

PLANNING COMMISSION REGULAR MEETING MINUTES

Community Center
1808 Main Street, Lake Stevens
Wednesday, June 06, 2012

CALL TO ORDER: 7:01 pm by Chair Hoult

MEMBERS PRESENT: Pam Barnett, Jennifer Davis, Dean Franz, Janice Huxford, Gary Petershagen, and Sammie Thurber

MEMBERS ABSENT: None

STAFF PRESENT: Planning and Community Development Director Rebecca Ableman and Senior Planner Russell Wright

OTHERS PRESENT:

Excused absence: None

Guest business: None

Public Hearing: None

Approval of Minutes:

1. Commissioner Huxford made a motion to approve the minutes of March 07, 2012. Commissioner Thurber seconded the motion. Motion passed 7-0-0-0.
2. Commissioner Barnett made a motion to approve the minutes of May 02, 2012 with correction. Commissioner Petershagen seconded the motion. Motion passed 7-0-0-0.

Information Items:

Subarea Plan Update – Senior Planner Wright informed the Planning Commission that the City Council had selected Alternative 2 as the Preferred Alternative for both subareas. Planner Wright recapped the major objectives for the preferred alternatives.

Information Items:

Draft Subarea Zoning Regulations and Design Guidelines – Senior Planner Wright introduced the draft zoning regulations (Chapter 14.38 LSMC) and the *Subarea Design Guidelines* to the Planning Commission. The zoning regulation discussion included an overview of proposed zoning districts and uses, building typologies, dimensional standards, Floor Area Ratio, parking requirements; landscape regulations, lighting regulations; street standards, commercial sign requirements, the planned action ordinance, and definitions. Staff also covered the major themes from the *Subarea Design Guidelines*, such as administration of the guidelines, site orientation and development, building design, and multifamily development. Director Ableman shared comments from the Design Review Board throughout the presentation.

The Planning Commission discussed several topics related to the draft regulations and guidelines with staff. The following list summarizes major questions and comments from the Commission:

- Commissioner Franz requested clarification on height regulations;
- Several Commissioners commented on their desire to see minimized and/or aesthetically attractive parking facilities;
- Commissioner Franz would like to see more information related to parking ratios – he suggested staff provide information on the Safeway parking lot at Frontier Village;
- The Commission discussed the appropriateness of electronic/animated signage. Staff agreed to bring examples of different electronic/animated signage to the next meeting;
- Commissioner Petershagen commented on the importance of site maintenance throughout the City and recommended that the City focus on compliance citywide and even consider a Compliance Officer;
- Commission members discussed the makeup of required open space and plaza areas, specifically landscape features, hardscape, and seating areas;
- Commission members also discussed several text descriptions and example photos within the guidelines – Commissioner Hoult requested staff look for examples more representative of a few specific guidelines.

Commissioner Reports:

Commissioner Barnett asked about the weir level on the lake – Director Ableman noted she would pass this comment to Public Works. Commissioner Huxford mentioned Miss Aquafest was crowned and that she is available for community events. Commissioner Petershagen asked about the road closure signs on North Lakeshore Drive. Director Ableman responded the closure is for a PUD water replacement project. Commissioner Thurber announced future planning forum dates to the Commission.

Planning Director's Report:

Director Ableman mentioned that Commissioner Barnett had attended the Short Course in Local Planning. She also noted the mini-roundabouts were going to construction. Finally, she mentioned staff is making progress on the completion of the subarea documents.

Adjourn: Commissioner Franz made a motion to adjourn the meeting at approximately 8:40 p.m. Commissioner Pertershagen seconded the motion. Motion passed 7-0-0-0.


Linda Hoult, Chair


Russell Wright, Senior Planner