

**PLANNING COMMISSION MEETING MINUTES**

Community Center  
1808 Main Street, Lake Stevens  
Wednesday, June 4, 2014

CALL TO ORDER: 7:04 pm by Chair Petershagen

MEMBERS PRESENT: Chair Gary Petershagen, Vice-Chair Janice Huxford, Linda Hoult, Sammie Thurber, Pam Barnet, Tom Matlack and Jennifer Davis

MEMBERS ABSENT:

STAFF PRESENT: Planning and Community Development Director Rebecca Ableman, Senior Planner Russ Wright and Planning/Public Works Coordinator Georgine Rosson

OTHERS PRESENT:

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**Excused Absence:** No Absences.

**Guest Business:** None

**Action Items:**

*Approval of Minutes from May 21, 2014:* Vice-Chair Huxford made a motion to approve minutes, Commissioner Hoult second, motion passed 7-0-0-0.

**Discussion Items:**

*Staff Presentation: Comprehensive Plan Outline –Director Ableman, Senior Planner Wright:* Planner Wright described how the Comprehensive Plan is broken into elements, with the primary element being land use. The rest of the document flows from this element, such as the housing element, which determines water and sewer needs, and schools. The capital facilities element determines which improvements are necessary and how facilities will be funded. The transportation element covers a broad spectrum, transportation issues. The economic development element includes strategies used to give the city an identity. Currently there is a critical area element, this will be updated to a natural environments element, which is a broader term meant to incorporate topics such as climate change and water quality. Planning Commissioners had questions regarding the statistical data used to determine economic development projections and population growth. Staff responded that census data has been used, the Growth Monitoring Report, Buildable Lands Report. Questions were asked regarding if the city has adequate capacity or could take on additional growth. Planner Wright responded the city has met its growth targets and larger cities along the I-5 corridor have larger population allocations. Questions were asked regarding the meaning of “multimodal approaches to concurrency.” Planner Wright responded the multimodal approaches would be things such as pedestrian walkways, or public transportation. Concurrency means ensuring adequate infrastructure based on population projections to handle future growth, and plans to handle any identified shortfalls.

*Staff Presentation: Current Vision Statement – Planning Director Ableman, Senior Planner Wright:*

Planner Wright has incorporated previous comments regarding the vision statement into one cohesive statement, and prepared a draft vision statement focusing on each element to present to the commissioners. Overall, the commissioners had positive comments regarding the vision, how it focuses on the lake, employment growth, quality neighborhoods, and encouraging character building at a neighborhood level. It was suggested that some highlights of the city be emphasized, such as excellent schools and neighborhoods. Vice-Chair Huxford mentioned reviewing the vision statements for local service organizations and schools to ensure consistency. Director Ableman explained the vision statement should drive the comprehensive plan and goals, and provide a vision of how the city will look in the next 20 years. Planner Wright stated the goals and policies supporting the vision statements for each element would stay mostly the same, with some possible reorganization.

**Commissioner Reports:**

Vice-Chair Huxford asked how the city is advertising meetings and other events right now since the local paper is undergoing some changes. Staff responded meetings and other notices are being published in the Everett Herald, and everything is posted on the city's website. Commissioner Matlack confirmed the next Design Review Board meeting will be June 26<sup>th</sup>. Commissioner Thurber announced she is resigning due to family reasons and that tonight will be her last meeting. Commissioner Thurber has served for four years.

**Staff Reports:**

Planning Director Ableman distributed a preliminary report on economic development efforts; staff is putting together additional outreach material for business recruitment. Planner Wright mentioned the grant for the boat launch, the application is about 75% complete, and staff is working with WDFW preparing it for submittal. Commissioner Barnet mentioned it would be nice to have a dock at the boat launch specifically for boats to "park" on a temporary basis so boaters can enjoy the downtown area.

**Future Agenda Items:**

*2014 Docket:* The next meeting will be the third week in July for public hearing on the Docket. Chair Petershagen asked for discussion on the potential uses of the Soper Hill properties at this public hearing, Commissioner Hoult would like to know what is currently allowed along Hwy 9 in the Soper Hill area.

*2015 Comprehensive Plan Update:* Commissioners will be updated in each meeting.

*Lake Stevens Housing Profile:* Staff plan to have information for review in July.

*Lake Stevens Development and Market Trends:* Staff plan to have information for review in July.

**Adjourn.** Commissioner Hoult made a motion to adjourn at 7:44 p.m., Commissioner Thurber second, motion passed. 7-0-0-0.

  
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Gary Petershagen, Chair

  
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Georgine Rosson, Planning/Public Works  
Coordinator