

PLANNING COMMISSION MEETING MINUTES



HYBRID/REMOTE AND IN PERSON AT THE MILL

June 3, 2024

CALL TO ORDER: 6:02 PM by Chair Connor Davis

MEMBERS PRESENT: Commissioner Nathan Packard, Commissioner Bruce Morton and Commissioner Michael Duerr, Vice-Chair Janice Huxford, Chair Connor Davis

MEMBERS ABSENT: Linda Hoult

STAFF PRESENT: Community Development Director Russ Wright, Senior Planner David Levitan, Planning Manager Christi Schmidt, Administrative Assistant Dawn Erickson

OTHERS PRESENT: Council Member Ryan Donoghue, City Engineer Kim Klinkers, TranspoGroup Consultants Daniel Hendricks and Jon Pascal

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

Roll Call: All present except Commissioner Linda Hoult

Guest business: No guest business.

Approval of Minutes: Minutes of May 1, 2024 were approved as written. Vice-Chair Huxford made the motion and Commissioner Packard seconded (motion carried unanimously).

Discussion Items:

Senior Planner Levitan presented a high-level overview of proposed updates to the Transportation and Capital Facilities chapters of the Comprehensive Plan, and how they are intertwined. Each section of the Transportation Element was discussed by consultants from TranspoGroup. Several Commissioners asked about a perceived lack of attention to specific major roadways and intersections, which were explained to be under WSDOT's planning umbrella. Levels of Service (LOS) were discussed, and it was explained that acceptable levels of service are dictated by the LSMC, and these are based on a two-hour window of the PM peak commute. The discussion moved to Capital Improvement projects, with TranspoGroup consultants and City Engineer discussing the plans for the Active Transportation Network within the city, addressing the three types of networks (primary, secondary and trails), and the plan for sidewalks around the lake. City Engineer Klinkers explained that the sidewalks around the lake would be a slow process requiring dedicated Right of Ways as lots are re-developed, along with a vision for safer pedestrian access. Commissioner Morton asked that Cavalero Rd and SE 20th be added to the list for proposed LOS improvements. Vice-Chair Huxford requested confirmation that section 9.3.1 refers to development fees

as opposed to use fees (confirmed) and inquired about section 5.3's lack of inclusion of Lake Stevens Sewer District. It was explained that special service districts are not included in the city's capital facilities. Commissioner Duerr inquired about section 8.1.3, and it was explained that demand management strategies and traffic demand management are elements required by Puget Sound Regional Council. He also emphasized these strategies should focus on incentivization rather than disincentivizing measures. Commissioner Packard inquired whether future potential annexation had been included in calculations (they were) and suggested that future studies might consider other times of day than the two-hour PM peak window. Commissioner Morton requested that the use of native species be added as a requirement for section 8.4.5, and suggested that item 8.8.4(d) (changing the LOS to allow for development) negates the entire section. It was discussed that changing the adopted LOS is not easy, as it requires a Comprehensive Plan amendment. Chair Davis spoke to section 8.4.2, pointing out that vehicles that have a remaining useful life should not be discarded early to meet the goal of electrifying all city vehicles. He also requested that section 8.3.1 verbiage be changed from "equity" to "equality".

Commissioner Reports:

No Commissioner reports, however Vice-Chair Huxford requested that Commissioner Hoult's absence be noted as unexcused.

Director's Report

No Director's report.

Adjourn: Motion by Chair Davis, seconded by Commissioner Packard to adjourn the meeting at 7:10 p.m. The motion carried unanimously.

Dawn Erickson, Planning Administrative Assistant