



**Town of Eatonville**  
**PLANNING COMMISSION MINUTES**  
*Monday, October 7th, 2019*  
**Community Center, 305 Center Street West**

**CALL TO ORDER** – Chairperson Justice called the meeting to order at 7:00 p.m.

**ROLL CALL** - Present: Commissioners Justice, Adams, Knick and Miller.  
Excused: Commissioner Marcellino

*Town Administrator, Abby Gribi, read an email from Commissioner Marcellino addressed to the Commissioners. In the email Commissioner Marcellino thanks the Planning Commission for giving her the privilege to serve with them, but she was resigning from the Planning Commission effective immediately, reasoning she is not able to attend the meetings on a regular basis. She wishes the Planning Commission all the best.*

**STAFF PRESENT:** Mayor Schaub, Abby Gribi, Scott Clark, and Teri Svedahl.

**OPENING CEREMONIES** – Commissioner Adams led the Pledge of Allegiance.

**APPROVAL OF AGENDA** - Commissioner Adams made a motion to approve the Agenda. The motion to approve was seconded by Commissioner Miller. AIF.

**APPROVAL OF MINUTES** – Commissioner Adams made a motion to approve the minutes of September 3rd. The motion to approve was seconded by Commissioner Miller. AIF.

**COMMUNICATIONS AND ANNOUNCEMENTS -**

From Public: None

From Commissioners: None

**OLD BUSINESS: Continued review of Design Guidelines, Commercial and Multi Family, EMC 19.03**

**Scott Clark, Town Planner**, opened discussion of the continued review of Design Standards of Commercial and Multi Family zones; Starting with 19.03.010 a4, *Gateway Streets*. Mr. Clark confirmed that the Planning Commission had finished reviewing Mixed Use Streets in the previous meeting and referred the commissioners to the table located in the design Guidelines that provides street types. *Gateway Street* specifically, is that portion of Center Street that is between Washington and up the hill and out of town, as well as the portion of SR161 zoned C2 at the north end of town. Discussion started out regarding the requirement of tree-planting. Mr. Clark confirmed that he is currently working with an arborist to develop a list of trees that suits the suggestions of the Planning Commission; limit damage to infrastructure, controlled growth, low maintenance, as well as work aesthetically and without blocking views. Abby Gribi, Town Administrator, asked for clarification from the Commission if the proposal was to remove the tree requirement from the *Gateway Streets* and replace it with another type of landscaping requirement. Mayor Schaub clarified the current location of the tree requirement as being in the 10 – 25ft buffer between the edge of the sidewalk closest to the building and the building.

- As code reads: “...shall provide a planting strip between the sidewalk and a building...”

Mayor Schaub commented that the planting of trees is useful for controlling stormwater and sidewalk-water run-off. Also, it was clarified that as written, the trees are in the buffer outside the sidewalk, and Mr. Clark confirmed the 10 -25ft buffer is also outside of the ROW. More discussion took place regarding sidewalks and trees, shrubbery, landscaping and care and maintenance. Discussion came back

around to providing a tree list. Ms. Gribi confirmed that the list will not be written into code but will be used as a resource for planning and land use code criteria. A direct question was posed: *Does a tree every 30ft (on a Gateway Street) meet the look intended for the Town, and should that requirement still include 161 coming up the hill from the bridge at Orville Rd and into town; Does it make sense to impose these requirements onto those properties?* The Commissioners agreed that it was appropriate to keep the *Gateway Street* guidelines as-is, and to impose those guidelines on the properties from Orville Rd. along 161 and into Town.

*Landscape Streets* are all other streets not designated as something else and affects all zones. Town staff pointed out that there is a lot more departure language written into the *Landscape Streets* portion of the code and staff has not ran into any issues or concerns due to this part of the code.

*Large Lot Development* (2 acres or more) – pertains to a new lot being full developed; vacant land coming with a full development, multiple buildings, possibly in phases that could span over several years. Town Planner, Scott Clark, advised that this part of the code for *Large Lot Development* needs more attention. It was decided to continue to move forward with review and bring back for discussion later as needed.

It was noted that the *Mill Site* development guidelines and standards was originally put into place in anticipation of a specific development project that had at one time been proposed but never came to fruition. Parcels of that site have since been sold off and the guidelines as written are too restrictive and do not fit for future development. After extensive discussion regarding the significance of this property it was decided by the Planning Commission to delete the current specific *Mill Site* guidelines in its entirety.

**Wrap up:** Overall, the language for *Gateway Streets* is appropriate, keep the tree requirement in the *Gateway Streets* corridors, insert language into code referring to an acceptable tree list. *Landscape Streets* is acceptable as-is. Remove specific *Mill Site* guidelines in its entirety.

**Next review will begin with: Internal Vehicular Circulation and Driveways**

**Comments from staff and commissioners –**

*From Abby Gribi:* Next meeting will be a Public Hearing for the state mandated updates that are required to bring the Town compliant with State Mandated Development Regulations. The town has completed the Comp Plan update and completing the Development Regulations is the last piece needed for the Town to be able to utilize the \$1.4 million in state funds it received to update the water plant and to add a Clear Well.

The Town was successful in receiving a grant in the amount of \$2.145 million to complete HWY 161

Commissioner Adams thanked the citizens for showing up and participating in the process, and he thanked the Commissioners and Staff for the hard work put into review of the guidelines.

**Next meeting will be October 21st, 2019 – this is an additional October meeting;**

*Public Hearing for Mandated Development Regulations update*

**Chairperson Justice** adjourned the meeting at 8:40 p.m.

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**Chairperson Justice**

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**Martin Miller - Secretary**

**ATTEST:**

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**Recording Secretary, Teri Svedahl**