

**CITY OF COVINGTON
Planning Commission Minutes**

June 6, 2013

City Hall Council Chambers

CALL TO ORDER

Chair Key called the regular meeting of the Planning Commission to order at 6:35 p.m.

MEMBERS PRESENT

Chair Daniel Key, Vice Chair Paul Max, Jennifer Gilbert-Smith, Ed Holmes, Bill Judd, Sean Smith and Alex White (arrived at 6:45 p.m.).

MEMBERS ABSENT

None

STAFF PRESENT

Richard Hart, Community Development Director
Salina Lyons, Principal Planner
Ann Mueller, Senior Planner
Nelson Ogren, Development Review Engineer
Kelly Thompson, Planning Commission Secretary

POINT OF ORDER

Chair Key introduced new Commissioner Gilbert-Smith to the Planning Commission.

APPROVAL OF CONSENT AGENDA

- **1. Vice Chair Max moved and Commissioner Judd seconded to approve the re-ordered consent agenda and the minutes for May 2, 2012. Motion carried 7-0.**

CITIZEN COMMENTS – NONE

PUBLIC HEARING

2. Public Hearing on Zoning Code Amendments for Incorporating Development Agreement Option into Town Center (TC) Zone.

Chair Key opened Public Hearing by reviewing the rules of the hearing. Principal Planner, Salina Lyons presented a memo on Development Agreements Code Amendments in the Town Center zone.

There was no public comment.

CONTINUED BUSINESS

- **Final Discussion and Decision on Zoning Code Amendments for Incorporating the Development Agreement Option into Town Center (TC) Zone**

Chair Key asked about grammar in section 12.61.2a and made a suggestion to clarify the language.

Commissioner Holmes asked about the 25 year rule. Ms. Lyons responded that Development Agreements are valid for 20 years and as long as the project is moving forward, the city has authorization to allow an additional 5 years. The intent is that if the developer is close to completion, the city would allow some flexibility to complete the project.

Vice Chair Max asked where the 20 year standard comes from. Ms. Lyons explained that this is a state RCW. The developer could present a development proposal that could be phased over something less than 20 years. These agreements have a great deal of attorney involvement and part of going through this process is that the agreement will provide a public benefit.

- **Commissioner Holmes moved and Vice Chair Max seconded to recommend the corrected draft ordinance on Zoning Code Amendments for Incorporating the Development Agreement Option in the Town Center to the City Council. Motion carried 7-0.**

NEW BUSINESS

3. Discussion of new Clearing and Grading Regulations and SEPA Threshold Amendments

Ms. Lyons started by explaining that the City has been relying on Appendix J of the International Building Code (IBC) for grading regulations. Staff has determined there is a need for more specific codes and standards in a new and separate clearing and grading ordinance.

The new regulations require the developer to look at the process from start to finish. The Planning Commission and staff discussed that an administrative process for variances or deviations would allow the developer to continue moving forward without the interruption of the hearing process.

Chapter 18 of the Covington Municipal Code discusses mineral sites and those sections will be transferred into this section. Mr. Hart added that by having a more clear clearing and grading code, this will reduce the amount of time spent on code enforcement actions.

Drainage requirements and slopes (driveways) have also been problematic, and this ordinance will address this early in the process.

Vice Chair Max said that in his development there is a driveway that is sloped in such a way that the homeowner's vehicle bottoms out. He is fully supportive of these regulations.

Ms. Lyons explained that most cities have this type of requirement or a grading ordinance. Commissioner Judd expressed his concern that having these additional requirements could deter development. Ms. Lyons explained that this ordinance will provide some guidelines. After the lots are sold to builders, the Development Review Engineer spends a great deal of time trying to solve problems that were not addressed when the plat was built.

Vice Chair Max asked about the difference between a homeowner and a developer bringing in fill.

Chair Key asked about the liability insurance. Ms. Lyons explained that this requirement is more for the individual and not the developer. Developers have bonding and insurance.

This ordinance is essentially codifying our current policy. Staff will be bringing this back to the Planning Commission for further discussion in two weeks with more information on amendments to the SEPA thresholds.

UNFINISHED BUSINESS –NONE

ATTENDANCE VOTE – NONE

PUBLIC COMMENT - NONE

COMMENTS AND COMMUNICATIONS FROM STAFF

Mr. Hart reminded the Planning Commission that we will meet on June 20th for additional discussion of clearing and grading. Sign code changes and the draft of the shoreline changes may be postponed. Also, he gave a reminder that Covington Days is on 7/20 and 7/21 and the city is asking for volunteers.

Commissioner Holmes requested a progress report on the 2013 work program.

Public Works Director, Glen Akramoff is leaving the city and will be the new City Manager at Normandy Park. Don Vondran, the City Engineer will be the acting Public Works Director until the position is filled.

Commissioner White reminded the Planning Commission of the Grand Opening of the Covington Community Park at 11:00 a.m. Saturday, June 8th.

ADJOURN

The June 6, 2013 Planning Commission Meeting adjourned at 7:35 .m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Kelly Thompson', written over a horizontal line.

Kelly Thompson, Planning Commission Secretary