



# TOWN OF WOODWAY

## PLANNING COMMISSION MINUTES January 20, 2010

**CALL TO ORDER:** The meeting was called to order at 7:05 p.m. by Chair Jim Wilmer. Commissioners present were Jim Wilmer, Robert Allen, Jennifer Ange, Jan Ostlund, Tom Howard, Heather Frank, and Pat Tallon. Planner Bill Trimm and Deputy Clerk Heidi Napolitano were also present.

**MINUTES: November 4, 2009**

*Commissioner Tallon* moved to approve the minutes of November 4, 2009. *Commissioner Frank* seconded the motion. The motion carried unanimously.

**DISCUSSION & APPROVAL: Planning Commission 2009 Annual Report**

Planner Bill Trimm explained the code requires the Planning Commission to provide an annual report to the Town Council. He briefly reviewed the report, highlighting the three significant projects the Commission completed in its 2009 work program: 1) Environmentally Critical Areas Ordinance Update, 2) Short Plat Processing Code Amendments, and 3) Creation of new section of Chapter 14 providing for Conditional Use Permits.

*Commissioner Allen* moved to approve the Planning Commission 2009 Annual Report. *Commissioner Ostlund* seconded the motion. The motion carried unanimously.

**DISCUSSION: Shoreline Master Plan Update**

Mr. Trimm explained the Growth Management Act (GMA) requires all cities with shoreline jurisdiction to update their Shoreline Master Plan (SMP) based on new guidelines adopted by the Department of Ecology (DOE) in 2003. The Legislature allocated funds for the update to local jurisdictions and established a schedule for cities adjacent to Puget Sound to complete their update. The State granted Woodway \$50,000 and the Town has until December 2012 to complete the update. He reviewed a scope of services for updating the Plan consistent with the DOE guidelines. The five tasks DOE requires are: 1) prepare a public participation plan, 2) prepare a shoreline inventory, 3) community visioning, 4) prepare a restoration plan, and 5), assemble draft SMP.

The Town hired Margaret Clancy, ESA Adolfson, to lead the scientific related studies while Mr. Trimm will oversee the non-technical tasks of the scope including public participation and managing the update program consistent with the DOE contract. The master plan will be applicable to all existing Town of Woodway shorelines including Point Wells. The Planning Commission will serve as an advisory body to review detailed information developed by ESA Adolfson, review policy, work with property owners on visioning, etc.

He emphasized the importance of involving the public, especially property owners on the bluff, in the process. He recommended the Planning Commission invite property owners and agencies to an open house to discuss their vision for the shoreline. He offered to email Commissioners regarding a proposed date for the open house.

A brief discussion followed regarding the visioning process, the shoreline inventory, and the proposed timeline for the update.

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## **PRESENTATION: Current Status of Pt. Wells Urban Center**

Mr. Trimm provided an update on the status of Snohomish County Council's consideration of Pt. Wells Urban Center. The Town submitted the following recommendations at the County Council's December 9, 2009 public hearing: 1) allow a maximum of 800 units, 2) establish building height limits, 3) allow Woodway an opportunity to develop an Interlocal Agreement with Snohomish County that would include pre-application design guidelines and a review process, and 4) require review by the Hearing Examiner rather than the proposed administrative Type I review process. Paramount's testimony proposed building height limits of 180 feet and numerous floor area ratio (FAR) bonuses.

At a January 12 work session, the Snohomish County Council reviewed a matrix of the testimony provided at the December 9 meeting and staff's recommendation. The County Council will consider the matter again at their February 3 meeting. City of Shoreline and Woodway's appeal to the Growth Management Hearings Board regarding Snohomish County's Comprehensive Plan designation of Pt. Wells as an Urban Center has been stayed pending the Snohomish County Council's decision on zoning. Discussion followed regarding Paramount hiring an architectural firm and Shoreline's interest in annexing Pt. Wells.

**AUDIENCE COMMENTS:** None

**ADJOURNMENT:** The meeting was adjourned at 7:55 p.m.

## **APPROVED BY THE PLANNING COMMISSION**

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Heidi K. S. Napolitano  
Secretary to the Planning Commission

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Jim Wilmer, Chairman

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