

# South Chelan Neighborhood Plan 2010 edition

October 13, 2010 FOURTH DRAFT<sup>1</sup>

## I. INTRODUCTION

With the help of many residents, this neighborhood plan has been written to guide development in South Chelan. It applies to the area shown on the map in Appendix C.

The City of Chelan initiated neighborhood planning in 2010. The concept originated in 2008, when the City conducted a housing visioning process that included a Housing Element update and development of a Community Housing Manual. The Housing Manual contains ideas, tools, and resources that the City may use to meet its housing goals. Neighborhood planning—comprehensive, in-depth planning for development in a defined area—is one of the tools and is central to the City’s approach to long-range planning.

Neighborhood planning addresses other planning issues in addition to housing. The City’s 2009 Comprehensive Plan specifically states that “Neighborhood planning should include discussion of non-motorized transportation facilities.” Other concerns raised by residents of the neighborhood have been included, as well.

This plan is considered a sub-area plan, and is intended for adoption by reference as a component of the City’s Comprehensive Land Use Plan.

## II. NEIGHBORHOOD CHARACTER

### *South Chelan’s history*

South Chelan was platted in 1891. Approximately 18.65 acres of the original plat remain undeveloped, including several very steep blocks in the southwest corner. The dominant land use is single-family residential. Platted streets and alleys that have never been developed run throughout the neighborhood, in both developed and undeveloped areas.

In 1998, South Chelan was zoned as a Residential Multi-Family (R-M) district as part of a city-wide Growth Management update. The zone change has resulted in a neighborhood that is currently in transition from predominantly single-family to mixed-residential use. Low land costs attracted apartment complexes, and South Chelan has also attracted condominium development, in part because of views that include Lake Chelan, the North Cascades, the foothills of the Sawtooth range, and downtown Chelan.

The first apartment complex in South Chelan, now known as Casa Guadalupe, was built in 199\_ on the eastern edge of South Chelan. A second complex, The Bluffs, located directly south of Casa Guadalupe, was built in 2007. Impacts related to traffic volumes

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<sup>1</sup> Revised following September 15, 2010 Planning Commission meeting to reflect comments from the Planning Commission and the public.

and speeds have also been attributed to the higher-density developments. Two condominium developments were built at about the same time—Southwinds at Lake Chelan in 2007 and Sunset Terrace in 2008; both are located in the traditionally single-family core of South Chelan, and have caused some distress among residents because of the impacts of their height and bulk on existing single-family residences.

### *Housing features*

South Chelan remains primarily a single-family residential neighborhood. Most of the houses appear to have been built in the 20<sup>th</sup> century, in a mix of simple architectural styles—bungalows, ranch-style houses, and houses showing simplified craftsman, shingle-style, and Cape Cod characteristics predominate. Characteristics shared by many of the houses in the neighborhood include:

- Shallow pitched roofs
- Wood siding or siding that looks like wood (e.g., vinyl, composite)
- Low-key, light colors—earth tones or pastels
- One or two stories tall
- Most houses have a roof overhang or small covered entry, but porches are very rare. Most entrances face the street
- Architectural details and features (e.g., columns, bay windows, dormers, multi-light windows, and trim or moldings to articulate the building façade) are few. There is little wall modulation and articulation or roofline modulation. A very few houses have roof details such as brackets, wide cornices and wide overhangs, but most are very modest.
- Similar setbacks; good-sized yards

Of the two large apartment complexes at the eastern edge of the neighborhood, one is similar in style to houses throughout the neighborhood; the other features post-modern buildings that have less in common with their surroundings. Similarly, one of the condominium developments is a contemporary neo-mediterranean building while the other draws primarily on Cape Cod elements and fits well with the surrounding houses.

### *Social characteristics*

South Chelan residents describe their neighborhood as friendly and quiet. In responding to the neighborhood planning questionnaire distributed as part of the planning process, residents reported that the qualities they most value about South Chelan are:

- Close to the downtown core, schools, parks and trails (13 respondents)
- Quiet neighborhood (9 respondents)
- Small space, not crowded (3 respondents)
- Nice neighbors, friendly (5 respondents)
- Scenic (5 respondents)
- Single family
- Size of lots

In response to a question about desired results of neighborhood planning, three respondents reported a desire to maintain the neighborhood's "small town feel."

### *Recreation facilities and PUD lands*

Although there is no City park in South Chelan, there are recreation facilities (including undeveloped open space). The Chelan County PUD owns and maintains a boat launch, with parking areas, and an adjacent park. The park is largely undeveloped, sporting turf and a few trees. The PUD's Riverwalk Trail terminates at the boat launch. A second PUD trail, the Reach 1 Trail, begins at the boat launch and extends into the Chelan River gorge and along the river.

Lake Chelan High School is located directly west of South Chelan. An open field northeast of the school building is used for casual recreation. The school parking lots provide overflow parking for boaters. The school also has tennis courts and a track facility that provide recreation opportunities close to the neighborhood.

Existing and planned recreation facilities are shown in Appendix E.

### *Statement of intent*

South Chelan is a quiet, friendly neighborhood that is compact without being crowded. Built on slopes (steep in places) overlooking Lake Chelan, it enjoys scenic vistas of the lake and the North Cascades. The Riverwalk Trail provides easy access to the City's downtown core. There are a number of other recreation facilities in and around the neighborhood, including a very popular boat launch that draws visitors and Chelan residents from throughout the City. Although it is zoned for multi-family residential use, South Chelan is still primarily a single-family neighborhood.

This plan is intended to help enhance the quality of life in South Chelan, retain the qualities that residents value, and, at the same time, support development that will result in urban densities over the course of the next 20 years.

## III. NEIGHBORHOOD PREFERENCES

South Chelan residents expressed appreciation for their quiet, friendly neighborhood, and a desire to keep it that way as it grows. They also saw room for change in a number of areas. Five major topics emerged during the neighborhood planning process. Each one is discussed below, with other topics listed at the end of this section.

### **Housing**

Generally speaking, South Chelan residents like the single-family housing that predominates in their neighborhood, but recognize the need for the City to accommodate multi-family housing in order to grow without sprawl. In summary, preferences related to housing are:

- Use design guidelines to encourage development that will reduce the impact of multi-family housing on the neighborhood. Buildings with pitched roofs and simple façades in earth tones, sided with wood or material that looks like wood, found favor with residents and would fit well with the mix of architectural styles now found in the neighborhood

- Allow flexible development methods that will enable higher-density development while retaining the neighborhood's look and feel. Specifically, allow accessory dwelling units and small-lot development (including cottage housing)
- Limit building height, and use terrain as a guide to reduce the impacts of new structures on existing single-family residences. Tall buildings can obstruct views; they can also affect solar access and neighborhood character due to their bulk and height. In discussions about building height, it appeared that South Chelan residents were more concerned about encroachment due to bulk and height than about view obstruction

### **Future roadway network**

A second way into and out of South Chelan (secondary access route) is important to residents of the neighborhood. Entering and leaving via Farnham Avenue has reportedly become increasingly difficult. While Gorge Road can serve as a secondary route in case of emergency, it is unimproved and does not provide direct access to the downtown core—it is not realistic to expect that residents will use it for everyday trips. The challenges associated with a single convenient access and egress route are likely to grow as the neighborhood grows and the surrounding areas are developed.

Planning to accommodate future growth in areas adjacent to South Chelan (to the south, east, and west) is important, as well.

### **Traffic safety**

Speeding is perceived as a significant problem in South Chelan. Residents noted that the problem is compounded by:

- Children playing in the street
- Lack of sidewalks in some areas and lack of bike lanes throughout the neighborhood
- In winter, ice near the curve where Farnham Avenue becomes Sanders Street

Hazards related to pedestrian crossings, especially between the school and the PUD park, and at Farnham and Webster, were also noted.

### **Parking and congestion**

Parking and congestion become issues in the summer, when the launch ramp off Farnham Avenue sees heavy use. Vehicles towing boat trailers are parked on the streets when the lots associated with the launch ramp are full. Residents report that trailers at times extend beyond parking lanes into travel lanes, creating hazards and congestion; and that parking for residents and their guests can be difficult due to the number and length of visiting vehicles.

### **Recreation**

South Chelan residents use and appreciate the recreation facilities in their neighborhood, including the Riverwalk Trail, PUD park, and newly-developed Reach 1 trail. Some are concerned about potential impacts of the City's proposed aquatic center on the PUD park, if the aquatic center is built in or near South Chelan. The open, undeveloped space in the park is valued for picnicking, Frisbee, volleyball, kite flying, and similar activities.

There is also concern about the possible impact of the aquatic center on the open field northeast of the school building—residents requested that it either be retained for public use or replaced with a similar space for softball-playing and other casual recreation.

Some residents would like to see a new park with play equipment developed, perhaps on PUD-owned land east of South Chelan and near the Casa Guadalupe and Bluff apartments, where many children live.

### **Other issues**

In addition to the major issues discussed above, South Chelan residents brought up the following:

- Low water pressure is an ongoing problem
- There are some problems with crime. Residents would like to see more police patrols (to address speeding as well as crime), and some would be interested in a Block Watch program
- The neighborhood is less pleasant and attractive than it could be due to poor upkeep, loud music, stray and sometimes aggressive dogs, abandoned vehicles, temporary carports, and tarps used as coverings—better code enforcement and standards for coverings in front yards would be desirable
- Multi-modal facilities, including sidewalks, bike lanes, street lights, crosswalks, and improved bus service are all desirable
- Street trees, and more trees generally, would benefit the neighborhood

## **IV. GOALS AND POLICIES**

The following goals are intended to support the Statement of Intent (which can be found in the Introduction) and to address the issues listed in Section III. Related policies follow each of the goals.

### *Goal 1. A second way into and out of South Chelan*

**Rationale:** Secondary access in case of accident or disaster is an issue in south Chelan. The Gorge Road, which does provide a potential emergency route, is sub-standard and emerges at Chelan Falls—it is not a realistic route for everyday travel, and is less than ideal for emergency access. In addition, South Chelan has grown considerably in recent years, and the residents who participated in neighborhood planning expressed a strong desire for a convenient secondary access route.

#### **Policy 1.1**

The City should develop a future roadway network plan to address current challenges and provide for future demands. The plan should accomplish the following: provide for a reasonably convenient secondary access route (a second way into and out of South Chelan); provide for existing and anticipated development in South Chelan and also traffic that is likely to move through South Chelan (e.g., from the south, on Chelan Butte, and from the east, along Gorge Road); and comply with the City's current street standards for roadways sized and classified to accommodate anticipated development. The secondary access route is likely to extend west from South Chelan.

*Rationale:* South Chelan has grown considerably in recent years. Farnham Street, the primary route into and out of the neighborhood, is classified as a Major Collector and, by engineering standards, is adequate to accommodate current traffic volumes while meeting the City's Level of Service standards. However, residents of South Chelan report increased difficulty entering and leaving the neighborhood and expressed a strong desire for an alternate access route. Adequate ingress and egress in case of accident or disaster is an issue as well. By planning for a roadway network that will comfortably accommodate current and future uses, the City will be prepared to meet concurrency requirements, as well as benefiting the people who now live in South Chelan.

### **Policy 1.2**

The City should establish through routes based on anticipated development and the future roadway network. For the purpose of this neighborhood plan, "through route" is defined as a corridor that is likely to handle traffic passing through a neighborhood when the area around that neighborhood is developed. Some through routes may currently function or be classified as local streets, but are likely to accommodate heavier traffic volumes in the future and, as a result, be classified a minor or major collectors.

*Rationale:* There is a great deal of undeveloped land to the south, east, and west of South Chelan, as well as vacant and underused land within the neighborhood. By anticipating development, the City can plan for future capacity, develop facilities that will accommodate future needs, and concentrate higher-density development in corridors that will be best suited to accommodate higher traffic volumes. The resulting hierarchy of roadway types will enable the neighborhood to accommodate urban densities while preserving its quiet, neighborly residential character on local streets. The through routes can be developed to meet the City's standards for collectors, enabling them to better accommodate long-term needs (including needs for bicycle and pedestrian facilities).

### **Policy 1.3**

The City should plan for implementation of the future roadway network plan concurrent with development. That planning should include adding the future roadway network plan to the Transportation Element when that element is next updated and adding it to the Six-Year Transportation Improvement Plan when warranted. The City may also wish to add the future roadway network plan to its Capital Facilities Plan (included in the Comprehensive Plan as Appendix E, Proposed Capital Expenditures). Finally, the City may elect to research and pursue funding opportunities for developing the secondary access route described in Policy 1.1 without waiting for concurrent development; if it does so, the Comprehensive Plan should be amended to reflect that possibility.

*Rationale:* Traffic volumes are high enough that residents of South Chelan perceive a need for a convenient secondary access route now, and it would be beneficial to develop such a route before there is much more development in and around the neighborhood. However, all roadway development must be consistent with the City's Comprehensive Plan, and development of the proposed new route must be prioritized along with other capital improvements to meet demands throughout the City. Further, the City is not in a position to develop the route without outside funding. It may, however, be able to find a source of funds for a future collector that would serve both South Chelan and other parts of the community.

## *Goal 2. Safe, pedestrian- and bicycle-friendly streets*

**Rationale:** Traffic safety is one of the major issues identified during neighborhood planning in South Chelan. Walking and cycling are popular in the neighborhood, and residents indicated that they would do more of both if they felt safer. The neighborhood is close enough to the downtown core that both foot and bicycle travel are valid means of transportation. Making the streets safe for all users has the potential to serve many objectives, including improving health and increasing use of alternative modes of transportation.

### **Policy 2.1**

The City should develop a traffic safety plan for South Chelan (which may call for adding stop signs or other traffic calming devices), including improving pedestrian safety where the school grounds abut Farnham, and working with WSDOT to enhance pedestrian safety at Farnham and Webster.

*Rationale:* Speeding is one of the major issues identified by residents of South Chelan. Residents also noted a preponderance of children playing in the streets, magnifying the danger. In addition, there is a school abutting the South Chelan core planning area, and a park and other recreation facilities in the neighborhood. The Chelan County PUD's proposed trail extension is likely to bring more walkers into the neighborhood, and future street development will include sidewalks and bicycle lanes that will also increase non-motorized traffic. A traffic safety plan that considers the neighborhood as a whole, and its connections to community circulation and recreation systems, will reduce risks, create a more pleasant environment in the neighborhood, and support the City's non-motorized transportation goals.

### **Policy 2.2**

Streets on through routes should be completed so that they meet current street development standards (for collectors, in the case of streets so designated in the future roadway network plan), including adding sidewalks, bike lanes, and planter strips.

*Rationale:* Fully improving designated through routes will increase opportunities for safe walking and bicycling and enhance aesthetic quality (as vegetation, especially trees, is planted), and may help to curtail speeding by changing the quality of the streetscape. It will also begin to distinguish those routes as appropriate places for higher-density development.

### **Policy 2.3**

Streets without sidewalks should be eligible for neighborhood-initiative funding, as specified in the City's Non-Motorized Transportation Implementation Plan (NMTIP). The City should assign priorities (high, medium, low) for city-led street completion.

*Rationale:* South Chelan residents have expressed a desire for improved pedestrian facilities. Making streets in the neighborhood eligible for neighborhood-initiative funding is consistent with the NMTIP and opens an avenue for City support (including funding and technical support) for such improvements. The City may also have funds available for city-led street completion, and will need to prioritize projects throughout the City on which to use those funds. Priorities have already been assigned to some streets in

the NMTIP; integrating South Chelan streets without sidewalks with the others on the list will guide the City in using its limited resources to meet the most pressing needs.

#### **Policy 2.4**

The City should establish guidelines for planting in planting strips, and should encourage landowners to plant, following those guidelines, as planter strips are built. The guidelines should provide for vegetable gardens, where safe.

*Rationale:* The City's street standards were revised in 2009 to require planter strips as a part of most street improvements; however, the City has not yet established planting guidelines. Guidelines will provide valuable direction for residents and developers in choosing plants that are appropriate in terms of size, messiness, potential for roots to damage pavement and utility lines, ease of maintenance, water requirements, and other important considerations for planting along the traveled way. Providing for vegetable gardening will address the potential for increased local food production.

*Goal 3. Compliance with the goals and policies of the City's comprehensive plan for water and sewer services*

**Rationale:** The Comprehensive Plan guides service standards throughout the City and is the appropriate vehicle for addressing service issues.

#### **Policy 3.1**

The City should educate apartment managers and residents about water pressure, including Washington State Department of Health (DOH) requirements and City and landowner responsibilities, factors that affect water pressure (e.g., elevation of the house relative to the meter; line restrictions on the residential parcel), and how best to manage water uses.

*Rationale:* Many residents and managers may not be aware that, while the City meets the Washington State Health Department's standards for water pressure at the meter, water pressure beyond the meter may diminish due to factors beyond the City's control. Elevation change is one of those factors, and affects water pressure in many parts of Chelan due to the often-steep terrain. Data gathered by the City in 2010 indicate that DOH requirements for minimum water pressure of 30 PSI at the meter are being met. Furthermore, the volume of water available in South Chelan is adequate to serve existing development. Problems with low water pressure may stem from conditions on individual parcels (such as sedimentation that restricts lines or changes in elevation, as where a house is sited above the meter). Such problems are the responsibility of the property owner. By educating residents, the City can empower them to make changes and reduce complaints.

#### **Policy 3.2**

New development should not further degrade City services.

*Rationale:* Where service levels are not adequate, it does not make sense to allow new development that will further diminish the level of service; rather, it is appropriate to address the deficiency first.

### **Policy 3.3**

Throughout the City and its UGA, any new booster pump station or sewage lift station should be built to City standards, and transfer of the completed station to the City should be required.

*Rationale:* Because of the lack of City oversight and control, privately-owned booster pump stations and sewage lift stations may not be properly designed, installed, or maintained, resulting in degradation of water or sewer services. Avoiding such problems will improve service to the City's residents.

### **Policy 3.4**

The City should promote formation of Limited Improvement Districts (LIDs) for development of booster pump stations where, due to elevation, residents are not satisfied with water pressure.

*Rationale:* Because of the terrain in South Chelan (and other parts of the City), water pressure on individual parcels may be inadequate even when the pressure meets the Washington State Department of Health standard at the meter. Booster pump stations can improve water pressure. LIDs provide a means for residents of a given area to share costs and pay for improvements over time, offering a potential means of making booster pump stations affordable. As noted above, construction to City standards and City ownership can forestall future problems.

*Goal 4. Development consistent with neighborhood character*

**Rationale:** Maintaining neighborhood character in the face of growth, new development, and increasing demands for developable land is one of the main purposes of neighborhood planning. New development that harmonizes with that which is already in place will be less disruptive and better accepted by current residents, enhancing the quality of the community and the sense of place and making good use of existing infrastructure and the qualities that South Chelan has developed over time.

### **Policy 4.1**

The following uses should be prohibited in South Chelan: rental of any dwelling unit for a period of less than one month at a time; RV parks; parking lots as a primary use, unless serving public common areas, such as parks and recreation facilities; professional offices; and trailer plazas.

*Rationale:* South Chelan is a residential neighborhood, and neither short-term residential uses (such as vacation rentals, RV parks, and trailer plazas) nor professional offices are appropriate to the character of the neighborhood. Parking lots not associated with another neighborhood use are not a good use of land in a residential neighborhood so close to the downtown core; they would detract both from neighborhood character and from urban density.

### **Policy 4.2**

The City should develop consistent, up-to-date standards for mobile/manufactured homes, modular homes, travel trailers, RVs, mobile home parks, RV parks, and trailer plazas; and update the zoning and, if necessary, building provisions of the Municipal

Code to reflect the city's intent regarding all of the above housing types. In particular, the City should update its standards for mobile home parks (Title 17.54, Chelan Municipal Code), as recommended in the City's Community Housing Manual (see "Mobile and Manufactured Housing Parks" in the manual for guidance); and add standards for trailer plazas to Title 17.56 of the Chelan Municipal Code. New and updated standards should be adequate to protect neighborhood character and surrounding uses. As part of the recommended updates, the city should review the mobile home standards in titles 15.20 and 17.54, Chelan Municipal Code and make them consistent; as long as they are consistent with state and federal laws, the siting and inspection requirements of Title 15.20 should apply to all mobile homes, within and outside mobile home parks.

*Rationale:* Mobile/manufactured homes and mobile home parks are affordable housing options that can help to meet the city's need for affordable housing. If well designed, installed, and maintained, they can also fit into existing neighborhoods without disrupting neighborhood character. Travel trailers, RVs, RV parks, and trailer plazas provide temporary housing, and are less appropriate for residential neighborhoods, in terms both of neighborhood character and promoting urban densities. The City currently has no standards for either RV parks or trailer plazas. Consistent, complete standards for all of the housing types listed above, which reflect current policies, will best serve the City's intent to promote infill and affordable housing while minimizing disruption to existing uses that could result from new, higher-density development and from temporary housing.

### **Policy 4.3**

The City should consider disallowing trailer plazas in areas zoned R-M and allowing them in areas zoned T-A.

*Rationale:* Trailer plazas are primarily intended for short-term (vacation) use. They are more appropriate for areas intended to accommodate tourist residency than for areas that are meant to meet the housing needs of Chelan's full-time residents, in terms of impacts on both neighborhood character and urban density.

### **Policy 4.4**

The following housing types should be encouraged in South Chelan, subject to flexible-development standards: accessory dwelling units, cottage housing, small lots, and zero-lot-line development. Duplexes should also be encouraged. The housing types listed should be encouraged to consider the design guidelines in this neighborhood plan.

*Rationale:* Flexible development techniques can make good use of undeveloped or underused land and increase density while maintaining the look and feel of South Chelan's single-family residential areas. The design guidelines in this neighborhood plan are intended to help new development fit well with existing residences and the character of the neighborhood.

### **Policy 4.5**

New multi-family housing (including townhouses) in the South Chelan core planning area should be located on established through routes.

*Rationale:* Clustering new multi-family housing along established through routes will reduce traffic impacts, height and bulk intrusions, and disruption of the fabric of established single-family areas while increasing density and making good use of land supply and infrastructure.

#### **Policy 4.6**

The height of new buildings should be limited to 35 (thirty-five) feet.

*Rationale:* Thirty-five foot tall buildings are more appropriate in South Chelan than are the fifty-foot (50') buildings that are currently allowed. Tall buildings can obstruct the access to light and air of existing, shorter buildings and limit the sense of spaciousness, and may have a disproportionate effect in steep areas. Shorter buildings will be less disruptive to neighborhood character and the overall scale of the built environment. The 35-foot height limit is intended to provide some protection for existing houses without unduly discouraging higher-density development.

#### **Policy 4.7**

The City should encourage compliance with the design guidelines for new multi-family development in this neighborhood plan.

*Rationale:* Although South Chelan residents value the character of their neighborhood and generally favor architectural styles that blend with existing development, they did not favor establishing design standards with which new development would be required to comply. The design guidelines in this plan provide guidance intended to help new development fit well with existing residences and help maintain neighborhood character without being overly restrictive. The guidelines focus on new multi-family residences since they are typically larger and have more visual impact on the neighborhood as a whole.

#### *Goal 5. Reduced congestion during boating season*

**Rationale:** Healthy coexistence between residents and visitors is vital to the future of South Chelan. As the neighborhood grows, congestion will become worse if it is not addressed.

#### **Policy 5.1**

The City should develop a parking plan for South Chelan, which may include restricting boat trailer parking in some places.

*Rationale:* South Chelan residents report that traffic associated with summer recreation creates congestion and parking problems in their neighborhood. Boat trailers, in particular, take up a great deal of space, and residents report that they are often parked improperly, partially blocking travel lanes. A parking plan will offer the City a way of managing the situation to serve the interests of both residents and visitors while improving safety.

#### **Policy 5.2**

The City should mark parking lanes and consistently enforce parking violations.

*Rationale:* As noted above, improperly parked boat trailers can block travel lanes. Lane marking and enforcement of violations can reduce congestion and improve safety.

*Goal 6. Recreation facilities that meet neighborhood needs*

**Rationale:** Neighborhood recreation facilities contribute to a livable neighborhood and reduce the need for families to leave the neighborhood in order to find places for children to play. Developing facilities that meet identified neighborhood needs will best serve the residents of the neighborhood.

**Policy 6.1**

The City should communicate with the Chelan County PUD about local preferences for use and development of PUD lands, and engage in ongoing collaboration with the PUD to foster development of recreation facilities that meet neighborhood as well as city-wide needs

*Rationale:* The PUD owns and operates recreation facilities in South Chelan (in conjunction with Exhibit R requirements related to PUD generating facilities), and also owns undeveloped and incompletely developed land in and adjacent to the neighborhood. Communicating local preferences is a way in which the City can participate with the PUD in planning for development and retention of facilities that will best serve the people who live in closest proximity (as well as serving other residents and visitors).

**Policy 6.2**

South Chelan preferences should be considered in planning for future City parks and other City recreation facilities in South Chelan. See Recreation Preferences Plan, Appendix E.

*Rationale:* New recreation facilities in South Chelan, whether regional, community, or neighborhood, will affect the neighborhood; they may offer improved recreational opportunities or, conversely, impinge on existing facilities and, perhaps, disrupt the fabric of the neighborhood. Considering neighborhood preferences will provide guidance to planners that can enable them to meet the City's goals while also considering the needs of the neighborhood.

**Policy 6.3**

South Chelan preferences, neighborhood traffic safety, and the future roadway network should be considered in selecting a site for the City's aquatic center.

*Rationale:* The City's proposed aquatic center, if sited in South Chelan, could have a considerable effect on traffic, and require a change in the configuration of the PUD park on Farnham Street. The general preference among South Chelan residents who participated in neighborhood planning was for retention of the PUD park as it is. Traffic safety and congestion are among the major issues raised during neighborhood planning. Again speaking generally, South Chelan residents did not favor siting the aquatic center in south Chelan. Considering neighborhood preferences will give residents a chance to voice any concerns about the impacts of the aquatic center proposal.

*Goal 7. Ongoing communication between South Chelan residents and landowners and the City*

**Rationale:** This neighborhood plan is based on a process that took place over a period of months, and reflects need and preferences identified at a particular stage in the life of the neighborhood. As time passes and the neighborhood grows, needs and preferences are likely to change. A healthy dialogue between the neighborhood and the City will help residents to make their desires known and the City to respond.

**Policy 7.1**

The City should meet with South Chelan residents and landowners to review and update this plan at least once every three years

*Rationale:* This neighborhood plan addresses the major issues that arose during the neighborhood planning process, but may require fine-tuning to adequately address all of the concerns that have been voiced. In addition, neighborhood needs and preferences are likely to change over time. South Chelan residents have said that they appreciated the opportunity to talk with City staff about their neighborhood; future meetings will provide a forum for continued dialogue and planning that meets emerging needs. The three-year interval is intended to balance the need to respond to growth and change with the City's staffing capacity.

*Goal 8. An attractive neighborhood*

**Rationale:** Neighborhood aesthetics are important to the residents of South Chelan who participated in neighborhood planning. An attractive neighborhood is more pleasant to live in and may reduce crime and other anti-social behaviors while contributing to neighborhood relations and the quality of life of the community.

**Policy 8.1**

The City should actively enforce code violations, including setback violations involving permanent and temporary structures.

*Rationale:* Numerous code violations diminish the aesthetic quality and overall tone of South Chelan, and fostered many complaints among residents during neighborhood planning. Requiring that the violations be corrected will make the neighborhood more attractive and enhance overall quality of life.

**Policy 8.2**

Use and maintenance of temporary structures (including carports and other canopies) and tarps should be regulated throughout the City and its UGA in order to maintain aesthetic quality.

*Rationale:* Temporary carports, other canopies, and tarps that are in public view and are not correctly sited, installed, and maintained can be eyesores and contribute to blight. If located in setbacks, they may also pose safety hazards by reducing sight distances. Requiring that such installations comply with the municipal code and be maintained in a good and structurally sound condition will make the neighborhood more attractive and enhance overall quality of life.

## V. ACTION ITEMS

The action items listed below are intended to guide City staff in implementing this neighborhood plan. Minor changes may be required as work is undertaken and the tasks required to meet the goals of the plan are better understood.

- Docket for 2011 GMA update:
  - Prohibition of new privately-owned booster pump stations and sewage lift stations. (See Policy 3.3; any new stations would be transferred to the City.)
  - Establishment of a planned neighborhood overlay zone that refers to completed neighborhood plans (Appendix B)
  - Capital improvement plan (appendix D.1)
  - Regulations regarding use and maintenance of temporary structures (including carports and other canopies) and tarps. Resources that may be useful in drafting regulations can be found at [http://www.placentia.org/PDF/agendas/2009-2-3/01062009\\_StudySessionMinutes.pdf](http://www.placentia.org/PDF/agendas/2009-2-3/01062009_StudySessionMinutes.pdf) and [www.buenapark.com/Modules/ShowDocument.aspx?documentid=54](http://www.buenapark.com/Modules/ShowDocument.aspx?documentid=54)
- Develop a future roadway network plan, as described in Policy 1.1, and plan for its implementation, as described in Policy 1.3. Notify all South Chelan stakeholders of planning and implementation related to the future roadway network.
- Establish through routes, considering anticipated build-out of the areas served. Assuming that right of way can be obtained, the anticipated routes would be as follows:
  - Farnham-Sanders-Iowa-Bradley to Bradley's current terminus at the western edge of the South Chelan core planning area;
  - Farnham-Sanders-Iowa/Gorge Road to the City's Urban Growth Boundary (UGB). In planning this route, it will be particularly important to consider future development of the area northeast of Gorge Road—the land commonly referred to as the Karyl Oules property;
  - Farnham-Emerson-Raymond: from the current western terminus of Raymond to an alignment in the vicinity of the service road/utility easement south of Mountain View Drive; thence to Waterslide Drive and, via Waterslide, to SR 97.
- Plan for completion of streets on through routes, per Policy 2.2. Such planning will entail amendments to the City's Capital Facilities Plan (see Appendix D.1 and the list of items proposed for the 2011 GMA docket, above)) and may also entail amendments to the Transportation Element and the Non-Motorized Transportation Implementation Plan (NMTIP).
- Develop a traffic safety plan for South Chelan, as described in Policy 2.1; involve the City Engineer. Include pedestrian safety improvements where the school grounds abut Farnham, and working with WSDOT to enhance pedestrian safety at Farnham and Webster. In planning for traffic calming, consider all facets of operations and maintenance, including snow removal, winter ice accumulation,

the difficulty of stopping and starting on icy slopes, and drainage. See Appendix D.2 for approaches to traffic calming to consider.

- Add South Chelan streets without sidewalks (inventoried in 2009) to the list of streets eligible for neighborhood-initiative funding in the City’s Non-Motorized Transportation Implementation Plan (NMTIP). In addition, review the list and assign priorities (high, medium, low) for city-led street completion. The Non-Motorized Transportation System Development Program in the NMTIP can be used for guidance in prioritizing.
- Establish and publish guidelines for planting in planter strips. Provide for vegetable gardens, where safe, and also address trees, shrubs, annuals, perennials, ground cover, irrigation, and sleeving under sidewalks, and irrigation runoff and overspray. Involve the City’s Parks Director and the City Engineer.
- Encourage landowners to plant in planter strips, following the City’s guidelines, as planter strips are built—perhaps with a targeted mailing of the planting strip guidelines and by giving the guidelines to anyone planning development in South Chelan, for instance.
- Explore ways to promote planting of trees through existing and new programs, such as Tree City USA.
- Educate South Chelan apartment managers and residents (and, if desired, developers, and residents and landowners throughout the City) about water pressure, as described in Policy 3.1. Consider offering simple gauges for checking water pressure that residents may borrow; and explaining options for improving pressure, such as installing a bladder tank or forming an LID to install a booster pump station.
- In evaluating proposals for new development, ensure that City services will not be degraded by the new demands on water and sewer systems.
- Prepare to promote formation of LIDs for development of booster pump stations in response to complaints about water pressure. Any such booster pump stations would be built to City standards, and transfer of the completed booster pump station to the City would be required. Be sure to inform residents who are considering forming an LID of any plans to make improvements that would increase water pressure without requiring an LID.
- Develop consistent, up-to-date standards for mobile/manufactured homes, modular homes, travel trailers, RVs, mobile home parks, RV parks, and trailer plazas, as described in Policy 4.2. Include a review of the zoning districts in which trailer plazas are allowed. Actively engage stakeholders city-wide throughout the process, and gather their input about the proposed standards.
- Enable flexible development. In deciding how to do so, explore possibilities, which may come in the form of specific ordinances or a new or revised development code (such as a form-based code). The City’s Downtown Master Plan provisions may provide guidance. Suggestions from South Chelan residents include requiring additional utility service for ADUs and identifying family-occupied vs. rental ADUs, perhaps via a registration process. Include flexible development standards, and any definitions required to implement those standards (e.g. “flexible development”; any housing types allowed under the flexible development standards).

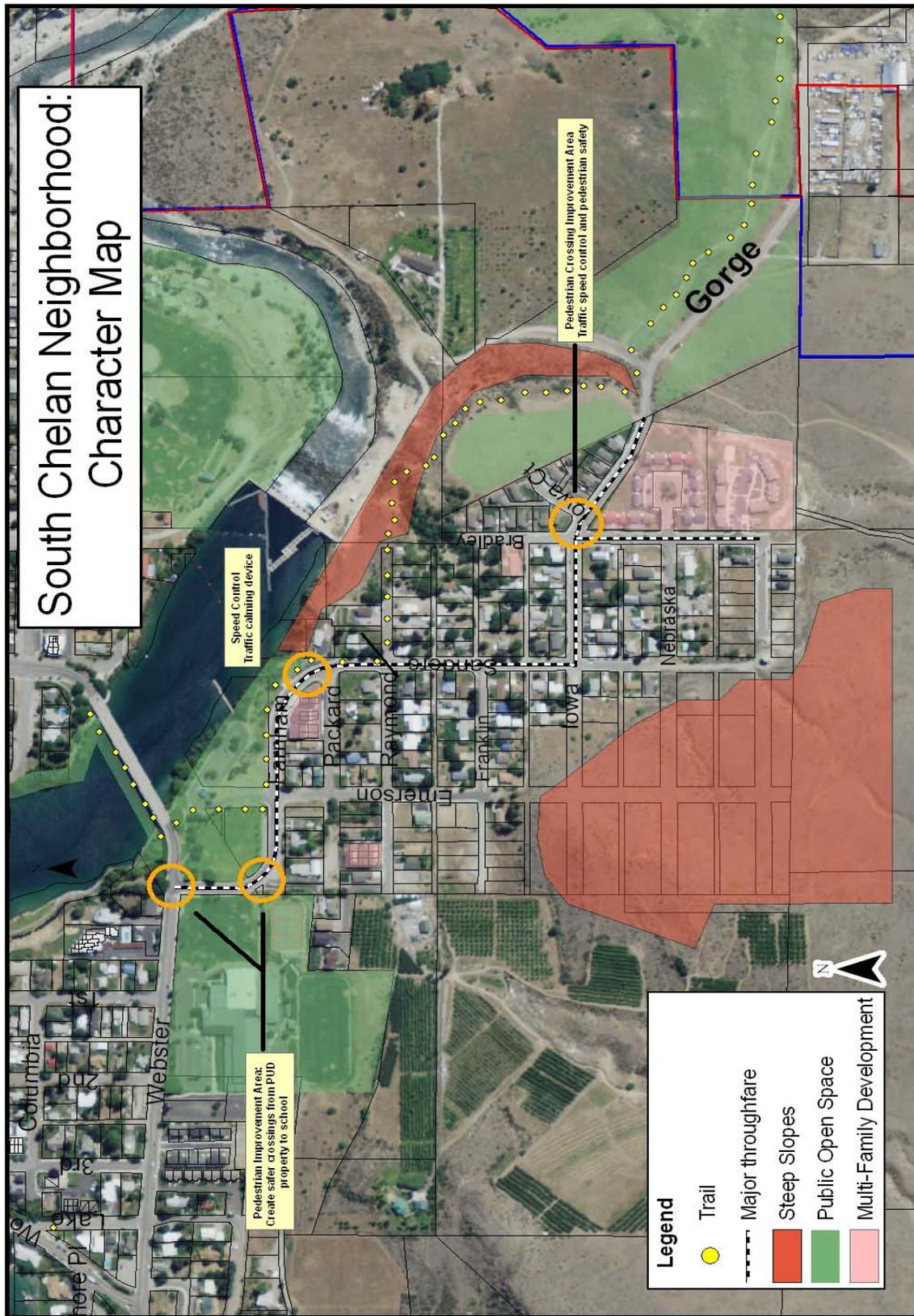
- Establish a rental license program or other program to enforce limitations on vacation rentals in residential neighborhoods. See “Rental License Program” in the City’s Community Housing Manual.
- Develop a parking plan for South Chelan, as described in Policy 5.1 above. Involve the City Engineer and the City’s Parking Committee. The City’s Community Housing Steering Committee has recommended prohibiting parking on Farnham Street from Webster to Emerson, and either prohibiting parking or restricting parking to one side of the street between Emerson and Packard. The committee also recommends posting signs directing boaters to trailer overflow parking at the High School. In comments dated September 8, 2010, Sylvia Gervais suggests developing the vacant lot on the south-west corner of Emerson Street and Farnham Avenue for boat trailer parking; we recommend that those comments be considered in developing the parking plan.
- Mark parking lanes and post signs (stating the regulations and the City’s intention to enforce them) in accordance with the parking plan.
- Consistently enforce parking and other code violations.
- With the City’s Parks Director, work with the Chelan County PUD and other appropriate bodies to advance the recreation preferences plan.
- Schedule periodic reviews and updates of this plan, and occasional reviews when rapid change renders such review desirable.
- Develop a “South Chelan Neighborhood Plan” brochure and distribute it to residents, landowners, and developers. In comments dated September 8, 2010, Sylvia Gervais suggests including information about temporary structures; we recommend that the suggestion be considered in developing the brochure.

## VI. APPENDICES

- A. Neighborhood Character Map
- B. Zone Change Proposal
- C. Proposed Map Amendment
- D. Street System
  - 1. Capital improvement plan (text)
  - 2. Traffic safety plan (text + pictures of traffic calming facilities)
  - 3. Parking plan (text)
  - 4. Existing street system map
  - 5. Future roadway network concept map
- E. Recreation
  - 1. Existing and planned recreation facilities map
  - 2. Recreation preferences text
  - 3. Recreation preferences map
- F. South Chelan Development Provisions
- G. Building design examples
- H. Water pressure data
- I. Density
- J. Process documentation

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# APPENDIX A: Neighborhood Character Map



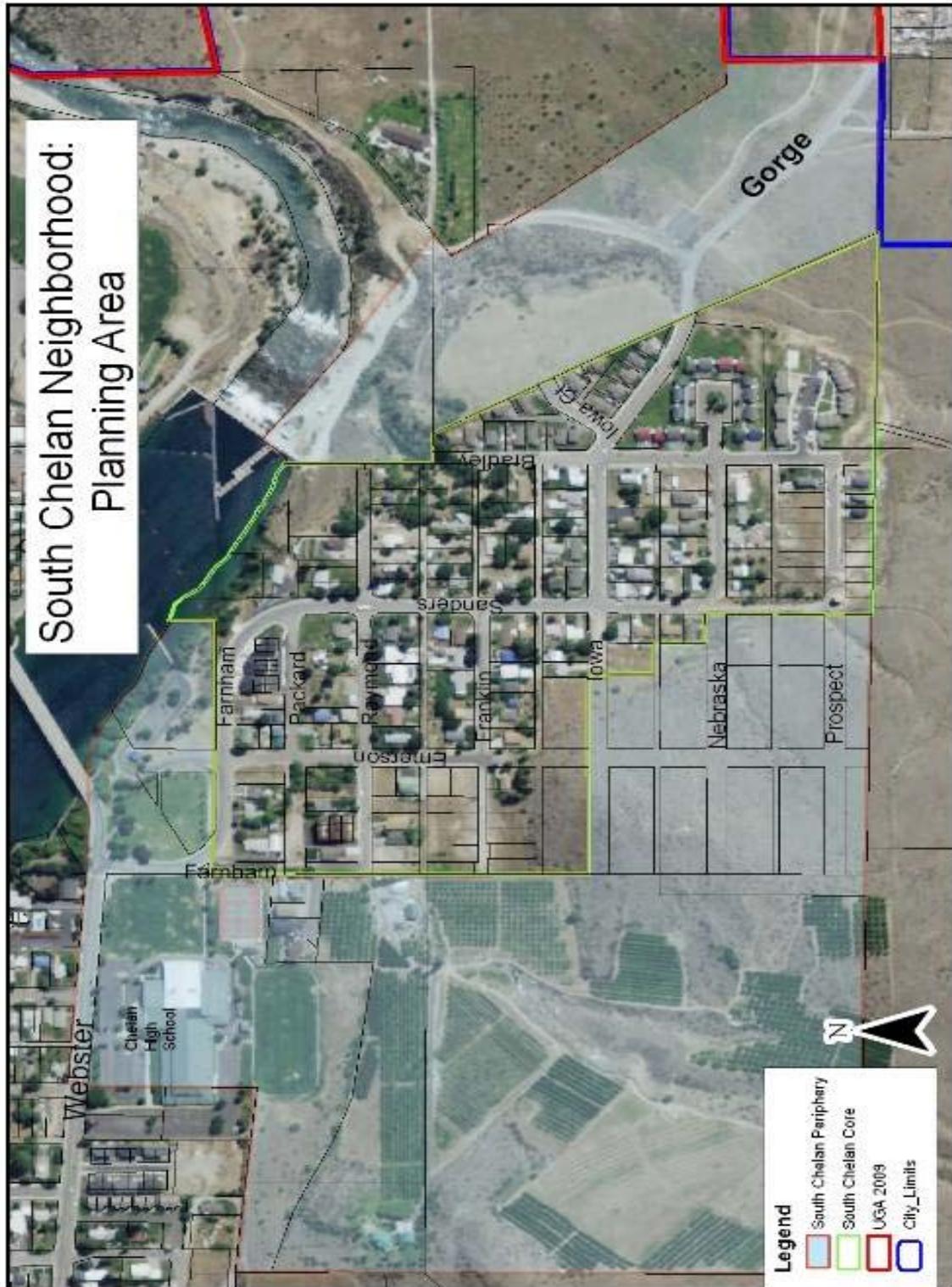
## APPENDIX B: Zone change proposal

### Neighborhood Overlay District

1. **Purpose.** The Neighborhood Overlay (N-O) District is intended to support development of additional housing that is consistent with the character of existing neighborhoods and makes use of existing infrastructure, while addressing other planning issues that are important in specific neighborhoods (such as traffic and transportation improvements).
2. **Applicability.** The provisions of the N-O District shall apply in any neighborhood for which a neighborhood plan has been completed and adopted by the City (which may include neighborhoods located wholly or partially in the City's unincorporated Urban Growth Area [UGA]). The N-O district is an overlay district; property development within the district shall comply with the applicable neighborhood plan *and* the provisions of the underlying zoning district. In the case of conflict between the regulations in this section and those of the underlying zoning district, the regulations in this section shall prevail.
3. **Regulations.** The neighborhood plan provisions of the applicable neighborhood plan (which may include use provisions, a capital improvement plan, design standards, and other provisions) shall apply in the N-O district.
4. **Design review.**
  - a. Any design review required to uphold design standards found in a neighborhood plan shall be conducted by City staff; there shall be no independent design review body.
  - b. An application for design approval within the N-O district shall be submitted in a form required by the City and shall be considered a Type IIA project permit application.
5. **No nonconformities created by adoption of the N-O district.** No use of a building, structure or property that complied with the zoning ordinance in effect prior to the effective date of the N-O district shall become or be deemed to have become nonconforming due to the adoption of the N-O district. However, all other nonconforming provisions of Title 17.68 CMC shall apply.
6. **Conflicts with other code provisions.** No provision of this section shall be construed to compel alterations that will conflict with any health or safety codes, or to prohibit any alterations that are required to bring buildings into compliance with the Building Code.
7. **Exemptions.** The following shall be exempt from the provisions of this neighborhood plan:
  - a. Alterations, repairs, improvements or construction that do not require a building permit shall be exempt from N-O district design standards.
  - b. Routine maintenance and repairs shall be exempt from N-O district design standards.
  - c. Any buildings or structures in lawful existence prior to the effective date of this N-O district that are subsequently damaged or destroyed may be reconstructed or repaired in their prior architectural style and character.
  - d. N-O district design standards may be waived by the Planning Director to allow for alternatives that are required in order to maintain the continued functional viability of existing uses, or in extraordinary situations related to development characteristics, economic hardship, or other circumstances, provided that the purposes and intent of said standards are maintained through such interpretation.
  - e. The Planning Director may waive N-O district design standards in instances in which emergency repairs are required, provided that subsequent repairs of a non-emergency nature comply with these standards.

# APPENDIX C: Proposed Map Amendment

The South Chelan Neighborhood plan shall apply to all property within the core planning area shown on the South Chelan Planning Area map in this Appendix. (Insert legal description if desired.)



## APPENDIX D: Street System

### D.1: Capital Improvement Plan

The following Capital Improvement Plan is proposed as an amendment to the 6-Year GMA Transportation Improvement Program of the City's Comprehensive Plan.

#### Capital Improvement Plan

1. **Complete streets on through routes.** When through routes have been established, as provided for in the list of Action Items above, add improvement of the streets on the routes to the City's 6-Year GMA Transportation Improvement Program. Improvement may require acquisition of right of way and development of curb, gutter, sidewalk, planter strips, pavement, and other facilities. In some areas, pavement and other facilities may be in place; completing the street may only involve, for instance, adding a planter strip and bike lanes. This plan anticipates establishment of three through routes, expected to be generally as follows:
  - a. Farnham-Sanders-Iowa-Bradley to Bradley's current terminus at the western edge of the South Chelan core planning area;
  - b. Farnham-Sanders-Iowa/Gorge Road to the City's Urban Growth Boundary (UGB). In planning this route, it will be particularly important to consider future development of the area northeast of Gorge Road—the land commonly referred to as the Karyl Oules property;
  - c. Farnham-Emerson-Raymond: from the current western terminus of Raymond to an alignment in the vicinity of the service road/utility easement south of Mountain View Drive; thence to Waterslide Drive and, via Waterslide, to SR 97.
2. **Complete local streets.** Once a list of local streets without sidewalks has been prioritized and integrated with the list of streets proposed for city-led street completion in the Non-Motorized Transportation System Development Program of the Non-Motorized Transportation Implementation Plan (NMTIP), begin adding street completion projects to the 6-Year GMA Transportation Improvement Program, based on project priority and availability of resources to complete the projects.
3. **Traffic safety improvements.** When a traffic safety plan has been developed, as provided for in the list of Action Items above, add any capital improvements called for in that plan to the City's 6-Year GMA Transportation Improvement Program. The required improvements are likely to be traffic calming and pedestrian safety facilities, such as curb extensions and speed tables. Striping and signage associated with parking improvements may be included as well if they are completed as part of an integrated neighborhood safety project.

### D.2: Traffic Safety Plan

A. Approaches to traffic safety to consider in developing the City's Traffic Safety Plan for South Chelan:

- Speed measurement and display devices (devices to measure vehicle speed and notify drivers of the speed—such as the one installed near the intersection of SR 97A and SR 150). (The City has and may deploy a mobile device; if it is successful, the City might consider a permanent installation.)
- Traffic cameras (to identify vehicles traveling over the legal speed limit; may include license-plate recognition)

- Speed table (a device similar to an elongated speed bump with a flat section in the middle. Speed tables are generally long enough for the entire wheelbase of a passenger car to rest on top, and both long and low enough that they will not create difficulties for snow plows)
- Removable speed bumps—to be removed in winter to facilitate plowing. (Speed bumps are raised areas in a roadway, typically 3 to 4 inches high and a foot or less long. Removable speed bumps can be removed in winter to facilitate plowing.)
- Traffic circles (raised islands, often planted, placed in intersections, around which traffic circulates. Smaller than roundabouts and suitable for local streets)
- Curb extensions/intersection neck-downs (extensions at intersections that reduce the roadway width from curb to curb. Extensions make it easier for pedestrians and oncoming drivers to see each other, reduce the distance pedestrians must travel across traffic lanes, and encourage drivers to travel more slowly by narrowing the space available to them.)
- Median islands/traffic islands/pedestrian refugia. (Islands are raised, sometimes, landscaped areas in the center of the roadway. By narrowing the roadway and breaking it up visually, they encourage drivers to slow down; they also make it easier for pedestrians to cross wide or heavily-traveled streets by providing places to stand, so that the pedestrian doesn't have to cross the whole street at once.)
- Signage—e.g., “Slow” signs; “Traffic-calmed neighborhood” signs (signs encouraging motorists to respect speed limits and advising them that they are entering an area in which traffic-calming measures are in use.)
- Street trees (like median islands, street trees can visually narrow the travel corridor and encourage slower speeds. They also create a more appealing environment for pedestrians and cyclists, whose presence may also encourage drivers to travel more slowly.)
- Narrower lanes; bike lanes (narrower lanes encourage drivers to navigate more carefully. Bike lanes also reduce the pavement area available for cars, while allowing width for emergency vehicles; and, by providing a space for cyclists, encourage all users to share the road.)
- Woonerfs (living streets—streets on which auto traffic is secondary and pedestrian and bicycle circulation is primary)

For more information, see: Craig's transportation handbook;

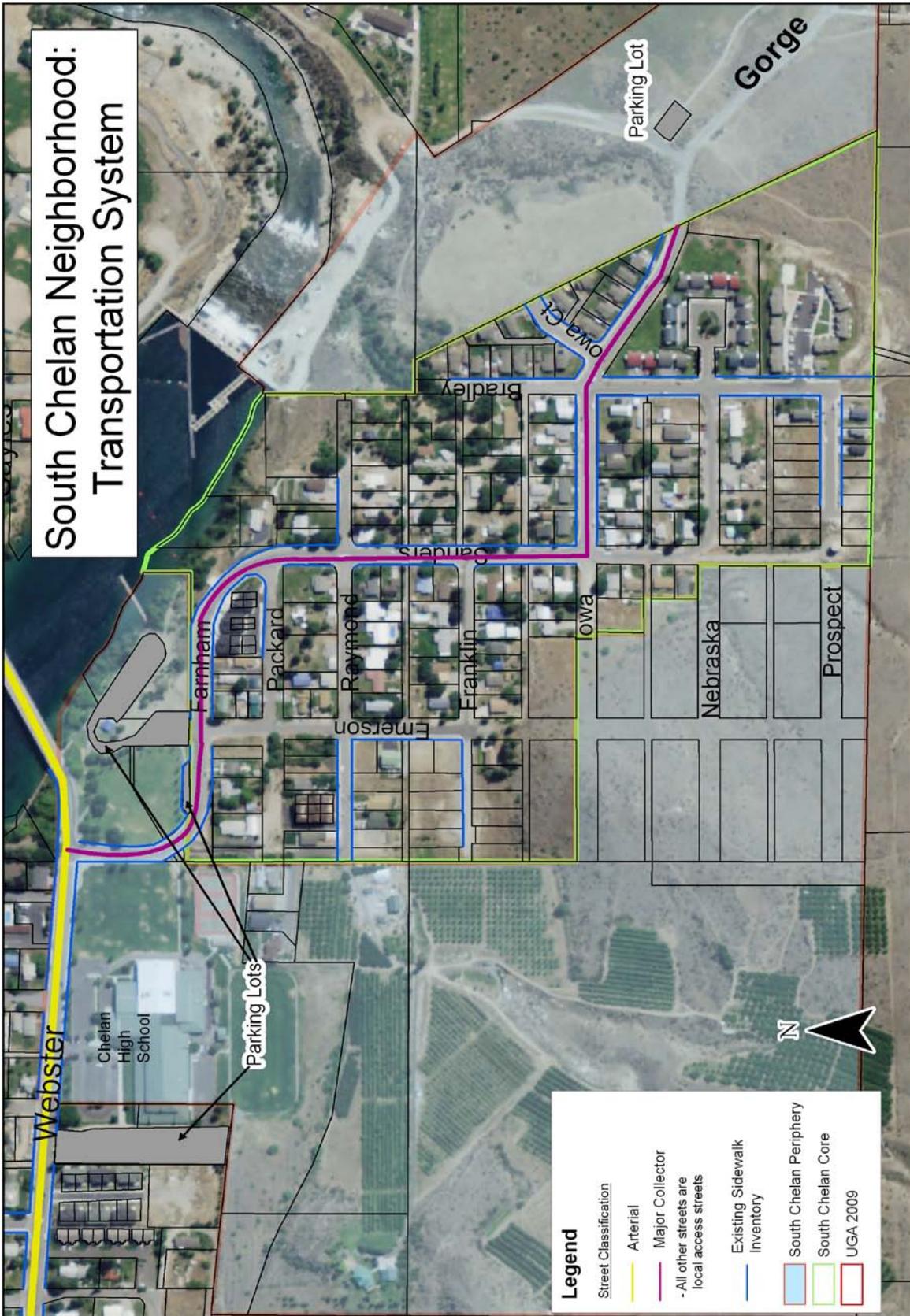
[http://en.wikipedia.org/wiki/Traffic\\_calming](http://en.wikipedia.org/wiki/Traffic_calming); <http://www.vtpi.org/tdm/tdm4.htm>; <http://www.fhwa.dot.gov/environment/tcalm/>; <http://www.ite.org/traffic/>; <http://www.trafficcalming.org/measures2.html>; <http://www.trafficcalming.net/>; and <http://www.pps.org/info/placemakingtools/casesforplaces/livememtraffic>; and much more on the Internet

B. (Insert Traffic Safety Plan here when complete; include pictures of any traffic calming facilities in the plan if not shown above)

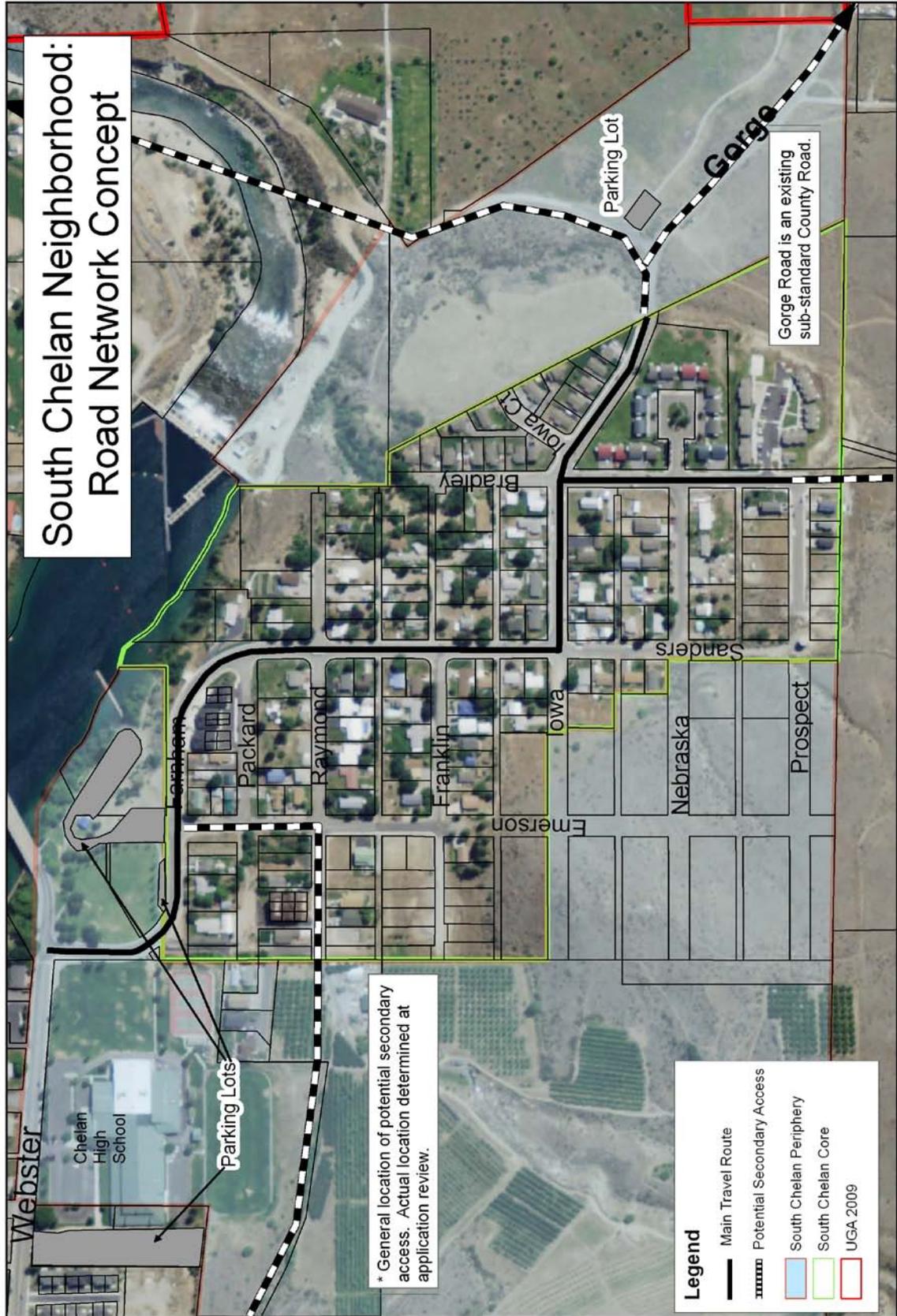
### D.3: Parking Plan

(Insert Parking Plan here when complete)

# D.4: Existing Street System



# D.5: Future roadway network concept



## APPENDIX E: *Recreation*

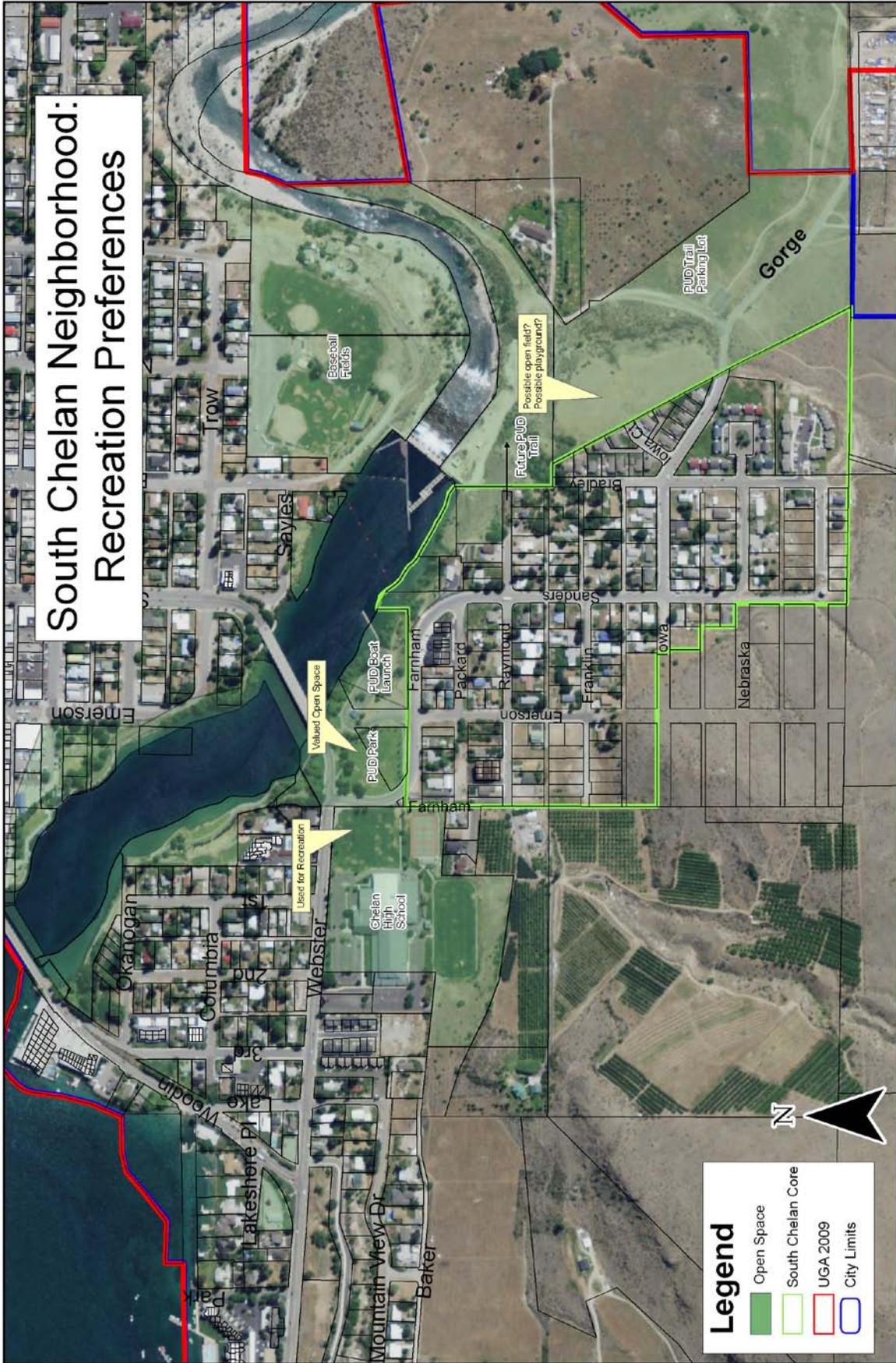
This appendix includes a brief description of South Chelan residents' preferences regarding recreation facilities in and around their neighborhood, a map of existing and planned recreation facilities, and a map reflecting recreation preferences.

South Chelan residents expressed the following preferences:

- The existing PUD park is valued as it is. Residents would prefer that the PUD not add play equipment, and that the proposed aquatic center not be built on that land
- If the aquatic center is built on the open field adjacent to the school and across the street from the PUD park:
  - Residents would like to see the open field replaced, as it is used for softball games and other casual recreation
  - Parking, traffic and access issues related to aquatic center development should be addressed
- Residents would like a playground, ideally close to (and safely accessible from) Casa Guadalupe and The Bluffs—perhaps on PUD land that overlies the penstock tunnel

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## APPENDIX F: South Chelan Development Provisions

Development in South Chelan is subject to the following use regulations, development standards, design guidelines, and exemptions.

1. **Applicability.** Property development in South Chelan shall comply with the use regulations below *and* the provisions of the underlying zoning district or districts. In the case of conflict between the regulations in this section and those of the underlying zoning district, the regulations in this section shall prevail.
2. **Use regulations.**
  - a. Multi-family housing shall be allowed on parcels fronting on designated through routes only. Parcels may be aggregated to create adequate depth for multi-family development provided such aggregation does not create a parcel deeper than 150' (one hundred and fifty feet).
  - b. Prohibited uses. The following uses are explicitly prohibited in South Chelan, regardless of whether said uses are stated as permitted or conditional uses in the underlying zoning district or districts:
    - i. Rental of any dwelling unit for a period of less than one month at a time;
    - ii. RV parks;
    - iii. Parking lots as a primary use, unless serving public common areas, such as parks and recreation facilities;
    - iv. Professional offices;
    - v. Trailer plazas.
  - c. Conditional uses. Each of the following uses shall be allowed only as a conditional use in South Chelan, regardless of whether said uses are stated as permitted uses in the underlying zoning district or districts:
    - i. Accessory dwelling units, provided they comply with the design guidelines in this neighborhood plan as well as the development standards in Title 17.20.030 CMC;
    - ii. Cottage housing and zero-lot-line development, subject to the City's flexible development regulations, once such regulations have been adopted, per Policy 4.3 of this plan;
    - iii. Parking lots serving public common areas, such as parks and recreation facilities, as a primary use;
    - iv. Mobile home parks, under conditions set forth in Chapter 17.54 CMC, once those conditions have been updated per Policy 4.2 of this neighborhood plan. Until such updated conditions have been adopted, mobile home parks shall be prohibited.
3. **Development standards.**
  - a. Building height: the height of new buildings shall be limited to 35 (thirty-five) feet.
  - b. Lot size and setbacks: the lot size and setback standards of the underlying zone may be waived to allow small-lot development once the City has adopted flexible development standards providing for small-lot development.
4. **Design guidelines.**
  - a. All new multi-family development, Accessory Dwelling Units, and development under the City's flexible development standards (when adopted) shall be encouraged to comply with the design guidelines in this section.
  - b. Design guidelines for South Chelan are as follows:
    - i. Architectural styles common to South Chelan are strongly preferred. Building styles based on Cape Cod, bungalow, Craftsman, and ranch styles are appropriate; mediterranean and neo-mediterranean styles are less desirable.
    - ii. Completed buildings should be similar in color to other buildings on the block. Generally, earth tones are most appropriate.
    - iii. Wood siding or siding that looks similar to wood, such as vinyl or composite, is preferred. Stucco may be appropriate for bungalow- or ranch-style buildings.
    - iv. Pitched roofs, with a pitch of not less than 4:12 are strongly preferred.
    - v. Overly ornate details are not desirable.

- vi. Front entries should be oriented to the street on which the building is located, and should be connected to the public sidewalk with a walkway.
  - vii. "Ribbon windows" (continuous horizontal bands of glass) or "window walls" (glass over the entire surface of a wall) are not desirable in South Chelan. Fenestration patterns typical of architectural styles commonly found in South Chelan are preferred.
  - viii. On larger buildings, horizontal building modulation techniques consistent with features of nearby single-family houses that reduce the perceived architectural scale of the building and add visual interest are encouraged. Horizontal building modulation is the horizontal articulation or division of an imposing building façade.
  - ix. No provision of these guidelines shall be construed to compel construction or alterations that will conflict with any health or safety codes, or to prohibit any alterations that are required to bring existing buildings into compliance with the Building Code
  - c. The photographs in Appendix G illustrate architectural styles and elements that are appropriate for South Chelan, and may be used by developers and staff in planning and reviewing proposed development.
- 5. Exemptions.** The following shall be exempt from the provisions of this neighborhood plan
- a. The standards of this section may be waived by the Planning Director to allow for alternatives that are required in order to maintain the continued functional viability of existing uses, or in extraordinary situations related to development characteristics, economic hardship, or other circumstances, provided that the purposes and intent of these guidelines are maintained through such interpretation.
  - b. The Planning Director may waive the standards and review procedures of this section in instances in which emergency repairs are required, provided that subsequent repairs of a non-emergency nature comply with these standards.

## APPENDIX G: Building Design Examples

The photographs in this Appendix illustrate architectural styles and elements that are appropriate for South Chelan, and may be used by developers and staff in planning and reviewing proposed development.

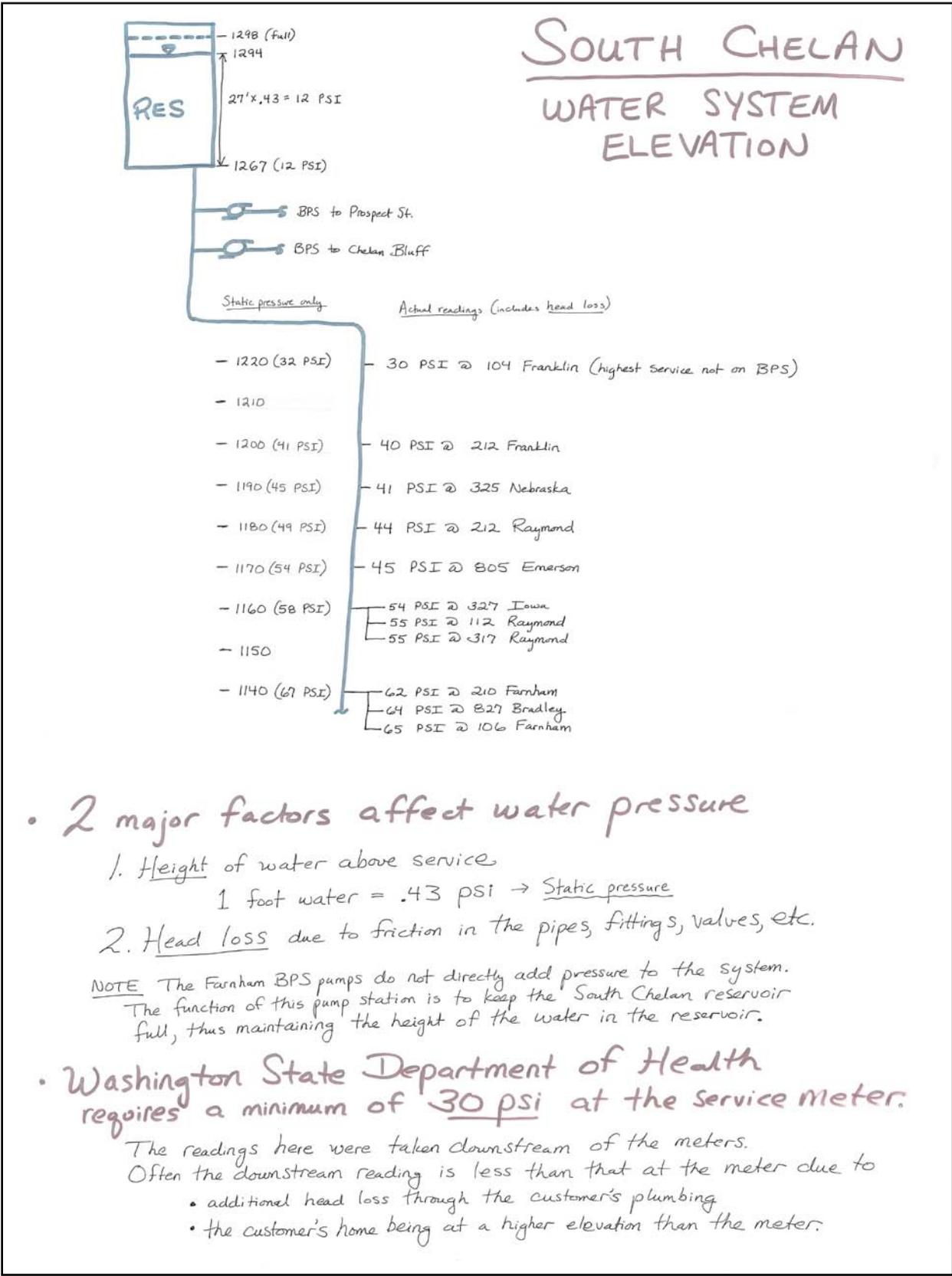


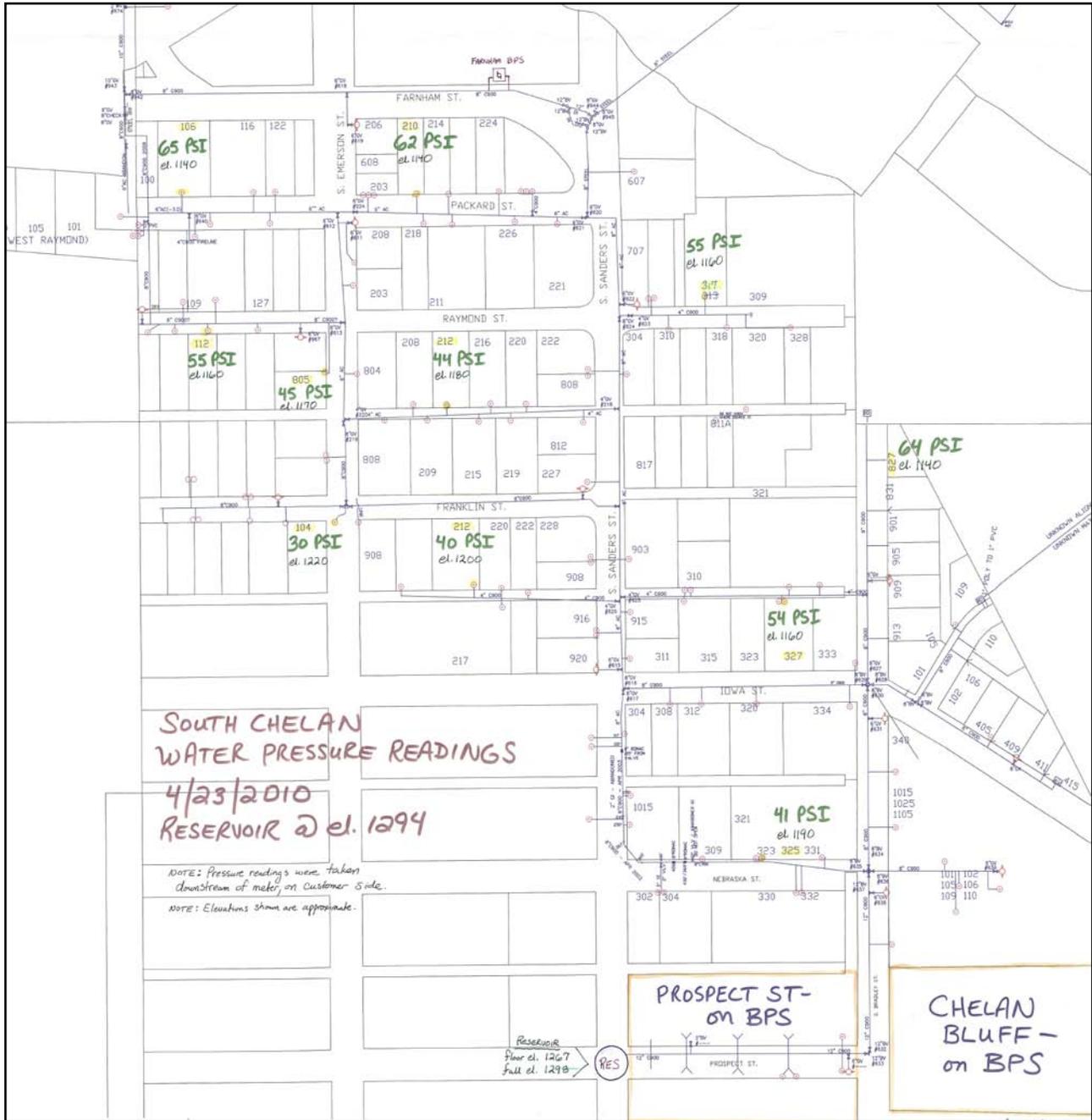






# APPENDIX H: Water Pressure Data

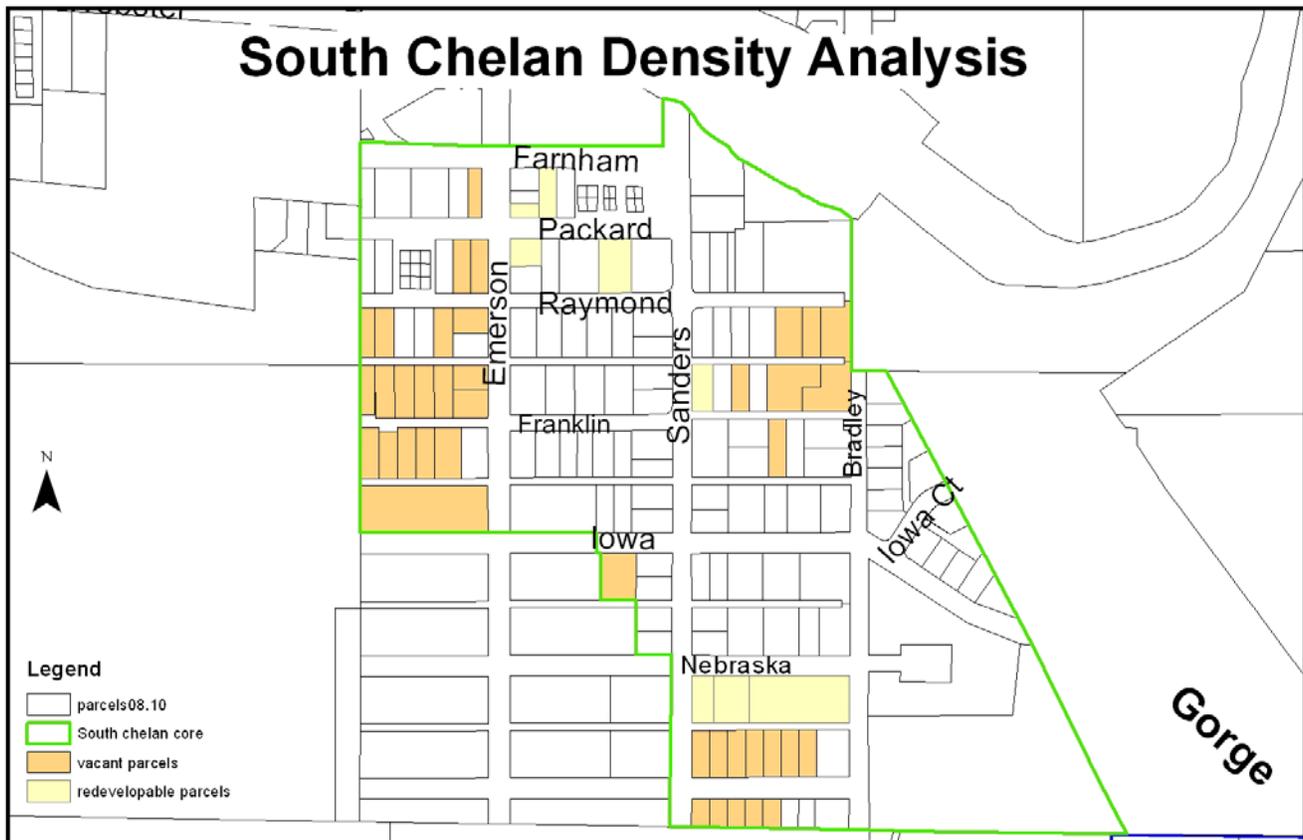


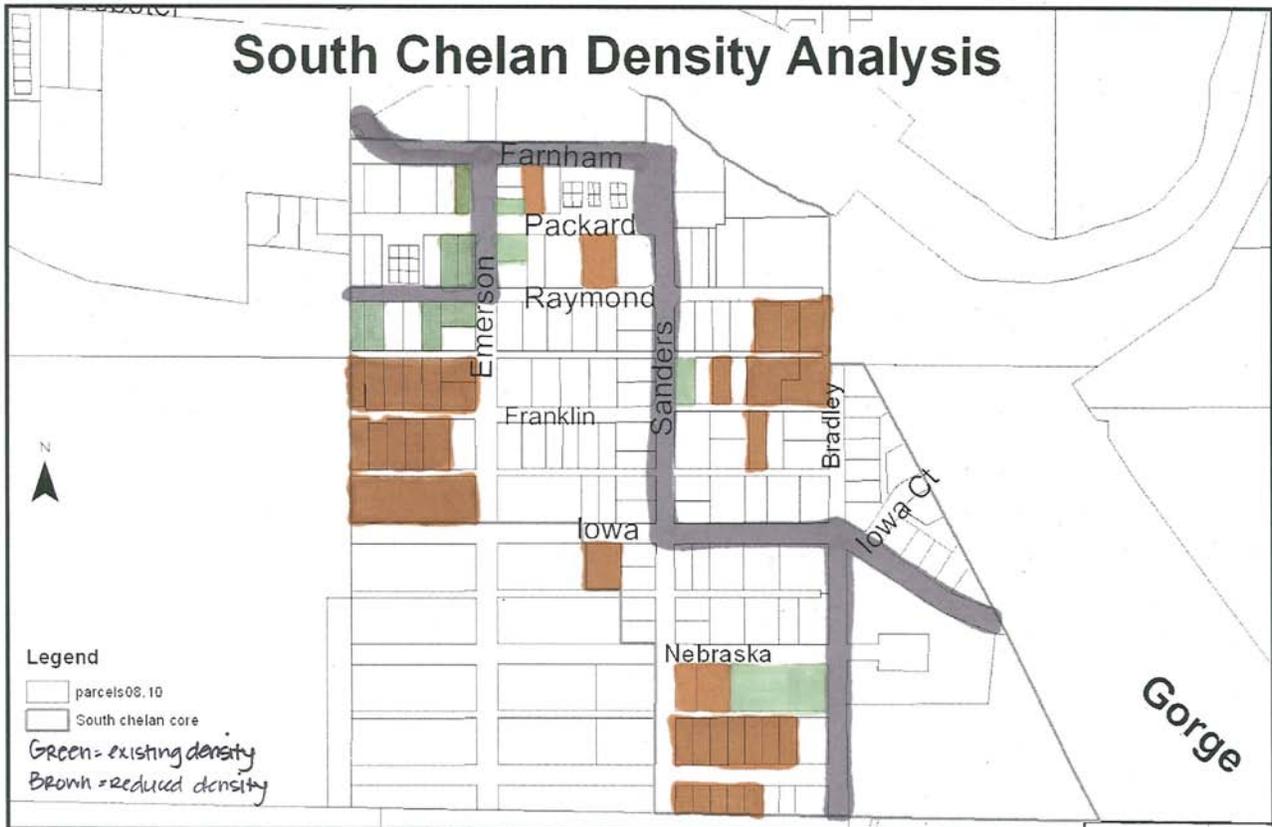


## APPENDIX I: Density

In 2007, a housing inventory analysis was conducted to determine the condition of houses in South Chelan. A total of 102 homes were analyzed in South Chelan Planning Area; 65 were in excellent condition, 9 were sound, 25 had minor deterioration and 3 had moderate deterioration. The land and improvement valuation was looked at for the 37 homes that were not in excellent condition. If the valuation of the improvements (single family home) were less than 50 percent of the land valuation; these parcels were considered redevelopable. Of the 37 parcels, 8 were categorized as developable; a total of 2.38 acres.

The South Chelan Planning Area has a total of 10.35 vacant acres. Of the 10.35 acres, 7.79 acres is developable. The remaining 2.56 acres is owned by the PUD. The South Chelan Planning Area excluded all parcels that contain steep slope and weren't suitable for redevelopment.





## APPENDIX J: Process Documentation

### *Selecting the neighborhood*

As noted in the Introduction, neighborhood planning in Chelan grew out of a 2008 housing visioning process that included a Housing Element update and development of a Community Housing Manual. The Housing Manual included recommended neighborhood planning priorities, with two neighborhoods shown as “high” priorities—South Chelan and the Original Town.

In early 2010 City staff and consultants and the City’s Community Housing Steering Committee discussed possible neighborhoods for the City’s pilot neighborhood planning project and concluded that South Chelan was the best choice. The City’s Downtown Master Planning process was underway, and initiating neighborhood planning in any area covered by the Downtown Master Plan could have been complicated and confusing.

The boundaries of some other neighborhoods had been defined in 2008 based on plat boundaries and were not necessarily congruent with neighborhood use patterns. South Chelan seemed a logical choice due to its easily-defined boundary, large number of vacant lots, development pressure, and the variety of issues that had been raised by residents during the previous several years.

## *Outreach*

The City publicized South Chelan's neighborhood planning process with outreach to residents, landowners, and the City at large, including:

- City-wide notices included with March, 2010 utility bills, in English and Spanish.
- Door hangers (in English and Spanish) delivered to all residences in the South Chelan core planning area prior to each of the three neighborhood planning meetings
- Fliers (in English and Spanish) posted at City Hall, the library, and Public Works Complex.
- A sandwich board displaying notices in English and Spanish, erected near the entrance to the South Chelan boat launch parking lot a week prior to each of the three neighborhood planning meetings
- Mention by the City Administrator during his weekly radio address the week prior to the first neighborhood planning meeting
- A presentation to the Community Round Table on February 19<sup>th</sup> (prior to the first neighborhood planning meeting)
- News releases sent to the *Lake Chelan Mirror* prior to each neighborhood planning meeting
- Listings in the *Lake Chelan Mirror's* Community Calendar prior to each neighborhood planning meeting
- A news release sent to Spanish-language radio host Gilberto Romero prior to the third neighborhood planning meeting

(Insert outreach materials at end of appendix)

## *Series of meetings*

The City organized a neighborhood tour, led by long-time South Chelan resident Sylvia Gervais, to acquaint staff members and consultants with the neighborhood, and held a series of three meetings with South Chelan residents. The schedule was as follows:

- Saturday, March 6<sup>th</sup>, 10:00-11:30 AM: neighborhood tour—to explore assets, problems, circulation, housing, recreation facilities (existing and planned), and the neighborhood in general
- Tuesday, March 9<sup>th</sup>, 6:30 PM: 1<sup>st</sup> neighborhood meeting. All residents, landowners, and other stakeholders (public works, PUD, school district) were invited. Agenda:
  - Welcome and introductions
  - Information session. Participants visited a series of six stations to review maps and photos; staff explained anticipated outcomes, distributed questionnaires and gathered information about issues to be addressed and neighborhood boundary. The information stations are listed below:

Station	Display(s)/materials	Staffing
The city	City-wide zoning map; comprehensive plan; Housing Manual; sustainability planning handout; sample sub-area plan	Craig Gildroy, Planning Director
The neighborhood	Neighborhood boundary (aerial with core and peripheral areas shown) map, circulation map, photo board	Agnes Kowacz, Assistant Planner
Infrastructure	Infrastructure map; water and sewer comprehensive plans	Deanne Reynolds, City Engineer
Recreation	Recreation map; PUD displays, including trail extension plans	PUD staff: Bob Seabeck & Kris Pomianek
Neighborhood character	Neighborhood character map with overlay; markers; questionnaires & pens/pencils	Sandra Strieby, planning consultant
Children's table	Neighborhood maps; crayons and markers	Sarah Schrock, Highlands Associates

- Wrap up and questions and answers
- Tuesday, March 23<sup>rd</sup>, 6:30 PM: 2<sup>nd</sup> neighborhood meeting
  - Summarized major issues, based on questionnaire responses and issues raised at March 9<sup>th</sup> meeting
  - Presentation on housing types and traffic calming
  - Information gathering session. Participants visited a series of four stations (Housing, Recreation, Pedestrian safety & traffic calming, and Future roadway network, parking, & congestion) to discuss the major issues and what they would like to see done to address those issues
- Tuesday, April 27, 6:30 PM: 3<sup>rd</sup> neighborhood meeting
  - Presented preliminary neighborhood plan, with particular attention to view protection and design standards
  - Presentation on water pressure
  - Discussed next steps
    - Community Housing Steering Committee will review preliminary neighborhood plan
    - Staff will revise neighborhood plan in response to comments
    - Legislative review and action process

(Insert agendas and other handouts at end of appendix)

### *Questionnaire*

The City prepared and distributed a questionnaire to collect information about residents' perceptions of and desires for their neighborhood. 18 completed questionnaires were returned. The questionnaire, response tally, and copies of completed questionnaires are included at the end of this appendix.

(Insert form, tally, pdf of response sheets at end of appendix)

*Legislative action*

City staff revised the preliminary draft of the South Chelan neighborhood plan and presented it in a public workshop before the Planning Commission on July 21st, 2010. The Planning Commission requested that staff give further consideration to the following provisions:

- View protection
- Maximum building height
- Multi-family corridors

The Planning Commission also opposed the idea of establishing a minimum density (a Department of Commerce suggestion).

The plan was edited in response to the Planning Commission's comments and the revised version presented, along with an explanatory memo, at a public hearing on September 15<sup>th</sup>.

The Planning Commission requested/recommended \_\_\_\_\_.

The hearing was continued to October 20<sup>th</sup>, when the Planning Commission requested/recommended \_\_\_\_\_.

(fill in...plan revised or presented to CC)

City staff presented the draft plan in a public workshop before the City Council on \_\_\_\_\_, 2010. (describe process) The City Council adopted the plan as a sub-area plan on \_\_\_\_; it has been incorporated in the City's Comprehensive Plan by reference.