

**CITY OF LAKE STEVENS
CITY COUNCIL JOINT MEETING WITH PLANNING COMMISSION
MEETING MINUTES**

Tuesday, February 13, 2018

Lake Stevens School District Educational Service Center (Admin. Bldg.)
12309 22nd Street N.E. Lake Stevens

CALL TO ORDER: 6:06 p.m. by Mayor John Spencer

ELECTED OFFICIALS PRESENT: Councilmembers Kim Daughtry, Gary Petershagen, Kurt Hilt (6:07 PM), Rauchel McDaniel, Brett Gailey and Marcus Tageant

ELECTED OFFICIALS ABSENT: Todd Welch

PLANNING COMMISSIONERS PRESENT: Janice Huxford, Tracey Trout, Vicki Oslund, Jennifer Davis and Karim Ali,

PLANNING COMMISSIONERS ABSENT: Linda Hoult

STAFF MEMBERS PRESENT: City Administrator Gene Brazel, Finance Director Barb Stevens, Community Development Director Russ Wright, Police Chief John Dyer, City Clerk Kathy Pugh, Economic Development Coordinator Jeanie Ashe, Permit Coordinator Jennie Fenrich, Senior Planner Josh Machen

OTHERS:

The meeting was called to order at 6:02 p.m. by Mayor Spencer

Director Wright provided an overview of the evening.

Commissioner Huxford introduced the members of the Planning Commission. She said the Planning Commission is currently short one member and they are looking forward to having the vacancy filled. Commissioner Huxford also commented the commission is proud of its 2017 accomplishments and is looking forward to the goals and challenges for 2018.

2018 Work Program: Senior Planner Machen distributed a proposed work program for 2018 and said that the Planning Commission and staff are looking for direction on the priorities, including whether any of them need to be reordered.

Responding to Councilmember McDaniel's question, Planner Machen clarified that the City would keep its High Urban Residential (HUR) zone, and would add a new zone called Compact Residential (CR). The CR zone is in the City's Comprehensive Plan, but it is not in the Zoning Code. Director Wright added that for areas currently in the urban growth area, the CR zone would increase the density. The CR zoning could be utilized within the current city limits but the thought process is to apply a CR zone to annexation areas. He added that lot sizes would be larger than the current lot size, but not as large as a rural lot.

Councilmember Petershagen asked about the reference to the Design Review Board and said that Council determined to do away with that board. Planner Machen replied this requires a code amendment, and Director Wright added that staff is working on tools to make design review an administrative process.

Commissioner Trout commented on the lake depth and asked how the increase in impervious surfaces from 40% to 60% impacts lake levels, roads and other infrastructure. Planner Machen replied that in theory with adoption of the 2012-2014 Stormwater Manual new development will not discharge any more water than what would be discharged from properties in an unaltered state. He added that not only new development needs to be compliant, but that existing infrastructure has high runoff that is discharged straight into the lake, and Council has identified this needs to be addressed.

Commissioner Huxford asked regarding the timeline for the Zoning Code section of the work program, and Director Wright explained these are placeholders and can be changed.

Planner Machen said in response to Councilmember Gailey's question, that an interim ordinance was passed late last year that prohibits safe injection sites. Planner Machen explained that this will need to go to the Planning Commission to complete the formal public process. There was consensus of Council to move this ordinance forward.

Responding to Councilmember Gailey's question regarding Temporary Encampments under the Zoning Code section, Director Wright explained that a WCIA audit found that Lake Stevens does not have regulations for Temporary Encampments and needs to put these in place. Following discussion it was decided to shift Temporary Encampments to the first quarter, and shift HUR and proposed zoning designations to the third quarter.

Councilmember Daughtry asked about city codes for tiny homes. Director Wright said this might fit under the accessory dwellings code if it were updated, or that innovative housing regulations might also apply. Discussion ensued, and Director Wright commented this can become a mobility issue if a tiny home is built on a chassis.

Councilmember McDaniel noted that the Planning Commissioners are volunteers and thanked them for their time.

Recap of City Council Retreat: Responding to Commissioner Huxford's question, Mayor Spencer explained that the process for filling the vacancy on the Planning Commission is underway. Commissioner Huxford said it has been helpful to have Council representation at the Planning Commission meetings as it provides continuity.

Administrator Brazel provided a recap of the City Council's recent retreat and said that a priority is to improve and fix problems with communications. Transportation projects were reviewed, including discussion about Highway 2 and utilizing a more global approach to improvements by partnering with Monroe, Snohomish and Sultan to press for improvements. Administrator Brazel reviewed the pending capital projects, noting they primarily consist of transportation and park improvements, particularly to Lundeen Park and Cavelero Park. Also discussed were Public Works standards for road cuts, discontinuing the Design Review Board and utilizing the current members in another manner and the sidewalk program, with safe sidewalks for schools being a priority.

Regarding sidewalks, Director Wright commented there are areas the City can leverage tools such as multi-use, grants and safe pathways to promote sidewalk programs.

Administrator Brazel continued that the Council also discussed strengthening the relationship with the Chamber of Commerce, various city facility leases including with the Historical Society, Grimm House and Rowing Club. Specifically discussed was making new leases for one year to allow for the North Cove Park redevelopment. Administrator Brazel continued, saying that Council determined to move away from subcommittees, and instead will hold a workshop once a month as needed for in-depth discussion. Administrator Brazel said the Council also discussed attendance requirements and preparation for Boards and Commission members, as well as training opportunities for these volunteers. The Chapel Hill site was discussed, and there was discussion on how to on-board a Parks & Recreation Department.

Commissioner Huxford likes the increased communication, and appreciated the Rules & Regulations that were presented at the last Planning Commission meeting.

Returning to the work program, Commissioner Davis suggested moving consideration of the safe injection sites up for consideration in tandem with the encampment issue. Director Wright reviewed the ways to move forward for safe injection sites are take a wait and see approach or move forward with an outright ban. There was consensus to move forward with an outright ban.

Administrator Brazel reviewed the role of the Council liaison to boards and commissions is to be a resource to collect information and share it back to Council. Liaisons are not attending meetings to engage with boards and commissions.

Councilmember Daughtry said board and commission members have an important job and it is not the Council's role to sway the decision of the board, but to make a decision following the board's or commission's recommendation.


Mayor Spencer turned the conversation to annexations, and said that Council did discuss the petition vs. election processes of annexation with regard to the Urban Growth Area, and is in favor of moving forward with the election process. This will be brought forward to Council for a final decision.

Puget Sound Regional Council Vision 2050: Director Wright Russ said the Puget Sound Regional Council's Vision 2050 program is important as it impacts how the Planning Commission and City move forward. He reviewed the previous methodology used and said that it was an ineffective methodology for cities in Snohomish County. The group Snohomish County Tomorrow, and specifically the Planning Advisory Committee, has made early recommendations to the Steering Committee of the Puget Sound Regional Council, to use a methodology that is more specific to the environment and needs of cities in Snohomish County, and that establishes goals that are achievable.

Commissioner Davis commented it is important to communicate with the community as the community needs to understand the mandates.

Adjourn:

There being no further business the meeting was adjourned at 6:58 p.m.



John Spencer, Mayor



Kathy Pugh, City Clerk



Janice Huxford, Chair
Planning Commission



Jennie Fenrich, Secretary