

Townhouse Design Standards – Meeting List

Meeting Date and Group	Attendees	Meeting Summary
<p>January 10, 2019 Developer Stakeholder Group</p>	<ul style="list-style-type: none"> Developer Stakeholder Group: Eric Ekstrom, Larry Calvin, Drew Robertson, Jennifer Anderson, Erich Armbruster, Jordan Salisbury, Craig Krueger City of Shoreline: Jarrod Lewis, Permit Services Manager; Ray Allshouse, Building Official; Randy Witt, Public Works Director; Noel Hupprich, Development Review and Construction Manager; Catie Lee, Associate Planner 	<p>City staff gave an overview of the project and asked for input as the City begins to develop updated code standards for townhouses. The group expressed the following:</p> <ul style="list-style-type: none"> Density: They see the City’s policy of no maximum density in MUR to be in contradiction with many other code requirements—the other code requirements reduce density to a point where a project is not feasible for them. Particularly access standards such as access width and turning radii. Desire to increase threshold for short plat. Desire for allowing detached single family to be Unit Lot Subdivided. Current code only allows attached single family. Desire for allowing eaves to project into a five-foot setback. Issues with tree retention in MUR-35’ and MUR-45’. The group identified code requirements in other jurisdictions that are issues for them: <ul style="list-style-type: none"> The requirement that parking must be tucked away behind the building Covered bike parking Waste storage size Amenity space requirement (what is considered amenity space, limitation on cantilevering) Façade length modulation
<p>April 11, 2019 Developer Stakeholder Group</p>	<ul style="list-style-type: none"> Developer Stakeholder Group: Eric Ekstrom, Larry Calvin, Jennifer Anderson, Erich Armbruster, Evan Mann, Rae Hauff, Scott Sherrow City of Shoreline: Jarrod Lewis, Permit Services Manager; Nathan Daum, Economic Development Program Manager; Randy Witt, Public Works Director; Tricia Juhnke, City Engineer; Nora Daley-Peng, Senior Transportation Planner; Catherine Lander, Administrative Assistant II; Miranda Redinger, Senior Planner; Catie Lee, Associate Planner 	<p>City staff presented a draft of the townhouse design standards for discussion by the group. The group expressed the following:</p> <ul style="list-style-type: none"> Requirements for fenestration/façade articulation should include material change. The pedestrian circulation options are too limited—add a few more options. The words “weather protection” in reference to covering outdoor garbage enclosure areas is not clear. The draft requirement that garbage trucks come onsite to collect instead of curbside collection is a public safety issue for garbage trucks to back-in/back-out from street. Proposed language on “outdoor amenity” is too vague/unclear. The draft proposal to require a covered entry, when entries cannot project into 5’ setback is an issue for “slot lot” (sideways oriented) developments. Draft proposal for variation in front façade setbacks of at least 5’ is not the best number. Four feet makes more sense since building materials come in 2’ and 4’ sections. Others suggested as low as 6 inches still provides some visual relief from the massing of the building.
<p>April 18, 2019 City Staff & LMN Architects</p>	<ul style="list-style-type: none"> LMN Architects: Adam Amrhein and Gabi Kappes City of Shoreline: Paul Cohen, Planning Manager; Tricia Juhnke, City Engineer; Noel Hupprich, Development Review and Construction Manager; Nathan Daum, Economic Development Program Manager; Sierra Gawlowski, Development Review Engineer II; Michael Daggs, Building Plans Examiner II; Ann Cho-Hunt, Building Plans Examiner II; Catie Lee, Associate Planner 	<p>LMN Architects (the City’s consultant) led a discussion with City staff on the following items:</p> <ul style="list-style-type: none"> Purpose of the update Staff thoughts are on what to avoid How well current code meets goals <p>LMN Architects led City staff on a block layout scenario exercise where four (4) different scenarios were discussed, including issues and advantages of each. LMN Architects led City staff on a precedent photo exercise where seven (7) different townhouse developments were discussed and analyzed.</p>
<p>May 6, 2019 Recology and Shoreline Fire Department</p>	<ul style="list-style-type: none"> Recology: Steve Aiton, Operations Supervisor Shoreline Fire Department: Derek LaFontaine, Deputy Fire Marshal; Lieutenant Troy Crossley City of Shoreline: Noel Hupprich, Development Review and Construction Manager; Sierra Gawlowski, Development Review Engineer II; Catie Lee, Associate Planner 	<p>Recology and Fire truck access was discussed. Two solutions were viewed as meeting the needs of the City and Recology: Provide an onsite turnaround for Recology trucks so they don’t have to turn around; or provide a common trash room near the front part of the site that can be easily accessed by Recology staff. Fire requires a 20’ wide access drive, and a turn-around after 150’ long access drive if buildings are not sprinklered, or a turn-around after 200’ long access drive if buildings are sprinklered.</p>

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May 9, 2019 City Staff	Nathan Daum, Economic Development Program Manager; Sierra Gawlowski, Development Review Engineer II; Ann Cho-Hunt, Building Plans Examiner II; Caleb Miller, Associate Planner; Catie Lee, Associate Planner	City staff discussed a draft of the design standards. City staff discussed each proposed change and Catie Lee took notes in the draft. Staff that participated in the discussion have professional expertise and are licensed/credentialed in the following fields: Architecture (AIA), Professional Engineer (PE), and Planning (AICP).
May 14, 2019 Utility Purveyors	<ul style="list-style-type: none"> • North City Water District: Denny Clouse, Operations Manager; Diane Pottinger, District Manager • Ronald Wastewater District: Scott Christensen, District Engineer • Seattle City Light: Yonas Tesfamichael, Engineer; Katrina Alexander, Engineer • Seattle Public Utilities: Christopher Courtney, Service Delivery Manager; Michelle Lange, Policy Advisor • City of Shoreline: Noel Hupprich, Development Review and Construction Services Manager; Sierra Gawlowski, Development Review Engineer II; • Clayton Putnam, Wastewater Utility Specialist; Brent Proffitt, Wastewater Utility Specialist; Catie Lee, Associate Planner 	<ul style="list-style-type: none"> • Primary issues identified: <ul style="list-style-type: none"> ○ Utilities and other infrastructure are all competing for the same small spaces, both onsite and in the ROW amenity zone ○ Allowing developments to start construction, then subdivide is creating uneven application of how the various utility standards are applied • Setbacks discussion: <ul style="list-style-type: none"> ○ SPU needs a 5' easement, so don't decrease side setback below 5' ○ Ronald Wastewater requires a 6' easement (3' on each side of the line) so if put in a side yard setback, 5' is not enough • Three phase power requirement of SCL is not just an issue along N 185th Street, but may also be a requirement elsewhere depending on amp loading. • SCL requires 3 feet of separation from all other utilities. • Townhouse units each need their own sewer connection, because if only one connection for the entire building it is an issue if the sewer gets backed-up. This is different than apartment buildings, which have property managers to take care of these sorts of issues. • Public Works is typically requiring only one (1) foot between back of sidewalk and property line, sometimes less, so within the amenity zone area projects are trying to fit: <ul style="list-style-type: none"> ○ Street trees ○ Water, sewer and electrical infrastructure ○ Pedestrian lighting ○ Mailboxes ○ Gas and cable infrastructure ○ Potentially stormwater infrastructure
May 15, 2019 City Staff	Nathan Daum, Economic Development Program Manager; Sierra Gawlowski, Development Review Engineer II; Michael Daggs, Building Plans Examiner II; Ann Cho-Hunt, Building Plans Examiner II; Caleb Miller, Associate Planner; Catie Lee, Associate Planner	City staff continued the discussion on a draft of the design standards that started on May 9, 2019. City staff discussed each proposed change and Catie Lee took notes in the draft. Staff that participated in the discussion have professional expertise and are licensed/credentialed in the following fields: Architecture (AIA), Professional Engineer (PE), and Planning (AICP).
June 13, 2019 Developer Stakeholder Group	<ul style="list-style-type: none"> • Developer Stakeholder Group: Eric Ekstrom, Larry Calvin, Jennifer Anderson, Erich Armbruster, Craig Krueger, Jack Malek, Marcus Rudd, Dave MacDuff, Rae Hauff, Mike Appleby • City of Shoreline: Jarrod Lewis, Permit Services Manager; Ray Allshouse, Building Official; Randy Witt, Public Works Director; Tricia Juhnke, City Engineer; Nathan Daum, Economic Development Program Manager; Nora Daley-Peng, Senior Transportation Planner; Catherine Lander, Administrative Assistant II; Miranda Redinger, Senior Planner; Catie Lee, Associate Planner 	<p>City staff presented a draft of the townhouse design standards for discussion by the group. The group expressed the following:</p> <ul style="list-style-type: none"> • Even with light rail coming, the community is still auto-centric, so at least two parking spaces per unit is needed, although some developers expressed they don't want the required parking for townhouses in MUR-35' and MUR-45' to increase to two, they would like more on-street parking provided by the City. • The added frontage zone requirements are not feasible given a mid-block lot example of a 60' wide lot—that would shrink the two front units down to 15' wide and those in the group stated to be marketable, the units need to be about 19' to 20' wide. • The solutions for garbage collection presented in the draft are not feasible. • The modulation requirement presented in the draft takes away from living space, unless a building is allowed an equal projection into a setback.

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<p>June 27, 2019 Recology and Developer Stakeholder Group</p>	<ul style="list-style-type: none"> • Recology: Steve Aiton, Operations Supervisor; Quinn Apuzzo, Waste Zero Manager • Shoreline Fire Department: Derek LaFontaine, Deputy Fire Marshal; Todd Johnston, Inspector • City of Shoreline: Randy Witt, Public Works Director; Sierra Gawlowski, Development Review Engineer II; Nora Gierloff, Planning Manager; Jarrod Lewis, Permit Services Manager; Caleb Miller, Associate Planner; Catie Lee, Associate Planner; Autumn Salamack, Environmental Services Coordinator • Developer Stakeholder Group: Mike Appleby, Jennifer Anderson, Larry Calvin, Erik Ekstrom, Jack Malek, Alex Clohesey, Marcus Rudd 	<ul style="list-style-type: none"> • There was discussion on access generally and size of Recology and Shoreline Fire vehicles. <ul style="list-style-type: none"> ○ Fire would like turnarounds, especially when there are many units without frontage. Smaller turn-around possible? Concerned about medic calls and backing out on arterials (185th St). • A “menu” of options was developed that were agree upon by those present: • Nine or fewer units <ul style="list-style-type: none"> ○ Solid waste bins can be placed in the amenity zone if no conflict with other above grade infrastructure/services (e.g., fire hydrant, electrical pole, mailbox, street tree) (amend Chapter 13 to require smaller bins for townhouses?); or ○ Can be placed within front setback if not conflicting with another code requirement (e.g., façade landscaping); or ○ Provide shared collection area Recology can easily access (will need to set up HOA and contact Recology for sign-off); or ○ Contact Recology for sign-off on backing-in to collect • Ten or more units <ul style="list-style-type: none"> ○ Shared collection area (will need to set up HOA); or ○ Provide onsite turn-around/through access