PLANNING COMMISSION REGULAR MEETING MINUTES
Community Center
1808 Main Street, Lake Stevens
Wednesday May 2, 2018

CALL TO ORDER: 7:00 pm by Chair Janice Huxford

MEMBERS PRESENT: Chair Janice Huxford, Vicky Oslund, Tracey Trout, Linda Hoult, Jennifer Davis

MEMBERS ABSENT: Karim Ali

STAFF PRESENT: Community Development Director Russ Wright, Associate Planner Dillon Roth and Clerk Jennie Fenrich

OTHERS PRESENT: Councilmember Rauchel McDaniel and Councilmember Gary Petershagen

---

Excused Absence: Commissioner Hoult made a motion to excuse Commissioner Ali and Commissioner Trout seconded. Motion carried 5-0-0-1.

Guest business: none

Action Items:

1. Approve Meeting Minutes, April 18, 2018. Commissioner Hoult made a motion to approve minutes with one correction to public comment made, Commissioner Oslund 2nd motion carried 5-0-0-1.

Discussion Items:

1. Associate Planner Roth gave a second briefing on LUA2017-0171 Accessory Dwelling Unit Code amendment. Commissioner Trout inquired how would people will know they need to apply for a permit for an ADU and what will make people want to. It was discussed that when people come in to apply for permits, it would trigger the applicant to apply for an ADU. These regulations would not be retroactive, if there is a code enforcement case that triggers an investigation, there are remedies in place that will need to be met to make the unit complaint with code. Mitigation fees were discussed and the commissioners agreed that fees should be assessed at the building stage. Chair Huxford asked about parking, and Planner Roth explained that an additional parking place will be required. Commissioner Oslund confirmed that this does not apply to “tiny homes”. Planner Roth confirmed that this doesn’t include homes without foundations.

Commissioner Reports: none

Director Report: Community Development Director Wright reported that the FEIS for the Downtown Subarea has been completed. He requested a Public Meeting for May 16th and a Public Hearing for June 13, 2018.

Adjourn: Motion by Commissioner Trout to adjourn Commissioner Hoult 2nd. Motion carried 5-0-0-1. Meeting adjourned at 7:53 p.m.

Janice Huxford, Chair	Jennie Fenrich, Clerk, Planning & Community Development