



## **Minutes of the Arlington Planning Commission / Design Review Board Workshop**

Council Chambers  
110 East Third Street  
April 3, 2018  
7:00 pm

**Commissioners Present:** Bruce Angell, Mike Thomas, and Vernon Beach

**Commissioners Absent:** Ken Levesque and Aaron MacDonald

**Staff Present:** Marc Hayes and Kristin Foster

**Also known to be present:** Mike Hopson, Tim Dean, and Neil Knudson

Commissioner Chair Angell called the meeting to order at 6:58 pm, and the pledge of allegiance to the flag followed.

### **WORKSHOP ITEMS – NO ACTION WAS TAKEN**

#### **Development Design Guidelines and Central Business District Design Guidelines**

Community and Economic Development Director, Marc Hayes, presented to Planning Commission that there has been concern that there are only design guidelines in place for development instead of standards to follow. With guidelines being in place rather than standards there are no protections for areas such as Old Town when new development or re-development occurs. Planning Commission and staff discussed the current Development Design Guideline document and that it was originally created to be adopted as standards, however was not. Other topics of discussion included:

- Sections of the Development Design Guidelines refer to all development subject to the Design Guidelines pursuant to AMC 20.46.010, which includes all zone except Aviation Flight line
- The Aviation Flight line zone should be added to AMC 20.46.010 and be subject to the section of the code for design of development
- By adopting the Development Design Guidelines protection will be added to the Old Town Business District to maintain historical character

- Development will have to be designed to the standards adopted and not the option of following the Guidelines

It was decided with discussion between Planning Commission and staff that the current Development Design Guidelines and Central Business District Design Guidelines will be slightly modified to be adopted as standards. The revised document will be presented to Planning Commission for further discussion.

### **Old Town Design Guidelines**

Planning Commission and staff discussed the Old Town Design Guidelines and decided that the document will be updated and will remain in use as Guidelines.

### **Proposed Projects**

Mr. Hayes presented a site plan of a current proposed project. The project was presented as an example of why design guidelines need to be adopted as standards. The placement of the building on the site and the design of the building doesn't follow the vision for development of the City. Without standards adopted the developer only has to take the guidelines into consideration.

### **ADJOURNMENT**

The Planning Commission Workshop was adjourned at 8:02 pm.

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Bruce Angell, Commission Chair