

**PLANNING COMMISSION REGULAR MEETING MINUTES**

Community Center  
1808 Main Street, Lake Stevens  
Wednesday, March 21, 2018

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

MEMBERS PRESENT: Jennifer Davis, Janice Huxford, Karim Ali, Vicki Oslund, Tracey Trout, Linda Hoult

MEMBERS ABSENT: None

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

OTHERS PRESENT: Councilmember Gary Petershagen

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**Excused Absence:** None

**Guest business.** None

**Action Items:**

1. Approval of February 7, 2018 meeting minutes. Commissioner Hoult made a motion to approve and Commissioner Trout seconded. Approved 6-0-0-0.
2. Approval of March 07, 2018 meeting minutes. Commissioner Davis made a motion to approve the minutes, Commissioner Ali seconded. Motion carried 6-0-0-0.
3. Approval of February 13, 2018 Joint Council/Planning Commission meeting minutes. Commissioner Ali made a motion to approve minutes and Commissioner Davis seconded. Approved 6-0-0-0.
4. Tracey Trout was nominated to be Design Review Board liaison. Commissioner Hoult made a motion to nominate and Commissioner Davies seconded. Approved 6-0-0-0.

**Public Hearing:**

**PC Chair Opens Meeting** - Commissioner Huxford asked for a motion to open the public hearing on LUA2017-0030, Supervised Drug Sites. Commissioner Ali made a motion to open the Public Hearing. Commissioner Oslund seconded. Approved 6-0-0-0.

**Staff Presentation-** Senior Planner Josh Machen gave an overview of an ordinance that bans Supervised Drug Sites within the City limits.

**Commissioner's questions for staff-** Commissioner Ali asked if there were any current disposal sites. Lake Stevens Police Officers, firefighters and Public Works personnel

carry disposal kits.

**Proponent's comments-** none

**Comments from the audience-** Linda Thomas would like the City to consider having a site. She believes that if there is a staff member on site who can help users when they are ready to seek help it would benefit the community. She expressed that there is already drugs in our City and as our community continues to grow and the drugs are here, we can best take care of our citizens by having a safe, clean space. Michele Hampton is opposed to having a facility in our City. She says statistics say these facilities are not working, crime is increasing and home values will go down. She also doesn't think the City has the resources to fund such facilities. She favors supporting resources already in place. Ms. Thomas spoke again and expressed there is not enough help for those who are current addicts, three beds are currently available for individuals that are in immediate need and there are many more people who need help immediately.

**Proponent rebuttal comments –** none

**Comments from the audience-** none

**Proponent rebuttal comments –** none

**PC Chair** asked for a motion to close the public portion of the hearing. Commissioner Hoult made a motion and Commissioner Trout seconded. Motion passed 6-0-0-0.

**Commission Action by Motion –** Commissioner Oslund made motion to approve the code recommendation to Council. Commissioner Hoult seconded. The motion carried 6-0-0-0.

**PC Chair** Huxford made a motion to open the second Public Hearing on LUA2017-0148 for Model Home Ordinance. The Commission approved and the hearing was opened.

**Staff Presentation-** Senior Planner Josh Machen gave a report on this citizen initiated ordinance. The Model Home ordinance would allow two homes on a short plat and up to six on a plat or 20%, whichever is less. This helps the developers get their product started on sales. Since last meeting Senior Planner Machen has received comments that had Planning Department amend the application. Specifically, the applicant is requesting that the ordinance not require diversity of design among the models and developers should not have to post assurance devices for model homes.

**Commissioner's questions for staff-** Commissioner Davis said as she was tracking this change she noticed that the proponent is asking that they be allowed to change the facades and roof lines rather than entire floor plans. Mr. Machen said it was intended to give more flexibility in changing the look. Commissioner Huxford said there are already standards in place and asked if this was correct. Mr. Machen said The Urban Residential Developments Guidelines 1995 are more related to the layout of the development, roads, open spaces, etc. We do not have current design standards.

**Proponent's comments-** Mr. David Toyer spoke as the proponent's representative. His clients are interested in a new code to allow builders to start building more homes on a single property. He has trouble with changing language that will require financial security be required. He states that only one other surrounding City requires this.

**Comments from the audience-** none

**Proponent rebuttal comments** – none

**Comments from the audience-** none

**Proponent rebuttal comments** – none

**Close public comments portion of hearing by motion-** Commissioner Hoult made a motion to close public portion. Commissioner Ali seconded. The motion carried 6-0-0-0.

**Commission Action by Motion** – Commissioner Trout made a motion to approve the recommendation as amended to Council. Commissioner Davis seconded. Commissioner Davis and Commissioner Huxford are not in favor of requiring financial security. Commissioner Huxford was not in favor of requiring diversity as she feels it is already covered. Community Development Director Wright stated this will be include in report to Council. The motion carried 4-2-0-0.

### **Briefings:**

1. A briefing on ADU Code amendment was presented by Associate Planner Roth. He started by defining them as self-contained accessory dwelling units. We currently do not have a code section on ADUs. The Planning department hears frequent questions regarding constructing ADUs. He stated that there will be benefits for home owners, such as, income generating opportunities, home values could go up with property improvements. It would bring a diverse affordable housing rentals.

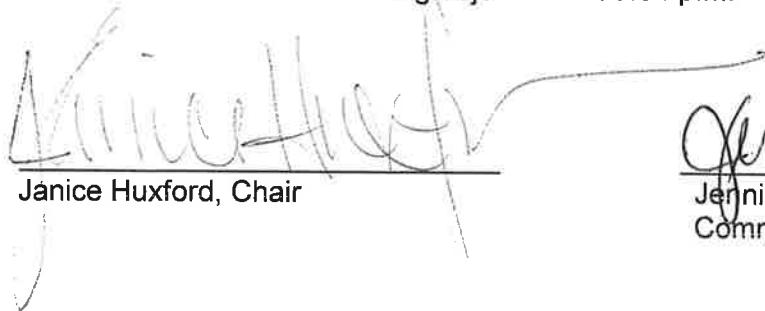
2. Senior Planner Machen gave a second briefing on Final Plat Authority Ordinance. City staff and City Council are receptive to this change. The Council is more concerned about how we are noticing our projects. Mr. Machen explained the current process of noticing. The Council is asking for additional ideas on noticing. Senior Planner Machen is asking for the Planning Commission's permission to take this ordinance to public hearing. Date set for April 4, 2018.

### **Commissioner Reports**

Commissioner Ali asked for an update on Costco. Community Development Wright shared that Costco is doing a feasibility study to see if they will come to the City of Lake Stevens. Commissioner Trout attended the Lake Task Force meeting and stated most of the meeting was about signage.

**Planning Director Report:** Community Development Director Wright reported an Architectural firm is being sought for design of the new Police Station that will be built in 2019. The Downtown plan is being wrapped up and Planning Commission will be asked to host some meetings and hearings in the future. Puget Sound Regional Council is working on the 2050 Regional Growth forecast. Once this plan is decided, the Planning Commission will have items added to their work program. The City currently has several areas that are being annexed. He stated that the process is antiquated and needs to be streamlined.

**Adjourn.** Motion to adjourn by Commissioner Hoult, seconded by Commissioner Ali.  
Motion carried 6-0-0-0. Meeting adjourned at 9:04 p.m.



Janice Huxford, Chair



Jennie Fenrich, Clerk, Planning &  
Community Development