

**Planning Commission**

**Meeting Minutes**

**March 3, 2020**

Approved: kmj



6:30:06 PM

Chair Adam Yanasak called the meeting to order. Commissioners in attendance: Christine Lavra, Greg Tisdell, Carly McGinn, Alex Lark, and Michael Finch.

Commissioners Absent: Kathryn Beck, Chris Holland, and Michael Zelinski

Voting Alternates: Alex Lark and Michael Finch

Staff Present: Allan Giffen, David Stalheim, and Kathy Davis

Meeting Minutes

**Motion:** Commissioner Lavra made a motion to approve the February 18, 2020 meeting minutes.

Commissioner McGinn seconded the motion.

**Vote:** Commissioner Finch, abstain; Commissioner Lark, abstain; Commissioner McGinn, yes; Commissioner Tisdell, abstain; Commissioner Lavra, yes; and Chair Yanasak, yes.

**Motion Failed.**

Meeting Minutes Reconsideration

**Motion:** Commissioner Lavra made a motion to reconsider vote on the approval of the February 18, 2020 meeting minutes. Commissioner McGinn seconded the motion.

**Vote:** Commissioner Finch, abstain; Commissioner Lark, abstain; Commissioner McGinn, yes; Commissioner Tisdell, yes; Commissioner Lavra, yes; and Chair Yanasak, yes.

**Motion Carried.**

Commissioner Comments

Commissioner Lark mentioned that the Army Reserves activated him to serve so he may miss some future Planning Commission meetings.

Staff Comments

Allan Giffen, Planning Director, reminded Commissioners about the next meeting scheduled on March 17, 2020.

General Citizen Comments

None

### **Item 1: Rethink Zoning – housing types and development standards**

David Stalheim, Long Range Planning Manager, presented information about housing types and development standards based on public input and visual preference survey responses from the February Open House.

#### **Commission Discussion**

Commissioner Finch asked about the public feedback on the images. Mr. Stalheim responded that the public feedback and written comments help staff evaluate the standards and the appropriateness of housing types in the residential zones. Commissioner Finch stated that staff should also consider market demand and best practices. Mr. Giffen responded the City's consultant used the visual preference survey as a tool in assisting the City and other communities throughout Washington in the development of zoning and design standards for residential development. Commissioner Finch asked if the consultant had that information by demographics and/or age categories. Mr. Giffen responded that he would check. Mr. Stalheim added that it was important to hear from citizens that live in the residential neighborhoods regarding the variety of housing types.

Commissioner Lark commented on design standards and affordability. Mr. Giffen stated that affordability is a design standards consideration. The City doesn't want to create standards that drive housing costs; however, the City does want design standards that provide a good street frontage and in character with the neighborhood especially in areas where increased densities are proposed.

Commissioner Tisdell asked if the City would consider different design standards based on the neighborhood area and location. Mr. Giffen responded that was still under discussion.

Chair Yanasak asked about accessory dwelling units, duplexes, and cottage housing. Mr. Giffen responded that the parking standards are different and there should be adequate standards that support the various housing types. Mr. Stalheim added that the size of a detached accessory dwelling unit was similar in size to a cottage house; however, cottage housing refers to a grouping of four or more homes on a residential lot.

Commissioner Lark asked why townhomes were permitted in the Everett Station UR2 area, and not permitted outright in other UR2 areas. Mr. Stalheim responded that the review process in other UR2 areas was in consideration of the residential character of the neighborhood. The intent in the Everett Station area is to provide for more transit-oriented development.

Chair Yanasak asked about duplex fee simple units. Mr. Stalheim responded that through the unit lot subdivision process, the units wouldn't be condominiums. The draft code requires unit lot subdivisions in the UR1 zone which provides the potential for home ownership.

Commissioner Finch asked about open space. Mr. Stalheim responded that the code requires prescribed setbacks.

Commissioner Finch asked if the City's floor area ratio (FAR) definition included basement space. Mr. Giffen responded that the definition didn't include a basement space that was at least ¾ below grade. Commissioner Finch would like to encourage more living area within a building by not counting basement space in floor area. Commissioner Lark agreed. Mr. Giffen responded that staff would consider.

Commissioner Lark asked if an accessory dwelling unit (ADU) could be attached to a duplex on a fee simple lot. Mr. Giffen responded no, under the current code. Commissioner Finch asked if the lot met the underlying zoning and lot size, would an ADU be allowed. Mr. Giffen responded that is something to consider. Commissioner Lark asked about removing the owner occupancy provision. Mr. Giffen responded that many jurisdictions require occupancy of one of the units. The legislature has been discussing accessory dwelling units; however, there has been no legislation passed.

Chair Yanasak asked about the feasibility of building cottage housing. Commissioner McGinn asked if parking had to be located on-site. Mr. Giffen responded that a covenant for off-site parking could be provided if not available on-site. Typically, cottage housing provides for common open space and parking area. Commissioner Finch stated that it appeared to him that there weren't many residential lots large enough in the UR1 and UR2 zones available for cottage housing.

Commissioner Lark commented that he would like to see more transit-oriented development constructed.

Commissioner McGinn preferred the multiple family images that provided prominent entrances and were pedestrian friendly. Commissioner Lark agreed and commented that townhomes should be the new standard for the City to help accommodate growth and promote transit-oriented development. Commissioner Tisdell preferred the step-up multiple family structures in proximity to single family or in transitional zones.

#### Citizen Comments

Earl Hall, 3524 Colby, stated that he liked his neighborhood because of the different housing types located in the area. He wouldn't like everything to look the same. He appreciated the effort to try to make the Code simpler to navigate and understand.

Jean Satti-Hewat, Grand Avenue, would like a summary sheet that shows the current zoning and the proposed zoning. She would like staff to consider buffer zones around historic districts due to the changes in density proposed in areas surrounding historic districts. She requested Commission to reconsider the up-zone changes proposed in the Norton/Grand historical neighborhood area.

Tina Hokanson, 325 S. Cabot, asked Commission to consider placemaking. What kind of community areas are we creating where residents can gather to get to know their neighbors? She stated that there was a lack of open and green spaces in south Everett.

Ken Ries, 3427 Norton Avenue, didn't want his neighborhood zoned UR2. He was concerned about parking in the area. Moved into the home because of the historic character of the neighborhood. He recommended that the City focus growth along the transit corridors.

**Item 2: Rethink Zoning – Chapter 5, Uses**

David Stalheim presented information in response to commissioners input on Chapter 5, Use Tables.

**Commission Discussion**

Under street type designations, Commissioner Finch didn't want to create barriers to redevelopment due to the proposed 100-foot building depth. Commissioner Finch recommended 35-40 feet.

Under exception to permit requirements, Commissioner Lark asked about popup restaurants or food trucks. Mr. Stalheim responded that currently, the existing code allows for temporary uses. Mr. Giffen added that the use would have to be allowed in the zone.

Commissioner Lark asked if micro-housing was constructed in mass and character with other structures in the area, could that use be listed as a permitted use in the UR2, transit overlay zone to create more housing options. Commissioner McGinn was concerned about exterior compatibility. Commissioner Yanasak was concerned about the micro-housing definition. Commissioner McGinn suggested alternative language. Mr. Stalheim responded staff would work on the definition.

Commissioner Finch asked if there was any limitation on unrelated people living in a structure in the UR1 and UR2 zones. Mr. Giffen responded not under the group housing definition; however, under the family definition up to four unrelated adults and their related minor children or up to eight disabled unrelated adults are allowed.

Commissioner Lark would like to see Live/Work units allowed in the UR2 zone under a conditional use review process to ensure that the use meets the intent of serving the neighborhood. Commissioner McGinn agreed with the neighborhood business concept under the proper review process with the intent to create a walkable and pedestrian friendly community. Mr. Giffen responded that staff will bring back some options for Commission review.

Commissioner Lark referred to footnote 18, commercial parking not allowed in Metro Everett and asked if it was the intent in the rest of Everett to provide the same built environment as in Metro Everett. He didn't support promoting more parking lots in mixed use areas where more density is encouraged. Mr. Giffen responded that mixed use developments were required to have off-street parking provided on their own lot. Surface parking lots are a permitted use; however, parking lots wouldn't be constructed unless there was a market demand.

Commissioner Lark was concerned about the prohibition of tattoo parlors, body piercing, pawnshops, and thrift stores. He stated that it was a lot more difficult to find tenants for ground floor retail spaces

and he didn't understand the need to restrict those uses. Mr. Giffen responded that staff will review and bring something back for Commission review.

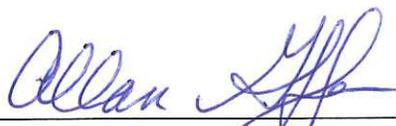
Mr. Stalheim stated that staff would look at some standards for veterinary clinics proposed in residential zones and bring those back for Commission review. Mr. Stalheim stated that staff could remove industrial aggregate extraction from the use table because the current activity is allowed as a legal nonconforming use; however, the use as drafted is prohibited as a new use.

Regarding food banks, Commissioner Lark stated that there are churches located in the UR1 and UR2 zones that may want to operate a food bank. Mr. Stalheim responded that the application fee is more for the conditional use process as compared to an administrative review process. Commissioner Lark would encourage an administrative review if the use is accessory to the church functions. Commissioner Finch stated that it made sense to have the use go through the conditional use process to ensure that the use is properly sited within a neighborhood area.

Commissioner McGinn didn't see a use category for a grocery or convenience store. Mr. Stalheim responded the use is listed under retail uses. Commissioner McGinn would like those uses allowed in all UR zones. Commissioner Lark agreed, and with a live/work grocery use as a conditional use. Mr. Stalheim added that someone could request to rezone a site for a neighborhood business or propose an adaptive reuse of a non-residential building.

Commissioner Tisdell asked if drone zones, package pickup, and storage uses would be addressed when the technology gets here. Mr. Giffen responded that it would be hard to anticipate those new types of uses in advance. When the City understands the uses and their impacts, regulations can be adopted at that time.

**ADJOURNED 8:53:25 PM**

  
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Planning Commission Secretary

5/19/2020  
Date

  
\_\_\_\_\_  
Administrative Assistant

5-19-2020  
Date