PLANNING COMMISSION REGULAR MEETING MINUTES
Community Center
1808 Main Street, Lake Stevens
November 1, 2017

CALL TO ORDER:	7:02 pm by Vice Chair Vicki Oslund
MEMBERS PRESENT:	Vicky Oslund, Janice Huxford, Brett Gailey
MEMBERS ABSENT:	Jennifer Davis, Linda Hoult, Tracey Trout (excused) Karim Ali (not excused)
STAFF PRESENT:	Community Development Director Russ Wright, Senior Planner Josh Machen and Clerk Jennie Fenrich
OTHERS PRESENT:	Rauchel McDaniel, Gary Petershagen, Michelle Hampton, 2 people from The Vault Cannabis, Angie Sievers with Master Builders

Excused Absence: Commissioner Huxford made a motion to excuse Commissioner Davis, Commissioner Hoult, and Commissioner Trout. Commissioner Ali is unexcused, this noted but no motion could be made due to lack of quorum.

Guest business: None

Action Items: None – there was not a quorum.

Discussion Items: Senior Planner Machen gave a power point presentation on proposed amendments related to Stormwater, Low Impact Development (LID) and Land Disturbance to the municipal code. The intent of adopting new stormwater, LID and land disturbance regulations was to be compliant with the Department of Ecology mandates and provide options to developers and the city to implement LID techniques. Commissioner Gailey asked for clarification on the use of pervious surfaces and hard surfaces in developments. Senior Planner Machen explained the intent would be to allow 50% of the hard surfaces as impervious material and 15% would need to be pervious hard surfaces, such as porous concrete or other materials outlined by the Department of Ecology. Commissioner Huxford had input on new parking allowances in new Commercial Developments. She commented that she felt that the numbers of allowable compact spaces may have unintended consequences on Commercial businesses. Director Wright said these are optional guidelines. The intent of the proposed regulation leaves the developers some flexibility in their designs regarding parking stalls while meeting the goals of providing options to meet LID feasibility by reducing hard surfaces. Next in the presentation, Planner Machen spoke about best practices for house placement within the site. This includes bringing the setbacks forward and shortening driveways to leave more yard in the back. This will not change the requirements for two on-site parking stalls. Commissioner Gailey expressed concerns that by shortening driveways, the parking is naturally going to flow onto roads causing additional road hazards. Planner Machen acknowledges there is a balance in planning and parking. Commissioner Huxford asked for clarification on section 14.76 Maintenance of screen trees as it says trees need to be trimmed up to 8 feet off ground. Senior Planner Machen clarified the Maintenance section will be updated to address non-street trees and parking lot trees and whose responsible to maintain

these in commercial areas.

Commissioner Reports: Commission Huxford asked for the October 18, 2017 minutes be amended to state the 53.06% of Lake Stevens residents voted to allow marijuana retail stores be allowed in the City limits. She also asked that Planning Commission attendance records be sent to Council. Commissioner Oslund received a report from her nephew that the Safe Downtown Lake Stevens Halloween event was great. No report from Commissioner Gailey.

Director Report: The Master Builders Association sent a letter expressing their concerns with the new proposed code amendments for the 2012 Stormwater Manual and LID regulations. Community Development Director Russ Wright let the Commission know that staff is meeting with the Master Builders and Department of Ecology prior to the next Planning Commission meeting.

Future agenda items

1. Marijuana Public Hearing and Planning Commission recommendation
2. Storage Unit Public Hearing and Planning Commission recommendation
3. 3rd Review of Stormwater Manual and Low Impact Development.

Adjourn: Vice-Chair Oslund closed the meeting at 8:05 p.m.

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Vicki Oslund, Vice Chair

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Jennie Fenrich, Clerk,
Planning & Community
Development