

**CITY OF EDMONDS
PLANNING BOARD MINUTES
January 11, 2006**

Chair Freeman called the regular meeting of the Planning Board to order at 7:03 p.m. in the Council Chambers, Public Safety Complex, 250 – 5th Avenue North.

BOARD MEMBERS PRESENT

Janice Freeman, Chair
Jim Young
Virginia Cassutt
Judith Works
Jim Crim
Cary Guenther (arrived at 9:10 p.m.)
Don Henderson

STAFF PRESENT

Rob Chave, Planning Division Manager
Brian McIntosh, Parks, Recreation & Cultural Services Director
Frances White Chapin
Karin Noyes, Recorder

BOARD MEMBERS ABSENT

John Dewhirst, Vice Chair

Board Members Dewhirst and Guenther were excused from the meeting. Board Member Guenther arrived later.

READING/APPROVAL OF MINUTES

Approval of the December 14, 2005 minutes was deferred to the January 25, 2006 meeting.

ANNOUNCEMENT OF AGENDA

No changes were made to the agenda.

AUDIENCE COMMENTS

No one in the audience expressed a desire to address the Board during this portion of the meeting.

REPORT FROM PORT OF EDMONDS ON UPDATES TO PORT MASTER PLAN AND STRATEGIC PLAN

Chris Keuss, Executive Director of the Port of Edmonds, referred the Board members to the Port's Strategic and Master Plans. He reviewed that in January of 2001, the Port Commission and staff started putting together a Strategic and Master Plan for the Port. The Strategic Plan was approved in January of 2001 and the Master Plan was approved later in May. The Planning Board reviewed the two documents in December of 2001 and made a recommendation of approval to the City Council. The City Council subsequently approved the Master Plan to become an element of the City's Comprehensive Plan. The current versions of the Master and Strategic Plans were reviewed by the Commission and staff early in 2005. The updated Strategic Plan was approved by the Port Commission in April and the updated Master Plan in June.

Mr. Keuss explained that the Strategic Plan is intended to be a short-term plan for the Port and contains their Mission Statement (Section 6 on Page 6). He noted that one of the Port's most important missions is to operate on behalf of the residents of the Port District. The Mission Statement also states the Port's desire to be a responsible financial steward; be a responsible environmental steward; provide and/or foster quality services and facilities for tenants and the boating community; play a leadership role in ensuring that the waterfront is vibrant; be an active centerpiece for the Edmonds and Woodway communities; provide opportunities for economic development areas for which the Port is appropriately qualified; and communicate openly, frequently and consistently with the Port District residents and tenants. He pointed out that the Port District encompasses about half of the City of Edmonds and all of the Town of Woodway. Mr. Keuss noted that the Strategic Plan lists short-term tasks that are to be followed up on by the staff and/or Commission. The Port is now in the second year of implementing their current Strategic Plan.

Mr. Keuss advised that the Master Plan is intended to be a long-term 20-year development plan for the Port. Some of the elements are currently under review and in the planning stages, and some are longer term programs for the Port. The Master Plan reviews the Port's vision, identifies the guiding principles, and provides an overview of Port programs and current elements. Mr. Keuss displayed a map of the Port proper to illustrate the various elements of the Port's Master Plan. He specifically reviewed the following elements:

- **North Boardwalk Improvement:** Some improvements have already been made to the north boardwalk. View cutouts, tables, benches and flower containers have been installed in various locations along the boardwalk. The Master Plan also identifies relocation of the refuse containers from the boardwalk to a sheltered area similar to what was done in the south. The Port would also like to widen the boardwalk and put in a landscape buffer between the walkway and the parking area.
- **Parking Area North of the Port Administration Building:** This area has been identified as mixed-use, which would allow a variety of functions to occur on the property such as parking, marine related activities, community facilities, etc. The Edmonds Yacht Club has presented a proposal to the Port to place a building in this location. This would be a two-story facility, possibly up to 28,000 in total square feet, with a footprint of 12,000 square feet. The Yacht Club is currently conducting a feasibility study to see if the project can pencil out for them. The Port expects to hear back from them in a few months when the study has been completed.
- **Area Across Admiral Way to the North of the Port's Workyard:** This area was also identified as mixed-use and parking. It encompasses the gravel parking area that is currently being used for a variety of things including overflow parking for trailers and vehicles of people using the public launch program, vendor parking and storage during the waterfront festival, and Port storage. The Port may have a future interest in allowing a marine related program to locate on the property. Another option would be to expand the existing workyard to the north.
- **Area Across Admiral Way to the South of the Port's Workyard:** This property was identified as mixed use also, and several types of functions could occur on the site. The Port has discussed the possibility of relocating the administration and maintenance buildings to this location, but there are no plans on the short-term horizon for this to occur. Another possibility would be to locate a community facility or a marine related program on the site. There was recently some interest expressed by a marine yacht sales vendor who wanted to locate a program in this area.
- **South End of Marina:** This area has been identified for possible expansion of the dry stack storage program. The existing dry stack storage facility can handle almost 300 boats, and interest has been expressed about the possibility of expanding the program in the future if stack storage becomes more popular to boaters. The Port recognizes that expanding the dry stack storage program would result in a loss of parking space, and this parking space would have to be accommodated someplace else.
- **Restroom Complex:** This is a new element of the Master Plan and would be located to the south of Anthony's Restaurant. The restroom complex would be available to the public and to guest boaters who come to the Port. It would include both laundry and shower facilities. The current restroom facility is outdated and needs to be upgraded or replaced. If IAC Grant funding becomes available, this project could become a reality within the next three years.

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- **Public Plaza:** This project has been identified in the Port's Master Plan for several years, and the Port currently has completed plans and the necessary permits to move forward. However, when the project went out to bid in 2005, the bids came in at double the amount of the original estimate. With the other issues on the Commission's plate, they decided not to go forward with the project in 2005. The public plaza plan would turn the area in front of the Edmonds Yacht Club Building that is currently used as parking into a public use. The Commission has asked the architect to come back before them in a few months with revised plans that would reduce the cost of the project.
- **Weather Center:** The Port obtained permits for the weather station project as part of their application for the public plaza project. The project started out with a simple request from the Edmonds Rotary Club. They offered the Port \$5,000 if they would accept a memorial to "Babe" Bucklin, a long-time Rotarian, Port tenant and Port Commissioner. The Rotary Club suggested that the Port consider the construction of a weather station. A task group was formed in 2005, and the project grew into a larger weather center concept. The facility is currently under construction and the Port hopes it will be operational by the end of January or early in February.

The center would incorporate the latest technology available. Port staff has been working to overcome challenges associated with protecting the equipment against vandalism and the extreme weather conditions that exist on the waterfront. The center would include three monitors to present weather information. One would be programmed by students from the Edmonds School District and would be updated a few times per year. A second monitor would provide typical weather data, and instrumentation to collect the data has already been installed on the top of Anthony's Restaurant. A third monitor would be programmed in house by Port staff. They are currently reviewing a variety of information from the National Weather Center and NOAA to determine what should be provided. One idea is to incorporate Google Earth to pinpoint marinas in the Puget Sound area. Students from Edmonds School District would also design information panels as part of a class project. These panels would describe weather phenomenon and would be updated periodically. Lastly, a speaker box would be installed at the center to give current Puget Sound weather 24-hours a day.

Board Member Young asked how many visitors to the City could be attributed to the Port's guest moorage program. Mr. Keuss answered that there were between 2,000 and 3,000 boats coming into the Port's guest moorage throughout a given year, with the highest concentration of visitors during the fair weather months. Board Member Young complimented the Port for creating their new Destination Port of Edmonds Program, which can work in conjunction with the City's program for providing walkabout activities throughout the community. He said he particularly likes the idea of the Port and City partnering to get an overpass constructed over the railroad tracks.

Board Member Young pointed out that part of the City's problem with economic development is that there is a separation between key areas (waterfront and downtown), and people cannot safely get from one side of the tracks to the other. He asked for feedback from Mr. Keuss regarding the progress of this concept and whether or not it is a priority of the Port. Mr. Keuss answered that the Port Commission has gone on record in support of the Edmonds Crossing Project, which would relocate the ferry terminal and construct a multi-modal facility. Part of this plan includes a separate ramp from the holding lanes to the other side of Admiral Way. This would be a pedestrian and bicycle route, but would not provide vehicular access over the tracks. The Commission believes that a pedestrian overpass as part of the Edmonds Crossing Project would be a viable option.

Board Member Cassutt referred to the Port's plans for a new public plaza. She noted that this project would eliminate parking in front of the Edmonds Yacht Club. She asked where people would park to unload and load during major events at the Yacht Club. Mr. Keuss answered that the Port recognizes the need to provide handicapped parking and service vehicle access to the Yacht Club. The plan calls for a surface that would accommodate vehicular access when needed.

Board Member Works requested more information about the proposed public plaza plans and why the cost was so high. Mr. Keuss advised that the architect for the project proposed a trellis facility against the back exterior wall of the restaurant, and the cost for labor and supplies to construct the trellis would be significant. In addition, the pavers that were planned for the project would be costly. The actual landscaping costs were reasonable, and the plan also called for replacing the existing sandbox area with a new structure with a nautical theme.

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Chair Freeman asked if the Port has plans to provide transportation for boaters to get to the downtown businesses as part of their Destination Port of Edmonds Program. Mr. Keuss answered that the Destination Port of Edmonds Program was implemented a year ago, and the Port promotes the program to the boating community through yacht clubs, magazines, etc. When a guest boater comes to the Port of Edmonds, they receive a packet, which contains information about the City, as well as a booklet identifying the participating merchants. They also receive an ID card that allows them to receive discounts, etc. when visiting the participating businesses. He said the Port provides a courtesy van to get visitors to the downtown and back. He pointed out that the owner of Petosa's Grocery was so enthused about the Port's new program, that he offered to drive people back to the Port once the Port gets them to his store.

WORK SESSION ON PUBLIC STREETScape PLAN, INCLUDING DESIGN CONCEPTS FOR 4TH AVENUE NORTH (ARTS CORRIDOR) AND HIGHWAY 99 (INTERNATIONAL DISTRICT)

Matt Mathes, Landscape Architect, CREÄ Affiliates, provided a power point presentation on design concepts that are currently being considered for Highway 99. He pointed out that the concept of an "International District" was identified in a prior planning document. Recently, City staff obtained grant funding for improvements at the intersection of 76th Avenue South and Highway 99. He stated that two draft concepts have been prepared that would improve safety and provide better access control by closing off some of the traffic options. He noted that the grant funding has to do with encouraging transit and improving the visual interest along Highway 99.

Mr. Mathes said the project on the south side of the intersection at 76th Avenue South and Highway 99 could be a "get started" project for work that needs to be done along Highway 99. Option 1 would use the natural water runoff to create a water feature in the area. The design team came up with a concept of a raked garden appearance that would allow water to cascade off the top during certain times of the year, and the cost of this would be minimal. Option 1 also includes the concept of public art that is related to the international district theme. He illustrated one possibility of utilizing a reed element that could be located within the triangle area. He noted that light features are also being planned for this area that would have a nautical theme. He expressed his belief that the nautical element should be incorporated into the international district detailing and the grant funding offers opportunities for this to occur. They could also create a distinct sign that would identify the gateway to the international district. Mr. Mathes pointed out that long-term plans for Highway 99 could include a median in the center. This median would also provide an opportunity for public art. He displayed possible ideas for the public art

THE BOARD TOOK A FIVE-MINUTE BREAK AT 7:47 P.M. THEY RECONVENED AT 7:53 P.M.

Anindita Mitra, CREÄ Affiliates, quickly reviewed what has happened to date on the conceptual plans for 4th Avenue. She advised that the design team has met with community members and City staff to discuss ideas. At the last community meeting, three options were presented. She briefly reviewed each concept as follows:

- **Three Pauses:** This concept celebrates the current character of the street by having three sections that are different from each other. There would be a formal entryway at Main Street and towards the new Performing Arts Center, with a meandering street in between. The arts could be celebrated in little pockets with two major art pieces by the Performing Arts Center and the new public plaza. This concept would provide the most amount of green space. The public parking area would also provide a lot of green space and could link the Civic Playfield to the 4th Avenue Corridor. A historic district would be created to retain the facades and setback character of the existing houses and densify the uses of the existing developments north of Sprague Street. Parking would be relegated to a district parking scheme, with some located near the Performing Arts Center.
- **Meandering Channel:** This concept would utilize the entire right-of-way as a pedestrian realm, and would celebrate the special character of the district. Public art would be scattered at strategic locations to draw visitors from the Performing Arts Center to the downtown area. There would be numerous opportunities for surface art, as well. The concept would include very little green space, and most would come from private property. But there would be some existing yard scape plaza opportunities. The historic district would be limited to a few houses on either side of the intersection at Sprague and 4th Avenue. A public plaza would be included in this concept, and the existing public

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parking space could be used for something else such as a museum. Parking would be relegated to the rear of the structures, and existing properties would be encouraged to intensify.

- **String of Beads:** This option would maintain on-street parking as much as possible, but would introduce a green scape element of a row of trees. Art would celebrate and emphasize the linear nature of the street and identify and emphasize the four intersections that 4th Avenue crosses. Green space would be limited to private properties and bulb outs in the street. Additional green space could be captured at the Sprague Street intersection. The zero setback scheme in the design guidelines would be continued.

Ms. Mitra advised that after the three concepts were presented to the community, the design team accepted comments from those in attendance. She specifically noted the following comments that were made.

- Most people agreed that parking should be taken off the street. Even though parking was mentioned as an issue, people were captured by the idea of creating a pedestrian dominated area.
- People liked the idea of creating two art images to draw pedestrians from the Performing Arts Center to the downtown.
- People strongly endorsed the idea of creating a new open space at the intersection of 4th Avenue and Sprague Street.
- They all agreed that the pedestrians should be in charge of 4th Avenue.
- Preference was expressed for not only maintaining the zero setback, but varying the setback along the street to create more interest and capture the incidental public spaces between buildings and the street.
- Most agreed that there should be more green space along the street.
- Interest was expressed in celebrating the character of the street rather than a uniform treatment along the corridor.
- General preference was expressed about using alleys to provide access to parking.

Ms. Mitra advised that the design team utilized the comments provided by those who attended the workshops to create the scheme that would be presented to the Board. They also prepared a site analysis for the corridor, which includes an aerial view of 4th Avenue. It clearly indicates that there are very few trees on 4th Avenue, and those that currently exist are located on private properties. There are wide asphalt areas and narrow sidewalks, as well.

Ms. Mitra suggested that the topography of the street should be accentuated. She pointed out that the intersections at Daley and Main Street are at the same ground plane, and the street dips about six feet in between. There is a lot of natural drama on the street that could be played up. In addition, the views to the waterfront should be maintained via view corridors, etc. In reviewing utility maps, Ms. Mitra said the design team discovered there were very few utility lines under 4th Avenue, so moving utilities would not be a significant concern with reconstruction. There are some overhead electrical lines in the business district.

Ms. Mitra explained that the design team's main charge for the project was to capture the attention of those attending the Performing Arts Center and get them to visit the downtown. They felt the first step in this process would be to create interest along the street to take people from the Performing Arts Center to the downtown. To celebrate the three districts on 4th Avenue, the street could be divided into three sections: the area south of Main Street, the area north of Main Street to Daley Street, and the area north of Daley Street to 3rd Avenue. The landscaping and lighting could vary, but continuity should be provided by using similar pavement treatment along the corridor.

Ms. Mitra said the design team is very excited about the concept of creating a stage at the Sprague Street intersection, which could be raised level with the sidewalk. This would be a location where traffic would have to slow down to cross the street. 4th Avenue between Main and Daley Street could be closed down for special occasions and events. The landscaping could be designed to speak to the icons found in the Performing Arts Center. Ms. Mitra pointed out that some of the blocks between cross streets are very long, so there are opportunities to provide mid block crossings as part of the plan. The goal would also be to encourage property owners to create small alleys between buildings to connect to 4th Avenue. The design team would be very excited if the City were to support the concept of making 4th Avenue a curbless street.

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For parking, Ms. Mitra suggested that there are opportunities for the City to coordinate the operation and maintenance of the public parking facilities that are available in the area to meet the parking needs. In addition, the City could work to create partnerships with the private sector to use their parking spaces during the evening hours.

Ms. Mitra explained that the design team would consider the following three themes when creating the final design:

- **Conservation:** The goal would be to focus on the strengths and character that already exist on the street and pick and choose carefully so that it is not lost. For example, consideration should be given to preserving the façade of historic structures. View corridors to the water should also be preserved.
- **Imagination:** The goal would be to set up an expectation of 4th Avenue as an arts corridor. Ways to do this would be to create and use templates of the scheme along the corridor. This would enable the City to start to introduce the concept of an arts corridor to the community. The City could begin to set up tangible first acts of art along the corridor. The initial installation could be a promenade element or a repetitive series of elements, and many ideas have been discussed to celebrate the visual and performing arts along the street.
- **Creation:** The goal would be to begin discussions on capital budget strategies and design guidelines that would allow the plan to be implemented.

Board Member Henderson inquired regarding the proposed right-of-way for 4th Avenue. Ms. Mitra explained that the design team was given to believe that the current right-of-way is 60 feet wide up to Daley Street and then it narrows down to 50 feet wide.

Board Member Works referred to the concept of creating a stage area for performances. She inquired if the local residents have been notified of this idea. She expressed her concern that this type of use would not be in character with the existing residential neighborhood. Ms. Mitra answered that the design team has not presented the scheme to the local residents yet, but the idea would be to set the concept in place by establishing a pedestrian environment. If the street is redeveloped in the future and there is more interest in activities, the late night events might naturally occur in this location.

Chair Freeman asked the design team to provide feedback regarding the funding realities. She questioned if the implementation of the plan would have to be done incrementally, and if so, what would be the timeframe? Mr. McIntosh said no details have been established for funding the project. However, it is very important that the City have a plan in place in order to raise funds through grants, etc. Because it would likely take a number of years for the plan to be fully implemented, Chair Freeman questioned the need for specific details at this stage of the plan. Ms. Mitra said she recently sent City staff information about a street she visited in Burlington, Vermont. They came up with the initial idea of changing the street in 1953, but the actual construction of the project did not take place until 1989. It took three plans and eight mayors to get the project implemented. The street is now completely pedestrian and is extremely busy all days of the week. She noted that 90 percent of the funding for the project came from grants. She further pointed out that the City of Shoreline has received significant grant funding for the Highway 99 project, and they have had to invest very little City funds. She said the ideal situation would be for the City to obtain enough grant funding to allow them to go forward with the project at one time. If not, interim projects could be identified that would celebrate art along the street. The goal would be to create a lot of pedestrian interest.

Board Member Crim suggested the design team also explore the project that took place in Boulder, Colorado. He said he recently visited the area and was astonished at how they have created a completely pedestrian street, with shops on both sides and many art features. Ms. Mitra pointed out that given the current character of 4th Avenue, a planning concept that would make the street pedestrian only would likely fail. However, redevelopment of properties along the street should take place gradually. Over time, a pedestrian only street might be an option.

Board Member Works asked if the design team has worked with the Public Facilities District. Ms. Mitra answered that the Public Facilities District has not responded to the final schemes. She explained that the Performing Arts Center would be an art deco building, so the landscaping and pedestrian quality should be reflective of that. She noted that no significant landscaping changes are planned by the Public Facilities District at this time because they have used up all of their available

funding just to construct the new facility. When the design team comes up with a final strategy for 4th Avenue, it would be forwarded to the Public Facilities District for comment.

Chair Freeman pointed out that there are a number of buildings scattered along 4th Avenue that have been listed in the City's survey of historic places in Edmonds. She asked if the design team has worked with the Historic Preservation Commission to address these buildings. Ms. Mitra explained that the plans are at the conceptual level right now. However, the design team does appreciate the historic nature of the buildings on 4th Avenue. She suggested that perhaps they could consider a concept that would allow the buildings and uses to expand to the rear of the property, while maintaining the facades. However, this could only be done through careful guidelines.

Board Member Cassutt pointed out that none of the property owners along 4th Avenue have submitted applications for their properties to be listed on the Edmonds Register of Historic Places. Chair Freeman agreed, but pointed out that if the historic structures have value to the community, the City should try and retain them in their original condition. Ms. Mitra said the design team is more concerned about what the existing buildings do for the street character rather than what happens inside.

Ms. Mitra explained that at the public meetings, the design team heard a lot of push for more parking on the street, particularly in front of the Performing Arts Center. However, with right-of-way and space to manage the crowd, the design team feels the City should keep 12 to 14 feet for the sidewalk and 22 feet for travel lanes. This would take up 36 feet of the 50-foot right-of-way, so there would only be enough space to accommodate one row of parking.

Board Member Cassutt questioned if the Public Facilities District would be able to construct the parking garage for the Performing Arts Center before the City implements plans for 4th Avenue. If so, this would alleviate the need for the extra parking spaces. Ms. White Chapin explained that the parking garage is part of Phase 2 of the Performing Arts Center plan. She summarized that the parking garage component would not be added for quite some time. Board Member Cassutt pointed out implementation of the 4th Avenue plan would not likely take place for some time, either. Ms. White Chapin explained that some of the public's concern about parking had to do with the immediate need. There would likely be parking issues in the neighborhoods if there is a full house at the Performing Arts Center. The Public Facilities District plans to work with the idea of shuttling people to the Performing Arts Center from a variety of locations where evening parking is available.

Chair Freeman reminded the Board that the goal of the 4th Avenue Plan is to provide a way for people to walk from downtown to the Performing Arts Center. They don't want everyone driving to the facility. Ms. Mitra agreed and said that is why it is important for the City to provide good lighting and way finding signs, etc. She said that solar lighting is a less costly alternative to the traditional street lighting options, and the design team is researching this possibility. Board Member Crim suggested that the City conduct a demonstration project to make sure solar lighting would work in Edmonds.

Chair Freeman noted that the Performing Arts Center is scheduled to open by the end of 2006. She questioned what could be done this year to establish 4th Avenue as an arts corridor from the beginning. Ms. Mitra reported that the design team is excited about finding key locations for surface art and some kind of element such as solar lighting. Both would offer lower cost alternatives to celebrate the opening of the Performing Arts Center. She emphasized that lighting would be an important element of the whole arts corridor concept. Board Member Crim suggested the City set up a program that would allow private citizens to donate money to purchase the lighting structures for the corridor.

Mr. Mathes provided some examples of lighting elements that have been used in other locations. He particularly noted some designs that could be used on both 4th Avenue and Highway 99. He explained the importance of using a unified approach for lighting on both streets, while still allowing them to be different and unique. He referred to streets that were recently redeveloped in Sarasota and Ft. Lauderdale, Florida. Both of these situations are similar to what exists in Edmonds. The Ft. Lauderdale plan faced the same types of issues and problems as Edmonds and was phased in over time to address all of the concerns.

Chair Freeman questioned if the new lighting on 4th Avenue should be designed to complement the lighting on 3rd and 5th Avenues. Ms. Mitra said that in other projects she has worked on, people have liked the idea of having a contrast in the lighting between the different districts. She suggested that a contrast on 4th Avenue would be good, as well.

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Board Member Crim said the plan that is being developed is wonderful, but it would likely evolve and change before it is finally implemented. He summarized that the best way to encourage traffic from the downtown to the Performing Arts Center and back is to provide a well-lit pedestrian walkway. Therefore, the lighting must be provided fairly early in the implementation phase of the project.

Board Member Henderson said it would also be critical to the project for the City to encourage businesses to stay open later at night. If there are no businesses open in the evening hours, there would be no need to draw pedestrians from the Performing Arts Center to the downtown. He suggested the City coordinate with the Chamber of Commerce over the next several months to see if some restaurants or businesses could remain open in the evening during special events at the Performing Arts Center. Ms. Mitra agreed that encouraging the business owners to stay open in the evening hours would be an important aspect of the project. However, the businesses might be reluctant to do so unless the City could guarantee they would have customers. Board Member Works suggested that the Public Facilities District and the Chamber of Commerce should be invited to work with the Edmonds Economic Development Director to coordinate advertising, special deals, etc. Board Member Cassutt expressed her belief that there are enough new business owners in the downtown that the Economic Development Director should be able to work out an arrangement whereby they stay open later in the evening during special events. But they must feel that it would be worth their time to do so.

Ms. White-Chapin agreed with the design team and the Planning Board about the importance of providing lighting and way finding signs as soon as the Performing Arts Center opens so that pedestrians and visitors can find their way to downtown Edmonds. If the businesses know the City is working to improve the pedestrian situation, they would be more likely to support the plan.

Board Member Young suggested that the Board recognize the designs as great work and the start of a journey, and then move on to the next topic on the agenda.

Chair Freeman complimented the design team for identifying a public space as part of the proposed plan even if funding to develop the space would not be available for years to come. It is important to set aside public space now. She encouraged them to maintain this element of the plan.

Mr. Mathes advised that it would be very easy for the design team to work with City staff to put together a document to distribute to the public to provide a commitment to the basic alternatives and what the early action plan would look like. This would allow the City to kick off the fundraising part of the effort within the next 60 days.

FURTHER DISCUSSION ON JANUARY STATUS REPORT TO CITY COUNCIL ON PLANNING BOARD PROJECTS

Mr. Chave reminded the Board that the Chair is scheduled to provide a verbal report to the City Council regarding 2006 Planning Board Projects on January 24, 2006. He referred the Board to the written report that was reviewed and amended by Chair Freeman and Vice Chair Dewhirst. Once approved by the Board, the document would be forwarded to the City Council in preparation of the January 24th discussion.

Chair Freeman referred to the last paragraph of the first page, which speaks as though the Board and the City Council are one unit. She also referred to the six separate items on Pages 2 and 3 of the report. She noted that the italicized language provides a written explanation of each of the items.

Because Vice Chair Dewhirst might not be available for the January 24th City Council Meeting, Chair Freeman asked that as many Board Members as possible attend the meeting to offer their help during her presentation before the Council.

Board Member Crim referred to a memorandum that Mayor Haakenson wrote to the City Council and pointed out that one subject that might come up on January 24th is whether to get rid of the moratorium and talk about building heights in the downtown. He suggested the Board's report should make the point that they heard a lot of information about the 30-foot height limit making it difficult to achieve viable commercial space with two floors of residential space above. He expressed

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his opinion that achieving viable commercial space in the downtown should be a priority for the City. He recalled that throughout the past year, the Board has talked about design being the critical issue when discussing the downtown, and it is essential that the design guidelines get adopted as soon as possible. If the City Council wants to require a greater ceiling height for the first floor of structures in the downtown, they must recognize that building design must change, as well. He said some City Council members apparently believe that getting rid of the moratorium would cause development to happen in the downtown. He disagreed and felt the Board should be prepared to discuss this issue on the 24th.

Board Member Young said he previously spoke with Chair Freeman about the need to push redevelopment in the downtown as a high priority for financial reasons. The Mayor's memorandum to the new president of the City Council bares this same concept out. He reminded the Board that the City doesn't currently have enough money to adequately support their street overlay program. If the City Council doesn't want to support redevelopment of the downtown, they need to provide direction to the Board about how they want to fix the problem. The Board should also ask the City Council to provide direction about what should happen over the next year with the design guidelines. The Mayor made the point that if the City Council had discussed how some of the concepts would look, they wouldn't have had the 3-foot height issue mixing up the whole election process. Board Member Young emphasized that the City needs financial help. While he recognizes there are a lot of items on the City Council's plate, things will stagnate in the City if something isn't done soon. Nobody wants that to happen just to preserve the small town atmosphere. In light of the well-written Planning Board report and the Mayor's memorandum, he summarized that the City Council needs to start thinking about what they want the Board to do to address the issues and concerns.

Mr. Chave reported that the Architectural Design Board has been working on the design guidelines, and they are close to getting through the document.

Board Member Crim suggested that, rather than answering questions from the City Council directly after her presentation, Chair Freeman could terminate her presentation by stating that the report identifies the Board's ideas for a 2006 work plan. She could make it clear that the Board doesn't expect the City Council to provide answers and direction to them on January 24th. However, they look forward to hearing back from the City Council in the near future regarding some policy direction. Mr. Chave said the Board could also remind the City Council that a recommendation was forwarded to them the second half of 2005, so absent of additional direction from the City Council, the Board has nothing to work on.

The Board agreed they would like the City Council to wait to provide feedback until after they have discussed the issues and reach a consensus that would enable them to provide clear policy direction to the Board. The Board also agreed that in her verbal report, Chair Freeman should emphasize the need for direction regarding implementation of the Downtown Plan.

REVIEW OF EXTENDED AGENDA

Mr. Chave referred the Board to the extended agenda that was recently prepared for the first part of 2006. He said staff anticipates changes would have to be made as a result of feedback from the City Council. Once this new information is available, an updated extended agenda would be forwarded to each of the Board Members. He specifically noted that public hearings for the Economic Development Plan, the Port's Master Plan, and the Streetscape Plan would be scheduled on the Boards' agenda in late February or early March.

PLANNING BOARD CHAIR COMMENTS

Chair Freeman drew the Board's attention to the public meetings that have been scheduled to discuss the Firdale and Five Corners areas. She encouraged the Board members to participate, if possible.

PLANNING BOARD MEMBER COMMENTS

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Board Member Works said she recently received a magazine in which there was an advertisement for an open house at the Reserve Cottage Housing Development in Shoreline on January 15th from 12 noon to 3 p.m. Board Member Guenther pointed out that there are other cottage housing developments in Shoreline. He visited one and found that the residents enjoy the opportunity to live in an individual unit within a communal atmosphere that seems safer.

Board Member Young encouraged the staff and Board members to check out Burlington, Vermont on the internet for more information regarding the City's plans for 4th Avenue. He said that while the Board had a great discussion regarding the 4th Avenue plans, he would have liked it to be framed a bit more with reality.

Board Member Crim said that when he visited Boulder, Colorado after being away for 40 years, he was fascinated to see how they had turned their downtown into a pedestrian core. He has significant questions about how they made their plans a reality. He said that while he shares some of Board Member Young's skepticism about the plans being too high, if they don't set the plan high, they could end up falling short of their goal.

ADJOURNMENT

The meeting was adjourned at 9:31 p.m.

APPROVED