

APPROVED NOVEMBER 13TH

**CITY OF EDMONDS
PLANNING BOARD MINUTES**

October 23, 2013

Chair Reed called the meeting of the Edmonds Planning Board to order at 7:00 p.m. in the Council Chambers, Public Safety Complex, 250 – 5th Avenue North.

BOARD MEMBERS PRESENT

John Reed, Chair
Valerie Stewart, Vice Chair
Bill Ellis
Philip Lovell
Neil Tibbott
Madeline White (Student Representative)

STAFF PRESENT

Carrie Hite, Director, Parks, Recreation and Cultural Services
Renee McRae, Recreation Manager
Karin Noyes, Recorder

BOARD MEMBERS ABSENT

Kevin Clarke (excused)
Todd Cloutier (excused)
Ian Duncan (excused)

READING/APPROVAL OF MINUTES

BOARD MEMBER LOVELL MOVED THAT THE MINUTES OF OCTOBER 9, 2013 BE APPROVED AS AMENDED. VICE CHAIR STEWART SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

ANNOUNCEMENT OF AGENDA

The agenda was accepted as presented.

AUDIENCE COMMENTS

There was no one in the audience.

UPDATE ON THE PROGRESS OF THE VETERAN'S MEMORIAL PARK

Ms. Hite reminded the Board that when they considered potential names for the SR-104 Mini Park, they received multiple requests that it be named "Veteran's Memorial Park." Although the Board ultimately recommended, and the City Council approved, the name Richard F. Anway Park, the Board and City Council agreed that an alternative site should be found for a Veteran's Memorial Park. She reported that Council Member Peterson took the lead role in this project, working closely with staff, Planning Board Member Neil Tibbott, and Ron Clyborn, a member of a local citizens group. They are recommending that a Veteran's Memorial Park be located on the west side of the Public Safety Building. She noted that the existing flag poles, public plaza area and nearby parking would allow the site to be used as a public gathering area. In addition, the memorial would be highly visible to visitors entering the Public Safety Building. While the site is not currently designated as a "park," it is public land that is owned by the City of Edmonds.

Ms. Hite asked that the Board give preliminary approval of the proposed site so staff can take the proposal to the City Council for final approval. She emphasized that no capital dollars have been identified in the 2014 Budget to design or develop the park, but supporters of the park have committed to fundraising efforts to design and construct the park.

Board Member Lovell commented that, logistically, the site is very appropriate. He asked if official City celebrations or parades could be staged in this location to provide more visibility. Ms. Hite noted that the Summer Market takes place nearby the proposed location, and the 4th of July Parade starts on the east side of the Public Safety Building. Board Member Lovell said the ability to incorporate ceremonies at the memorial site into Edmonds celebrations adds to the attractiveness of the proposed site.

Chair Reed asked the height of the existing retaining wall that runs along the edge of the proposed site. Ms. Hite said the wall is between 2 and 3 feet in height. There is a grade difference between the plaza and the entrance to the Public Safety Building, and the wall follows the grade. Chair Reed asked about the potential of expanding the size of the proposed park into the existing concrete plaza area. Ms. Hite agreed that there is some capacity for the memorial park to be expanded. However, it is important to keep in mind that the larger the park, the greater the capital costs will be.

Board Member Tibbott asked if any thought was given to adding a platform or stage area. Ms. Hite answered that the community group will not put a lot of thought into the actual design of the memorial park until a site has been selected and approved by the City Council. Board Member Tibbott asked if the large tree that is currently located on the site would be retained. Ms. Hite answered affirmatively and noted that there is adequate clearance under the tree to allow some development to occur.

Board Member Lovell recalled that a number of citizens were disappointed with the Board's recommendation for the SR-104 Mini Park name. He asked if these individuals have provided input on the proposed new site. Ms. Hite answered that Mr. Clyborn has been in contact with these individuals, and they have indicated their support for the proposed location.

THE BOARD TOOK A 10-MINUTE BREAK TO VISIT THE SITE.

Chair Reed asked if it would be necessary to go through the park naming process for this park, as well. Ms. Hite said the park naming process would not be necessary if the City goes into the project with the intent of the park being a Veteran's Memorial. Board Member Ellis asked if the memorial park would be considered park land or just public land. Ms. Hite said the memorial could either be named a park or a plaza, but it would likely remain public land, as currently designated. Board Member Ellis asked if the memorial would be administered differently if it is a park as opposed to a plaza, and Ms. Hite answered no.

The Board agreed to forward a recommendation of support for a Veteran's Memorial Plaza to be located on the west side of the Public Safety Building, as proposed by staff.

PARK UPDATE

Ms. Hite referred the Board to the written Parks Update, and specifically pointed out the following highlights:

- Ms. Hite reported that the **SR 99 International District Enhancement Project** is substantially complete. However, the final completion and dedication was delayed due to incorrect parts shipped by the manufacturer for the banner signs. They anticipate final completion within the next month.
- Ms. Hite announced that the **Edmonds Marsh Feasibility Study** has been completed and the City, in partnership with Earthcorps, has submitted another grant application for funding to move to the next phase of the project. She noted that the Parks Department is also working with the Public Works and Engineering Departments, as daylighting Willow Creek and rehabilitating the Edmonds Marsh will serve two purposes: improving salmon habitat and correcting stormwater issues.

APPROVED

- Ms. Hite advised that the City is in the process of replacing the boiler at **Yost Pool** this year. In addition, the City made emergency repairs to the surface of the hot water tank and replaced the heat exchanger. Both of these projects have required asbestos abatement.
- Ms. Hite reported that the City has contracted with MacLeod Record, LLC for architectural and engineering services for the **City Park Project**. The 60% design was recently completed and will be submitted for a building permit in the next few weeks. However, there are still some unanswered questions about the water mechanical system. Staff has researched three types of water systems for the proposed spray area. The first option is to drain the water and percolate it down in to the soil or pump it into the City's sewer system. The second option would be a circulation system that treats the water from the pad on site for reuse. While this would be the most water-efficient option, it is not feasible because the pad must be located within 100 feet of the restroom, and relocating the restroom closer to the spray pad would require the removal of several old-growth trees. The third option, and the one the City has decided to pursue, is a water reuse system that would drain the water from the spray pad into an ultraviolet and sand filtering system. Once the water has been filtered, it could be used to feed all 14 irrigation zones in the park, and possibly the restroom. It could also be used to fill the water truck that is used for the flower program. The water could even be used to fill the City's vactor truck, although getting large trucks into the park could be a challenge.

Ms. Hite commented that if the City incorporates this option, it will be one of the first reuse systems in the State. She said there has been some confusion as to whether the City should work with the Department of Ecology or the Snohomish County Department of Health to design and obtain approval for the system. However, both departments have indicated a desire to make the proposed technology work and are willing to work with the City.

Chair Lovell asked if the filtered water would be considered gray water. He expressed concern that if it is reused in the spray area, it could be ingested by children. Ms. Hite clarified that the water coming into the spray area would be clean, potable water from the City's water system. The collected water would not come back to the spray area. Instead, it would be used for irrigation, toilets, etc. She explained that because there is some potential that the water could come into contact with people, it will be treated before it is reused.

Ms. Hite advised that two monitoring wells have been drilled on the west side of the proposed spray pad. Testing at these wells has concluded that the water table is high. That means that a stormwater retention system will be required. She said that while it would be great if the City could tap into the aquifer for the spray pad's water supply, state law does not allow this to occur. She summarized that the City must not only mitigate the water on the surface, but underground water, as well.

Vice Chair Stewart asked how many hours a day the spray pad would be operational. Ms. Hite said the number of gallons per minute was calculated based on a 90-day season that operates eight hours a day every day of the week. However, technology will allow the various elements of the spray pad to be sequenced to reduce the amount of water used. In addition, low-flow technology would be utilized.

Vice Chair Stewart asked if the City has explored options for using rain gardens to address stormwater issues. Ms. Hite reminded the Board that a portion of the spray pad is suspected to be located within the wetland buffer, and the City is working with Landau Associates to come up with a mitigation plan that might include native plantings, a rain garden, etc. A large underground stormwater detention tank would be located below the spray pad to mitigate the stormwater runoff associated with the additional impervious surface necessary for the spray pad and accessible walkway. She said staff would continue to explore other options for addressing stormwater issues, as well. Vice Chair Stewart asked if impervious surface could be used for the spray pad and walkway. Ms. Hite answered that impervious surface is necessary for the spray area. While impervious surface could be used for the walkway, the higher cost would make it prohibitive.

Board Member Tibbott asked if the City has done a cost benefit analysis between the different options for recirculating the water. Ms. Hite answered that this analysis was done as part of the grant application. It found that the recirculation system would cost only half of what the water reuse system would cost, but it would result in a loss of water. Board Member Tibbott asked if the analysis accounted for the cost savings associated with reusing the water for irrigation. Ms. Hite agreed that the reuse system would be less costly to operate. Reusing the water from the spray pad for irrigation

and toilets would minimize the operational costs for the spray pad and would not increase the amount of water that is currently used at City Park.

Board Member Tibbott asked if the City believes the spray park will become a regional attraction that draws people from surrounding cities. Ms. Hite answered that the City anticipates the spray pad will have a regional draw, which added to the City's competitiveness for grant funding. She summarized that there are only a few spray pads in the region, and she anticipates that the park will be busy once the new play equipment and spray pad have been added.

Ms. Hite announced that the City recently received an \$80,000 grant from Snohomish County for the spray pad and play area project. They also received a state grant of \$500,000 and a grant from the Hazel Miller Foundation for \$270,000. The City has also budgeted \$500,000 for the project. She said she anticipates the project costs will exceed this funding based on construction difficulties, and staff has proposed that this be accounted for in the 2014 Capital Improvement Plan.

- Ms. Hite announced that in August 2013, the Council unanimously adopted park Impact Fees, which became effective October 1, 2013 and will be phased in over two years. Impact fees are assessed on all new residential and commercial construction. However, impact fees would not be applied to commercial changes in use; only to new space that is added. She said she would continue to update the Board on how impact fees are going, but the City has not received any negative feedback.
- Ms. Hite said that since the last park update, the City has tried to put together a financial packet that would allow the first phase of the **Former Woodway Highway School Development** to move forward. She recalled that the site is owned by the Edmonds School District, and they have collaborated with the City of Edmonds to develop four athletic fields on the site. To date, both the school district and the City have each allocated \$500,000 to jump start the project. The State has also appropriated \$680,000. In addition, the City recently submitted a capital grant application for the remainder of the \$2.5 million needed to complete Phase 1 of the project, which will include two of the athletic fields and a walkway around the perimeter.

Board Member Lovell commented that the total cost of Phase 1 of the project appears to be over \$4 million. Ms. Hite explained that there are significant drainage problems on the site that must be addressed before the fields can be constructed, and this adds considerable cost to the project. She noted that Phase 1 also includes all of the utilities and drainage work needed for Phase 2, which means that the Phase 2 costs should be lower.

- Ms. Hite announced that the City recently complete the replacement of the **Mathay Ballinger Play Equipment** and expanded the play area. Since this project was completed, the park has become very busy.
- Ms. Hite noted that **Esperance Park** is located just a half block from Edmonds boundaries and is enjoyed by Edmonds residents. The park is owned by Snohomish County, and the City of Edmonds has discussed the option of partnering with the County to plan, operate and/or assume ownership of the park for use by Edmonds Residents. She recalled that a **Community Garden** has long been identified in the PROS Plan, and several community members have been actively seeking alternative locations for the garden. Snohomish County recently received a grant and is in the process of purchasing school district property adjacent to Esperance Park. The parcel borders Edmonds and is a good potential site for a community garden, and Snohomish County has expressed interest in partnering with the City. City staff will continue to explore this option.
- Ms. Hite reminded the Board that waterfront parcel acquisition is one of the highest priorities identified in the PROS Plan and Comprehensive Plan. The City was recently awarded \$500,000 from Snohomish County Conservation Futures for acquisition of a waterfront parcel located at Beach Place. The City has also set aside \$500,000 for the acquisition and is currently working with Forterra to secure the property. They are also in the process of finalizing the Interlocal agreement with Snohomish County and will send out a Request for Proposals for an appraisal of the property within the next two weeks. Once the appraisal has been completed, the City will approach the property owner to purchase the property. It is the City's intent to demolish the house and open the waterfront as a natural beach.

Ms. McRae highlighted the following recreational items:

APPROVED

- The City of Edmonds partnered with Move 60!, Swedish Edmonds Medical Center, and the Edmonds Boys & Girls Club to hold an inaugural **Health and Fitness Expo**, which included a “**Conquer the Hill 5K.**” The event was held at Edmonds Woodway High School in conjunction with the Sea Wolves game. Those who attended the expo were offered free entrance into the soccer game. They are planning to bring the event back in May of 2014. However, the Engineering and Public Works Departments have indicated there may be some conflict with the Five Corners Roundabout Project.
- **Yost Pool** saw an increase of 5.5% over 2012 revenue due to a warm summer. In addition, the new heat exchanger saved approximately \$3,000 in operating costs over the previous year.
- A new event, the **Edmonds Street Scramble**, is scheduled for Saturday, October 26th. Participants will have 90 minutes to three hours to find as many checkpoints as they can using a special map as their guide.
- The locker rooms at the **Frances Anderson Center** are currently being upgraded for ADA accessibility, and the project is anticipated to be completed by mid November.

Chair Reed requested an update on the City’s current lease with the Edmonds School District for the Civic stadium and field. Ms. Hite advised that the current lease expires in 2020, and staff has had several discussions with the school district. The district recently hired a real estate analyst to review all of its properties in an effort to determine those they want to retain and those they want to sell. The City should have a clearer understanding of the district’s position within the next month or two.

Board Member Tibbott said he recently had a discussion with citizens regarding potential locations for an aquatics center. He noted that the Edmonds School District does not have its own pool. It has been suggested that the City could collaborate with the school district and neighboring jurisdictions to provide an aquatics facility that could be utilized by the community, as well as the students. Ms. Hite said she has had some discussions with the school district regarding this option, and they have indicated they are not interested. She noted that pool projects are costly, and districts have limited capital resources. She observed that the Cities of Lynnwood and Mountlake Terrace already have indoor pool facilities, so they would not likely be interested in a joint venture. However, she agreed to continue to engage the school district regarding this option.

REVIEW OF PARK NAMING POLICY

Ms. Hite reminded the Board that during the park naming process for the Old Milltown site, the Board requested that the word “contest” should be eliminated from the Park Naming Policy and its associated materials. They also expressed concern that the Park Naming Policy does not give exact guidelines, and it was suggested that the document be updated in the future to provide clarity. She reminded the Board that changes to the Park Naming Policy would require a public hearing before the Board, and a recommendation to the City Council. The City Council would also hold a public hearing and make the final decision.

Ms. Hite referred the Board to the current Park Naming Policy, which was attached to the Staff Report. The Staff Report also included examples policies from other jurisdictions: Lynnwood, Olympia, Seattle, Snohomish County, Snoqualmie and Spokane. In addition, Vice Chair Stewart provided an example from Portland, Oregon.

Board Member Lovell said he reviewed the examples provided and found useful elements in all of them. However, he felt the example from Portland, Oregon, was put together well and provides enough direction to make its intent clear. He acknowledged that some of the elements of the Portland policy would not be applicable to the City of Edmonds. He said he would be supportive of staff using Portland’s policy as a basis for creating a draft policy that meets the City’s needs. However, he would not recommend changing the current process of Planning Board review and recommendation to the City Council, and the City Council making the final decision.

Vice Chair Stewart suggested that that the policy should apply not only to parks, but to cultural service and recreational facilities, as well. Ms. Hite agreed.

Chair Reed noted that many cities have separate parks board; but in the City of Edmonds, the Planning Board is also the Parks Board. He questioned if the policy should be modified to make this clearer. Ms. Height advised that the current Park Naming Policy refers to the Planning Board as being part of the process. Perhaps they could change this reference to "Planning/Parks Board." If the City creates a separate Parks Board at some point in the future, the Park Naming Policy could be updated accordingly.

Board Member Tibbott asked if the Park Naming Policy should identify a specific donation amount that is required before a park can be named after an individual or organization. He recalled that this issue came up when the Board was reviewing potential names for the Old Mill Town site. The Hazel Miller Foundation asked that the plaza be named the Hazel Miller Plaza in exchange for their significant contribution to the project. Ms. Hite noted that the City's current Park Naming Policy states that, typically, the donation should not be less than 50% of the value of the property or improvement (See Item E). She noted that the Portland policy requires the donation to be at least 60% and the donor must also agree to fund 20 years of maintenance.

Board Member Tibbott noted that some of the examples allowed parks associated with new neighborhoods to be named by the developer as part of the plot plan as opposed to a city process. Ms. Hite agreed that the Park Naming Policy could address this type of situation, but she did feel it would ever be needed given that the City of Edmonds is primarily built out and she does not anticipate that new large residential developments will be created. She reminded the Board that some parks have been temporarily named by the City staff until the City goes through the park naming process to identify a new name.

Board Member Tibbott pointed out that the examples provide various policies related to naming a park after a living person, and some have more strict requirements for politicians. Vice Chair Stewart cautioned against restricting park names to deceased individuals only.

Board Member Lovell said he would support changes to the Park Naming Policy, such as eliminating the word "contest." However, he would be opposed to changing the process that involves the Planning Board and the City Council, as well as the public. These aspects of the current policy should be preserved and perhaps even strengthened. He encouraged the Board to provide direction as to whether or not the policy should be expanded to include recreational and cultural service facilities. He reminded the Board of the City's desire to work with potential developers to incorporate public amenities within development sites (i.e. plazas, gathering spaces, fountains). In theory, the naming rights for those amenities would fall to the developers since they own the land. However, if the City acquires the amenity due to financial or other incentive arrangements with a developer, it may want to have some role in naming the new amenity. Ms. Hite suggested that the Board also consider whether a person who donates a substantial amount of money for a park project should be guaranteed the ability to name the site. The Board agreed that the policy should maintain the City's ability to turn down a name if it is deemed inappropriate.

Vice Chair Stewart referred to Lake Oswego's Park Donation and Memorial Program, which includes general criteria that a donation must be compatible with and meet a specific park facility or amenity need identified in the approved park master plan. She suggested that a policy of this type would be very helpful if the City wants to raise funds by providing a "wish list" of various amenities it would like to have in its parks and public places. Oftentimes, governments and non-profit groups match donations from private donors. She provided an example of what a "wish list" might look like.

Vice Chair Stewart said Lake Oswego's program also addresses donations not covered by master plans. It states that compatibility with existing facilities and local conditions shall be considered as long as the donation meets a specific park need. This criterion provides guidelines for situations where an individual or organization wants to donate something that is not on the "wish list." She recommended that the City should maintain its ability to consider these other opportunities, as well.

Vice Chair Stewart pointed out that naming rights can be an incentive for donors to give. Lake Oswego's program requires a donation of at least \$30,000 in exchange for naming rights for a park or park amenity, and the monetary contribution must cover the full cost of construction. She summarized her belief that offering naming rights is one way the Parks, Recreational and Cultural Services Department can fund projects that might not happen otherwise. The City should enable people who have the means to make a difference. Ms. Hite said the Parks, Recreation and Cultural Services Department encourages donations of all kinds, not just for capital projects or parks. For example, they have a program in place for selling memorial

benches. They hope to create a program that will encourage a variety of donations at some point in the future. While this concept could be addressed as part of the Park Naming Policy, she suggested that it remain at the staff level rather than requiring Planning Board and City Council approval.

Vice Chair Stewart suggested the Board consider requiring a donor to maintain a park site or amenity through an endowment or pledge of money each year.

Vice Chair Stewart agreed to work with staff to prepare a draft policy for the Board's consideration, using Portland's policy as a starting point. It was anticipated that a draft policy could be presented to the Board in early 2014.

PARKS, RECREATION AND OPEN SPACE (PROS) PLAN UPDATE

Ms. Hite advised that the City hired MIG, Inc. to assist staff in updating the Parks Recreation and Open Space (PROS) Plan, as well as the Community Culture Plan. The work started in June of 2013, and the purpose of tonight's presentation is to outline the process, explain the next steps, and review the preliminary results from the community input process. At the end of the presentation, staff would engage the Board in a visualization exercise.

Ms. Hite said that because public involvement is a key component of the planning process, the consultant and City staff conducted two community workshops on October 16th and 17th. They also conducted a telephone survey. The consultant will utilize the public comments, as well as comments from the PROS Advisory Team (PAT) and the Community Culture Advisory Team (CCAT), to prepare a draft plan by December 1st. The draft plan will go through a 60-day review process by the Department of Commerce, and then it will be presented to the Planning Board at a public hearing in January. The City Council will also conduct a public hearing in late January or early February, and it is hoped that the final PROS Plan can be adopted by March 1st.

Ms. Hite advised that the consultants and staff started the process by reviewing and evaluating the City's existing resources. It was noted that the median age in Edmonds is 47.5, which is far above the State average of 42. The average income in the City is higher than the State average, as well. Although Edmonds is known as a retirement community, 20% of its population is younger than 20. The City is also becoming more diverse. It is important to plan for the City's changing demographics, as well as the projected growth of up to 5,000 additional people by 2025.

Ms. Hite recalled that the City recently adopted a new Strategic Action Plan. This plan, along with the Critical Areas Ordinance, Shoreline Master Program, and various elements of the Comprehensive Plan are being used to inform the process. General information collected from committees that were formed to discuss park impact fees and a potential metropolitan park district will also be considered.

To gather information on the existing inventory, the consultant visited all of the parks, recreation, and cultural facilities and programs, particularly noting their condition and capacity. The consultant also reviewed the City's current operating and capital funding for parks. She noted that the updated plan will include a more in-depth study of the Frances Anderson Center, which has not been done for quite some time. The analysis will identify use patterns, trends, etc. that will enable the City to create a business model and operational plan for the facility.

Ms. Hite said it was important that the community was engaged in the process in a variety of ways, including:

- PROS Advisory Team (PAT) and Community Cultural Team (CCT). The advisory teams were formed to work with the consultant and staff and provide valuable input in the early stages of the process.
- Focus Group Meetings. Participants at the focus group meetings indicated that a variety of park facilities and services was desirable. They also stressed the importance of having a strong stewardship program. At a recent budget presentation before the City Council, staff reported that volunteer hours in City parks in 2013 have reached the equivalent of 2.5 full-time employees, or about 100 hours each week. This is an incredible amount of stewardship from the community. The participants said it is important to provide park and recreational facilities for citizens of all ages, including the youth and seniors. They were also interested in the City pursuing expanded partnerships. They recognized growth as both a challenge and an opportunity, and they stressed the need for predictable funding.

- **Online Community Questionnaire.** About 65% of the citizens who responded to the online questionnaire indicated that parks, recreation and cultural services are very important to the quality of life. About 83% of the respondents said that the overall quality of service was good or excellent. When asked how they receive information about the City's programs, 67% said they receive information from Craze, and 62% receive information by word of mouth. 31% of the respondents said they visit a park near their home at least once a week, and 29% said they visit a waterfront park at least once a week. However, many people had never visited the Senior Center (66%), the Wade James Theater (57%) or Yost Pool (53%). Respondents indicated that top activities in parks include walking, biking, social gathering, nature observation, and artistic or cultural expression. They said they would like to see more artistic or cultural expression and more pedestrian and bicycle trails. They indicated that priorities for parks, recreation and open space include an expanded trail network, protection of open space, and renovation of existing parks. Related to arts and culture, respondents said that top activities in Edmonds include visiting galleries and/or exhibits, attending performances, and attending arts and cultural festivals. Their highest priorities were engaging more youth and young adults in arts and having free, publicly-accessible arts and cultural events.
- **Community Intercepts.** Six large boards were set up at various community events throughout Edmonds, and people were asked questions and invited to rate the current park system. The goal was to capture the attention of people who would not otherwise be engaged in the process. Those who responded placed a high value on parks, recreation and cultural services, and indicated a desire for more open space and trails. They said free community art events are very important, and walking, biking and other casual activities should be encouraged.

Ms. Hite observed that none of the public comments received to date have come as a surprise, and they are consistent across all areas of the City. People want to take care of what the City has and be able to enjoy the open spaces and natural areas. She referred to maps that were available at the community intercept events, upon which people were asked to pinpoint where they lived and where they go to recreate. From these maps, it is clear that the downtown and waterfront parks are highly utilized by all citizens of Edmonds.

Ms. Hite explained that the consultant analyzed all of the public input, trend assessment, past standards and studies, level of service, geographics, and recreational programs and services to prepare a Needs Assessment. She specifically referred to the geographic analysis and explained that many PROS plans use "acres of parks per 1,000 people" to determine level of service. However, this approach does not adequately address the public's access to parks and public spaces. The maps prepared for the current Needs Assessment are more informative, identifying areas where the public has access to a park or other recreation facility within a ¼ or ½ mile walking distance. She noted that people are typically willing to travel up to 10 minutes to get to a park to recreate. She provided maps showing the community's current access (10-minute walking distance) to neighborhood and community parks, other park sites and recreation facilities, any park (within or outside of the City), nature, shoreline (visual and physical), and sports facilities. She also provided a map to illustrate the current bicycle and pedestrian connections.

When reviewing the Needs Assessment and its associated maps, Ms. Hite said it is important to keep in mind that the newer parks are more heavily used than the older parks. While Parks Department staff have tried to keep up with the demands and make needed improvements, staffing and park maintenance dollars have been restricted in recent years.

Ms. Hite conducted a visual preference exercise with the Board Members, providing several images of potential park components and asking the Board Members to rate them as to personal preference. The images included an outdoor ping-pong tables, climbable art incorporated into the landscaping, post and platform playground, restroom, integrated plaza with water play feature, art incorporated into already developed infrastructure, open grass playfields, connections between parks and nature, art and activities within a plaza area, functional art, wide pathways with art inlays, newer style play structures, traffic calming medallion art pieces, nature incorporated into play areas, parklets, street art, fully-turfed athletic fields, natural play areas incorporated into downtown, walkways and connections through natural areas, art incorporated into playgrounds, more sharrows within the street and park systems, wrap art around utility boxes, and cycle tracks (dedicated bike lanes away from traffic).

Board Member Lovell observed that some of the statistics and demographics will be of particular interest to the public and City Council as the PROS Plan process moves forward. It will be important to emphasize the high level of public

involvement in the process. There seems to be a condition in Edmonds where a high percentage of the population does not know what is going on. He suggested that staff continue to publicize the process and solicit public feedback.

Board Member Lovell thanked the Parks, Recreation and Cultural Services staff for putting together a great report and information. He said he believes the resulting PROS Plan will be great. Ms. Hite observed that the consulting team is using the best practices in park planning to look at the reality of the City, and this is a good way to plan parks.

Chair Reed said he missed the last quarterly Parks Update, and he was glad he could attend this presentation. He expressed his belief that park issues are the Board's most rewarding topics of discussion. He said he is very impressed with all that the Parks, Recreation and Cultural Services staff has been able to accomplish.

REVIEW OF EXTENDED AGENDA

Chair Reed reviewed that the November 13th agenda will include a continued discussion on proposed revisions to Critical Areas Allowed Activities, a work session on Critical Areas Reasonable Use Provisions and City Council Interim Zoning Ordinance, and a work session on the Westgate Plan and Form-Based Code. He reported that staff is currently working on draft code language to implement the Westgate Plan, considering input provided previously by Board Members. He invited the Board Members to forward any additional comments to staff as soon as possible. If Board Members are unable to attend the November 13th meeting, he encouraged them to provide written comments. He advised that a tentative public hearing on the draft Westgate Plan and Form-Based Code is scheduled for December 11th.

Chair Reed reported that he was recently approached by Bruce Witenberg, a member of the Economic Development Commission's Land-Use Subcommittee, requesting that a small group of Planning Board members meet with the Land-Use Subcommittee to discuss the Westgate Plan. He said he discussed the request with Mr. Chave, and they both agreed that the Land-Use Subcommittee could attend Planning Board meetings and provide public comment regarding the issue. They can also submit written comments for the Board's consideration. However, it is important to keep in mind that this is a legislative process, and a separate meeting with a small group would not be a good idea given where they are in the process.

PLANNING BOARD CHAIR COMMENTS

Chair Reed encouraged the Board Members to spend time reading through information that has been provided regarding the draft Westgate Plan and Form-Based Zoning in preparation for their continued discussion on November 13th.

PLANNING BOARD MEMBER COMMENTS

Board Member Ellis thanked Ms. Hite and Ms. McRae for their great presentations. He said he enjoys coming to meetings where park issues are discussed.

Vice Chair Stewart announced that she would attend the Built Green Conference on November 6th. The topic of the conference is "Does Incentivizing Green Building Programs Work?" At the conference, representatives from three different cities will talk about how their cities encourage green building and what their experiences have been.

Board Member Lovell thanked Ms. Hite and Ms. McRae, as well, for their hard work and fine presentations. He also reminded the Board Members to vote in the upcoming election. He expressed his belief that this election will be pivotal for Edmonds.

Board Member Tibbott thanked the Parks Department staff for their excellent presentation. He recalled that it was not so long ago that his children were playing on the equipment that is now worn out.

Board Member Tibbott said he recently learned that a few restaurants in the BD1 zone have "open mike" sessions on Friday night. This activity has added to the vibrancy of the downtown after regular business hours.

APPROVED

Student Representative White said that, as a teenager in the community, she finds many of the ideas proposed as part of the PROS Plan to be appealing. She recommended that the City continue to seek input from the young people in the community about the activities they want to have. One solution to keep teenagers out of trouble is to provide good activities.

ADJOURNMENT

The Board meeting was adjourned at 9:30 p.m.

APPROVED