



TOWN OF WOODWAY

PLANNING COMMISSION MINUTES

SEPTEMBER 17, 2014

CALL TO ORDER: Chair Robert Allen called the meeting to order at 7:05 p.m. Commissioners Jan Ostlund, Tom Howard, Per Odegaard, Pat Tallon, John Zevenbergen, and Jennifer Ange were present. Town Planner Bill Trimm and Deputy Clerk Heidi Napolitano were also present.

APPROVAL OF MINUTES: *June 11, 2014*

Commissioner Odegaard moved to approve the minutes of June 11, 2014. *Commissioner Tallon* seconded the motion. The motion carried unanimously.

DISCUSSION: WASHINGTON CITIES INSURANCE AUTHORITY LAND USE AUDIT – BILL TRIMM

Town Planner Bill Trimm explained that the Washington Cities Insurance Authority's (WCIA) focus for this year's audit was land use. Town staff filled out a lengthy questionnaire and met with WCIA staff to review the results. They recommended that the language relating to manufactured housing and home childcare providers be updated, and that the town adopt a concurrency ordinance. Those three items were already scheduled to be addressed as part of the comprehensive plan update.

DISCUSSION: ZONING, SUBDIVISION, AND CONCURRENCY UPDATES PER THE GROWTH MANAGEMENT ACT – BILL TRIMM

Town Planner Bill Trimm gave a brief overview of the timeline for the remainder of the comprehensive plan update. He then reviewed the recommended updates to the zoning code, which include adding family daycare providers as a conditional use and updating the definition of single-family dwelling to include manufactured housing. Mr. Trimm also explained the changes to the subdivision code: adding language that ensures consistency with the comprehensive plan and outlining the time frame for final short plat approval. The final addition to the municipal code was language requiring concurrency and consistency with the comprehensive plan for all new developments. That section specified that traffic impacts to the Town's transportation network shall not result in a reduction of the level-of-service stated in the comprehensive plan.

Lastly, Mr. Trimm presented a new section that describes comprehensive plan amendment criteria that ensures continued public involvement and the regulations would not result in an unconstitutional taking of private property.

ACTION: *Commissioner Odegaard* moved to accept the proposed changes to the development regulations. *Commissioner Zevenbergen* seconded the motion. The motion carried unanimously.

DISCUSSION: DISCUSSION OF ACCESSORY DWELLING UNITS – BILL TRIMM

Mr. Trimm gave an overview of accessory dwelling units, explaining that they are a way to increase density without substantially changing the character of a neighborhood. The Commissioners discussed short-term home rental in Woodway.

AUDIENCE COMMENTS: None

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SET DATE FOR NEXT MEETING: Either October 15 or 22, 2014.

ADJOURNMENT: *Commissioner Odegaard* moved to adjourn the meeting. *Commissioner Tallon* seconded the motion. The motion carried unanimously. The meeting was adjourned at 8:06 p.m.

APPROVED BY THE PLANNING COMMISSION

Heidi K. S. Napolitano
Secretary to the Planning Commission

Robert Allen, Chair

(These minutes accurately reflect what was said at the Planning Commission Meeting. Publication does not vouch for the veracity of these statements.)