

PLANNING COMMISSION REGULAR MEETING MINUTES

Community Center
1808 Main Street, Lake Stevens
Wednesday, February 6, 2019

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

MEMBERS PRESENT: Janice Huxford, Jennifer Davis, Tracey Trout, Vicki Oslund, Linda Hoult and John Cronin

MEMBERS ABSENT: Steve Ewing

STAFF PRESENT: Community Development Director Russ Wright and Planning Manager Josh Machen

OTHERS PRESENT: Councilmember McDaniel

Excused Absence: Commissioner Hoult made a motion and Commissioner Trout seconded to excuse Commissioner Ewing for his absence. Motion approved 6-0-0-1.

Guest business. None

Action Items:

1. Commissioner Cronin made a motion Commissioner Davis seconded to approve the minutes of the joint meeting with City Council on 12-18-2018. Approved 6-0-0-1.

Public Hearing:

Chair Janice Huxford asked for a motion to open the public hearing on 2019 Comprehensive Plan. Commissioner Hoult made the motion and Commissioner Trout seconded. Motion passed 6-0-0-1.

Staff Presentation- Community Development Director Wright gave a presentation on the Docket proposal to the Comprehensive Plan. This update will include some text, map and capital facilities updates, land use, statistical, buildable lands and Shoreline Master Program as well as new annexation zoning guidelines.

Comments from the audience: none

Comments from the Commission:

Commissioner Hoult asked for the Docket process to be explained for the newest Commissioners. Commissioner Trout asked about the two public properties on the docket. Director Wright clarified that they are the lot next to the 20th St ballfield and the Frontier Heights park. Chair Huxford asked for Public outreach for the changes, especially the ones that abut residential areas. She also asked that proper time be given to discuss the annexation process and the 20th St SE Vision. Commissioner Cronin asked to have clarification on who owned the park properties. Director Wright said the City owned both parks that will be discussed. Chair Huxford asked for a motion to close

the public discussion. Commissioner Hoult made a motion to close and Commissioner Cronin seconded. Motion passed 6-0-0-1.

Commissioner Trout asked about the Zoning at the property of HWY92 and 91st Ave NE, the property referred to as the Red Barn site. The request to change the zoning seems reasonable as the current zoning is Main Street and this property is not pedestrian oriented which is what the intention of this zone is. Commissioner Huxford said she believed it to be a logical request as it has been one formerly. Commissioner Davis asked a clarifying question about process and if they are being asked to recommend that the commission recommended moving the 2019 Docket to Council begin the process. Commissioner Davis make a motion to ratify and move the Docket forward. Commissioner Hoult Seconded. Motion passed 6-0-0-1.

Public Hearing:

Chair Janice Huxford asked for a motion to open the public hearing on Wireless Communication Small Cell Facilities. Commissioner Hoult made the motion and Commissioner Trout seconded. Motion passed 6-0-0-1.

Staff Presentation:

Panning Manager Machen gave a report on the Wireless Communications Small Cell Facilities. The Planning Commission asked staff to work with the City Attorney to address some of the concerns from AT & T and Verizon. Some of the requests that were made were changed but some were not applicable. The recommendation from the attorney is outlined in this final draft. The City recommends this draft be forwarded to City Council for approval.

Comments from the audience:

Richard Bush from AT & T acknowledged the late arrival of the comments, but they were not aware of the draft until Monday, and needed time to have their attorney review. AT & T is asking for more flexibility on the dimensional standard of the facility to match their current equipment.

Comments from the Commission:

Commission Hoult made a clarification to the applicant that the packet was available to the public on Friday, and that they would have had time to review and respond earlier than they did.

Chair Huxford requested a motion be made to close the hearing. Commissioner Trout made a motion that was seconded by Hoult. Motion passed 6-0-0-1.

Commission's comments:

Commissioner Hoult made a motion to forward the ordinance to City Council for final review of technical matters. Commissioner Davis seconded. Motion passed 6-0-0-1.

Discussion items:

Planning Manager Machen gave a recap on Shoreline Master Program. There are a few small, administrative changes. The City did a self-review on what is working and what needs updating. Flexibility and meeting State regulations are the points staff are working on. Shoreline armoring, non-conforming docks, single family paths and landscaping code needed to be updated for flexibility.


Commissioner Hoult asked if there have been public comments on these proposals. Department of Fish and Wildlife applauded the effort. Commissioner Trout asked for some additional information on bulkhead maintenance. Planning Manager Machen said the proposed regulations would be more flexible on soft and hard scaping. Huxford asked if homeowners can maintain or build a new dock. Planning Manager Machen responded that this will give flexibility to dock design. Commissioner Huxford asked for clarification on thresholds for substantial development. Commissioner Cronin asked about the thresholds for repair or new docks. Commissioner Huxford asked for transparency for citizens wanting to build or repair docks.

Commissioner Davis moved to forward this program on to a Public Hearing next meeting, February 20. Commissioner Trout seconded, motion passed 6-0-0-1.

Commissioner Reports: Commissioner Hoult attended Snohomish County Tomorrow Steering Committee. Arlington is moving to expand its manufacturing Industrial Center. Clean fuel standards are being addressed.

Planning Director Report: none

Adjourn. Motion to adjourn by Commissioner Hoult, seconded by Commissioner Davis. Motion carried 6-0-0-1. Meeting adjourned 8:14 pm.


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