



City of Cashmere

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Cashmere, WA 98815
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CASHMERE CITY PLANNING COMMISSION
TUESDAY SEPTEMBER 5, 2023
6:00 P.M.

AGENDA

THE PUBLIC CAN ATTEND IN PERSON, CALL-IN OR LOG-IN TO ZOOM TO PARTICIPATE IN THE PLANNING COMMISSION MEETING. PLEASE CALL-IN OR LOGIN 5 MINUTES PRIOR TO MEETING.

To Join the Meeting Go To: <https://zoom.us>
Meeting ID: 882 719 9871 Passcode: 788276
Audio Only: PH# 1-(253)-215-8782

CALL TO ORDER:

ATTENDANCE:

APPROVAL OF MINUTES:

Approval of February 6, 2023 meetings minutes.

CORRESPONDENCE:

ANNOUNCEMENTS & INFORMATION:

Cashmere River View
Freedom Hills
Christ Center/Spears Annexation
Climate Planning Grant

BUSINESS ITEMS:

1. Downtown Parking code review

ADJOURNMENT:

TO ADDRESS THE COUNCIL, PLEASE BE RECOGNIZED BY THE MAYOR AND STATE YOUR NAME WHEN YOU BEGIN YOUR COMMENTS
Americans with Disabilities Act (ADA) accommodations provided upon request (48-hour notice required)

MINUTES OF THE CASHMERE PLANNING COMMISSION MEETING
MONDAY FEBRUARY 6, 2023 6:00 PM

OPENING

The meeting began at 6:07 PM and Croci recorded the meeting minutes.

ATTENDANCE

Board:	<u>Present</u>	<u>Not Present</u>
	Paul Kinser - Chair	Kirk Esmond – Vice Chair
	Maureen Lewison	Matthew Walgren
	Zak Steigmeyer	John Torrence
	Paul Nelson	

Staff: Director of Operations, Steve Croci
Contract Planner, Christian Wollman, Perteet Inc.
Mayor, Jim Fletcher

APPROVAL OF MINUTES Kinser motioned and Steigmeyer second and all approved (4-0) minutes of the November 7, 2022 and January 3, 2023 meetings.

CORRESPONDENCE Nothing new to report.

ANNOUNCEMENT & INFORMATION

John Torrence was approved by City Council to become a new member of the Planning Commission. No new action/progress on the development at 412 Applets (across from MP111). Spears property and Christ Center Church property on Kimber Road are in the process to be annexed into the city.

AGENDA ITEMS

1. Joint City Council and Planning Commission topics.
A joint meeting of the Planning Commission and the City Council will be held February 13th at 6:00 PM. Croci suggested topics include identifying ways to improve or accommodate residential or economic development. Steigmeyer recommended that the current parking requirement for new businesses be a topic of discussion. Commissioner Kirk Esmond suggested that the direction of future growth be a topic for the upcoming meeting. All members supported topics that managed and supported residential growth including increasing multifamily zones along transits routes.
2. Comments on the Economic Development Plan for the Former Lagoon Property.
A brief discussion on lagoon development occurred. No comments on the draft plan were received. Commission members indicated managing weeds, creating a parking area at the east end and recycling any old material are activities that could happen now.

Chapter 17.54

OFF-STREET PARKING

Sections:

[17.54.010 Purpose.](#)

[17.54.020 Application.](#)

[17.54.030 Space requirements.](#)

[17.54.040 Standards.](#)

[17.54.060 Development and maintenance standards.](#)

[17.54.080 Parking perpetuation.](#)

[17.54.090 Loading.](#)

17.54.010 Purpose.

The intent of this chapter is to ensure the harmonious development of land, minimize congestion, and ensure traffic safety. (Ord. 1138 § 1 (Exh. A), 2008; Ord. 1097 § 1, 2007; Ord. 1039 § 1, 2004).

17.54.020 Application.

Off-street automobile parking, as hereinafter set forth, shall be provided and maintained:

- A. For any new structure or building erected;
- B. For additional seating capacity, floor area, guest rooms, or dwelling units added to any existing building or structure;
- C. When the use of the building or structure is changed, if the new use would require additional parking areas under the requirements of this title. (Ord. 1138 § 1 (Exh. A), 2008; Ord. 1097 § 1, 2007; Ord. 1039 § 1, 2004).

17.54.030 Space requirements.

Space requirements for parking and loading shall be as set forth in subsections A and B of this section.

A. Minimum parking requirements shall be determined for each development using the following table to establish minimum spaces needed. For uses not identified within this section, the city shall use similar uses to determine space requirements.

B. Off-street parking for downtown business, mixed commercial/light industrial, warehouse, and multifamily shall be designed so that no vehicle will encroach across the property line onto

adjacent property, block any public sidewalk, or be parked so as to create a traffic safety hazard by blocking line of sight at corners and driveways. Uses identified within CMC [17.18.020](#) located within the downtown business district may use city-owned parking lots for satisfying 25 percent of the parking requirements. The subject parking lots are located at the corner of Aplets Way and Elberta Ave., and the corner of Aplets Way and BNSF railroad tracks.

Property Use	Required Parking Spaces	
Residential		
Single-family, two-family residential	Per dwelling unit	2
Multifamily (three or more units)	Per dwelling unit	2
Accessory dwelling unit	Additional space	1
Caretaker's unit	Per dwelling unit	1
Bed and breakfast, boarding and lodging houses	Proprietor	2
	Plus, for each guest room	1
Commercial		
Hotels and motels	Each guest room	1
Banks	200 sq. ft. gross floor area	1
Professional offices	300 sq. ft. gross floor area	1
Shopping centers	1,000 sq. ft. gross floor area	5.5
Restaurants, nightclubs, taverns, lounges	100 sq. ft. gross floor area	1
Retail garden nurseries	400 sq. ft. gross floor area	1
Wholesale garden nurseries	1,500 sq. ft. gross floor area	1
Retail stores, supermarkets, department stores	200 sq. ft. gross floor area	1
Personal service shops	200 sq. ft. gross floor area	1
Furniture, appliance, hardware	500 sq. ft. gross floor area	1
Household equipment service shops	500 sq. ft. gross floor area	1
Clothing stores and shoe repair shops	500 sq. ft. gross floor area	1
Drive-in businesses	100 sq. ft. gross floor area	1
New, used vehicle lots and uncovered businesses	5,000 sq. ft. retail sales area; plus, as required for buildings	1
Motor vehicle parts, repairs and service	400 sq. ft. gross floor area	1
Car washes	1,000 sq. ft. area	1
Veterinary	300 sq. ft. gross floor area	1
Animal services, tools, supplies, feed	500 sq. ft. gross floor area	1
Construction materials, sales and services	1,000 sq. ft. floor and yard area	1

Property Use	Required Parking Spaces	
Short-term rental	Per dwelling unit	1
	Plus for each bedroom over two bedrooms within each dwelling unit	1
Industrial		
Fruit packing facilities, manufacturing, research, testing laboratories, bottling plants, canneries	2,000 sq. ft. gross floor area	1
Warehouses, storage, controlled atmosphere building	2,000 sq. ft. gross floor area	1
Parcel delivery services	600 sq. ft. gross floor area	1
Cultural and Recreational		
Auditoriums, theaters, stadiums, outdoor sports areas, public assembly areas	3 fixed seats, or 175 sq. ft. of main assembly area not containing seats	1
Skating rinks	200 sq. ft. gross floor area	1
Golf driving ranges	Each practice tee	1
Miniature golf courses	Each hole	1
Bowling alleys	Each lane; plus, other service requirements	5
Indoor sports – Arcades, billiards	400 sq. ft. gross floor area	1
Institutional		
Colleges and universities	Each employee	2.5
	Plus, every three students	1
Senior high schools	Each employee	2
	Plus, every 10 students	1
	Plus, each bus stored on site	1
Middle and elementary schools	Each employee	2.5
	Plus, each bus parked on site	1
Libraries and museums	250 sq. ft. public use and office space	1
Nursery schools and day cares	Each employee	1
	Plus, for each 12 children	1 loading space
Medical and dental offices	200 sq. ft. gross floor area	1
Convalescent, nursing and health institutions	Each two employees	1
	Plus, every three beds	1
Hospitals	Each staff doctor	1

Property Use	Required Parking Spaces	
	Plus, every three employees	1
	Plus, for each three beds	1
Churches, alterations to churches; expansions that expand seating shall require additional parking	A minimum of 10 or for each five seats in main auditorium	1
Mortuaries, funeral homes	Each 100 sq. ft. of assembly area	1

(Ord. 1299 § 4, 2021; Ord. 1138 § 1 (Exh. A), 2008; Ord. 1097 § 1, 2007; Ord. 1039 § 1, 2004).

17.54.040 Standards.

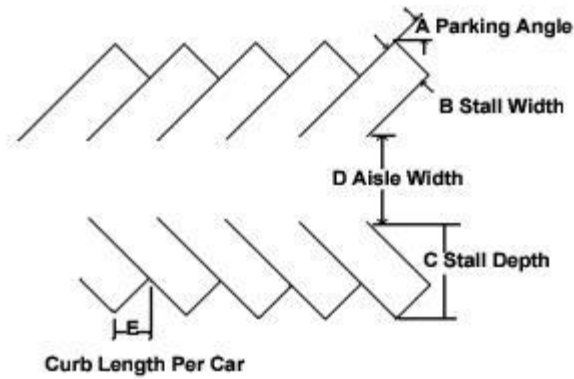
Subsections A through D of this section shall apply city-wide.

A. Locations. The maximum distance from use to parking shall be as follows:

1. For one-family and two-family dwellings: on the same lot with the building they are required to serve;
2. For multifamily dwellings: not more than 600 feet from the dwelling unit they are required to serve;
3. For hospitals, sanitariums, homes for the aged, asylums, orphanages, rooming houses, clubrooms, fraternity and sorority houses: not more than 600 feet from the building they are required to serve;
4. For uses other than those specified above: not more than 800 feet from the building they are required to serve.

B. Dimensional Standards. All off-street parking lots shall be designed in accordance with the following standards as referred to in subsections C and D of this section:

1. No parking shall be allowed within side yard setbacks.
2. Minimum parking layout dimensions: refer to exhibits in subsections C and D of this section.



C. Exhibit 17.54.040(C).

D. Exhibit 17.54.040(D).

Angle	Type	Stall Width	Stall Depth	Aisle Width	Curb Length
A		B	C	D	E
0°	Compact	8.0	20.0	12.0	20.0
0°	Standard	9.0	22.0	12.0	22.0
45°	Compact	8.0	19.1	14.0	11.3
45°	Standard	9.0	19.8	13.0	12.7
60°	Compact	8.0	20.4	19.0	9.2
60°	Standard	9.0	21.8	18.0	10.4
70°	Compact	8.0	20.6	20.0	8.5
70°	Standard	9.0	21.0	19.0	9.6
90°	Compact	8.0	16.0	24.0	8.0
90°	Standard	9.0	18.0	24.0	9.0

The following shall be access requirements to and from all primary and secondary arterials to all new developments in all districts, except the downtown commercial district:

Minimum Spacing Between Driveways

Arterial Speed (mph)	Minimum Separation (feet)
20	85
25	105
30	125
35	150

Minimum Spacing Between Driveways

Arterial Speed (mph)	Minimum Separation (feet)
40	185
45	230

These standards may be subject to reduction, by approval of the city administrator, where necessary to provide access. Said standards are found necessary to protect the flow of traffic and the public safety. (Ord. 1138 § 1 (Exh. A), 2008; Ord. 1097 § 1, 2007; Ord. 1039 § 1, 2004).

17.54.060 Development and maintenance standards.

Every parcel of land hereafter put to use as a public or private parking area, including commercial parking lots, shall be developed as follows:

A. Any off-street parking area other than for a one-family or two-family dwelling shall be effectively screened by a sight-obscuring fence, hedge, or planting on each side which adjoins property situated in a single-family or multifamily district, or the premises of any school or like institution, as provided in this title. Screening along public streets shall be three feet in height. Screening between properties shall be six feet in height;

B. Any lighting used to illuminate the off-street parking areas shall be arranged so that it will not project light rays directly upon any adjoining property in a single-family or multifamily district. All off-street parking areas larger than 5,550 square feet shall be required to provide adequate illumination;

C. Except for one-family and two-family dwellings, groups of more than two parking spaces shall be so located and served by a driveway that their use will require no backing movements or other maneuvering within a street or right-of-way other than an alley;

D. Except for one-family and two-family dwellings, areas used for standing and maneuvering of vehicles, including driveways, shall be permanently surfaced and so drained as to avoid flow of water across sidewalks or onto adjacent properties. Individual spaces shall be marked with painted stripes. Parking lot design and drainage shall be subject to review and approval of the city administrator;

E. Except for parking to serve residential uses, parking and loading areas adjacent to or within residential zones, or adjacent to residential uses, shall be designed to minimize disturbance of residents;

F. Parking spaces along the outer boundaries of a parking area shall be contained by a curb or bumper rail so placed to prevent a motor vehicle from extending over an adjacent property line or a street, and to protect buildings and landscaping other than groundcover;

G. A private garage shall not have a capacity for more than three passenger automobiles for each dwelling unit, unless the lot whereon the dwelling and garage are proposed to be located has a lot area of 2,000 square feet for each parking space in such garage. (Ord. 1138 § 1 (Exh. A), 2008; Ord. 1097 § 1, 2007; Ord. 1039 § 1, 2004).

17.54.080 Parking perpetuation.

To ensure the perpetuation of the off-street parking space herein required, the holder of certificate of occupancy must maintain such during his occupancy and use; and in the absence of maintaining said off-street parking, the certificate of occupancy shall be revoked. (Ord. 1138 § 1 (Exh. A), 2008; Ord. 1097 § 1, 2007; Ord. 1039 § 1, 2004).

17.54.090 Loading.

A. Berths Required. Buildings or structures to be erected or substantially altered, and which require receipt, delivery, or distribution of materials and merchandise by trucks, shall provide and maintain off-street loading berths according to prescribed standards, except in the downtown commercial area.

B. Table of Standards – Business, Commercial Buildings. Business or commercial buildings (retail, wholesale, storage), goods display, markets, mortuaries, laundries, department stores, warehouses, industrial or manufacturing establishments, freight terminals, railroad yards, and similar uses, which have, or intend to have, an aggregate gross floor area of 5,000 square feet or more, shall provide truck loading and unloading berths in accordance with the following table of standards:

Number of Berths	Adjusted Gross Floor Area
1	5,000 sq. ft. up to 20,000 sq. ft.
2	20,000 sq. ft. up to 50,000 sq. ft.
3	50,000 sq. ft. up to 100,000 sq. ft.
1 add'l for each	50,000 sq. ft. in excess of 100,000 sq. ft.

C. Table of Standards – Hotels, Restaurants, Office Buildings, Etc. Each office building, hotel, restaurant, assembly structure, hospital, and any similar structure, which has or is intended to have an aggregate gross floor area of 20,000 square feet or more, shall provide off-street truck loading or unloading berths in accordance with this table:

Number of Berths	Adjusted Gross Floor Area
1	20,000 sq. ft. up to 50,000 sq. ft.
2	50,000 sq. ft. up to 100,000 sq. ft.

Number of

Berths

Adjusted Gross Floor Area

1 add'l for each	50,000 sq. ft. in excess of 100,000 sq. ft.
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D. Size of Berths. Berths required by preceding sections shall be 10 feet wide, 45 feet long, and 14 feet high for large trucks such as trailer vans.

E. Design Standards. Berths shall be provided in such a manner as not to obstruct freedom of traffic movement and driver vision on streets or alleys, and be adequate for standing, loading, and unloading services in order to avoid undue congestion and interference with public use of streets and alleys, and to provide safety.

F. Use of Yards. Space for such berth may occupy all, or any part of, any required yard space when uncovered.

G. Relationship to Residential Lots. No berth shall be located closer than 50 feet to any other lot in any residential district, unless wholly within a completely enclosed building, or unless screened from such lot in the residential district by a wall or uniformly painted fence not less than six feet in height.

H. Access to Alleys. Access to such berth shall be from an alley when such exists. Off-street truck loading areas shall be separated from the off-street parking area. The surface shall be light bituminous macadam or better. (Ord. 1138 § 1 (Exh. A), 2008; Ord. 1097 § 1, 2007; Ord. 1039 § 1, 2004).