

**PLANNING COMMISSION REGULAR MEETING MINUTES**

Community Center  
1808 Main Street, Lake Stevens  
Wednesday, June 6, 2018

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

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

MEMBERS ABSENT: Karim Ali

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

OTHERS PRESENT: Councilmember McDaniel, Councilmember Petershagen

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**Excused Absence:** Motion was made by Commissioner Hoult to excuse Karim Ali's absence. Commissioner Davis seconded. Motion passed 5-0-0-1.

**Guest business.** Scott Erie shared that he does not believe that the new road proposed on the Sedona development meets code and should not be allowed as submitted.

**Action Items:**

1. Commissioner Hoult made a motion Commissioner Trout seconded to approve the May 16, 2018 minutes as amended. Approved 5-0-0-1.

**Public Hearing:**

**PC Chair Opens Meeting** - Commissioner Huxford asked for a motion to open the public hearing for LUA2017-0171 ADU Code Amendment.

**Staff Presentation** Associate Planner Dillon Roth presented the staff report and gave background on the process for this amendment. The new code makes it easier to permit Accessory Dwelling Units. These changes would allow residents to build an additional unit on their property to either house family or rent out for additional income. The added benefit also help the City meet the requirements for affordable housing.

**Commissioner's questions for staff-** Commissioner Davis asked for clarification on the wording of the definition of and ADU. Associate Planner Roth explained the reasons for the words "a unit that provides the basic requirements of shelter, heating, cooking and sanitation or any combination of these". The commission discussed how would it be possible to exclude any of the requirements. Examples were given by Planner Roth of how applications have come in and would not comply with current ADU requirements and this gives the Planning Department flexibility to determine if it is an ADU.

**Comments from the audience-** Many citizens gave their opinion of the proposed amendment and all were in favor.

**Commission Action-**Commissioner Davis made a motion to forward the Planning Commission's recommendation to City Council to approve the Final Plat ADU amendment. Commissioner Hoult seconded it. The motion carried 5-0-0-1.

**Opening of the Hearing** - Commissioner Huxford asked for a motion to open the public hearing for LUA2018-0035 Temporary Encampment Code Amendment. Commissioner Trout moved and Commissioner Hoult seconded. Motion passed 5-0-0-1.

**Staff Presentation** Senior Planner Josh Machen presented the staff report and gave background on the process for this amendment. WCIA audit found we didn't have any regulations regarding temporary encampments. City Council has asked for some regulations to be set in place.

**Commissioner's questions for staff-** Commissioner Oslund asked if insurance will be required and whose responsibility will it be to purchase it. Community Development Director Wright suggested we add language into the recommendation to Council that address this.

**Comments from the audience-** A suggestion was made to have a monetary fine be assessed to the sponsoring group if any violations occurred. Another comment asked how logistically we could get them to leave when their allotted time was over. There were concerns that it will have an impact on home values. She is not in favor of the amendment. Another citizen wondered who will be liable when a resident of the encampment threatens or hurts a resident.

Commissioner Hoult made a motion to close the public comment and Commissioner Davis seconded. Motion carried. 5-0-0-1.

**Comments from the Commissioners-** Chair Huxford suggests responsibility and liability be on the sponsor's shoulder. Senior Planner Machen said he made this amendment as restrictive as possible. Director Wright agrees with the recommendation of requiring insurance. Any issues that arise will be dealt with by code enforcement.

**Commission Action-**Commissioner Davis made a motion to forward the Planning Commission's recommendation to City Council to approve the Temporary Encampment amendment with an add. Commissioner Hoult seconded it. The motion carried 5-0-0-1.

### Commissioner Reports

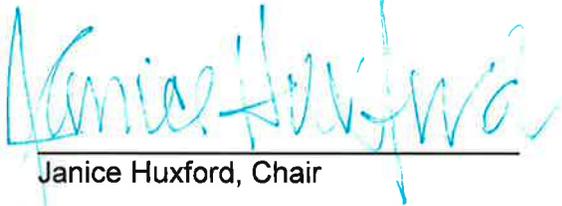
Commissioner Davis commented on the DOT video that was made providing information on the Trestle issues. She also thanked the City for their quick response on getting Wyatt Park safety under control. Commissioner Hoult requested that if new material is submitted prior to the Planning Commission meeting, could commissioners be called to be advised. Commissioner Oslund received comments that people were unhappy that Lundeen is closed during the summertime.

**Planning Director Report:** none

**Future Agenda Items**

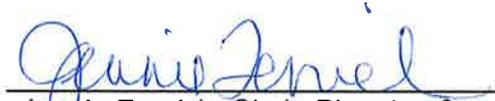
Public Hearing on Downtown Plan

**Adjourn.** Motion to adjourn by Commissioner Hoult, seconded by Commissioner Davis.  
Motion carried 5-0-0-1. Meeting adjourned.



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Janice Huxford, Chair



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Jennie Fenrich, Clerk, Planning &  
Community Development