explain snow-guard guidelines. Another issue that was discussed was what “staging” truly refers to within 14.08.050 B.
- 14.12 Off-Street Loading and Parking
 - The Planning Commission also discussed the code amendments made to this section of the code at their meeting on January 7, 2009. At this meeting, the Commission looked at the changes they made at the previous meeting and some additional changes that were thought as necessary. Changes that were discussed included:
 - a. The purpose of this section of the code,
 - b. Restriping standards to ensure correct parking stall dimensions,
 - c. Circulation within and/or parking facilities not being allowed to impact on-street and/or alley traffic patterns,
 - d. Off-street parking requirements for buildings and remodels that create buildings that are larger than 10,000 square feet,
 - e. The number of spaces required for different uses,
 - f. Parking and loading location requirements,
 - g. Curb cut restrictions, and
 - h. Lot design requirements, including storage and surfacing materials.
- 14.17 Flags, Flagpoles, Towers, and Tower Structures
 - The Planning Commission looked at the changes to 14.17, which was formally 14.14 before Ordinance 1307 passed. The main section that changed, besides the numbering and a few words here and there, was the Permits Required section 14.17.040. This section was added to clarify some of the regulations for flags, flagpoles, and towers, tower structures, and light displays by reiterating the regulations that can be found other places in the code. Another section that was added was 14.17.180 Severability to protect the validity of the Chapter.
- 16.08, 14.28, 18, 14,14
 - The Commission discussed some other slight changes to various sections of the code.
 - a. In 16.08, they discussed the definition of an artificial wetland and that our current definition does not match State law.
 - b. They discussed that the prohibited signs in Section 14.10.08, the lot design requirements in Section 14.12.170,

and the screening requirements in 18.45.080 should conform to the lighting standards in Title 14.28.

- c. In the Title 18, the Commission looked at the additions to the landscape requirements when it comes to site plan review, so that the planners can have scalable and true ideas of what the landscaping will actually look like.
 - d. In 14.14, the Commission looked over the roads and utility standards in relation to the Downtown Master Plan, private roads, and private driveways. They also discussed what is considered appropriate snow storage areas.
- Residential Design Guidelines
 - Connie asked the Commission to look over these guidelines, along with 18.68.030, for a future discussion.
8. Discussed the Project List and Calendar
- The Commission went through the project list and calendar for the year and discussed additional meeting that need to be added and public hearing procedures. Connie also explained some updates that must be completed this year and who she wants to hire to help the City complete these required updates.
 - The next Planning Commission meeting will be a public hearing on the code amendments discussed at this meeting and the January 7, 2009 meeting. The hearing will be at the regular Planning Commission meeting on Wednesday March 4, 2009 at 7pm.
9. Meeting Adjourned at 10:00pm