



COMMUNITY DEVELOPMENT COMMITTEE

AGENDA

4:00 PM April 23, 2025
2nd Floor Conference Room, City Hall

1. ROLL CALL

City Council: Scott Korthuis, Brent Lenssen, Kyle Strengtholt, Gary Bode

Staff: John Williams, Dave Timmer, Heidi Gudde,

Staff also present for the Streets discussion: Jon Hutchings, Mark Sandal, Jeff Davis

2. APPROVAL OF MINUTES

Community Development Committee March Meeting Minutes approved as presented.

3. DISCUSSION ITEMS

- a. Private Street Standards: Gudde gave an overview of private streets in the city stating that most of the private streets that exist today were approved through the Planned Residential Development (PRD) process. The city's standard for private streets has been used in a few instances more recently. The group discussed the standards for construction that are detailed in the City's Engineering Design Standards and reviewed examples of each standard as illustrated in the meeting handout.

Staff asked Council to articulate the problems they saw with some of the streets in the city.

- Undersized. The street appeared to have not been built to consider how much use it would receive - too many residential units using a narrow private street. Streets that are more narrow than a public street standard but still allow parking on both sides which restricts flow of traffic.
- Network connections. The use of private streets as a primary connector between two public streets. That is, a private street has become an important link in the street network.

- Buyer beware. Home owners are unaware of the street being private and have an expectation that they will be seeing city services such as snow plowing on their street. described current situation regarding private streets, access easements, etc.

The group discussed the process by which a street standard could be modified or the insertion of additional thresholds for the use of certain criteria. Gudde discussed the ability or inability of staff to enforce street standards in areas that aren't truly 'streets'. This occurs within private multi-family developments. It is a platting (subdivision) or PRD action that typically allows the city to enact public street standards. The committee discussed a means of indicating to staff the type of streets the Council would prefer to see within a PRD. Council will also want to more closely review the site specific streets that are being approved within PRDs.

Review in the future needs a closer look to define and determine when a street should be private or public. Staff seek direction as to what concerns/issues should be looking out for as application is moving through the process.

Gudde gave the group an update on the requirements of street extensions within the Pepin Creek Subarea. These were documented in a resolution of intent that the Council approved and, additionally, will be included in the City's update to the Transportation Element so that developers will be required to create a connected and cohesive network of streets within the subarea. The group discussed other areas of the city where streets should have been stubbed and connected and the negative consequences that we are seeing now. It's critical that the network requirements appear in the city's Comp Plan so they can be required at the time of development.

Conclusions: Committee would like to review the PRD code related to street standards and discuss it again at the next CDC and PW meetings.

- b. Code Amendment to adopt prescriptive Commercial Design Standards and Dissolve the role of the Design Review Board per HB 1293

Gudde gave an overview of code updates associated the new state legislation that is geared toward reducing review time of construction projects. The city is required to remove subjective standards and processes associated with design review. Currently the city uses the Design Review Board to implement a set of guidelines. These guidelines have been converted into prescriptive code standards. These modifications to the commercial code are in line with work that has already been done to create more prescriptive / standardized design regulations for residential development.

Changes impact commercial architecture, site lighting, site layout and landscape.

Other housekeeping items were also included in this update. Staff has created a review guide to assist in navigating the changes associated with each section.

Conclusions: Committee members to review in more detail ahead of the June 2nd hearing.

c. Comprehensive Plan Early Draft Review Part 2 of 3 – Housing and Land Use

The Committee reviewed draft language on Land Use and Housing as well as the supporting documents. Discussion centered around the policies related to land use and housing and how these policies can reflect the desires of the Lynden community and be meaningful and measurable. Gudde noted that the existing Comp Plan seems to include contradictory policies and clarity on these areas would assist staff in executing the Council's policies.

Conclusions: CDC asked for a document that included all of the drafted policies from each chapter so they can be reviewed all in one place. Additional review to occur at the May meeting which will focus on Capital Facilities, Utilities, and Transportation.

4. INFORMATIONAL ITEMS

a. 2025 Q1 Development Report

Next Meeting Date: May 21, 2025