

PLANNING COMMISSION MEETING MINUTES



HYBRID/REMOTE AND IN PERSON AT THE MILL

June 23, 2025

CALL TO ORDER: 6:00 PM by Chair Janice Huxford

MEMBERS PRESENT: Chair Janice Huxford, Vice-Chair Jennifer Davis, Commissioner Bruce Morton, Commissioner Mike Duerr, Council Liaison Ryan Donoghue (remote)

MEMBERS ABSENT: Commissioners Connor Davis, Nathan Packard and Murika Matz were absent. Commissioner Duerr moved to excuse the absences, and Commissioner Morton seconded the motion. The motion passed unanimously.

STAFF PRESENT: Planning Manager Christi Schmidt, Administrative Assistant Dawn Erickson

OTHERS PRESENT: No additional attendees

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

Roll Call: As noted above.

Guest business: None.

Approval of Minutes: The meeting minutes of June 2, 2025, were approved as amended, after several Commissioners pointed out a spelling error of the word fentanyl. Commissioner Morton made the motion, and Commissioner Duerr seconded; the motion was carried unanimously.

Discussion Items: Planning Manager Schmidt provided an update on the Streets and Parking Code Amendment Process, reviewing the Planning Commission's discussions to date. She noted that [SB 5184](#) passed on 4/17/25, which limits the amount of parking local governments can require for specific residential and commercial uses, noting several exceptions (See section 2 in the link). The deadline for the City to implement these changes is 7/27/2028. The city can submit an empirical study, prepared by a credentialed transportation or land use planning expert, to Commerce demonstrating that parking limitations would negatively impact safety under the proposed requirements.

The city intends to take a hybrid approach, assess and modify parking standards as needed, similar to the subarea plans, and apply for relief from the state. Staff will discuss with our current consultant and

reallocate the remaining budget to prepare the empirical study, update the traffic impact methodology from December 2012, and revise the traffic impact fee program developer's workbook.

Planning Manager Schmidt also discussed the updated Public Engagement process and the Public Engagement Guide (included in the agenda packet). The city intends to use this process across departments for consistency. The process aligns with the city's vision and strategic plan. She noted that the list of stakeholders is a draft, and the templates are to be expanded. She then requested feedback from the Commissioners.

Regarding SB 5184

- Commissioner Duerr stated that one parking space per household will not be sufficient.
- Chair Huxford emphasized that with the city's growth pattern, the requirements would be incompatible with the Lake Stevens community.
- Commissioner Morton talked about the potential for this legislation leading to fewer people owning cars.

Regarding the Public Engagement Plan

- Commissioner Morton acknowledged that this will be a living document and will be updated frequently, but had no other comments.
- Commissioner Duerr thought that inclusion of maps showing the area(s) under discussion would be helpful, and that the branding and templates would help residents easily recognize them.
- Vice-Chair Jennifer Davis suggested menu options to include "No action", an explanation for the proposed change and consequences of no action, and links to pertinent legislation or City Council documents during public engagement. She suggested that public meetings be started with a statement of the meeting's purpose, limitations, etc. and that perhaps the city could offer some opportunities for residents to meet with elected officials for a conversation since the public meetings don't really provide for anything but comment.
- Chair Huxford asked staff to ensure communication clarity to mitigate misunderstandings. She also suggested the city seek out organized groups of varying ethnicities directly.

Commissioner Reports:

Commissioner Duerr reminded everyone of the 6/26 Open House for the 116th/117th Streets project. Chair Huxford commented on some of the fees discussed at the recent council meeting that were removed after discussion, reminding Commissioners that their work is not isolated to Planning Commission.

Director's Report

No Director's report.

Adjourn: Motion by Commissioner Duerr, with a second by Commissioner Morton, to adjourn the meeting at 6:35 p.m. The motion carried unanimously.

Respectfully,

Dawn Erickson, Administrative Assistant