

PLANNING COMMISSION REGULAR MEETING MINUTES
Community Center
1808 Main Street, Lake Stevens
Wednesday, February 3, 2016

CALL TO ORDER: 7:01 pm by Chair Tom Matlack

MEMBERS PRESENT: Chair Tom Matlack, Vice Chair Jennifer Davis, Gary Petershagen, Vicky Oslund, Tracey Trout, Linda Hoult

MEMBERS ABSENT: Janice Huxford

STAFF PRESENT: Interim Planning Director Russ Wright, Associate Planner Amy Lucas and Clerk Jill Meis

OTHERS PRESENT: Sally Jo Sebring, Tracey (last name unknown), Council Member Rauchel McDaniel, Council Member Sam Low

The tape recorder for this meeting malfunctioned and began recording after the meeting began.

Excused Absence: Commissioner Hoult made a motion to excuse Commissioner Huxford, Commissioner Petershagen 2nd. Motion carried 6-0-0-1.

Guest business: Sally Jo Sebring presented an article from the Herald regarding vesting.

Announcements: None

Action Items:

1. *Approve January 6, 2016 Meeting Minutes.* Commissioner Oslund made a motion to approve January 6, 2016 minutes, Commissioner Davis 2nd. Motion carried 6-0-0-1.

Discussion Items:

1. *Critical Areas Regulations* – Associate Planner Amy Lucas gave some details on the changes proposed by the new regulations. She gave a brief overview of the housekeeping changes to the code.

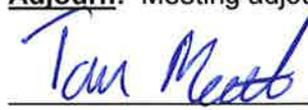
The substantive changes and mitigation were listed and discussed. The changes by the Department of Ecology were integrated into the code amendment such as the wetland scoring system and buffer changes. Goals and policies were also discussed.
2. *Mayor presented proposed Downtown Subarea Plan* – Mayor John Spencer gave an overview of what the downtown area plans are in regards to rezoning and building.
3. *Administrative Variance* – Interim Planning Director Russ Wright presented a proposed Administrative Variance Code Amendment allowing the planning director to use some discretion in permitting projects. Interim Planning Director Wright offered several alternatives in the limitation of that authority. The Planning Commission

discussed these options and decided to incorporate all of the options as well as a time frame for processing and forward to City Council.

Commissioner Reports: Commissioner Trout wanted to voice her concern about the homeless camps such as those located in Seattle. Commissioner Oslund reminded everyone to vote on the school bond. Chair Matlack would like to discuss changing the time of the meeting. Commissioner Hoult will be out of town for the joint meeting on 02.23.2016.

Staff Report: Interim Planning Director Russ Wright at the advice of the Mayor has consolidated the work program to focus on mandates. The planning department will be looking at homeless encampments and the homeless issues in the area. Amy Lucas will be moving on to a position at Snohomish County and she will be missed by the planning department. The bidders conference will be held on 03.03.2016 for the RFP on the downtown subarea planning.

Adjourn: Meeting adjourned at 8:45 p.m.



Tom Matlack, Chair



Jill Meis, Clerk, Planning &
Community Development