

PLANNING COMMISSION REGULAR MEETING MINUTES

Community Center
1808 Main Street, Lake Stevens
Wednesday, December 2, 2015

CALL TO ORDER: 7:00 pm by Chair Tom Matlack

MEMBERS PRESENT: Chair Tom Matlack, Linda Hoult, Gary Petershagen, Vicky Oslund

MEMBERS ABSENT: Commissioner Janice Huxford and Vice Chair Jennifer Davis

STAFF PRESENT: Lead Senior Planner Russ Wright and Clerk Jill Meis

OTHERS PRESENT: Tracey Trout, Sally Jo Sebring and Rauchel McDaniel

Excused Absence: Commissioner Hoult made a motion to excuse Commissioner Huxford and Vice Chair Davis, Commissioner Petershagen 2nd, Motion carried 4-0-0-2.

Guest business: None

Announcements: Lead Senior Planner Wright announced Director Rebecca Ableman McCrary will be leaving the employment of the City effective 11.11.2015.

Action Items:

1. *Approve November 4, 2015 Meeting Minutes.* Commissioner Oslund made a motion to approve November 4, 2015 minutes, Commissioner Hoult 2nd. Motion carried 4-0-0-2.
2. *Approval of Rules and Procedures.* Commissioner Hoult made a motion to approve the revised Rules and Procedures as presented, Commissioner Oslund 2nd, Motion carried 4-0-0-2.

Discussion Items: *Critical Areas Introduction* - Associate Planner Amy Lucas gave an introduction to the changes in state laws and state agency guidelines to determine project scope and changes necessary to the City of Lake Stevens Municipal Code. The Department of Ecology has revised the wetland rating system and clarified definitions of category scoring that need to be mirrored in the City's wetland review and scoring criteria. The timing and schedule was discussed and the City will make the changes in the code prior to opening the Shoreline Management Program. The updated storm water code should not affect critical areas review.

Marijuana Regulations – Interim Planning Director Wright presented the changes the State of Washington has made for marijuana regulations and the possibility for municipalities to allow more retail facilities. Interim Planning Director Wright also explained the process for the change of use and said the City may look at changing the current process for permitting the marijuana industry

Commissioner Reports: Commissioner Oslund welcomed new Associate Planner Amy

Lucas. Chair Matlack announced that both the Planning Commission and Design Review Board vacancies have been filled he also wanted everyone to know that the weather and other circumstances have been hard on the community and urged everyone to donate when possible. Commissioner Hoult gave the agenda for the Snohomish County Tomorrow steering committee meeting tonight, she also reminded everyone that the Dicken's Fair is 12/5/2015 and wanted an update for filling the open positions at the City.

Staff Report: Interim Planning Director Wright reported that the City Council passed the HUR Code Amendment and the budget. He fielded a question by Commissioner Petershagen about the storm pond discussion at the City Council meeting.

Adjourn: Motion by Commissioner Hoult, Commissioner Oslund 2nd. Motion carried 4-0-0-2. Meeting adjourned at 7:30 p.m.



Tom Matlack, Chair



Jill Meis, Clerk, Planning &
Community Development