

Approved November 12th

CITY OF EDMONDS PLANNING BOARD MINUTES

October 22, 2008

Chair Guenther called the meeting of the Edmonds Planning Board to order at 7:02 p.m. in the Council Chambers, Public Safety Complex, 250 – 5th Avenue North.

BOARD MEMBERS PRESENT

Cary Guenther, Chair
John Dewhirst
Jim Young
Don Henderson
John Reed
Philip Lovell

STAFF PRESENT

Rob Chave, Planning Division Manager
Brian McIntosh, Director, Parks, Recreation and Cultural Services
Frances White Chapin, Cultural Services Manager
Renee McRae, Recreation Manager
Richard Lindsay, Park Maintenance Manager
Karin Noyes, Recorder

BOARD MEMBERS ABSENT

Michael Bowman, Vice Chair (excused)
Judith Works (excused)

READING/APPROVAL OF MINUTES

Approval of the October 8, 2008 minutes was postponed to the next meeting because there was not a quorum of Board Members present who were at the meeting.

ANNOUNCEMENT OF AGENDA

The Edmonds School District's presentation of their master plan update was placed before the Parks, Recreation and Cultural Services Department's Update.

AUDIENCE COMMENTS

No one in the audience indicated a desire to address the Board during this portion of the meeting.

PRESENTATION BY EDMONDS SCHOOL DISTRICT: PROPOSED MASTER PLAN UPDATE

Terry Brunner, Planner, Shockey Brent, Inc., advised that his firm was hired to assist the Edmonds School District in updating their Capital Facilities Plan (CFP). He introduced Ed Peters, Director of Capital Projects for the Edmonds School District, and Stephanie Hall, Planning and Property Management Specialist for the Edmonds School District. He noted that the district updates their CFP every two years, and each newly adopted version must also be incorporated into the City's Comprehensive Plan. Mr. Brunner explained that the CFP was prepared in accordance with the State Growth Management Act, and its purpose is to describe the facilities needed to accommodate projected student enrollment at acceptable levels over the next 20 years. The CFP includes a detailed schedule of improvements and a financing plan for the next six years. He announced that following public notice, SEPA notice and public hearings, the document was adopted by the Edmonds School Board on August 12, 2008. He reviewed the key changes as follows:

- Many of the supporting documents were removed as a cost saving measure and are now referenced and available upon request from the District.

- Information regarding the planning process was condensed and reorganized.
- The building area figures were updated.
- Headcount was used as a standard unit of measure instead of Full Time Equivalencies (FTE).
- The enrollment figures and projections were updated.

As part of his review, Mr. Brunner highlighted the following items:

- **Enrollment Projections:** Mr. Brunner explained that the District has followed a trend of slow growth since 1998 and enrollment has declined by 600 students over the last two years. They expect enrollment to further decline by about 500 students over the next six years. He briefly described how the projections were calculated and what data was used. He advised that the due largely to higher birth rates, the District expects elementary enrollment to increase, but secondary enrollment would continue to decline. However, by 2025, the District anticipates they could see a large increase of more than 4,000 students based on Office of Financial Management (OFM) projections for Snohomish County. He said it is important for the District to keep the enrollment projections in mind as they make decisions about facilities. He referred the Board to the first three tables in the plan, which outline the enrollment calculations in detail.
- **Growth-Related Needs:** Mr. Brunner explained that projects that are identified as growth-related needs may be eligible for school impact fees. However, the District projects no unhoused students by the end of the six-year forecast period, so there would not be any growth-related needs. The District is confident it would be able to respond to any overcrowding situations through alternative means. He referred to Tables 11 and 12, which show the capacity of the existing facilities and the projected needs. He noted that the district anticipates a need for additional secondary facilities by the year 2025.
- **Other Projects:** Mr. Brunner reviewed that voters approved a capital levy for technological, structural and facility improvements in 2004. They also approved capital construction funding for remodeling, rebuilding and renovating schools and building systems in 2006. The new Lynnwood High School would open for the 2009/2010 school year, and a new Meadowdale Middle School is scheduled to open in the fall of 2011. He noted the District has an aggressive land lease program which enables them to fund other projects, as well.
- **Impact Fees:** Mr. Brunner emphasized that the District is not proposing to collect any impact fees in 2009. He explained that given their enrollment pictures and sufficient capacity to accommodate all their students for the short term, impact fees collected would remain at zero. He noted that student generation rates were not calculated this year as a cost saving measure.
- **Program Consolidation:** Mr. Brunner reported that the District has recently asked the Citizens Planning Committee to study options for school closures and program consolidations as a means of reducing overall costs.

Board Member Reed pointed out that Page 29 of the proposed Master Plan states that the District would like all cities within their district to adopt a mechanism for assessing impact fees at some point in the future. Mr. Brunner explained that the District has a model ordinance that could be adopted by local jurisdictions, and they would be happy to assist the City in this effort. Mr. Peter pointed out that this language has been in the District's Capital Facilities Plan for a number of years. He emphasized that, at this time, there is no urgency for cities to adopt impact fee provisions. However, the District would like them to be place at some point in the future in case they are needed when enrollment begins to increase again.

Board Member Young requested more information about how impact fees would be levied. Mr. Brunner answered that impact fees are typically levied on new residential construction. For example, Snohomish County has a method for calculating impact fees for both single-family detached development and multi-family development. The fees are typically assessed as part of the building permit and subdivision processes. Board Member Young asked if there are restrictions on how the impact fees can be used. Mr. Brunner emphasized that the fees can only be used for purchasing land, constructing facilities, remodeling facilities, and providing portables that are identified as growth-related needs that are anticipated within the next six years. Because the District doesn't have any identified growth-related needs at this time, they would not be able to collect impact fees. If a future update of the plan identifies a need, the District could collect the fees at that time. Mr. Peters added that impact fees can only be used to add capacity to the system to meet the anticipated growth impacts. Chair Guenther summarized that the City does not need to enact an impact fee ordinance for at least eight to ten years when the

District projects more significant growth to occur. Mr. Brunner agreed that the ordinance is not necessary now, but the District would like the ordinance in place in the event that growth occurs earlier than anticipated.

Board Member Dewhirst inquired if the District has a policy for dealing with properties when schools are closed. Ms. Hall explained that the District has spent a great deal of time on planning over the past several years, and they still do not have all the answers. They are currently conducting public hearings on this issue, and the next hearing is scheduled for November 12th at the Edmonds Educational Services Center in Lynnwood. Board Member Dewhirst said he is more interested in what happens to school buildings when they are closed. Mr. Peters said that, based on past experience, it is quite common for the District to moth ball properties with the expectation that enrollment could increase in the future. However, the District does not have a formal policy and situations are considered on a case-by-case basis.

Board Member Lovell inquired if the current state of the economy was a factor in the District's Capital Facilities Plan. Ms. Hall pointed out that building permit applications are down right now in Snohomish County, and this would likely have an impact on the District's facility needs. Mr. Peters pointed out that one reason the District updates their Capital Facilities Plan on a regular basis is to factor in economic conditions.

Mr. Chave announced that the District's Master Plan is scheduled for a public hearing before the Planning Board on November 12, 2008. The Board would then make a recommendation to the City Council and forward the plan to them for a final decision.

DEPARTMENT REPORT: PARKS, RECREATION AND CULTURAL SERVICES

Mr. McIntosh referred the Board to the written report that was prepared by staff as part of the Commission's packet. He reviewed the report and highlighted the following:

- **162nd Street Park and 76th Avenue West/75th Place West Walkway** – Mr. McIntosh advised that this project was bid in the spring of this year and four bids were received. The staff and consultants reviewed the bids. Because all bids were higher than the engineer's estimate, the City rejected the bids with the intent to bid at a later date. He said staff is planning to rebid this project, as well as the Casper Street Walkway Project, at the end of November in hopes of a more favorable bidding climate.
- **Edmonds Interurban Trail Project/RCO Grant** – Mr. McIntosh reported that Engineering Consultants KPFF and staff have worked with the PUD to establish trail easements and have resolved the legalities of ownership in the old interurban train corridor going back many generations. He explained that following a successful quiet title action to determine clear title for the real property obtained in the PUD quitclaim deed, the City is now properly ready to proceed with the project. He announced that a community meeting was held in the Ballinger Neighborhood on July 17th, and about 60 citizens attended. The City applied for a grant from the Recreation and Conservation Office (RCO) during the past summer, and the application placed 10th out of 36 trail projects submitted and presented. If funding levels remain the same as in the past biennium, the project would receive a matching grant of \$577,000 for the grade separated portion of the project. Funding would be determined during the 2009 Legislative Session. He noted the City was previously awarded a CMAC grant. If matching funding is achieved, construction on the project could begin in the fall of 2009.

Board Member Dewhirst asked what would happen to the project if the City does not get the RCO grant. Mr. McIntosh answered that the City has the ability to approach the Legislature for funding since they have helped fund the Lynnwood and Shoreline portions of the trail. They could also modify the plan so that it could be started with the funding that is currently available. Board Member Dewhirst inquired if the CMAC funding has a time limit. Mr. McIntosh answered that this grant funding was secured in 2003, and it does not appear it will go away. However, it would be nice to get the project going as soon as possible.

Board Member Dewhirst inquired if the citizens voiced any serious concerns during the public hearing that was held in July. Mr. McIntosh reported that the hearing went well, and people are accustomed to hearing about the trail. He noted the usual concerns were raised such as how the project would impact individual properties and access points. The questions and concerns were handled well by the consultant and staff. There is also the perception that construction of the

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trail would increase crime in the area. However, the City's crime watch officer, as well as a former police officer who lived in Shoreline and had a lot of experience with the Shoreline portion of the trail, were able to quail the concerns. It has actually been proven that a project of this type could actually improve the situation.

Board Member Reed inquired if the City actively lobbies to push their projects forward in the grant process. He asked what else the City could do to get their projects a higher priority. Mr. McIntosh explained that the granting system that is used by parks and recreation organizations in the State is very competitive and closely watched to make sure it is fair. The local legislators and lobbyists are aware of the City's proposals, but it is difficult for them to tamper and move applications up.

- **Aquatic Center Feasibility Study** – Mr. McIntosh reported that through a comprehensive selection process a team of staff and citizens reviewed eight statements of qualifications, interviewed four firms and their consultants, and selected one firm to recommend to the City Council for contract. He reminded the Board that that Yost pool was constructed in 1972 and is aging. It is clear that a plan needs to be in place to rebuild, replace or relocate an aquatic center in Edmonds. The goal is to provide citizens with a variety of potential options to address the need for an aquatics center, including a year-round, covered aquatic facility as identified in the Parks Comprehensive Plan. He said the study would include a public survey, conceptual ideas, and cost estimates to build, operate and maintain possible facilities to guide the decision making process in regard to the City of Edmonds aquatic future.

Mr. McIntosh thanked Board Member Lovell for participating on the citizen committee that was formed to work on the Aquatic Center Feasibility Study. He noted that the study is scheduled to be reviewed by the City Council on October 28th. Board Member Lovell pointed out that the aquatic center project has been included on the list of unfunded projected that were presented to the City Council.

- **Old Woodway Elementary Park Development and Regional Infiltration Center** – Mr. McIntosh announced that nine bids were received for construction of the new 5.6 acre neighborhood park and regional infiltration system in south Edmonds, and this indicated a competitive process. Premium Construction Group of Everett was awarded a contract for \$1,788,462. Construction has been underway since august with a completion date of late next spring. Grass and meadow areas would not be playable until the fall because they need a longer window of growing time to become established.
- **Former Woodway High School Development** – Mr. McIntosh advised that since 1998 when the new Edmonds/Woodway High School was completed, the District has been approached by athletic associations interested in using the old site. Most have recognized that it is an underutilized facility with much potential. School District officials initiated meetings with interested user groups to gauge the interest and brainstorm ideas. Many state legislators have visited the site and voiced support, as well. He reported that a \$3 million Local Community Project request was made in 2006 to the Legislature, but it was not funded. The request was re-submitted in 2007 but not funded since only 6% of the requested projects were funded. He announced that a stakeholder meeting would be held in November and the request would once again go back to the Legislature for consideration. He noted that the City's State lobbyists and legislator's are aware of their proposal and have offered their support.
- **Edmonds Elementary School** – Mr. McIntosh advised that as part of the City's commitment to provide matching funds for local school sports field upgrades and playground improvements, the City Council authorized \$42,520 to go to Edmonds Elementary School playground improvements on April 18, 2006. These funds, coupled with over \$50,000 raised by the local school committee, led to an additional Capital Partnership Grant from the District for a total of \$170,050 for playfield improvements. A wonderful new play structure was installed in the summer of 2006. He reviewed that completed project elements included the replacement of other playground amenities such as benches, bleachers, picnic tables, and an update of the basketball court. The project was completed last summer with the installation of a 1,600-foot asphalt walking path and amphitheater. He summarized that this effort illustrates the importance of partnerships. The school now has vastly improved facilities and the surrounding community has one of the best neighborhood parks in the City.
- **South County Senior Center** – Mr. McIntosh reported that upcoming projects are moving forward, including the long-awaited kitchen remodel, replacement of the current vestibule and walkway canopy, and roof and wall rehabilitation. He

advised that the Senior Center applied for a \$200,000 Community, Trade and Economic Development (CTED) Grant in 2007 to assist with some of the projects, and the application was recommended for full funding. He summarized that all projects mentioned were funded by CTED, Community Development Block Grants, and a Boeing Grant. The City provides construction management and grant coordination.

- **Willow Creek Restoration** – Mr. McIntosh reported that during the winter of 2006, several large rainstorms caused severe damage upstream, and this resulted in a large deposit of sand and gravel in the segment of Willow Creek just downstream from the Hatchery. The stream overflowed its banks and eroded a number of small side channels. The goal of the project was to restore flow capacity and provide beneficial habitat features in the historic main channel. With the assistance of Pentec Environmental, the Laeubugten Salmon Chapter, and 10 members of the Edmonds/Woodway High School football team, the project was completed in two days. Invasive plants were removed and native plants were installed to complete the project.
- **Underwater Park Pontoon** – Mr. McIntosh announced that General Construction Company of Seattle has donated a 100' x 20' x 13' high floating inert concrete pontoon to the Edmonds Underwater Park for habitat enhancement. The pontoon is currently being stored in the Duwamish and last saw service as a floating wing wall at the Lopez Island ferry dock. It will take the place of the tug boat, Triumph, that was scuttled in the park in 1999 and has since deteriorated and disappeared except for the engine block. The City just received the required permit from the Department of Fish and Wildlife, and they anticipate the permit from the Corps of Engineers would be issued soon.
- **Unocal Pier Removal Project** – Mr. McIntosh recalled that in 1991, Unocal stopped fuel and distribution activities in Edmonds. Removal of the old pier will improve Puget Sound navigation for all vessels and eliminate the dilapidated pier which has become a hazard. It would also improve the park appearance and the excellent views of the Sound and Olympic Mountains. He reported that Washington State Ferries would select a contractor to remove the pier, which is located at Marina Beach. Removal would begin next month and be completed in March of 2009. During the project, the park on both sides of the existing pier would remain open with some occasional disruptions of park access. He noted that Point Defiance Zoo and Aquarium and the Seattle Aquarium would be removing Feather Duster Tube Worms and Sea Anemones from the pier pilings to add to their aquarium.

Board Member Henderson inquired about the impacts the proposed multi-modal transportation center would have on Marina Beach Park. Mr. McIntosh agreed there would be impacts, and they would be addressed as part of a master planning process for the park. The public would be invited to participate and provide comments.

- **Beautification Program** – Mr. McIntosh reviewed that the flower program is designed to enhance the aesthetic appeal of downtown Edmonds and other locations throughout the City. The benefits of the program are the beauty and pride it brings to the community, as well as being an attraction for visitors. He reported that each year specially trained park employees plan and plant flowers to beautify the downtown area. This year it began with planting 151 flower baskets on April 29th with the assistance of the Edmonds Floretum Garden Club. The baskets were put up the first week of June and removed the last week in September. Park crews water and maintain the baskets, as well as 135 other planting sites throughout the City.
- **Edmonds Fishing Pier Enhancements** – Mr. McIntosh pointed out that the fishing pier is located at the end of Dayton Street and has been enjoyed for over 30 years by fisherman and strollers who walk the pier. He reported that eight new interpretive signs were created by graphic artist, Owen Caddy. They were installed by parks and facility crews in September and provide great information about the waterfront. Each panel describes different portions of Puget Sound's marine environment. He encouraged the Board Members to visit the fishing pier and see the new signs. He reported that the City would also add interpretive signs to the Edmonds Marsh walkway, using the same design.
- **Sierra Park** – Mr. McIntosh reported that the pathway at Sierra Park was improved in July of 2008 by overlaying it with new asphalt. This greatly improved access for the blind, for which the pathway was designed, as well as other park users. Parks crews would be updating the Brail and English language markers that indicate tree species for everyone to enjoy. In addition, new plantings of fragrant species would be added.

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Frances White Chapin reported on the following items:

- **Dayton Street Plaza Renovation Project** – Ms. White-Chapin announced that Barker Landscape Architects has worked closely with staff to create a design for the plaza renovation to meet the goals of creating an inviting and accessible public space on one of the most popular walking routes between the waterfront and downtown. The plaza design would incorporate an artist designed element in the hard surface and three plinths in the landscaped area to the east for display of temporary sculpture exhibits curated by the Edmonds Arts Commission. The design would include both a gathering area, as well as seating. She advised that the plans have not yet been finalized, but staff plans to go out to bid for the project by the end of the year or early 2009. She noted that a public meeting was held on July 9th to offer citizens an opportunity to comment on the design plans. People seemed interested in the project and happy that something would be done to improve the area and make it more inviting and accessible. She noted that the Edmonds Arts Festival Foundation contributed \$20,000 for general construction and \$5,000 for an artist fabricated element. The Hubbard Foundation contributed \$5,000 for an interactive element designed for the hard surface, and Edmonds in Bloom donated \$2,500 for planting materials.
- **Edmonds Streetscape Plan: Citywide Wayfinding and Gateway Sign Program** -- Ms. White-Chapin reported that using the recommendations regarding wayfinding and directional signage that were adopted as part of the 2006 Streetscape Plan, staff worked with the design firm, Forma, to develop a “family” of wayfinding and gateway sign standards for the City. The new signs would gradually replace existing wayfinding signs designed and installed in the past by the Parks, Recreation and Cultural Services Department. She briefly reviewed the various sign types included in the package. She advised that the goal is to provide more detailed information as you get closer to the downtown to direct people to the various public buildings and entities. She announced that several prototypes would be fabricated and installed during the winter, primarily by the City’s sign shop staff. She reminded the Board that the City’s goal is to reduce sign clutter and create wayfinding signage that is easier for both vehicular and pedestrian traffic to comprehend. It is anticipated the signs would be produced in-house at the City’s sign shop.
- **Edmond Streetscape Plan: Bus Rapid Transit Stops** – Ms. White-Chapin reported that Community Transit’s new Swift Program is moving ahead. As part of this program, communities were given the opportunity to select a design for the logo that would go into the concrete from a limited number of choices. Edmonds chose to combine two of the designs: a starfish and seashell element and a water element. In addition, communities were invited to personalize an 8’ x 8’ square of concrete on each of the platforms. The Edmonds Arts Commission and Historic Preservation Commission reviewed the concept of creating a map with iconic images illustrating points of interest and things to do in Edmonds for the “personalization” piece on the three platforms that would be constructed in Edmonds. The stations would be named for the cross streets at 238th Street Southwest and 216th Street Southwest.
- **Edmonds Streetscape Plan: 4th Avenue Arts Corridor** – Ms. White-Chapin reported that the City recently completed a competitive selection process for a consultant to develop the Implementation and Funding Plan for the 4th Avenue Cultural Corridor. The planning process is being funded with \$50,000 budgeted in the Capital Improvement Program, and a matching grant of \$50,000 from the Federal Preserve America Program. She advised that a 20-member Community Advisory Committee was selected and the design team, SvR Design, began work on the project in June of 2008. The design team met several times with City staff representing multiple departments, held two meetings with the Citizens Advisory Committee, and conducted one public workshop where they presented three design alternatives. She noted that community members expressed interest in creating park-like elements along the corridor, having the potential for flexible uses of the road, integrating art, and using “green” approaches to stormwater and lighting. She announced that a preliminary design for the right-of-way would be presented at a public meeting on October 23rd in the Plaza Room starting at 7:00 p.m. She encouraged the Board Members to attend this event.

Board Member Reed asked if it is the City’s desire that the existing residential homes be converted into artist live/work situations. Ms. White-Chapin said that the City hopes that over time, they will see more mixed-use activities developed along the corridor, including artist live/work space. Board Member Reed asked if the City has an active program for encouraging this change to occur more quickly. Ms. White-Chapin answered that the City does not have a program in place at this time, but they have had a lot of discussions about how to implement the concept. She summarized that, at this

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time, the City is working to complete the implementation and funding plan, which would involve more discussion about how to encourage implementation of the plan.

- **Edmonds Streetscape Plan: SR 99 International District Enhancement Program** – Ms. White-Chapin announced that additional federal funding of \$57,000 was awarded to the City in late 2007, bringing the total federal funding amount for construction to \$373,000. She reported that selected artist, Pam Beyette of Seattle, has begun fabrication work on the lantern elements and is finishing up design for incorporating a solar element in the stand-alone sculptural piece on the island at 76th Avenue. She noted that the Edmonds Arts Festival has provided additional funding of \$2,500 for this design work. She further reported that preliminary engineering work for installation of the new street light poles with pedestrian arms and signage elements has been completed, and it is anticipated that the project would go out to bid by the end of 2008 or early in 2009. The City Council has approved the purchase procedure so the poles would be ordered soon, and they should be available by the end of the year. They anticipate all construction work to be completed in early 2009.
- **Write on the Sound Writers' Conference** – Ms. White-Chapin reported that the Edmonds Arts Commission sponsored the 23rd Annual Write on the Sound Writers' Conference in October, which featured Washington State Poet Laureate Sam Green as the keynote speaker. She noted that the 2½-day conference drew about 200 participants, mostly from the Northwest, but some from further away, as well. She summarized that while the conference is organized and staffed by the Cultural Services Division, it is only possible because of the hard work of volunteers who meet throughout the year and also work at the conference. It is also receives the generous sponsorship of 14 community businesses. The event brings people to Edmonds who would probably not otherwise visit. Every year they hear about how much participants enjoy being in Edmonds and what a great community it is.
- **Best Book Poster Contest** – Ms. White-Chapin announced that the annual Best Book Poster Context for third graders is scheduled for November. The event is sponsored by the Arts Commission in partnership with the Friends of the Edmonds Library. She encouraged the Commissioners to look for the display of 40 posters in the Anderson Center during the month of November.

Renee McRae reported on the following activities:

- **Frances Anderson Center Seismic Structural Retrofit** – Ms. McRae recalled that last year at this time, the City Council awarded a construction contract to Northwestern Construction of Washington, Inc. for the Frances Anderson Center Seismic Structural Retrofit Project. She reported the project began in January and was completed on October 10th. The project came in within budget and everything went well between the construction company, the project manager and staff.
- **Summer Camp Program** – Ms. McRae reported that last summer, the City added a variety of new camps that complemented the existing camp offerings, and this resulted in a very successful summer. In addition to a new Lego Camp, the City added a new water camp that was held at Sunset Bay. The water camp provided an opportunity for the City to work with an off-site partner to use a beautiful property that offered a variety of water-related activities. She noted that volunteers are a valuable asset to the City's programs, especially during the summer. She reported there were 7,230 volunteer hours for the Day Camp and Discovery Programs, which equates to a value of about \$141,057.
- **Discovery Program** – Ms. McRae reported that the Discovery Program staff presented marine education programs (classroom visits and beach walks) to 6,365 students. They presented the Discover the Forest at Yost Park Program to over 1,000 students during the past school year. In addition, Ranger-Naturalists patrolled the beaches on 83 days during the past summer. She noted that the Rangers provide a vital link between beach visitors, waterfront businesses, residents, law enforcement and various government agencies.
- **Yost Pool** – Ms. McRae reported that the aquatics program at Yost Park completed its 36th season on September 5th. During the season, staff instructed 650 participants in swim lessons, and 195 swim team members participated in five swim meets. She noted the pool employees 38 seasonal staff.
- **Edmonds Christmas Ship Celebration** – Ms. McRae announced that the Edmonds Christmas Ship Celebration is scheduled for Monday, December 8th, from 7:00 to 7:30 p.m. at the Edmonds Fishing Pier.

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- **January to April CRAZE** – Ms. McRae reported that staff is currently programming for the January-April CRAZE, which will be available December 1st.
- **Recreation Division Revenue** – Ms. McRae announced that the City’s Recreation Division Revenue is currently \$1,046,815, and they anticipate the year-end revenue would be \$1,115,901. This includes revenue from recreation and environmental programs, Yost Pool, tenant leases, rentals, gym and weight room usage, and vending machines.
- **Memorial Bench Program** – Ms. McRae advised that staff is working to site 14 new benches in the downtown area, and they are available to the public for purchase at a cost of \$2,000 each.

Mr. McIntosh concluded his update by reporting on the following items:

- **Edmonds Memorial Cemetery and Columbarium** – Mr. McIntosh advised that beginning January 1, 2009, the Edmonds Cemetery would become self sustaining for the first time since being willed to the City by the late Larry Hubbard in 1981. He recalled that the goal was to create an endowment and business plan that would allow the cemetery to work independently of the City without financial support. He reported that staff is working with the Cemetery Board to complete a cooperative project with the Rotary Club of Edmonds Noon Group to design and install a new sign for the Edmonds Cemetery Columbarium at the corner of 15th and 100th. Staff would also continue to work with the Cemetery Board on developing effective marketing strategies for cemetery services and the over 3,000 spaces available in the historic site. He invited the Planning Board Members to let the public know that there are available spaces at the facility.
- **Sister City 20th Anniversary** – Mr. McIntosh reported that next week the City of Edmonds would host 35 visitors from their Sister City of Hekinan, Japan. Many activities have been planned throughout the week in Edmonds to celebrate the 20th Anniversary of this relationship, including a free cultural fair “Bridge Across the Ocean.” This event would be held at the Edmonds Center for the Performing Arts on October 29th from 10 a.m. to 1 p.m. and would include traditional music, Taiko, and dance, as well as many information booths and demonstrations. He invited the Board Members to attend the event.

Board Member Young inquired about the outlook for the 2009 Parks Maintenance Budget. Mr. McIntosh replied that the City’s financial situation is dire. There is currently a proposal to eliminate \$500,000 from the Parks Maintenance Budget in 2010 and 2011, and this amount represents about 1/3 of the total maintenance budget. He noted that budget issues would be discussed in greater detail at the October 28th City Council Meeting.

CODE RE-WRITE PROJECT UPDATE: MULTI-FAMILY ZONING AND DEVELOPMENT STANDARDS

Mr. Chave reported that staff has started to work on the subdivision and Multi-Family Residential (RM) zones as part of the overall Development Code Re-Write Project. He noted that all the current RM zones have a uniform character, in that the height, setback, and lot coverage requirements are essentially the same. The only real distinction amongst the various zones (RM-3, RM-2.4, and RM-1.5) is the maximum density allowed. He referred the Board to the attachment that compares how setbacks and lot coverage standards affect buildable area in sample multi-family and single-family zoning situations, independent of parking and other site development considerations. He suggested that if the City really wants these various RM zones to reflect the character of the different parts of the City, it doesn’t make sense to have requirements that are all the same. He said staff recommends that incentives could be built into the zoning language to get better products.

Mr. Chave referred to the graphic illustration of staff’s initial thoughts on how this concept could be applied. He explained that there are basis elements that would be contained in the language for each of the RM zones such as density, lot coverage, height, setbacks, parking requirements, and circulation. These basic elements could be quite similar for all RM zones. The next step would be to create a program where developers could offer incentives to the City in exchange for bonus development opportunities. Some of the incentives a developer could offer include open space, underground parking, vernacular design (design that is unique and/or characteristic of a neighborhood or the larger Edmonds community), and LEED/Built Green Certification. He said staff initially thought that Low-Impact Development (LID) could be another incentive, but it appears that in the very near future, LID will become a mandatory element of any future development rather

than an incentive. He explained that a recent Growth Management Hearings Board decision related to the NPDES 1 Permit that larger cities are required to obtain determined that the recently adopted Department of Ecology Stormwater Standards did not go far enough in including and requiring LID. It appears that the decision would also apply to the NPDES 2 Permit that smaller cities such as Edmonds are required to obtain. He referred to the illustration, which provides a list of potential bonuses the City could offer to developers in exchange for an incentive. He noted that possible bonuses could include increased lot coverage, increased height, no density restriction and reduced parking requirements. He said the more difficult part of updating this section of the code will be to match the incentives and bonuses for the various zones.

Mr. Chave noted that the middle column of the illustration suggests how the existing RM zones could be reconfigured to implement the proposed concept. As proposed, the existing RM-3, RM-2.4 and RM-1.5 zones would be changed to RM-H (high), RM-M (medium) and RM-L (low). In addition, new RM zones could be created for the downtown (RM-BD), Edmonds Way (RM-EW), and Highway 99 (RM-99). He explained that the new RM-BD zone could be tailored uniquely to fit into the downtown character. For example, the buildings could be oriented more towards the street. Also, because of higher land costs in the downtown, a developer would be more likely to provide underground parking. He noted that the RM-EW zone has already been established along the Edmonds Way Corridor, and this zone offers developers a bonus of additional height if certain incentives are provided. He explained there are also some very unique situations in the City where there needs to be a transition zone that allows for duplex development, etc. Staff is proposing that a new Transition Zone (RM-T) be created for this purpose. This zone could be based on the configuration of properties and the close nexus of commercial to residential zones. The zone could be narrowly tailored to avoid using contract rezones to address unique situations.

Board Member Young recalled that the Board previously discussed eliminating the concept of having different density requirements for the various RM zones. He noted that the footprint of an RM development could be the same regardless of the number of units allowed. Mr. Chave agreed and reminded the Board that the downtown zones previously allowed multi-family development on the upper stories, but it was limited to one unit per 3,000 square feet of lot area. This resulted in very large condominiums because the density factor was so low. In an effort to encourage more affordable housing, the City decided to eliminate the density cap and use the height and bulk standards to control the number of units allowed in the downtown zones. He suggested the Board seriously consider moving away from using density as a factor in the RM zones because the bulk standards and parking requirements are sufficient to determine density.

Board Member Young recalled that the Board recently reviewed an application for an RM development just outside of the downtown area where the bulk standards and parking requirements would have allowed a developer to construct more units on the site that what was allowed by the RM-1.5 zone's density cap. The idea was to construct more small units rather than fewer large units. At that time, the Board discussed that if density were removed as a factor, the developer would have more opportunities to offer public amenities as part of the project. In addition, the developer would have been able to construct more affordable units. Mr. Chave reported that the Mayor's Climate Control Committee has discussed this issue, as well. They have emphasized that if the City wants to maximize their potential, they must update their codes to make sure the language produces what they want. He noted the City has updated many of the zones in the downtown area, but the RM zones have not been discussed as a whole.

Chair Guenther reminded the Board that one of the LEED items is to minimize the footprint of the development. He said he supports incorporating this concept into the RM zoning language. Mr. Chave referred to the drawing that was provided in the Board's packet to help them put the discussion into the correct context. He emphasized that setback requirements and lot coverage requirements are two separate issues. He explained that from a setback analysis standpoint, there would currently be no difference in total lot coverage allowed regardless of the type of RM zone. He cautioned that lot coverage really has nothing to do with setbacks; it is simply a factor in each zone of what percentage of a property can be covered. Even though setback requirements indicate a developer could get as much as 61% lot coverage, the RM-3 zone caps the buildable area at 45%. He summarized that it is interesting to compare how setbacks and lot coverage influence what can be developed on a site.

Again, Mr. Chave informed the Board that the concept is in its initial stage of development. He invited the Board Members to share their thoughts with staff. He cautioned that when reviewing the RM standards, the Board must not only look at their relationship to the outside property, but also the inside. The language should avoid situations where canyon ways are created

on the inside of a development since these tend to create problems for the residents. He suggested that perhaps they could create a type of sliding scale related to the building separation. For example, the bulk factor could be reduced as the buildings are placed closer together. Also, if the buildings are very close together, maybe the City could only allow 2½ stories instead of a full three-story development. While this concept may rub against a developer's need to minimize the density, it would help create more livable spaces.

Board Member Reed recalled that a few meetings ago, Mr. Bowman provided pictures of four different town house developments. He asked the Board to visit each one. Mr. Chave cautioned that this is a separate issue. The townhouse issue was related to the need to change the subdivision ordinance. The purpose of tonight's discussion is to discuss potential changes to the RM zoning language.

Chair Guenther asked how the form-based zoning concept would be similar to what staff is proposing now. Mr. Chave said the staff's proposal would be consistent with the form-based zoning concept. The form-based zoning approach would address the physical relationship of both the inside and outside of the property. He noted that complicated relationships are easier to describe visually than verbally, and the form-based zoning concept would allow this to occur.

The Board offered general support for the option proposed by staff. They emphasized that offering height as a bonus may not be appropriate in all RM zones within the City. However, increased height and density in areas such as Highway 99 make perfect sense. Chair Guenther questioned if Firdale Village and Five Corners would also be good candidates for a separate type of RM zone. Mr. Chave answered that this would depend on the final language that is adopted for the RM-L, RM-M and RM-H zones. Perhaps one of these zones could be applied to the Five Corners and Firdale Village areas.

Board Member Dewhirst recalled that the Board earlier discussed the need to move away from single, higher-density RM development and move towards mixed-use development in the downtown and other business areas in the City. Mr. Chave said this discussion offers the Board an opportunity to open the RM zones to a mixture of uses. Board Member Dewhirst noted this was the corner stone of the Makers Study that was completed for Highway 99. Mr. Chave explained that the primary function of the RM zones is housing, but the language could allow a specific list of commercial uses that are needed in the area. Board Member Dewhirst recommended that this concept be part of any future discussions about zoning. Mr. Chave agreed and said that is the desire of the Climate Control Committee, also, since it would encourage people to drive less by providing closer services

REVIEW OF EXTENDED AGENDA

The Board noted that the second meetings in November and December were cancelled to accommodate the holidays.

PLANNING BOARD CHAIR COMMENTS

Chair Guenther did not provide any comments during this portion of the meeting.

PLANNING BOARD MEMBER COMMENTS

Board Member Reed referred to the comment made earlier by Mr. McIntosh regarding the Mayor's budget proposal to eliminate \$500,000 from the Parks Maintenance Budget. He clarified that the Mayor's original proposed budget includes a series of new revenue sources, and spending in the general fund would actually be increased by 5%. The City Council asked him to work with staff to develop an alternative budget that cuts expenses, and this new draft was recently presented to the City Council for review. It included a reduction in the Parks Maintenance Budget as one alternative. The City Council has not discussed this reduced budget in depth, and no decisions have been made.

Board Member Lovell inquired if the Mayor's proposed budget includes the concept of a regional fire department. Mr. Chave said the Mayor's original budget included the regional fire authority proposal, which would not be implemented until 2011. In the meantime, the budget proposal is very thin and the revenue projections are very conservative. The budget would balance if the regional fire authority concept happens. If it doesn't happen, the City Council would have to decide where reductions can be made. He noted there are a host of other revenue ideas proposed and most of the City Council's

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discussion was in favor of the ideas. Mr. Chave pointed out that the City's problem is similar to what other jurisdictions are experiencing. Nearly 42% of their entire general fund must be used to provide fire and police service.

Board Member Henderson announced that he would retire from the Board when his term expires at the end of the year. Board Member Dewhirst said he would retire at the end of December, as well.

ADJOURNMENT

The Board meeting was adjourned at 9:15 p.m.

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