

# PLANNING COMMISSION MEETING MINUTES



Hybrid-via Zoom or in the Mill's Sawyers Room

5-3-2023

CALL TO ORDER: 6:00 pm by Vice Chair Jennifer Davis

MEMBERS PRESENT: Vice Chair Jennifer Davis, Janice Huxford, Linda Hoult, Bruce Morton and Todd Welch

MEMBERS ABSENT: Conner Davis, Chair Mike Duerr

STAFF PRESENT: *Community Development Director Russ Wright, Assistant Planner Nico Faz, Associate Planner Jill Needham and Planning Clerk Jennie Fenrich*

OTHERS PRESENT: Councilmember Ryan Donahue

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Vice Chair Jennifer Davis called the meeting to order at 6:00 p.m. and led the Pledge of Allegiance.

**Roll Call:** Absences for Chair Duerr and Commissioner Conner Davis were excused (5-0-0-2).

**Guest business:** None

**Action Items:** Minutes for April 19, 2023, motion to approve as written made by Commissioner Welch, seconded by Commissioner Hoult (5-0-0-2).

**Discussion Items:**

**A. Code Cleanup:**

Assistant Planner Faz gave an update to the Lake Stevens Municipal Code clean up. Cleanup is done periodically. There are three sections: housekeeping, update, and substantial changes. Planner Faz gave an overview of each change. After commissioner discussion, he will come back to Planning Commission with updates.

**B. Canvassers, Peddlers, and Solicitors Code Revisions:**

Associate Planner Needham brought forth some suggested changes to our current Municipal Code. There are some outdated procedures that need to be updated. Brief discussion was had by the Commission. Associate Planner Needham will take the suggested changes for Council discussion.

**Commissioner Report:** None

**Director Report:** Community Development Director Wright did not have a report but offered to field any questions from the Commission.

**Adjourn:** Commissioner Hoult motioned to close the meeting, seconded by Commissioner Welch to adjourn at 6:27 p.m. The motion carried (5-0-0-2).

Jennie Fenrich, Planning Commission Clerk