

**PLANNING COMMISSION REGULAR MEETING MINUTES**

Community Center  
1808 Main Street, Lake Stevens  
Wednesday, July 18, 2012

CALL TO ORDER: 7:01 pm by Chair Linda Hoult

MEMBERS PRESENT: Sammie Thurber, Janice Huxford, Dean Franz, and Pam Barnet

MEMBERS ABSENT: Gary Petershagen and Jennifer Davis

STAFF PRESENT: Planning and Community Development Director Becky Ableman, and  
Planning/Public Works Coordinator Georgine Rosson

OTHERS PRESENT:

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**Excused Absence:** Chair Hoult made a motion for two excused absences, Commissioner Franz seconded the motion. Motion passed 5-0-0-2.

**Guest Business:** Chair Hoult welcomed two residents attending the meeting.

**Public Hearing:** None

**Approval of Minutes:**

Chair Hoult introduced approval of the June 6, 2012 minutes. Commissioner Thurber requested an explanation of the term "weir" related to the lake. Planning Director Ableman explained that the weir is used to control the water level on the lake. Commissioner Franz made a motion to approve the minutes of June 6, 2012, Commissioner Barnet seconded the motion. Motion passed, 5-0-0-2.

**Discussion Items:** *Subarea Plans*

*Parking Ratios and Electronic Signs* - Planning Director Ableman gave a Powerpoint presentation responding to Planning Commission questions related to parking ratios and electronic signage. Commissioner Franz inquired about the maximum sign area, Director Ableman explained proposed regulations. Commissioner Franz complimented the staff on the excellent signage examples. Commissioner Huxford commented on unacceptable types of signs based on the examples. Director Ableman informed the Commission that a public hearing is scheduled for Wednesday August 1<sup>st</sup>. Chair Hoult informed staff that she may not be available August 1<sup>st</sup> and 15<sup>th</sup>. Commissioner Huxford inquired about green space for parking; Director Ableman responded.

*Comprehensive Plan Amendments* – Director Ableman discussed various amendments necessary to adopt the subarea plans, she gave some examples of amendments, discussed new zoning regulations and zoning districts, and explained the revised permissible use tables for the Lake Stevens Center Subarea Plan. Commission Franz asked about comments received on the DEIS. Director Ableman responded that at least two comments have been received (Community Transit and Futurwise). Planning staff will make comments available to the Planning Commission.

*Subarea Plan Schedule* – Director Ableman discussed the subarea implementation schedule and upcoming City Council meetings. Commissioner Huxford mentioned the possibility of Planning Commissioners also attending council meetings. Chair Hoult mentioned if three or more Planning Commissioners plan to attend, a public notice will need to be prepared. Chair Hoult asked how many citizens attended the Community Meeting. Director Ableman responded that two citizens attended, along with Principal Planner Karen Watkins and Fire Marshal Robert Marshall. A discussion followed regarding the low community participation. Commissioner Huxford inquired regarding social media; Director Ableman responded the City has a Facebook and Twitter account. Commissioner Huxford inquired if specific property owners have been notified regarding upcoming zoning changes and meetings. Director Ableman responded that staff has notified and met with a number of affected property owners within the two subareas. In addition the City held two meetings for property owners, and owners of large parcels within the two subareas have been contacted and made aware of upcoming changes. Commissioner Barnet commented on holding meetings in the neighborhoods affected, Director Ableman responded that planning staff did hold a meeting in the 20<sup>th</sup> Street SE Corridor area. Commissioner Franz asked about the Department of Commerce's involvement in the subarea plan implementation. Director Ableman responded that Department of Commerce ensures compliance with the Growth Management Act and was formerly known as CTED (Department of Community Trade and Economic Development).

*Proposed Zoning Maps and Land Use Maps* - Director Ableman discussed Lake Stevens Center Subarea zoning maps. Commissioner Franz inquired regarding multi-story buildings, Director Ableman responded that some of the zones allow multi-story structures. Director Ableman stated that City Council would like to extend the Main Street District to create more walkable areas; this may result in additional changes to the zoning maps. Commissioner Huxford commented on walkability issues and what the City of Snohomish is doing to improve its city center. Discussion followed on existing signage in the Lake Stevens Center area, Commissioner Barnet and Chair Hoult both inquired regarding the number of nonconforming signs in the Lake Stevens Center area. Director Ableman responded there are several nonconforming signs in this area, but many of the signs are illegal and/or temporary signs that are not allowed, like sandwich board signs. She also noted the city adopted the county's sign code for the Frontier Village area when the area was incorporated into the City. Commissioner Franz mentioned temporary signs and sight distance requirements; Director Ableman stated if the sight distance issues and signage are brought to our attention, the City requires immediate removal. Discussion continued regarding the 20<sup>th</sup> Street SE Corridor subarea zoning maps. Commissioner Franz expressed concerns about transportation connectivity. Director Ableman discussed how proposed roads could connect to existing roads. Commissioner Franz also expressed some concerns about existing critical areas within the corridor not reflected on the zoning maps. Director Ableman stated critical areas will be identified at the development stage and our current code does protect these critical areas and that a developable reduction factors has been used in the final zoning map analysis to determine available acreage.

Director Ableman opened the floor for comments, below is a summary of comments:

- Commissioner Franz expressed his appreciation of signage photos provided by staff, he mentioned Disneyland as an example of a main street completely redesigned.
- Commissioner Huxford requested information on what other communities have done to revitalize their business centers, including information on improved financial performance of the jurisdiction based on the revitalization. Commissioner Thurber agreed this would be a good idea and felt making this information available to the public might encourage more public participation.

- Chair Hoult expressed concerns regarding the photo examples. Director Ableman stated these photos would be available for commission members to view again.
- Commissioner Huxford asked if Director Ableman was available if the public had questions, she responded most definitely, she would be happy to meet with them.

*2012 Work Plan* – Chair Hoult inquired as to when this would be presented to the Commissioners. Director Ableman stated staff would provide the Work Plan in October.

**Commissioner reports:**

Commissioner Barnet asked about landscaping in the Lundeen Parkway roundabout approaches, Director Ableman noted she would check with Public Works. Commissioner Thurber mentioned she spent the day at the Planner's Conference in Burlington, where the main topics were Urban Forestry and Medical Marijuana. Chair Hoult asked if what the City is proposing regarding medical marijuana use is in line with other jurisdictions. Commissioner Thurber stated it is. Commissioner Franz complemented Public Works on the mini roundabouts, he felt it was a cost effective way to improve traffic congestion. Chair Hoult mentioned Aquafest and all the work the various groups have done to make it a success. Director Ableman mentioned that if any of the Commissioners are interested in taking a shift at the city booth, they are welcome to do so.

**Planning Director's Report:**

Director Ableman provided an update on the Shoreline Master Program and noted staff responses should be completed by the end of July. Commissioner Franz inquired as to what kind of approval we expect from the Department of Ecology; Director Ableman thought we would receive a conditional approval. Director Ableman mentioned Snohomish County Tomorrow. Chair Hoult stated this is a group of various jurisdictions where resources are pooled and ideas shared. Director Ableman mentioned the various special events, the successful Ironman, Aquafest, Music by the Lake, and other events.

**Adjourn.** Commissioner Huxford moved to adjourn at 8:00 p.m. Commissioner Franz seconded the motion. The motion carried unanimously. (5-0-0-2).

  
Linda Hoult, Chair

  
Georgine Rosson, Planning/Public Works  
Coordinator