CALL TO ORDER

ROLL CALL
Present: Gerald Veltkamp, Blair Scott, Diane Veltkamp, Lynn Templeton and Tim Faber.
Absent with notice: Brett Kok.
Staff Present: Gudde, Planning Director; Samec, City Planner and Timmer, City Planner.

APPROVAL OF MINUTES
A. March 28, 2019
Minutes approved as presented. Faber motion/ G Veltkamp 2nd. Approved unanimously.

DECLARATION OF CONFLICT
None of the Commissioners reported conflict of interest or ex-parte communication or contact.

PUBLIC HEARING
A. Citywide Residential Design Standards Code Amendment
Chair Veltkamp thanked staff for the time and effort on this document. It is significant. Asked Director Gudde to introduce the draft and give explanation for any items that should be discussed.

Gudde addressed her memo dated April 4, 2019. The residential design standards for the City of Lynden are proposed to be combined into one location within the Lynden Municipal Code. Currently, many standards repetitiously appear in each zoning category.

The effort to consolidate and revise residential standards stemmed from the Pepin Creek planning effort as standards were originally written specific to the Pepin Creek Sub-area. After a number of review sessions with the Planning Commission, the
Community Development Committee, and the Design Review Board, the recommendation was made to create relatively simple standards which could be applied to all districts rather than be specific to the Pepin Creek Sub-area.

On April 2 the Design Review Board completed their review of the proposed standards and unanimously recommend approval with the changes noted in the attached document.

Gudde made Commission aware of some additional suggested changes even since she sent the PC packet last week.

Commission discussed the following:

- **Pg 1: B,1,b** – remove second sentence as it is a repeat.
  
  a. To create high-quality communities that have variation of architectural style and durable materials. To reduce the visual impact of the garage and accessory structures and emphasize the pedestrian environment.

- **Pg 4: 4,a,3,a** – garage façade forward. Not forward more than 12 ft of living space. 12 ft is a compromise from the first draft. Kept some extension bc of the ongoing discussion that has occurred with CDC. Consensus among Commission that 12 ft is fine.

- **Pg 11: A,1 and 2** - Landscaping may not impede on the sidewalk. Hedges – discussion on #2. Should it be in there? Any changes to it?

  2. Hedges. To facilitate visibility along streets and sidewalks, front yard hedges which fully block visibility must not be planted come within 3 feet of the sidewalk. View triangles, which protect sight distance, at street intersections may require additional height restrictions.

- **Pg 13: A, 1** Differing between RS and RM. Change to 50 ft – consensus amongst Commission.

  1. In RS zones, there shall be a minimum of one tree per lot with a maximum of one hundred seventy-five 50 feet between trees, and
  2. In RM zones one street tree is required for every 50 linear feet of street frontage. Distance may be averaged due to driveways and sight distance requirements.

- New suggestion for 19.31, B, 1, b – no tarps.
• Primary roof line – 4:12 pitch. Discuss in context of the allowing flat roof with the Review Board variance process. Consensus amongst Commission that they would like to keep it the 4:12 pitch and provide the variance process to allow it if they would like to pursue a design that allows a flatter roof.

Other Suggestions:

• Page 3:
  1. In RS-84 and RS-100 zones an attached garage may be built as close as seven feet to the side property line provided the living area side setbacks total twenty-two feet from the furthest projection building foundation to the property line.
  2. In RS-72 and RMD zones an attached garage may be built as close as seven feet to the side property line provided the living area side setbacks total fifteen seventeen feet from the building foundation to the property line.

• Page 5:
  a. Exposed ends of stone and masonry façades are not permitted and must be finished with trim or end caps.

• Page 7:
  To be considered a "detached" structure, the minimum distance between two structures shall be six feet measured from foundation to foundation with no projections greater than twenty-foursixteen inches. Additional fire protection may be required for structures located within ten feet of each other.

• Page 8:
  A. Accessory Structure Area
  1. In MH zones, no detached garage shall exceed one thousand square feet of inside floor area or exceed the square footage of the primary structure.

• Minor Scribner's errors will be corrected throughout.

Staff will combine all of these suggestions into a draft that will move forward to Council.

Faber motion to approve the new 19.22, and associated updates to the other supporting code with the PC suggested changes to the draft. Second by Scott and motion is unanimously approved.
6. COMMISSIONERS CORNER

No meeting on April 25, 2019. Next meeting will be on May 9 or May 23, 2019.

7. ADJOURNMENT

Motion to adjourn by Scott / Second by Faber. Meeting adjourned at 9:30 pm.