



City of Covington

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City of Covington

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The City of Covington is a place where community, business, and civic leaders work together with citizens to preserve and foster a strong sense of community.

PLANNING COMMISSION AGENDA

June 7, 2012

6:30 PM

CALL TO ORDER

ROLL CALL

Chair Daniel Key, Vice Chair Paul Max, Sonia Foss, Ed Holmes, Bill Judd, Sean Smith, & Alex White.

PLEDGE OF ALLEGIANCE

APPROVAL OF CONSENT AGENDA

1. Planning Commission Minutes for May 3, 2012.

CITIZEN COMMENTS - *Note: The Citizen Comment period is to provide the opportunity for members of the audience to address the Commission on items either not on the agenda or not listed as a Public Hearing. The Chair will open this portion of the meeting and ask for a show of hands of those persons wishing to address the Commission. When recognized, please approach the podium, give your name and city of residence, and state the matter of your interest. If your interest is an Agenda Item, the Chair may suggest that your comments wait until that time. Citizen comments will be limited to four minutes for Citizen Comments and four minutes for Unfinished Business. If you require more than the allotted time, your item will be placed on the next agenda. If you anticipate, in advance, your comments taking longer than the allotted time, you are encouraged to contact the Planning Department ten days in advance of the meeting so that your item may be placed on the next available agenda.*

PUBLIC HEARING – None

UNFINISHED BUSINESS – Review of 2012 Comprehensive Plan Amendment Docket-NO
ACTION OR DECISION

1. Final discussion and possible requests for information or research from city staff prior to public hearing on 2012 Comprehensive Plan Amendment Docket scheduled for July 19, 2012.

NEW BUSINESS - NONE

ATTENDANCE VOTE

PUBLIC COMMENT: (Same rules apply as stated in the 1st CITIZEN COMMENTS)

COMMENTS AND COMMUNICATIONS OF COMMISSIONERS AND STAFF

ADJOURN

*Any person requiring a disability accommodation should contact the City at least 24 hours in advance.
For TDD relay service please use the state's toll-free relay service (800) 833-6384 and ask the operator to dial (253) 638-1110*

Web Page: www.covingtonwa.gov

**CITY OF COVINGTON
Planning Commission Minutes**

May 3, 2012

City Hall Council Chambers

CALL TO ORDER

Chair Key called the regular meeting of the Planning Commission to order at 6:30 p.m.

MEMBERS PRESENT

Chair Daniel Key, Vice Chair Paul Max, Sonia Foss, Ed Holmes, Bill Judd and Alex White.

MEMBERS ABSENT

Sean Smith

STAFF PRESENT

Richard Hart, Community Development Director
Salina Lyons, Senior Planner
Ann Mueller, Senior Planner
Kelly Thompson, Planning Commission Secretary

APPROVAL OF CONSENT AGENDA

Commissioner Holmes found two typographical errors in the April 5, 2012 minutes which were corrected.

- Ø **1. Vice-Chair Max moved and Commissioner Foss seconded to approve the consent agenda, the minutes for March 1, 2012 and the corrected minutes for April 5, 2012. Motion carried 6-0.**

CITIZEN COMMENTS – NONE

PUBLIC HEARING - NONE

NEW BUSINESS - NONE

UNFINISHED BUSINESS

2. Final Recommendations to the City Council on the New Wireless Communications Facilities (WCF) Regulations in the Covington Municipal Code

Senior Planner Ann Mueller introduced the changes and clarifications made in the Wireless Communications Facilities code as a result of the discussion during the March 1, 2012 Planning Commission Meeting. No further public comment was received.

Ms. Mueller researched other jurisdiction's height limits on ham radio towers and found that in most cases, height was limited to the maximum allowed in the given zone. A variance could be requested if there were special circumstances that a citizen could not meet the height limitation.

Commissioner Holmes asked about time usage limits on the retractable ham radio towers. Ms. Mueller explained that the homeowner must be present during use. Mr. Hart explained that it would difficult to monitor use based on hours per day or a percentage of hours in a day. If the City receives a complaint regarding hours of use, we can address it at that time. Ms. Mueller added that in order to meet setback requirements, the ham radio towers would need to be located on fairly large lots.

Vice Chair Max researched the cost of the retractable ham radio towers and the least expensive tower is \$115 for a 40' tower that retracts to 6'. The prices did not include wiring or installation. Ms. Mueller also researched the cost of retractable ham radio towers and found the price around \$3000. She spoke with the manufacturer who explained that a big part of that cost is the shipping and installation.

Chair Key asked about the permit requirements for pole replacement. Senior Planner, Salina Lyons explained that most of the permit requirements relating to past pole replacement projects were regarding tree removal, sensitive areas and making sure there were adequate easements. Chair Key appreciates the updated language on structures and raceways.

- Ø **Commissioner Foss moved and Commissioner Holmes seconded recommending that the City Council adopt the New Wireless Communication Facilities Regulations in the Covington Municipal Code. Motion carried 6-0.**

ATTENDANCE VOTE –

- Ø **Vice Chair Max moved and Commissioner White seconded to excuse the absence of Commissioner Smith. Motion carried 6-0.**

PUBLIC COMMENT- NONE

COMMENTS AND COMMUNICATIONS FROM STAFF

Chair Key and his wife welcomed a new son, Neil, on April 23rd.

Ms. Mueller shared that on April 26, a kickoff meeting for the Northern Gateway was held. Staff from Kent Regional Fire Authority, Soos Creek Water & Sewer District and Covington Water District attended. Mr. Hart shared that one of the most valuable things that came from the meeting was that Soos Creek Water & Sewer District provided the City with a map of their future service plan for the notch.

The first public information meeting open house on the Northern Gateway will be held on Tuesday, May 15, 2012 at Crestwood Elementary from 6:30 to 8:00 p.m.

Ms. Lyons shared that the City has received word from Multi-Care that they are planning for the new hospital. Multi-Care anticipates submitting for a Pre-Application Meeting by June 2012, being under construction by January 2013 and open for business in March 2014.

Valley Medical has submitted a change to the proposed Emergency Department to now develop the property as an urgent care facility with some specialty health services. Firestone has broken ground on the new tire store on SE Wax Road.

The City Council has a joint meeting scheduled on May 8th with CEDC and the Chamber of Commerce. A PowerPoint presentation will be shared with the Planning Commission following the joint meeting.

Mr. Hart reported that the joint Home Owner's Association meeting went well with several HOA's present. After a 30 minute PowerPoint presentation, staff engaged citizens in over an hour of Q & A.

ADJOURN

The May 3, 2012 Planning Commission Meeting adjourned at 7:18 p.m.

Respectfully submitted,

Kelly Thompson, Planning Commission Secretary

Memo

To: **Planning Commission Members**
From: Richard Hart, Community Development Director
CC: Salina Lyons, Senior Planner; Ann Mueller, Senior Planner
Date: 05/30/2012
Re: Final 2012 Comprehensive Plan Amendment Docket

The Community Development Department staff and Planning Commission have processed and reviewed the three submitted Comprehensive Plan and associated Development Regulation Amendments for 2012. They include:

- 1.) CPA 2012-01: Planning Commission initiated amendment to DTP Policy 2.4 in chapter 4, the Downtown Element, of the Comprehensive Plan, requiring ground floor retail, restaurant, and/or personal service uses as part of any new multi-story, multi-family residential or mixed-use developments in the Town Center (TC) Zone;
- 2.) DRA 2012-01: Planning Commission initiated amendments to the City's Zoning Code & Development Regulations, Chapter 18.31, implementing the policy language in CPA 2012-01 above, to require any multifamily development in the Town Center (TC) zone to be located in a minimum three-story mixed use structure with 60% or more of the ground floor abutting a street, public space, plaza or greenspace to be occupied by one or more of the following permitted uses: retail, restaurant, and/or personal service uses.
- 3.) CPA 2012-02: City Staff initiated amendment to Chapter 1, the Introduction Chapter, and new Appendix T-3 in the Comprehensive Plan relating to criteria for annexing unincorporated areas. Also included are changes and additions to the existing annexation policies in Chapter 2, the Land Use Element, and Section 2.8.2 Urban Growth Area and Potential Annexation Areas to guide future annexations.

The Planning Commission held a public hearing and took public testimony on the proposed comprehensive plan and development regulation amendments on April 5, 2012. The Commission received several comment letters and public testimony at the April 5 hearing from Aston Development Company, Rush Forth Construction and Commencement Bay Development concerned about CPA 2012-01 and DRA 2012-01 relating to the requirements of ground floor retail, restaurant, and/or services uses in the Town Center Zone. The comments related to the economic feasibility of adding such requirements to the city comprehensive plan policies and specific development regulations versus just allowing the private market to determine and dictate what is feasible and when market conditions will accept and respond to such desires and vision for a town center.

After consideration of any public testimony and discussion, the Planning Commission made a recommendation to the City Council to accept the final docket as submitted, and the Council confirmed the final 2012 Docket on April 24, 2012. The Planning Commission is scheduled to hold its final public hearing on the two docketed Comprehensive Plan Amendments and one docketed Development Regulation Amendment on July 19, 2012.

At the June 7, 2012 Planning Commission meeting the Commission will have one final opportunity to discuss the issues, request staff for any additional research or data on the topics of requiring ground floor retail uses raised at the April 5 hearing or on the other topic of new annexation policies as part of CPA 2012-02.

The Community Development Department staff will then provide that information at the July 19, 2012 public hearing. As outlined in the city municipal code requirements and our suggested comprehensive plan amendment docket process and timeline, the Council is scheduled to hold their public hearing in late September or October, 2012, depending upon their council budget review and hearing schedule. All action on the Comprehensive Plan Amendment Docket must be completed by December 31, 2012 according to both city and state statutes. (See [Electronic Attachments or Links to the City Website on the 2012 Comprehensive Plan Amendment Docket](#))

Therefore the city staff is seeking any final requests from the Planning Commission for additional information or data on the docketed items based upon Commission concerns or public comment letters. Staff will certainly make every attempt to provide such information or data if it's available.