# City of Redmond Code Rewrite Commission

February 1, 2010 - Meeting Summary Redmond City Hall - Council Chambers 15670 NE 85<sup>th</sup> Street, Redmond, Washington

# Code Rewrite Commissioners in attendance:

Chair Steve Nolen, Vibhas Chandorkar, Robert Fitzmaurice, Nancy McCormick, Robert Pantley

### Staff in attendance:

Lynda Aparicio, Judd Black

#### **Business conducted:**

The meeting was called to order at 6:00pm. The meeting summary for January 11, 2010, was approved unanimously. There were no items from the audience.

## Study Session: Administration and Procedures:

The CRC spent the majority of the meeting time finalizing Commissioner Comments on this chapter to enable staff to prepare a revised second draft. Ms. Aparicio reviewed the comments previously submitted in the issues matrix and the Commissioners added other comments. The main points from all Commissioner Comments were:

- Maintain land division regulations separately in the Zoning Code under the section entitled "Land Division Regulations," with the exception of the final plat process, which would be incorporated into the Redmond Municipal Code (RMC) with a reference to that RMC provision included in the Zoning Code.
- Include Annexation and Right-of-Way Vacation provisions in the RMC, with references to applicable state statutes, and a listing of requirements that are unique to Redmond.
- Consider including Right-of-Way Dedications in the Zoning Code.
- Incorporate Type I permits currently authorized in the RMC in the Zoning Code for process reference primarily, with references to the Municipal Code to guide the user to the applicable International Code and decision criteria.
- Move Christmas tree lot provisions to the RMC.
- Retain Home Business regulations in the Zoning Code.
- Incorporate chart on page 13 of the proposed regulations into the chart on page 22, but alphabetize
  permit types and include process notation and RMC references. Describe permit processes in the
  RMC.
- Move any additional criteria above and beyond the applicable International Codes to the RMC.
- Develop interpretive and clarifying user guides, outside of the zoning code, for permit applicants' ease
  of understanding the different permit processes.
- Retain the following Land Divisions in the Zoning Code: Binding Site Plan, Boundary Line Adjustment, Plat Alteration, Preliminary Plat, Plat Vacation and Short Plat

The flow charts had been reviewed by the City Attorney who confirmed that there is no direct appeal to the Superior Court. Ms. Aparicio will have revised flow charts for the next meeting on February 8.

Staff agreed to provide user guide examples for the Commission members. Ms. Aparicio explained that staff looked at the process types, and considering the levels and types of public involvement together with the applicable decision maker, determined that the number of process types is appropriate. There was agreement that six process types seem like a reasonable number. There was also agreement to include development agreements within the zoning code.

Regarding Public Notice Signs, there was agreement with the verbiage.

The topic of Neighborhood Meetings would be discussed at the February 8 meeting.

Ms. Aparicio confirmed that all changes on page 39 were confirmed by the City Attorney. She also confirmed on page 39 that all people who sign in at public meetings are allowed to speak as parties of record. Staff will check with the City Attorney regarding the possibility of using clarifying language to describe the terms "substantial weight," and "preponderance of the evidence". Staff will consider adding a definition of "applicable development brochure". Staff will consider moving 3 c, d, and e on page 11 since the Commissioners agreed that these sections should probably be under "Building Permits."

There was agreement that the Commission would like Council feedback regarding whether the user guides should be complete at the time of code adoption, or whether they only need to see a few examples of user guides.

Mr. Chandorkar agreed to send his questions about the Administrative and Procedures chapter to staff before the next meeting.

### **REPORTS:**

There was agreement that the CRC Report and the Planning and Public Works Committee Report were complete.

Adjourn:

The meeting adjourned at 8:36pm.

Summary Approved On: 3/8/10 Code Rewrite Commission Chair Land