

PLANNING COMMISSION REGULAR MEETING MINUTES

Community Center
1808 Main Street, Lake Stevens
Wednesday, January 7, 2015

CALL TO ORDER: 7:05 pm by Chair Gary Petershagen

MEMBERS PRESENT: Gary Petershagen, Chairman, Janice Huxford, Vice Chair, Pamela Barnett, Jennifer Davis, Linda Hoult, Tom Matlack

MEMBERS ABSENT: Mirza Avdic

STAFF PRESENT: Senior Planner Russ Wright, and Clerk Jill Meis

OTHERS PRESENT: None

Excused Absence: Commissioner Huxford made a motion to excuse commissioner Avdic, Commissioner Hoult 2nd. Motion carried. 6-0-0-1.

Guest business. None.

Special Presentation. None.

Action Items:

1. Planning Commissioner Chair nominations. Commissioner Huxford nominated Commissioner Davis for Co-chair. Commissioner Hoult 2nd, Motion carried 6-0-0-1. Commissioner Petershagen nominated Commissioner Matlack for Chair, Commissioner Hoult 2nd, motion carried 6-0-0-1.
2. *Approve December 3, 2014 Meeting Minutes.* Commissioner Barnett made a motion to approve December 3, 2014 minutes, Commissioner Petershagen Second. Motion carried 4-0-2-1.

Public Hearing:

PC Chair Opens Meeting - Commissioner Matlack opened the public hearing.

Staff Presentation-School District CFP – (Senior Planner Payne)

Senior Planner Payne presented the adopted plan by the county in November 2014 of the Capital Facilities Plan. Senior Planner Payne explained the ways of calculating fees associated with impact fees. The fees were slightly lower due to student generation rates. The presentation was recommended by staff for adoption by the city council.

Commissioner's questions for staff- Commissioner Hoult questioned the traffic mitigation fees pertaining to the continuity with the county fees. Director Ableman answered by stating that council hasn't given any indication that there will be any changes. Commissioner Hoult also questioned if we were consistent with other surrounding jurisdictions.

Proponent's comments- Mr. Robb Stanton with the Lake Stevens School District answered that the surrounding jurisdictions are charging the same amount. Commissioner Matlack asked if the property acquired at Hwy 9 and Soper Hill Rd would be suitable for a middle school. Mr. Stanton stated that it was acquired with that

purpose in mind and it is suitable for that purpose as well as others.

Comments from the audience- none

Proponent rebuttal comments – none

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Proponent rebuttal comments – none

Close public comments portion of hearing by motion- Commissioner Hoult made motion to close public portion, Commissioner Huxford 2nd, motion carried 6-0-0-1.

Close public hearing- Commissioner Hoult made a motion to close public hearing, Commissioner Huxford 2nd, motion carried 6-0-0-1.

Commission Action by Motion – Commissioner Hoult made motion to approve the Capital Facilities Plan, Commissioner Barnett 2nd, motion carried 6-0-0-1.

Discussion Items: Senior Planners Payne & Wright described the chapters and updates to the Comprehensive Plan pertaining to the vision statement. There was some revisions to make it more forward looking.

Senior Planner Wright asked for any input on the element statements, none was given. Sen. Planner Wright also briefed the commission on the housing element.

Senior Planner Payne went over the housing profile provided to the city by the Alliance for Affordable Housing. Different demographical information was given on subsidized housing.

Commissioner Matlack inquired if there was a percent of low income housing thresholds. Senior Planner Wright said there was a soft number, but no requirement.

Commissioner Huxford asked if the numbers were still relevant due to the amount of growth experienced since 2010. Senior Planner Wright stated that the most recent census was used to compile the numbers.

Commissioner Davis asked if we were impacted by Everett not being able to accommodate their current growth. Senior Planner Wright stated that was incorporated into the land use portion of the update. Director Ableman said that Snohomish County will require a reconciliation if a jurisdiction cannot meet their growth targets. Snohomish County Tomorrow has budgeted a mediation fund as well to assist with that.

Senior Planner Payne presented on the Utilities Management portion of the Comp Plan Update. There are no capacity concerns by PUD electric and water. The challenging areas were in the School District growth. The needs listed included a new elementary school and some portable classrooms. The sewer district is updating their plan at this time. The city is working with them on areas for expansion.

Director Ableman explained that code amendments were likely to implement the Comp Plan.

Commissioner Reports. None

Commissioner Huxford asked if there was a community calendar that could be updated to show different community events. Director Ableman said the website calendar is a community calendar.

Commissioner Petershagen had concerns about the aesthetics of the Tanner's Ridge plat. Senior Planner Wright explained the plan that was submitted was not outside the standards and some features had to be done to access right of way.

Planning Director Report:

An update was given by Director Ableman on the traffic mitigation update that was passed by council. Employers providing jobs will get a reduction in traffic mitigation fees and employers that bring in \$100,000 per year of tax revenue would receive a reduction in traffic mitigation fees as well.

The City Council passed the budget in December. The budget allows for new staff in the planning department, public works received one maintenance worker and two new officers in the police department. The Public Works department was also budgeted to procure an asset management software.

The Cavalero park preferred plan will be presented at the joint park board/city council meeting on 1/13/2015. A brief description was given of the general layout.

Adjourn. Motion by Commissioner Houtt, second by Commissioner Barnett, to adjourn at 7:59 p.m. Motion carried 6-0-0-1.



Tom Matlack, Chair



Jill Meis, Clerk, Planning &
Community Development

