

PLANNING COMMISSION MEETING MINUTES



HYBRID/REMOTE AND IN PERSON AT THE MILL

December 7, 2022

- CALL TO ORDER: 6:00 PM by Chair Todd Welch
- MEMBERS PRESENT: Todd Welch, Mike Duerr, Linda Hoult, Janice Huxford, John Cronin, and Jennifer Davis
- MEMBERS ABSENT: Conner Davis
- STAFF PRESENT: Community Development Director Russ Wright, Planning Manager David Levitan, Clerk Jennie Fenrich
- OTHERS PRESENT: VIA ZOOM, Department of Ecology-Stephanie Barney

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

Roll Call: All present except Commission Connor Davis. Unexcused.

Guest business: None

Approval of Minutes: Minutes of November 2, 2022 were approved as written. Commissioner Linda Hoult made the motion and Commissioner Cronin seconded (motion carried unanimously).

Public Hearing: **Joint Public Hearing with Department of Ecology on Minor SMP Amendment**
Stephine Barney attended our hearing via Zoom for the joint hearing.

Planning Manger Levitan presented the process and gave an overview of the proposal.

For the proposed SMP amendment, the city is using the optional joint review process with the Department of Ecology outlined in the Shoreline Management Act (Chapter 90.58 RCW) and the SMP Guidelines (WAC 173-26-104). The joint review process requires a 30-day public comment period, which was initiated by Ecology and runs from November 7 through December 7, 2022. As of December 1, no written comments have been received. The city must also hold a joint public hearing during this period to allow for oral testimony, which is the purpose of the December 7 public hearing. On November 4, Ecology sent notice of the upcoming public comment period to their list of interested parties, which includes local tribes, local/state/federal agencies, and community and environmental organizations. The city also provided public notice via its website and Facebook page, and published notice in the Everett Herald on November 25 and December 2, 2022. At the conclusion of the comment period, the city will prepare responses to comments and determine if any changes are required to the proposed amendments. The city will share

the public comments and city responses with Ecology, before initiating the local adoption process, which will include public hearings before the Planning Commission and City Council, which are expected in January 2023. After local adoption, the city will formally submit the SMP amendment to Ecology for a final decision, per WAC 173-26- 104 and 173-26-110. The city submitted a 60-day notice of its intent to adopt SMP amendments to the Department of Commerce on October 14, 2022 (ID 2022-S-4458) and will complete the State Environmental Policy Act (SEPA) review process prior to the Planning Commission's public hearing in January 2023.

Discussion Items: 2023 Work Program

The Planning Commission reviewed the proposed Long-Range Planning Work Program for 2023 in preparation of its joint meeting with the City Council. The proposed work plan includes comprehensive plan amendments, development code amendments, annexations and other long-range planning projects.

Commissioner Reports:

Commissioner Duerr complimented the excellent job the Public Works performed on the last snow event. Chair Welch gave appreciation to the Planning Department for the heavy workload this past year. He thanked the Planning Commission and the Elected Officials for the hard work done. He commented that he is excited to see what businesses will be attracted to the 20th St Corridor now that Costco is up and running. He noted the State has begun their work sessions and is excited to see what is proposed. Commissioner Jennifer Davis acknowledged the hard work that went into Costco getting opened, and from her view everything went well. She also thanked Commissioners Mike Duerr, and Conner Davis for serving on the Short-Term Rental committee.

Director's Report: Director Wright gave a recap on the Short-term Rental committee. The first meeting's intent was to start fresh and discuss project goals and preferences. In the next meeting, they will explore comparable STR codes. The following meeting will include a new draft code. Director Wright reported the joint City Council and Planning Commission will be January 3rd in the Mill. The Housing Action plan is to be rescheduled at January's optional meeting.

It was reported there are two Planning Commissioner terms ending and would those who would like to be considered for re-appointment please send your letter of interest to the Clerks' office. Both Commissioner Cronin and Huxford were praised by their fellow commissioners for their professionalism and strengths added to the group.

Adjourn: Motion by Commission Duerr, seconded by Commissioner Hoult to adjourn the meeting at 6:48 p.m. The motion carried unanimously.

Jennie Fenrich, Planning Commission Clerk