

PLANNING COMMISSION MEETING MINUTES



HYBRID/REMOTE AND IN PERSON AT THE MILL

August 19, 2024

CALL TO ORDER: 6:00 PM by Chair Connor Davis

MEMBERS PRESENT: Commissioner Nathan Packard, Commissioner Bruce Morton, Commissioner Michael Duerr, Vice-Chair Janice Huxford, Chair Connor Davis, Commissioner Jennifer Davis, Council Liaison Ryan Donoghue

MEMBERS ABSENT: None

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

OTHERS PRESENT:

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

Roll Call: All present.

Guest business: No guest business.

Approval of Minutes: Minutes of June 17, 2024 were approved as written. Vice-Chair Huxford made the motion and Commissioner Morton seconded (motion carried unanimously).

Discussion Items:

Senior Planner Levitan presented a brief overview of the Comprehensive Plan update, including process description and timeline, which the Commissioners have reviewed in segments for the past several months. Planner Levitan stated that the draft plan was published on 7/26/24, and the 9/18/24 Planning Commission meeting will include a public hearing where public comments can be incorporated into the draft plan. He then opened the meeting to questions.

Commissioner Jennifer Davis asked if there had been any comments of note from outside agencies to date. Planner Levitan advised to date only minor comments to be considered had been received. He stated there is a call with Puget Sound Regional Council (PSRC) tomorrow for a more detailed conversation, but that initial comments have been positive.

Commissioner Morton suggested that the area behind the Target store near Frontier Village would be a good choice for higher-density zoning changes in the future, as it is near a transportation center. Director Wright stated it could be reviewed, but that change would compete with another priority: retaining

affordable homes. Commissioner Morton also expressed his hopes that homeowners are given education in any notice about zoning changes.

Commissioner Duerr asked if there were any material changes to the current version of the draft since the Commissioners had previously reviewed it. Planner Levitan assured that all feedback had been reviewed, and that, where appropriate, requested changes had been incorporated into the policy language.

Chair Davis wanted to ensure that the city's staffing levels can meet the needs of a growing city, particularly in attracting businesses. Director Wright stated that the City Council decides staffing levels through the budget process. Planner Levitan suggested a policy to address this issue.

Commissioner Morton and Chair Davis discussed potentially having visitors pay for parking and restricting the length of time they can park as the city grows.

Vice-Chair Huxford expressed concerns about outreach for the Comprehensive Plan. She also said she would like to see the lake remain as the center of the city, with all inlets/outlets to the lake made a top priority for traffic control measures (roundabouts/lights). She also expressed concern about cities' abilities to sustain the new zoning requirements.

Commissioner Morton asked about cases where a project doesn't go through the Planning Commission, and land use decisions go directly to the City Council. He requested that the Commissioners at least be notified in the case that a project is approved in this way. Director Wright explained that there are two rezone processes defined in code. If a rezone project is tied to a Comprehensive Plan change, it goes through the Planning Commission and then City Council as legislative action; a rezone from one city zone to another is a project-specific action going to the Hearing Examiner and then City Council. He also highlighted several examples of typos or re-wording that need to be addressed. He also expressed a desire for a restaurant and/or gas station on the lake. Director Wright noted that it is outside of this Comprehensive Plan document but subject to the limitations of the Shoreline Master Program.

Commissioner Packard asked if there are any restrictions on the short-term rental of ADUs the city could impose to lessen the impact if their usage becomes excessive. Planner Levitan confirmed that per HB 1337 the city has the authority to regulate short-term rentals. However, cities cannot regulate the number of ADUs that are permitted. Planner Levitan stated that many existing lot or structure characteristics might make building of ADUs difficult, even if the zoning allows ADUs.

Commissioner Jennifer Davis complemented the work done on the Comprehensive Plan and reiterated that the city does have the flexibility and fluidity to approach any needed topics discussed here over the next ten years as needed. Planner Levitan confirmed that the Comprehensive Plan is typically touched each year via the docket process, if there is direction from City Council to do so.

Chair Davis asked if the projects in the 20-year plan could be allocated to a particular year? Planner Levitan stated that the projects trickle from the 20-year plan to the 6-year plan to the annual budget. Any improvements to make the information more digestible for the public and commissioners are welcome. Director Wright explained how the life cycle of a particular project is subject to delays for a myriad of reasons, but we can try to bring that information forward to the Commissioners as the budget is finalized.

Commissioner Morton attended a Surface Water meeting for the weir replacement and encouraged everyone to review the presentation.

Commissioner's Reports

Commissioner Packard—He will be out of town for the 9/18 meeting and wanted to know what he would be missing and how he could participate in absentia. Planner Levitan said the Planning Commission will hopefully recommend to the City Council to adopt the Plan. Commissioner Packard can provide comments or proposed changes in advance.

Vice-Chair Huxford—Commissioner Hoult is resigning from the Planning Commission. Vice-Chair Huxford wanted to acknowledge her service on behalf of the community publicly. Commissioner Jennifer Davis echoed her appreciation for Commissioner Hoult's service.

Director's Report

No Director's report

Adjourn: Motion by Commissioner Packard, seconded by Commissioner Morton to adjourn the meeting at 7:05p.m. The motion carried unanimously.

Respectfully,

Dawn Erickson, Planning Administrative Assistant