

**PLANNING COMMISSION REGULAR MEETING MINUTES**

Community Center  
1808 Main Street, Lake Stevens  
Wednesday, July 20, 2016

CALL TO ORDER: 7:00 pm by Commissioner Davis

MEMBERS PRESENT: Jennifer Davis, Gary Petershagen, Vicki Oslund, Tracy Trout, Janice Huxford

MEMBERS ABSENT: Tom Matlack and Linda Hoult

STAFF PRESENT: Planning and Community Development Director Russ Wright and Jennie Fenrich

OTHERS PRESENT: None

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**Excused Absence:** Commissioner Huxford made a motion to excuse Commissioners Matlack and Hoult, Commissioner Oslund 2<sup>nd</sup>. Motion carried 5-0-0-2.

**Guest business:** None

**Action Items:**

1. *Approve July 6 2016 Meeting Minutes.* Commissioner Davis made a motion to approve June 6, 2016 minutes, as corrected, Commissioner Oslund 2<sup>nd</sup>. Motion carried 5-0-0-2

**Public Hearing Items:**

Impact Fee Deferral-Director Wright presented the Senate passed Engrossed Senate Bill 5923. This gives the City the opportunity to defer impact fees for the construction of Single Family residence. The School District provided comments and they would like to be able to be listed on the Lien if fees do not get paid. Fees will be due at the time of Permit issuance. There were no other comments received. Discussion followed. Commissioner Davis closed the Public Hearing. Commissioner Petershagen moved to approve the Amendment as proposed and Commissioner Oslund seconded. Motion carried 5-0-0-2.

Administrative Authority- Director Wright presented an amendment that Council and Mayor have suggested that Directors have more authority to make decisions using their discretion. There will be a classification chart that will have three tiers that will guide in decision making. Commissioner Davis closed the Public Hearing. Commissioner Petershagen moved to accept the amendment as proposed. Commissioner Huxford seconded the motion. The vote passed 5-0-0-2

**Commissioner Reports**

Commissioner Trout inquired on what restaurants are coming and are there any pending and reminded us that there are spots available to work the City Booth during Aquafest. Commissioner Huxford shared a report on Aquafest and there's many options to volunteers.

**Director's Report-** The City of Lake Stevens is promoting a Bike Rodeo at National Night out on August 2<sup>nd</sup>. There is a Community Meeting regarding the Cavelero Park Skatepark on August 8, at Cavelero Mid-High, please spread the word. Director Wright gave an update on Downtown Subarea Plan, he is asking the Planning Commission to host a Public Kick-off meeting on Sept 7<sup>th</sup>.

**Adjourn:** Motion by Commissioner Huxford to adjourn, Commissioner Petershagen 2<sup>nd</sup>. Motion carried 5-0-0-2. Meeting adjourned at 7:49 p.m.

  
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Jennifer Davis, Commissioner

  
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Jennie Fenrich, Clerk, Planning &  
Community Development