CITY OF ISSAQUAH WASHINGTON

URBAN VILLAGE DEVELOPMENT COMMISSION AGENDA

MAYOR
Ava Frisinger

COUNCIL
Tola Marts
Fred Butler
Eileen Barber
Joshua Schaer
Paul Winterstein
Stacy Goodman
Joe Forkner

URBAN DEVELOPMENT COMMISSION
Geoffrey Walker, Chair
Karl Leigh
Stefanie Preston
Scott McKillop
Nina Milligan
Michael Beard
Chantal Stevens

Alternates
Erik Olson
Jim Kieburtz
Tim Eaves

STAFF
Lucy Sloman, Land Development Mgr
Mike Martin, Associate Planner
Dan Ervin, Engineering Consultant

Tuesday, July 2, 2013
Council Chambers

7:00 P.M.	**Call to Order**	Walker
7:01 P.M.	**Meeting Minutes** • **June 18, 2013**	Walker
7:05 P.M.	**Swedish Development Agreement**	Sloman
7:20 P.M.	**Appearance of Fairness Doctrine** **Quasi-Judicial Proceedings**	Sloman
7:23 P.M.	**Public Hearing for the Site Development Permit Application for Brownstones at Issaquah Highlands/Polygon Northwest (SDP13-00002)** • **Introduction** • **Initial Presentation of Facts** • **Presentation by Applicant** • **Testimony of Public** • **Response by Staff (if necessary)** • **Rebuttal by Applicant (if necessary** • **Commission Discussion** • **Decision**	Sloman
8:40 P.M.	**Public Comment**	Walker
8:50 P.M.	**Open Discussion**	Walker
9:00 P.M.	**Adjourn**	Walker

Next Meeting: July 16, 2013

Council Chambers, 135 East Sunset Way, Issaquah, WA
Questions? 425.837.3403 or Darceys@issaquahwa.gov

CITY OF ISSAQUAH
URBAN VILLAGE DEVELOPMENT COMMISSION
Meeting Minutes

Tuesday, June 18th, 2013

Council Chambers Issaquah, WA

COMMISSIONERS PRESENT:
Geoffrey Walker
Karl Leigh
Scott McKillop
Jim Kieburtz
Stefanie Preston
Nina Milligan
Erik Olson
Michael Beard
Tim Eaves
Chantal Stevens

STAFF PRESENT:
Lucy Sloman, Land Development Manager
Mike Martin, Associate Planner
Dan Ervin, Engineering Consultant

OTHERS:
Ben Rutkowski, Polygon Northwest, Co.

These meeting minutes are a brief summary of the Urban Village Development Commission meeting. For a complete record of the meeting, a video taping of the meeting is available upon request.

The Meeting was called to order at 7:04 PM.

APPROVAL OF MINUTES
WALKER presented the meeting minutes from March 19, 2013 and June 4, 2013. STEVENS would like the word green on page 3 of the June 4, 2013 minutes to be taken out of quotation marks as green roofs is a pretty well established term.

PRESTON moved to accept both the March 19, 2013 and the June 4, 2013 minutes as amended. LEIGH seconded. MOTION CARRIED UNANIMOUSLY.

SITE DEVELOPMENT PERMIT FOR BROWNSTONES AT ISSAQUAH HIGHLANDS/POLYGON NORTHWEST (SDP13-00002)
Rutkowski presented the Brownstones at Issaquah Highlands, mentioning that it is a 176 unit townhouse-condominium project. He presented a rendering showing the scale and potential colors for the project. There will be three different floor plans with 3-4 bedrooms in each unit. All units will have three stories of living space with some units getting a fourth story in the loft space. One of the unique features in about 25% of the units will be a live-work space, which is a ground level space that will have exterior access, a full bathroom, and a closet. These spaces could be used as home offices, a den, or a bedroom. He presented a site plan, and pointed out that vehicular access to the units will be from the interior drive aisles, all of the units will have a minimum of two parking spaces (one in the garage and one in the driveway), and that 2/3rds of the units will have two parking spaces in the garage and two in the driveway for a total of four parking spaces.

He pointed out that the pedestrian promenade will sit up above Highlands Drive and could be used as an alternate route to Grand Ridge Plaza or a social gathering place for the community. It will have a few overlooks with benches and enhanced landscaping. The pedestrian plaza is the north-south connection through the community connecting Discovery Heights to the Grand Ridge Plaza. The design for the street facing units will include landscaping in the front and wider sidewalks with tree grates, as opposed to planter strips, to enforce the urban feel of the community. Most of the street facing units will also be the live-work units.

EAVES asked if the live-work spaces will have access from inside the units.

Rutkowski replied that the live-work spaces will be accessible from the inside.

STEVENS asked if the grading of the site will be gradual.

Rutkowski stated that it will be fairly gradual going from the east to the west.

KIEBURTZ asked if there will be any other parking besides the garage and driveway parking spaces.

Rutkowski stated that there are a few other spaces in the interior of the site as well as street parking around the perimeter.

Martin presented the staff report, showing a general vicinity map. The site is 8.48 acres with 176 unit condominiums which will give the project a density of 20.75 dwelling units/acre. The units will be dispersed in 33 buildings which will be 3, 4 and 6 unit buildings. The buildings will be approximately 40-45 feet in height. The project will be designed as a Traditional Townscape Neighborhood Type with the required Pedestrian Plaza to be located in the center of the site. He then presented several site photographs and the site plan. He pointed out where vehicular access will be and pointed out the open spaces and the required Tract QV Plaza. He showed the pedestrian circulation map, mentioning that there are sidewalks on all four sides of the site and that there will also be internal trails and paths. He mentioned that there are two types of front door access. The perimeter units will have front doors which are very close to the sidewalk and the internal units will have front doors that are serviced off of neighborhood trails. He presented the vehicle circulation map, mentioning that the alleys will be 18 feet wide and will all service the driveways and garages on site. He briefly discussed bicycle circulation and further defined a sharrow, which is a marked indicator within the travel lane showing that bicycles will be in the travel lane. He mentioned that each unit within the project requires two parking spaces. The project requires 352 parking spaces and the applicant is proposing 613 spaces, most of which will be either in the driveways or the garages. Of the 613 parking spaces, there will be 25 on the street and there will be 11 parallel parking spaces internally within the alleys. Bike racks will also be placed throughout the site. He then presented several photographs of the site walls. He also briefly discussed the plaza and open spaces.

BEARD asked about the trails that run east to west, and whether 6-8 feet wide is inclusive of the walk path.

Martin stated that the corridor itself is actually 12-14 feet wide.

LEIGH mentioned that he would like to get a better sense of the scale between the curbs and the fronts of the buildings.

Rutkowski discussed in further detail the drawings of the sections of the buildings.

Martin mentioned that there are 56 conditions associated with the approval of this project, 41 of these are standard conditions and 15 are unique conditions which are specific to this site. He then read through the unique conditions.

LEIGH asked why there are no trails in the northeast and southeast corners of the project similar to the trails in the northwest and southwest corners.

Martin mentioned that those corners contain driveways and, since they do not have a good pedestrian receiving facility, it would not be appropriate to route pedestrians off of a sidewalk into an alley. The goal is to steer pedestrians through the primary routes.

PRESTON asked how accurate the legend that discusses the topography of the site is. She also expressed concern with the ingress and egress off of NE Ellis Drive since the retail street to the north is placed right between the two drive aisles.

Rutkowski explained that one way to take up grade throughout the site is through the building, and that the slope is gradual going from east to west but will not go up and down like a wave.

Ervin stated that there are no plans for signalized intersections. The road coming out of Grand Ridge Plaza will be a street intersection and the two alleys coming out of the Brownstone Townhomes will be driveway cuts so there will not be three roadway intersections in close proximity. This will change the perception of drivers on hierarchy and who potentially has the right-of-way.

OLSON asked for clarification on the length of the driveways of the corner townhomes.

Martin mentioned that the City will be working with Polygon to remedy these situations.

BEARD asked why the live-work units were placed adjacent to the plaza where there are no parking spaces for customers. He also asked if those could be occupancy businesses where somebody could have a business out of their home.

Rutkowski stated that they tried to place the live-work buildings wherever they could fit them.

Sloman stated that the home occupations are limited and are meant to be relatively small businesses.

WALKER asked which department within the City has jurisdiction over the live-work units.

Martin stated that it would be the Development Services Department.

BEARD asked if there was the potential to turn the live-work spaces into accessory dwelling units.

Sloman stated that the live-work spaces could not be accessory dwelling units because it would require extra parking, kitchen facilities, and a special building permit.

WALKER asked if the live-work space could be rented to someone else, other than the owner, to run a business out of it.

Sloman stated no, that the owner of the townhome has to be the owner of the business.

LEIGH asked what percentage of the live-work spaces in the Issaquah Highlands are being used as home occupations.

Sloman stated that she will need to research this.

MCKILLOP asked about Appendix H: Urban Road Design Standards and for a definition of a concrete shiner. He also asked if the drive aisles are intended to be one-way or two-way roads.

Martin explained that a shiner is simply a strip of concrete. The drive aisles are two-way and will be signed for no parking fire lane.

EAVES asked who will maintain the open spaces.

Sloman stated that it would be either the IHCA or a homeowners association, but that it would not be a City obligation.

Rutkowski mentioned that there will be a homeowners association with this project. He added that the High Streets Association is looking into taking over the landscaping of Tract QV.

STEVENS asked why Tract QV is being reduced in size. She also asked about the possibility of incorporating a community garden.

Martin stated that the tract was originally 0.67 acres and was set aside for what was intended to be 10th Way NE which was part of the High Streets project. They don't need quite as much room for their plaza so in order to provide the additional property needed for their units, that tract needed to be reduced slightly.

Rutkowski stated that a community garden is something that Polygon could consider to see if it would be a good fit.

MCKILLOP asked what types of features will be incorporated into the open spaces.

Rutkowski stated that there won't be any play structures, but acknowledged that one of the conditions is to provide a children's play opportunity. There will also be some benches and seating opportunities.

MILLIGAN asked what the lighting standard is for street lights. She also asked why the angled parking on 10th Avenue NE was removed.

Sloman stated that the perimeter streets will have the standard Issaquah Highlands street lights. Alleys don't use street lights, but the walkways, the plaza, and the open spaces could have a different kind of light fixture which would be consistent with the neighborhood type. She mentioned that 10th Avenue NE and NE Ellis Drive were originally non-residential streets. Since this is now residential and the applicant wanted a more landscaped edge along the street, the parking had to be changed.

WALKER asked what the net loss of parking spaces is by changing from angled to parallel parking.

MILLIGAN asked if this is really urban scaled since it is just barely over 20 units/acre and asked if the plaza requirement is replacing the trapezoidal space at the base of 10th Way.

Sloman gave a brief history of the plaza requirement and mentioned that the developer of this property has to incorporate a plaza along with the two plazas that Regency is doing.

Martin mentioned that Attachment D explains how the City came to their definition of urban scaled.

KIEBURTZ asked if it would be possible to connect this development to Central Park.

WALKER expressed his concern over the lack of parking for the live-work units. He is also concerned that the project is going to be very homogenous.

Rutkowski stated that the intent was to get everything lined up as if you are walking down a street. There is some relief with the façade and there could be some undulation as far as the heights of the buildings. He also mentioned that Polygon is actually looking at four different alternative schemes, which could break up the look of the project.

WALKER restated the need to address the lengths of the driveways of the corner unit townhomes which are currently only 12 feet in length.

LEIGH asked for clarification on the conditions for the aesthetics of the alleys.

WALKER expressed his concern that there is no place for delivery or moving trucks to park in the drive aisles. He asked for a definition of plaza because, to him, this plaza seems more like a walkway or corridor.

Sloman mentioned that plazas are predominately hardscape with some landscape.

MILLIGAN mentioned that the Grand Ridge Planning Goals state that a plaza is a common gathering place and that Webster's Dictionary says that a plaza is a public square.

WALKER stated that the open spaces seem more like plazas than the area that's designated as the Pedestrian Plaza. He would like to see a better vision of what the plaza might entail. He asked if each unit will have its own garbage cans, and wants to make sure that the width of the garage will accommodate the cans. He asked if the mail kiosks will take away any parking stalls. He would like to make sure that there are adequate facilities for pet owners. He also wanted to make sure that the sidewalks and trails connect with each other across the alleys.

Rutkowski mentioned that the idea with putting the trees down the middle of the plaza was to have a larger area for the trees so that a larger species of trees could be planted. If the walkway was down the center, a smaller species of tree would have to be chosen.

BEARD asked for clarification on the non-endorsed trail that cuts between buildings 23 and 24, as it appears to cut across the driveways.

Rutkowski stated that perhaps a trail may not work in this location, and may need to be eliminated.

MCKILLOP mentioned that perhaps the pathway currently running between buildings 23 and 24 be moved to the east between buildings 24 and 25. He is also concerned about the lack of loading zones.

PUBLIC COMMENT

Connie Marsh, 1175 NW Gilman Blvd., B-11, Issaquah, mentioned that Brownstones are very community oriented. She doesn't understand how this, in the tidiness of the Issaquah Highlands rules, will create the community of a Brownstone that would make it tolerable. She expressed her concerns over view covenants and doesn't understand the pedestrian connections across the streets and where they go. She doesn't understand how the people from the commercial area are getting across the street to enjoy the linear plaza, and whether they are even going to know that it exists. She doesn't understand what the lighting standards are and what the off-site views will be. She mentioned that there are no requirements to make the alleys aesthetically pleasing. She's concerned with the commitment to vegetation to make sure the townhomes look nice from the front and from the back. She thinks transportation seems reasonably good heading east-west but feels constrained heading north-south. She likes the southwest lookout but is concerned about public access and that it will seem private. She's also concerned about pedestrian connections across Highlands Drive. She questioned setbacks, maintenance, mid-block crossings, and variation of height.

WALKER closed the public comment at 9:12 PM.

OPEN DISCUSSION

WALKER asked what the commitment is for a plaza for this permit.

PRESTON pointed out that while this community is very walkable, it almost feels like two separate neighborhoods because, by vehicle, you have to go out of one half of it completely to get the other half.

STEVENS is also concerned about the lack of egress for pedestrians at the southwest corner of the project. She mentioned that perhaps stairs could go down from this lookout to Highlands Drive.

Hearing no further comments, the meeting was adjourned at 9:22 PM.

These minutes are a summary of the Urban Village Development Commission meeting. For more information or clarification, please contact the City of Issaquah, Development Services Department, at 425-837-3428.

Respectfully Submitted

_____

Karin Roberts
Recording Secretary

Approved Date: _____

CITY OF ISSAQUAH WASHINGTON

Development Services
1775 – 12th Ave. NW | P.O. Box 1307
Issaquah, WA 98027
425-837-3100
issaquahwa.gov

Memorandum

Date: June 25, 2013

To: Urban Village Development Commission

CC: Ben Rutkowski, Polygon Northwest, Co.

From: Mike Martin, DSD Associate Planner
Dan Ervin, DSD Engineering Consultant
Lucy Sloman, DSD Land Use Manager

Subject: Brownstones at Issaquah Highlands (Blocks 21 and 22)
Site Development Permit: SDP13-00002

In response to the UVDC's questions and comments at the June 18, 2013 Public Meeting, Staff is providing the following information:

1. **Plaza**: Where does the requirement to construct a Plaza within Block 21 originate from? How much plaza area is required and how much area is provided?

   Staff: The plaza located in Tract QV is a required element of this project per Commitment #4 of the Development Agreement. Commitment #4 required the Master Developer (Port Blakely) to provide either a single large space or, with approval of a modification, a network of spaces to serve as a gathering place(s) for the public. Port Blakely elected to satisfy this requirement by providing three smaller plazas: two in Grand Ridge Plaza (Blocks 7 and 17B) and the third being the plaza located with this project.

   The obligation to construct the plaza for this project states that it must be between 4,000 and 15,000 square feet in size and that the final size and location will be determined through site plan review. Please refer to Attachment E of the Staff Report for additional information.

   The applicant is proposing to construct a plaza that is approximately 15,000 – 20,000 sq. ft. By providing the Plaza within Tract QV, the applicant has satisfied their obligation to provide a plaza for this project.

Applicant: We agree with the staff's response.

Conclusion: No changes are recommended to the recommended approval conditions.

2. **Plaza**: What is the "vision" for the plaza? What elements should/will be included in the plaza? "The plaza needs more than trees and trails". Will the plaza actually serve as a public gathering area, or more so as a narrow corridor for pedestrians? How does the plaza contribute to the sociable public realm? Will the plaza ever be closed, gated or otherwise restricted to the public? Who will maintain the plaza?

   Staff:
   Plazas over 2,000 sq. ft. in size are regulated by Appendix U (Parks, Plazas and Woonerfs) of the Development Agreement and also follow the design guidelines for plazas from Appendix S (Urban Design Guidelines). The applicant has not provided details about all of the elements that will be provided within the plaza; however, it is typical for site elements to be selected during the collaborative design process between the applicant, ARC and the City. Additional language concerning plazas from Appendix U is provided below to both describe generally what plazas are as well as maintenance responsibilities:

   Appendix U, Section 7.0 Plazas
   "Plazas are outdoor open gathering places which are primarily hard surface, but which may contain landscaping. They denote important places, create a focus, and/or increase light and air at street level. They also function as points of orientation. They may be located adjacent to buildings, within a park or other open space, or independent."

   7.0.2 Private Plazas
   "Private plazas are plazas that are located on private property and that meet the plaza criteria contained in Section 2.0 of this chapter. They are owned, constructed, and maintained by a private entity or a private non-profit entity. Private plazas shall be available for public gathering and events to the extent provided in the rules and regulation of the property owner (e.g. days and hours of operation, fee events, private functions, conduct)."

   The Plaza will be a private plaza and thus the maintenance responsibilities will be the obligation of the property owner unless they negotiate for another entity such as the HOA to maintain them.

   Private vehicular and pedestrian routes must remain open to allow both residents and the public to use them. While the City has allowed private plazas to be closed occasionally for private events, those plazas don't provide primary access to residences' front doors or a key pedestrian through route as they do in these blocks. While portions of the north-south plaza may be closed for private events, through-block access as well as relatively easy access to each residence's entry must be provided at all times, especially since this is emergency access.

   The sociable public realm is not a defined term in the Issaquah Highlands Development Agreement as it is in more recent ones; however, there are elements of Appendix A that indicate what that means (emphasis added):

Principle #4 - Community Values: *while respecting individual privacy, create a very* ***sociable public realm*** *that enhances the community life of children, adults and seniors and promotes common values and shared responsibilities*

A VARIETY OF HOUSING OPPORTUNITY & NEIGHBORHOOD CHARACTER

Goal: *Provide housing opportunities that serve a broad range of age, family makeup, lifestyle and income.*

C. ***Objective:*** *Encourage housing configuration and architectural design that creates a pedestrian friendly, gregarious and* ***sociable public realm****.*

CIRCULATION

Goal: *Neighborhood streets should be designed not just to provide safe and convenient access for vehicles and pedestrians, but to be an integral part of the character of each neighborhoods* ***sociable public realm****.*

B. Objective: *Issaquah Highlands neighborhood streets should provide safe and attractive designs where the whole composition of streets, trees, parkways, walks, front yards and front porches define and contain a common space for residents to stroll, meet, play, and socialize.*

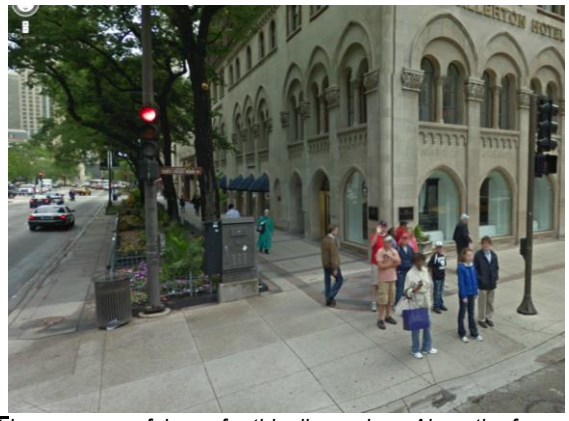
From other development agreements, this has been defined as: "Comprised of many things and promotes social interaction and a sense of community. If done well, it brings inhabitants together and contributes to a more democratic way of life and encourages all to linger, share observations and perspectives, and thereby humanizes our urban areas. It takes into account the entire composition of the Public Space and may include trees, walks, street furniture, signs, landscape, plazas, parks and buildings as well as façade elements such as the street wall, porches, stoops and balconies."

In addition, the Issaquah Highlands' Guiding Principles include the following:

Principle #3 - Integrated Diversity: *to accommodate a diversity of incomes, household makeups, lifestyles, activities, land uses, public and private spaces, and architectural expressions in an integrated mix that enhances the richness of peoples' lives*

Different areas of Issaquah Highlands are designed differently to accommodate a variety of desired housing configurations, lifestyles, etc… Along with architectural character and housing configuration, different types of public spaces are desirable as well. One of the most popular housing configurations at Issaquah Highlands has been homes fronting on park-like space, instead of a street. This project uses this same configuration but with a more urban character, i.e. more plaza than park. The success of the plaza as a community space will be a combination of the design of the adjacent residences and their front areas in conjunction with the design of the plaza. The residences will require layers that transition from public to semi private space to establish a boundary between the plaza and residence. The plaza will need enough width to provide both through routes and spaces with facilities to encourage lingering and gathering. The following images illustrate locations in Portland and Chicago which have linear plazas that accommodate both through routes and social gathering space. Note that as proposed, Tract QV contains through routes 10 ft wide and a central zone almost 18 ft wide.

The above images from Portland illustrate a linear plaza that combines both through routes and potential social space. The homes are setback from the plaza edge with landscape space that creates a buffer and transition between the public and private zones. Trees are used to structure the space. In this case, all the spaces are designed as through routes. However, if elements crossed the central zone, the side routes would be the through routes while the center would provide spaces to linger or incorporate activities. It should be noted that the dimensions of the above spaces are different than the proposal in Tract QV. Likely the side routes are 5-6 ft wide and the center route is about 8 ft.



North Michigan Ave in Chicago has a sidewalk configuration that has some usefulness for this discussion. Along the face of the building, the sidewalk is about 15 ft wide. Between the sidewalk and the curb is planted area about 10 ft wide; however, the planted zone isn't continuous but incorporates wider areas that offer areas of respite out of the flow.

As the above examples indicate, Tract QV's design can be further refined to accommodate both through routes and social spaces, suitable to meet both needs, as would be expected based on a plaza as both a gathering space and circulation route.

<u>Applicant:</u> Our vision for the plaza is an urban street front feel, minus the street. The plaza will be used as a thru corridor for pedestrian traffic as well as a public space for social gathering. Features such as benches, tables, boulders, and seat walls could be provided to enhance the sociable public realm. We envision parents sitting on the front stoop or patio while kids play out front in the plaza. We see residents sitting out front enjoying a morning coffee while other Highlands residents walk by on a morning walk. We could see residents gathering in this area for a neighborhood potluck.

Using the Plaza Guidelines in Appendix S of the Grand Ridge Urban Design Guidelines, we anticipate including the following features in the Plaza design:

- Decorative paving to show that this space is something more than just a sidewalk.
- A variety of seating opportunities including benches, tables, sitting boulders and seat walls.
- Focal points at the north and south ends as well as the mid-point of the plaza.
- Bike racks
- Pedestrian lighting.

Since the plaza will function as the pathway to units fronting the plaza, this area would need to stay open to the public.

Conclusion:
The final design and placement of elements within the plaza will be determined through a collaborative design process between the applicant, ARC and the City during Utility Permit review. Staff recommends the addition of the following condition:

NEW Condition #57: "Private trails, sidewalks, and vehicular routes shall have an easement recorded to the City allowing public access. The easement shall include language regarding the ability to close these routes for private events; however, emergency access, pedestrian access, and reasonable access to individual residences shall be maintained."

3. **Pedestrian and bike routes**: What are the available pedestrian and bicycle routes to other destinations within Issaquah Highlands, including Central Park and the Block 24 pedestrian bridge?

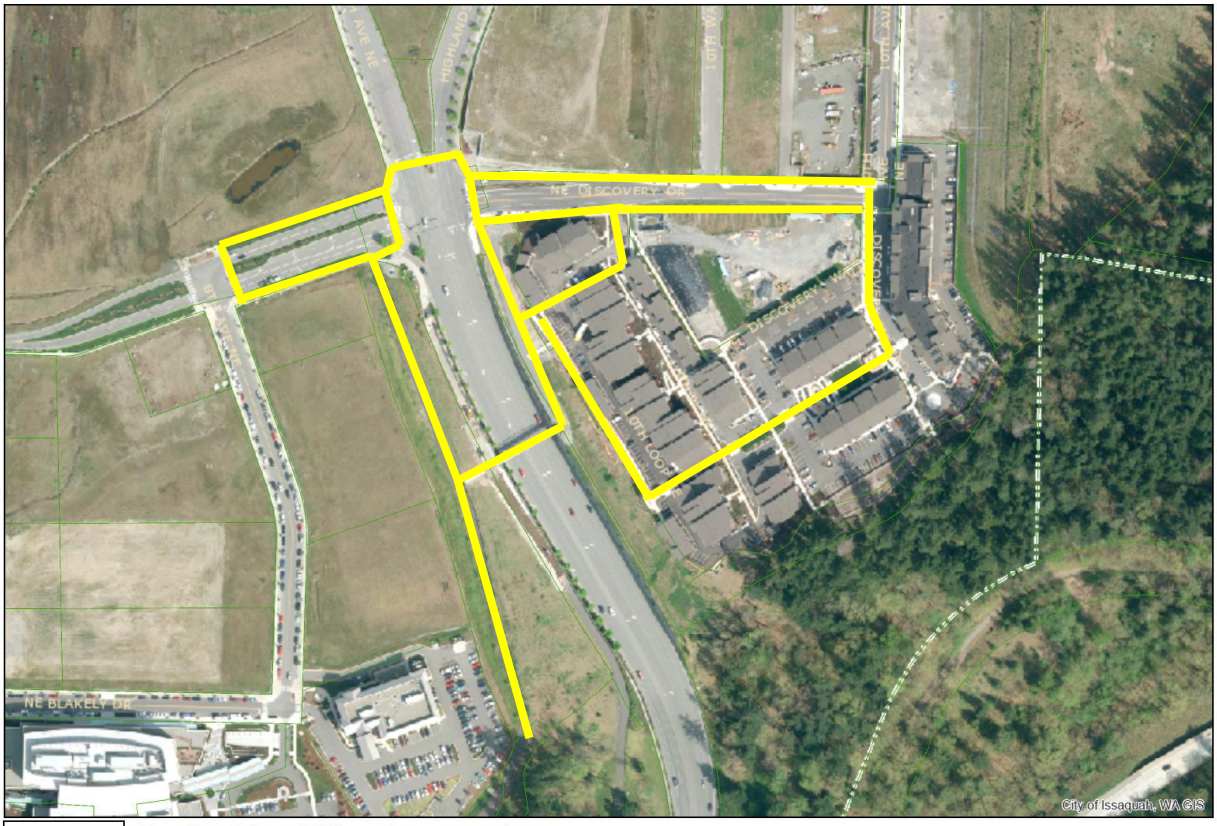
Staff: Primary routes are identified with the maps below:

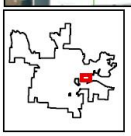
More specifically, the Staff Report, Appendix H, Ellis Drive, currently says: "Additionally, a portion of the road and sidewalk will be flared in order to align with the sidewalk at the north end of the Tract QV Plaza." But in reality, in addition to flaring at the plaza, both the north and south ends of the plaza need to provide curb ramps and crossings to the adjacent blocks, to facilitate the need for pedestrians to cross these streets in locations approximately where 10th Way would have continued. These crossings must be intuitive, efficient, and safe.

Applicant: We agree with the staff's response.

Conclusion: Staff recommends an additional condition:

NEW Condition #58: Pedestrian crossings, approximately in line with the north/south plaza, will be provided across both Ellis and Discovery Drives. These crossings will be intuitive, efficient, and safe.

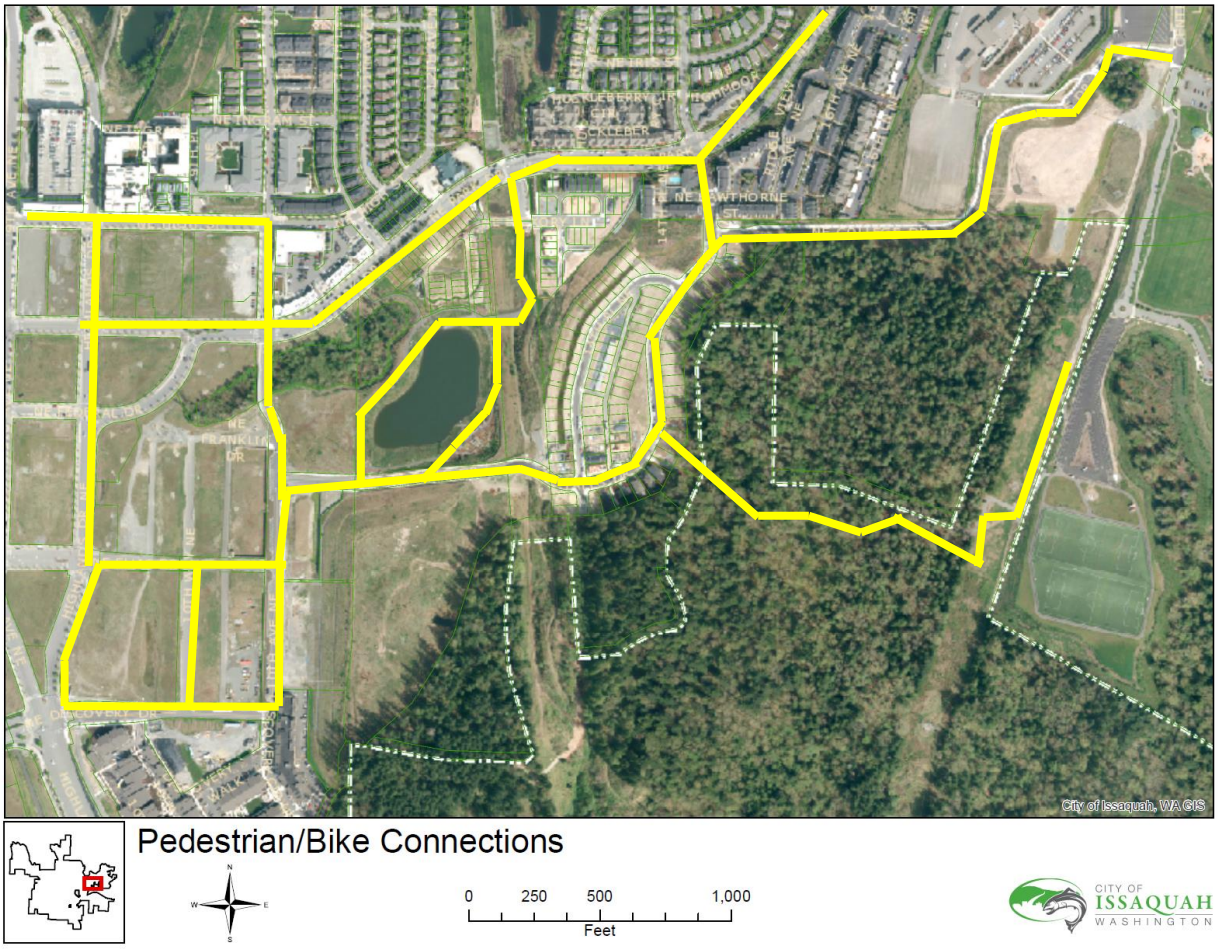




Pedestrian/Bike Connections

0 125 250 500
Feet

CITY OF ISSAQUAH WASHINGTON



4. **Traffic and circulation**: How will vehicles intending to drive from Block 21 to Block 22 (or vice versa) get to their destination easily? Traffic volumes on NE Ellis Drive will be higher due to the Grand Ridge Plaza project—how will this impact ingress and egress from the north side of the project?

   Staff: Traffic volumes associated with this project will not be higher than the volumes that were expected when the roadways were designed and the surrounding streets (Ellis Drive, 10th Ave, Discovery Drive) all have sufficient capacity for this project. In fact, the number of cars using the driveways north of this site onto Ellis Drive and south of this site onto Discovery Drive is lower than the number of cars that would have used similar ingress/egress facilities under the previously approved High Streets project.

   Many of the surrounding blocks have peak-hour traffic volumes that are higher than the expected volumes at this block and those blocks operate well with driveway connections. In fact, driveway connections are the primary method for making connections between intra-block traffic and the surrounding streets. Staff anticipates that these driveways will operate as intended.

   Vehicular circulation between Blocks 21 and 22 will be similar to that of the street grid elsewhere in Issaquah Highlands, i.e. the spacing of the alley entrances into Blocks 21 and

22 is similar to that of street intersections elsewhere. For instance the distance between 17th Ave NE and 18th Ave NE is similar as is the length of the block from NE Park Dr to NE Katsura St.; see below:

Thus it is not necessary or appropriate to add further vehicular connections between the blocks; however, an address kiosk system for use by Eastside Fire and Rescue as well as the general public does seem important to ensure drivers can easily determine how to get to the address they are searching for. This does not require a condition but we have added one to ensure the UVDC is aware of our commitment to providing one.

Applicant: We agree that an organized address system and appropriate signage is a good idea. We will work with the City and EF&R to come up with an address system that easily distinguishes between blocks 21 and 22 and also provide the necessary signage.

Conclusion: Staff does not anticipate traffic problems as a result of the driveway locations or the traffic on Discovery and Ellis. Additionally, staff recommends that the following condition be added:

NEW Condition #59: "Address kiosks shall be provided to assist drivers and pedestrians in locating residences within the project. The applicant shall work with DSD and EF&R during the Utility and Building permit review to determine the location and quantity of address kiosks. Each building shall have its corresponding address kiosk installed prior to Temporary Certificate of Occupancy".

5. **Traffic and circulation**: Should the driveways at Ellis Drive and Discovery Drive be signalized?

Staff: Signals are generally provided at street intersections when Signal Warrants have been met (the technical process used to determine when a signal is required or allowed).

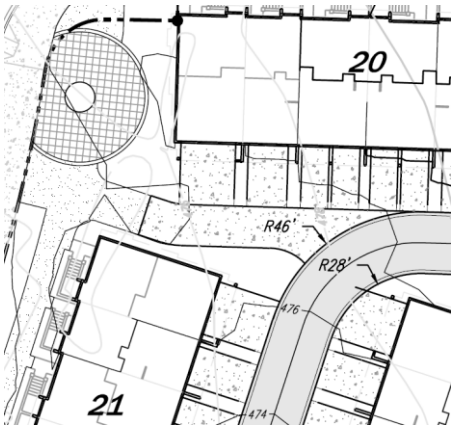
This project will use driveway approaches, not street intersections, and a Signal Warrant Analysis does not indicate that a signal is required or allowed.

Applicant: We agree with the staff's response.

Conclusion: Traffic signals are not appropriate or allowed at driveway approaches. No changes are recommended to the recommended conditions.

6. **Overlooks**: How will the public be aware that the western overlooks are public spaces and what can be done to ensure that they are utilized as such and not just an extension of the outdoor space of the adjacent residences?

   Staff: The applicant has proposed overlooks at the northwest and southwest corners of the site that will be key to inviting the public into overlook areas. These overlooks will have to balance creating a strong edge to the sidewalk consistent with the Traditional Townscape Neighborhood Type while indicating that the public is invited into the overlook areas. This will likely necessitate continuing paving materials from the plaza into the overlook, a kiosk with addressing information as well as directions (e.g. Overlook ⇨), and other verbal and non-verbal cues. These will be incorporated and refined during the construction permit review.



Northwest Overlook

Southwest Overlook

   Applicant: We intend for the western pedestrian promenade and overlooks to be used by the public as well as the residents of our community. We intend to install way finding signs at both ends of the promenade to notify people of the public pathway.

   Conclusion: Staff proposes adding an approval condition:

   NEW Condition #60: "During construction permit review for the northwest and southwest overlooks, design elements, informational signage, etc… shall be incorporated which indicates that the overlooks are accessible by the public."

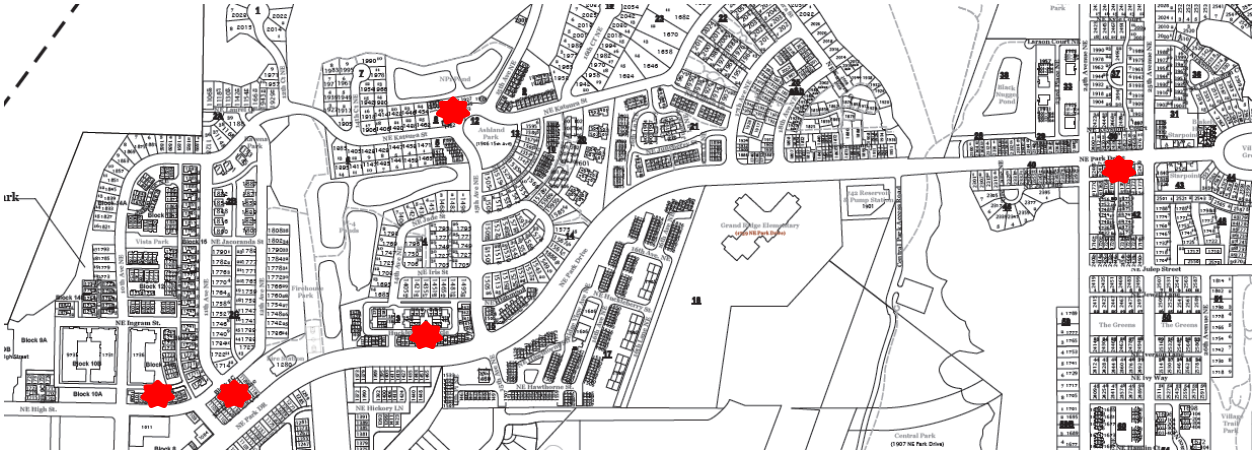
7. **Home occupations**: What is the difference between a live/work unit and a home occupation? What is the process for obtaining a permit to operate a home occupation? How would adding home occupations affect parking? Approximately how many home occupations exist in Issaquah Highlands?

   Staff: The term "live/work unit" is in the Issaquah Highlands Development Agreement as a general planning concept but not a regulatory term. The City uses the term "home

occupation" to identify dwelling units that also contain a business as an accessory use. The Development Agreement defines a home occupation as: "a business carried on as a secondary, incidental or accessory use by the permanent residents(s) of the dwelling unit for gain or support, when on-site work is conducted entirely within a residential dwelling, an Accessory Dwelling Unit or a building accessory thereto …."

To have a home occupation, the resident must apply for a business license and identify that the business will be within a residence. An additional review is then required. Home occupations are common throughout the US and are allowed in any residential zone in the City of Issaquah. Most home occupations are located in homes in which you would never know a business is there since a bedroom or other existing portion of the residence is used. In this proposal, some units have a special design that emphasizes the presence of a home occupation by providing an exterior door on the ground floor; however, no resident is required to locate a business in these. Since the resident(s) of the home is/are the primary employees of the business and the use is accessory to the residence, no additional parking is required. Though some businesses may have customers, retail and other high traffic businesses are not allowed as home occupations, and trips are restricted to all home occupations.

Currently projects designed similar to the Brownstones, i.e. ground floors of townhomes with an additional entry to accommodate potential home occupations, are constructed in many areas of Issaquah Highlands; see map below. In addition, in looking at Google maps, you can see that businesses are located in what are solely residential areas, thus these are likely home occupations.



Applicant: We agree with the staff's analysis and recommendation.

Conclusion: No changes are recommended to the recommended approval conditions.

8. **Accessory Dwelling Units**: Could units that have a ground level entrance be converted for use as Accessory Dwelling Unit (ADU)? Could this space be treated as a separate rental unit?

Staff: Per Appendix B of the Development Agreement, the term Accessory Dwelling Unit means "…a room or set of rooms, either free standing, added onto or created within a single

family residence. It generally includes living, sleeping, kitchen and bathroom facilities, and has a lockable entrance".

ADUs are only permitted for use on single family attached or detached lots. Because the residences within the Brownstones project are part of a multi-family housing development and do not contain separate lots, they would not be allowed to be altered for use as ADUs.

Applicant: We do not intend for the units to be used as ADUs.

Conclusion: No changes are recommended to the recommended approval conditions.

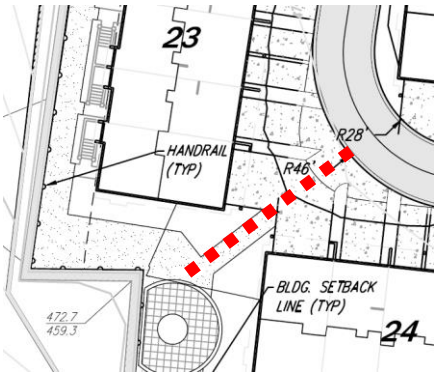
9. **Driveway length (residential)**: Some of the residential driveways are shortened on one side and are thus not long enough to accommodate parking. Also the driveways for the southernmost unit of Building 23 and westernmost unit of Building 24 appear to not work together. How will these be resolved?

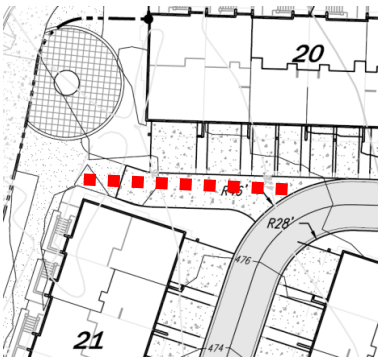
   Staff: Per Condition #40, driveways must be less 8 ft. in depth or more than 18 ft. in depth. The City is currently working with the applicant to identify solutions to rectify the driveways where the driveways do not meet the driveway length standard. Likewise for Buildings 23 and 24, the units that share a driveway, currently could only use one of the driveway parking spaces, not both as those stalls do not have sufficient length. Both Staff's and the applicant's first choice will be solutions that provide two driveway parking spaces; however that may not be possible while ensuring ladder truck turning movements or buildings placed as shown. Also in all cases where the driveway lengths are constraining the amount of available driveway parking, the garages already provide the minimum required parking. The driveway parking is in addition to the required minimum.

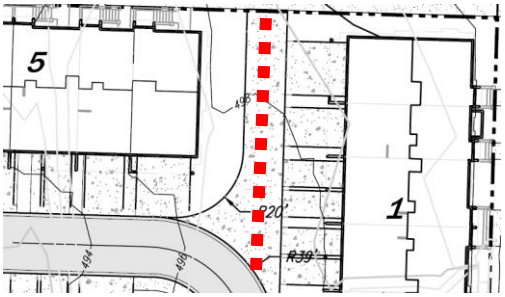
   Applicant: Our preference is to have all driveways 18' long to allow for parking. We will work to revise the site plan to achieve and 18' driveway. In locations where an 18' driveway is not achievable, we will reduce the driveway length to 8'.

   Conclusion: Driveways will be reviewed with the Utility Permit to ensure that comply with the standard and Condition #40. No changes are recommended to the conditions.

10. **Driveways and pedestrian paths:** The Commission expressed concern about the safety and functionality of pedestrian paths that cross driveways (located at the corners of the project). Specifically, this occurs between Buildings 23 and 24, between Buildings 20 and 21, between Buildings 4 and 10, and between Buildings 1 and 5; see below.







Staff: A pedestrian oriented environment, such as Issaquah Highlands, requires a connected pedestrian network. The pedestrian segments above are not part of a pedestrian network as they end at alleys, which do not contain a pedestrian component. While it is possible that pedestrians may choose to use these routes, or even to walk in alleys, this is not encouraged. Thus the design of these areas should not encourage pedestrians to take these routes. In fact, during construction review, these short cuts may be actively discouraged.

Applicant: We will eliminate the paved pathway between buildings 23 and 24. We recognize that people may still use this route and we will propose an informal treatment such as stepping stones.

Conclusion: No changes are recommended to the recommended approval conditions.

11. **Off-site parking**: Can the parallel parking along the west side of 10th Avenue NE be signed or otherwise regulated so that it is solely for the Brownstones project. Likewise, could parking along the east side of 10th Avenue NE be reserved solely for the Discovery Heights project at Block 23? Can the parking along NE 10th Ave remain angled parking?

    Staff: Appendix O allows on-street parking that is located on the same side of a street as an adjacent housing development to be counted toward the allowed parking for that project; however, because these are parking spaces within the public rights-of-way, they cannot be reserved solely for private use. As such, the parallel parking spaces provided on the adjacent streets (10th Avenue NE, Ellis Drive NE and Discovery Drive NE) must remain available for public use.

    Issaquah Highlands has two adopted Non-residential standards: one that has angled parking on one side of the street and parallel parking on the other, and another standard with parallel parking on both sides of the street. The Applicant is proposing to use an adopted standard which is consistent with the setting in which they propose to use it. The UVDC may suggest an Applicant consider a different standard, but the Applicant is not required to comply as long as they select an appropriate adopted standard.

    Applicant: Our preference is for parallel on-street parking on 10th Ave NE. We feel that this type of parking has a more urban feel and matches the character of the neighborhood.

    Conclusion: No changes are recommended to the recommended approval conditions.

12. **Parking**: How much parking will be available within the alleys and on the street compared to parking within the driveways and garages? What are the stall dimensions for parallel parking stalls and how wide is the average vehicle?

    Staff: Per the requirements of Appendix O, the project is required to provide 2 parking spaces per unit. As there are 176 units within the project, the project is required to provide a minimum of 352 parking spaces.
    As shown on the chart below, a majority of the parking for the project is provided within the driveways and garages of each residence (589 spaces). Additionally, a total of 25 spaces are provided on adjacent streets and 11 spaces are within the alleys. In total, the application proposes 613 parking spaces which exceeds the minimum required by 264 spaces. Lastly, parking will be restricted in the alleys to designated parallel spaces and "No Parking – Fire Lane" signs will be used in the other parts of the alleys.

Parking Space Summary	Spaces	Provided
Total Parking spaces required	352	
Project parking, (garage and driveway)		578
Alley parking		13
Sub-Total On-site Parking		**591**
Sub-Total On-street parking		**25**
Total Parking Spaces Provided	**616**	
Difference (parking above required)	**264**	

    Parallel parking dimensions: The parallel parking stalls within the alleys and on the street are designed to be 7 ft. wide X 20 ft. long, based on adopted standards. Staff looked at the widths of common compact, midsize and full size vehicles. They are as follows:
    2012 Toyota Camry: 5 ft. 11 in.
    2007 Mazda Miata: 5 ft. 6 in.
    2006 Ford Explorer 6 ft. 6 in.

    Applicant: We have reviewed the site plan and are able to add two more onsite parking stalls on the east side of the Block 22 central open space.

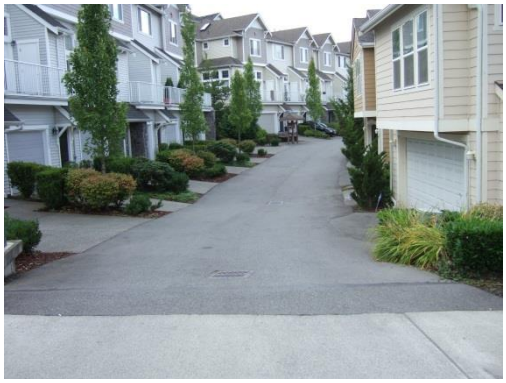
    Conclusion: No changes are proposed to recommended approval conditions.

13. **Alleys:** Since many homeowners and visitors will access the residences via the alleys, how will the alleys be designed to ensure that they enhance the character of the project? Is it appropriate to have a project that has only alleys as vehicular circulation? Buildings 29 and 30 appear to have views that look directly down an alley—will screening be provided?

    Staff: This proposal is not the first to use alleys as the primary vehicular circulation system, with a separate pedestrian circulation network. For instance, all or a portion of the following projects depend on alleys for their vehicular circulation: Div 3, Div 22, Div 95, and the Lakeside apartments. In fact, Div 48 and 52, have no internal vehicular circulation and provide only pedestrian circulation, with garages and carriage units placed along an adjacent alley.

Generally alleys do not have landscape standards or requirements though some are implied since the garages must be set back from the alley edge and the original standard included 3 ft landscape strips on each side of the alley. For this project, the Applicant has proposed a landscape palette which includes trees that will enhance the appearance of the alleys. With the buildings setback from the alley edge to accommodate driveway parking, the alley will have an open and potentially verdant character. See the following photos of similar alley configurations.

IH Division 42



IH Division 10

Lastly, per Condition #51, in order to screen views of the alley for Buildings 29 and 30, the driveway edges of Buildings 28 and 31 shall be provide additional treatments in order to minimize the presence of the alleys for those units.

Applicant: We will include full landscaping in the alleys. The photo of IH Division 42 included by Staff in this response memo is a good representation of what the alley landscaping will look like. Additionally, the open spaces will be visible from the alleys which will also enhance the visual aspect of the alleys.

We realize that the buildings will be highly visible from the alleys and the buildings have been designed with architectural features on all sides.

Conclusion: No changes are proposed to recommended approval conditions.

14. **Pets**: Many residents of the Issaquah Highlands have pets. Will pet waste pick-up stations be provided to serve pets and pet owners?

    Staff: The application does not show that any pet waste pick-up stations will be provided. The provision of these facilities is not required, but the applicant has agreed to provide them on site. This is typically reviewed with construction permits.

    Applicant: We intend to install pet waste pick-up stations in the two main open spaces.

    Conclusion: The applicant has indicated that they intend to provide pet waste pick-up stations at each open space. No changes are proposed to recommended approval conditions.

15. **Enhancement Units**: What are Enhancement Units? Per the 7th Amendment to the Development Agreement, Enhancement Units are required to be of an "urban scale". How does this project qualify as urban scale per the requirement?

    Staff: Enhancement Units are additional residential entitlement allowances granted to Issaquah Highlands as part of the Park Pointe Transfer of Development Rights (TDR) process under the 7th Amendment to the Issaquah Highlands Development Agreement. The 7th Amendment states that Enhancement Units shall be of an "urban scale" and thus must exceed 40' in height. This criterion was added by the City Council during their review of the Amendment. Staff worked with the Council to clarify how height was measured in a site that wasn't flat and further discussed the meaning of urban scale. The City Council determined that the criteria for urban scale was not solely based upon building height, but rather to achieve "urban density" in the Town Center of Issaquah Highlands. Using these criteria and density rates from other parts of the City, the Council determined that residential projects must have a density of at least 20 du/ac in order to utilize the Enhancement Unit entitlement. The Brownstones project has a residential density of 20.75 du/ac and is thus allowed to use the entitlement reserved for Enhancement Units. Refer to Attachment E for additional clarification.

    Applicant: We agree with the staff's response.

    Conclusion: Staff recommends no changes to the recommended approval conditions.

16. **Loading zones**: Since loading zones are not provided with this project, where will vehicles park when making deliveries to the residences?

    Staff: Per AM99-003IH, this project is not required to provide loading spaces because each unit is served by an individual driveway and because there is not a manager's office or clubhouse on site.

    This does not, however, preclude the applicant from providing a loading space(s).

    It should also be noted that alleys are 18 ft wide which is sufficient width for a delivery vehicle to temporarily stop in the alley to unload, while allowing vehicles to pass in the remaining alley width. This is consistent with the project vision that there is functionality yet a minimum of paving.

    Applicant: With the alleys being 18' wide, there will be enough room for a delivery vehicle to park on one side and still allow for a passing vehicle. Even if a truck were to temporarily block the alley, there are multiple exit routes from all points within the community.

    Conclusion: Staff recommends no changes to the recommended approval conditions.

17. **Maintenance**: Who will be responsible for the landscape and general maintenance of the community?

    Staff: A property owner maintains his property, which in this case would be the Applicant. In some cases in Issaquah Highlands, the property owner negotiates with the homeowner's association to use their maintenance crews for landscape areas. This is a matter between those two entities.

Applicant: We will establish a homeowners association to provide onsite maintenance.

Conclusion: Staff recommends no changes to the recommended approval conditions.

18. **Mailbox kiosks:** The UVDC suggested that the language of Condition #46 be revised so that mailbox kiosks are not placed adjacent to parallel parking stalls. The reason for this is to preserve the amount of parallel parking to the fullest extent.

    Staff: Staff currently reviews construction permits and mailbox placement to avoid a loss of parking. Condition #44 can be revised to reflect current practices.

    Conclusion: **Condition #44 has been revised as follows**: Locate the mail kiosk(s) so the high activity functions are gathered in central areas. The locations(s) should be in proximity to roads for USPS mail carriers~~.~~ and should not conflict with parallel parking stalls.

19. **Lighting:** Will the Issaquah Highlands street standard be used? Will the site lighting be pedestrian oriented? How will the alleys be lit?

    Staff: Since the proposal does not use streets, the Issaquah Highlands street light may or may not be selected. Condition #54 reads: "*A lighting plan shall be proposed which maintains lighting at the minimum necessary for safety and function, and balances the goal of minimizing night glow and off-site lamp visibility with pedestrian scale lighting and the urban design potential of lighting and light fixtures. Cut off fixtures will be used and lighting shall be located in areas where drivers and pedestrians are likely to be. The lighting plan shall comprehensively address building, street, drives, open space, parking lot, trails, and landscape lighting so that lighting impacts are not compounded in portions of the site by overlapping illumination patterns. To facilitate review of the lighting, a photometric calculation, stamped by a professional engineer, showing illumination levels on the pavement shall be submitted with the permit for construction of lighting. A point-by-point calculation is required. The illumination calculation shall include all fixtures that contribute light to the site (poles, bollards, building mounted lighting). Low wattage decorative fixtures such as sconces or porch lights can be excluded from the calculation. No up-lighting is allowed. All exterior lighting is subject to the specific approval of the Responsible Official.*" The City uses 15 ft tall or less height as 'pedestrian scale lighting'.

    Applicant: We recognize the need for adequate lighting in the alleys, open spaces and pedestrian walkways. We will work with the City and the ARC to develop a lighting plan that provides adequate site lighting yes minimizes night glow.

    Conclusion: Staff recommends no changes to the recommended approval conditions.

20. **Garbage service**: How will garbage service function for the project? Will garages be large enough to accommodate waste containers?

    Staff: Waste containers will be stored within each residence's garage and will be placed outside for pickup within the alleys on collection days. Since the City provides waste collection service, during building permit review, Staff reviews garage sizes to ensure that the garage contains appropriate number of and legal sized parking stalls as well as sufficient space for three waste containers.

    Applicant: We have allowed enough room in the garage for the storage of garbage and recycling containers.

    Conclusion: Staff recommends no changes to the recommended approval conditions.