



PLANNING COMMISSION MINUTES

7:30 PM February 16, 2017
City Hall Annex

1. CALL TO ORDER

Chairperson Veltkamp called the Planning Commission meeting to order at 7:30 p.m. on Thursday, February 16, 2017, at the City of Lynden City Hall Annex.

2. ROLL CALL

Members Present: Faber, Kok, Scott, Strengholt, D. Veltkamp and G. Veltkamp
Members Absent: None
Staff Present: Solano, Director, Samec, Planner and Timmer, Planner

3. APPROVAL OF MINUTES

A. December 8, 2016, Planning Commission Minutes

Strengholt motioned to approve the December 8, 2016 Planning Commission minutes as submitted. Seconded by G. Veltkamp, and the motion passed 5-0.

4. DECLARATION OF CONFLICT

None of the Commissioners reported any ex-parte contact or conflict of interest.

5. PUBLIC HEARING

A. Long Plat #16-05, Stomping Grounds

Veltkamp opened the public hearing for the Stomping Grounds Long Plat.

Staff noted that this hearing was originally scheduled for last Thursday, February 9, 2017, however, due to the weather conditions at that time the hearing was rescheduled for tonight.

Solano reviewed the Staff Report dated January 30, 2017. The applicant is requesting a long plat application requesting to subdivide approximately 2.9 acres into 11 residential lots within the RMD zone.

Solano addressed the Commission and stated that this application first came forward in November 2016, however, there were concerns on both the applicants and City's part with the design of the plat and variances associated with the request. In an effort to provide a better design for all, the applicants went back to the drawing board, worked with City Staff to produce what is before the Commission this evening. Additional notification was required to all property owners within 300-feet as the long plat request increased from 10 lots to 11 lots. The request includes 6 single family lots, 2 duplex lots and 3 triplex lots. Solano stated as shown on the proposed plat map, all lots meet the minimum requirements and Staff supports this request.

Richard Lane, Compass Point Survey, LLC, 523 Front Street, Lynden, WA
Lane addressed the Commission and stated that he is the surveyor / agent on record for the proposal. As staff noted, this project was re-worked so that both the City and the property owners were satisfied.

Lane stated that the Commission should have received a new plat map that shows slight changes to some of the lot lines within the plat. There were some minor adjustments that needed to be made now instead of applying for a lot line adjustment after the fact.

The stormwater will be handled by Freeland and Associates and water and sewer will be connected to the existing services in Bradley Meadows Lane.

This proposed plat meets the requirements of the code and does not require any variances.

Maurice Veenstra, 1454 Bradley meadows Lane, Lynden
Veenstra stated that the cul-de-sac proposed leaves little room for extra parking. Over flow parking will end up on Bradley meadows Lane. D. Veltkamp asked Staff what the parking requirements are for that area. Staff replied, each unit is required to have a minimum of 3 stalls. If there is a two stall garage provided, one space is required outside. If only one garage stall is provided, 2 outside spaces are required.

Mr. Veenstra also had questions regarding 3 holes in Bradley meadows Lane that need to be filled. This repair must be done prior to the new development.

D Veltkamp stated that this layout is much better than the first submittal and it appears to meet all of the requirements.

All duplex and triplex units must be reviewed and approved by the Design Review Board.

G. Veltkamp asked if accessory dwelling units would be allowed within a single family home in this area. Solano replied, yes.

There was also a question regarding whether or not sidewalks would be located within the cul-de-sac. Lane replied, yes.

Faber asked if any of the trees located on site would remain? Solano replied, that Tim Koetje indicated that he will do his best to keep what trees he can. In addition, street trees will be required as per code.

Solano also noted that the existing well located on the proposed Lot E will remain and will be used for irrigation by the neighborhood. The well will be a community system that will be operated by the Home Owners Association.

Scott motioned to close the public portion of the hearing. Seconded by Kok, and the motion passed 5-0.

The Commission agreed that this layout looks good and is better than the 1st submittal.

Faber motioned to recommend approval of the Stomping Grounds Long Plat #16-05, as presented, according to the findings, conditions and recommendations of the Technical Review Committee Report dated January 30, 2017. Seconded by Scott, and the motion passed 5-0.

6. WORK SESSION

A. Future of East Lynden Commercial Parcels

Timmer addressed the Commission and stated that he is in the process of drafting a work plan for the East Lynden Sub-Area review. Since the Comp Plan Update hearings specifically regarding rezoning Commercial property in East Lynden, several property owners from east Lynden have expressed a desire to change their property's designation as well. Staff is seeking some direction on how the Planning Commission and Council might like to proceed on determining the process that they will need to go through this year. Council seemed quite ready to make some changes, PC hasn't necessarily been ready without a deeper look.

The Commissioners discussed options for a path forward: 1) Possible changes proposed by staff with property owner input 2) individual property owner driven...look at each one separately, etc

Veltkamp proposed a community meeting specifically for the commercial owners but open to public and all stakeholders. It can take place at the March 23 meeting and include a presentation from staff (re: current conditions and the history of the sub-area plan). It would allow owners to express their desires but also hear from the broader community so they know this is about the city (or sub-area) as a whole and not only their single parcel. This would allow the PC to get a feel for how the process should occur.

Staff will run this idea past the Council committee (CDC) at their Feb 22 meeting.

7. COMMISSIONERS CORNER

Solano addressed her memo dated February 16, 2017 regarding the Pepin Creek RFP process. At the end of January 2017, the City published a Request for Proposals regarding the creation and planning of the Pepin Creek Sub-Area. The request included a detailed list of desired outcomes for the planning process that included Master Planning, Financial Planning, Environmental Planning and Technical Design Coordination with the City's engineer.

Solano stated that Staff is requesting the participation of two members from the Planning Commission and two members from the Community Development Committee to assist in the selection process.

The proposals are due Tuesday, February 28, 2017. Staff is looking for a Commissioner to help with the City Review and Short Listing of the proposals on March 6, 2017 and another Commissioner to be part of the interview team for the short list qualifiers on March 8-10, 2017. Solano asked if any of the Commissioners would be interested. Commissioner Strengholt agreed to participate in the City Review and Short Listing and Commissioner Faber agreed to participate in the interview process.

8. ADJOURNMENT

Kok motioned to adjourn the meeting at 9:10 pm. Seconded by Strengholt, and the motion passed 5-0.