



# PLANNING COMMISSION AGENDA

Regular Meeting Date: January 2, 2013

Planning Commission Meeting:

First Wednesday of every Month @ 7:00pm

Community Center  
1808 Main Street  
Lake Stevens, WA 98258  
[www.lakestevenswa.gov](http://www.lakestevenswa.gov)

Planning & Community Development Department

1812 Main Street  
Lake Stevens, WA 98258  
(425) 377-3235  
[www.lakestevenswa.gov](http://www.lakestevenswa.gov)

Municipal Code

Available online:  
[www.codepublishing.com/WA/LakeStevens/](http://www.codepublishing.com/WA/LakeStevens/)

- A. **CALL TO ORDER: 7:00pm**  
Pledge of Allegiance
- B. **ROLL CALL**
- C. **GUEST BUSINESS**
- D. **ACTION ITEMS**
  - 1. **Approval of November 7, 2012 Meeting Minutes**
  - 2. **Appointment of Design Review Planning Commission Boardmember and Alternate**

**14.16A.340 Design Review Board.**

  - (b) Appointments and Qualifications.
    - (1) The Design Review Board shall consist of five individuals, of which at least three are City residents, from the following representatives selected by the City Council and shall include staff as a resource:
      - (i) At least one member and a designated alternate of the Lake Stevens Planning Commission;
      - (ii) At least one member and a designated alternate who work as urban design professionals experienced in the disciplines of architecture, landscape architecture, urban design, graphic design or similar disciplines and need not be residents of the City; and
      - (iii) At least one member and a designated alternate who is a city resident that has expressed an interest in urban design.
    - (2) The term of each professional and resident position is three years and shall expire on December 31st in the final year of each term. When establishing the Design Review Board, one professional shall have a term of three years and the second, if required, shall have a term of two years to start. The Planning Commission representatives shall be voted on by the Planning Commission yearly.
- E. **DISCUSSION ITEMS (Materials Provided at the Meeting)**
  - 1. **2012 Buildable Lands Report Introduction**
  - 2. **2035 Growth Allocation Introduction**
  - 3. **2013 Planning Commission Draft Work Program and Schedule Introduction**
- F. **COMMISSIONER REPORTS**
- G. **PLANNING DIRECTOR'S REPORT**
  - 1. **Shoreline Master Program Update**
  - 2. **Economic Development Activities Update**
- H. **ADJOURN**

## SPECIAL NEEDS

*The City of Lake Stevens strives to provide accessible opportunities for individuals with disabilities. Please contact Steve Edin, City of Lake Stevens ADA Coordinator, at (425) 377-3227 at least five business days prior to any City meeting or event if any accommodations are needed. For TDD users, please use the state's toll-free relay service, at (800) 833-6388, and ask the operator to dial the City of Lake Stevens City Hall number.*

## PLANNING COMMISSION PUBLIC HEARING MINUTES

Community Center  
1808 Main Street, Lake Stevens  
Wednesday, November 7, 2012

CALL TO ORDER: 7:01 pm by Chair Hoult

MEMBERS PRESENT: Linda Hoult, Dean Franz, Gary Petershagen and Janice Huxford

MEMBERS ABSENT: Sammie Thurber, Jennifer Davis, and Pam Barnet

STAFF PRESENT: Planning Director Becky Ableman, Planning/Public Works Coordinator Georgine Rosson

OTHERS PRESENT: Chair Hoult welcomed the following members of the public:  
  
Michael Turner

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**Excused absence:** Commissioner Franz motioned to excuse Vice-Chair Thurber, Commissioner Davis, and Commissioner Barnet, Commissioner Huxford second, motion passed 4-0-0-3.

**Approval of Minutes from September 5, 2012:** Commissioner Franz motioned to approve the September 5, 2012 minutes, Commissioner Petershagen second, motion passed 4-0-0-3.

**Guest Business:** None

**Public Hearing:** Commissioner Huxford motioned to open the public hearing portion of the meeting, Commissioner Franz second, motion passed 4-0-0-3.

### **Staff Presentation:**

Planning Director Becky Ableman presented the 2012 Comprehensive Plan Amendments – Docket Recommendation. The Docket includes one privately proposed map amendment and eight City proposed text amendments ratified by the City Council on October 8, 2012. The privately proposed map amendment from the PUD is for a re-designation and rezone of 1.16 acres at 2223 Cedar Road. The PUD has surplused the property and requested map changes from Land Use Designation Public/Semi-Public to Medium Density Residential and Zoning Public/Semi-Public to Urban Residential, which is consistent with the neighborhood. A public hearing was held in by the City's Hearing Examiner. A recommendation is expected from the Hearing Examiner in advance of the Council Public Hearings.

The text amendments are numbered T-1 through T-8. T-1 (Chapter 1) updates text regarding future annexation of UGA and the annual plan amendment process based on changes to state code. T-2 (Chapter 2) updates population and employment data from the 2010 census, along with updated economic data from the recent subarea planning

project. T-3 (Chapter 4) updates the land use map, the Reasonable Measures table to reflect adoption of the subarea plans, and adds text to better define flexible housing options. T-4 (Chapter 6) updates the transportation element with new policies and standards related to the adoption of the subarea plans and traffic impact fee program. T-5 (Chapter 7) updates the sewer service section to reflect the new sewer plant, updates the Lake Stevens School district section, the Public Utility District section, and adds a new section for the Snohomish School District. A small portion of the Lake Stevens UGA is within the Snohomish School District. T-6 (Chapter 8) updates the capital facilities element by adding a new figure showing publicly owned facilities, and updating various tables. T-7 adds new appendix L, which is the SEPA Addendum No 5 and the adoption of existing environmental document notice. T-8 updates the table of contents, headers, and footers.

Commissioner Franz asked about funding for the 8-1 Capital Improvements 2012-2032 table found in amendment T-6. Director Ableman explained that by identifying and prioritizing projects and estimating costs and timing, the City will be able to pursue various funding sources, including grants. Commissioner Petershagen noted a typographical error in T-2 amendment, and there was general discussion regarding table 8-2 “Unfunded Improvements” under the T-6 amendment.

**Public Comment:**

There was no public comment.

Chair Hault noted there were no comments from the public, Commissioner Franz motioned to close the public comment portion of the hearing, Commissioner Huxford second, motion passed, 4-0-0-3.

Commissioner Franz motioned to close the public hearing portion of the meeting, Commissioner Huxford second, motion passed 4-0-0-3.

**Commission Action:**

Discussion followed regarding minor modifications to the amendments. Table 8-2 in amendment T-6 lists unfunded park improvements. At this point these projects are unfunded and not active, staff acknowledges this table needs further analysis and updating.

Commissioner Petershagen motioned to recommend approval of the 2012 Comprehensive Plan Amendments – 2012 Docket with the following modifications: amendment T-2 has a typographical error in table 2-4 under the “Marysville” heading that needs correcting and amendment T-6 table 8-2, Unfunded Improvements for Parks and Storm needs further analysis and updates. Commissioner Franz second, motion passed 4-0-0-3.

**Discussion Items:**

*Year in Review:* Planning Director Ableman presented the various Planning Commission accomplishments of the past year. Subarea plans, multi-family code amendments, SEPA code amendments, the annual docket process, transportation

projects, and the downtown area framework were just some of the projects/accomplishments highlighted. Event processing was mentioned, including the Ironman event returning for 2013. Director Ableman mentioned a department project nearing completion, staff has put together a critical area map showing location and type of potential critical areas throughout the city. This map will be of great help in review of future projects. The "Today in America" video was viewed and discussed.

*Public Works Projects/Programs Briefing.* A traffic impact analysis has been completed and a sewer extension study is currently in process. Part of the study involves looking for a sewer solution for the property located at the southwest corner of Hwy 9 and 20<sup>th</sup> St. SE. This would be an interim solution that would allow tie-in to a permanent system at a later date.

**Commissioner Reports:**

Commissioner Petershagen asked about the mini round-a-bouts and if the design was working, Director Ableman responded traffic flow is much improved since the round-a-bouts were installed. Commissioner Franz mentioned installation of the new round-a-bouts the State is planning for Highway 92 should begin soon. Chair Hoult is part of a focus group at the Lake Stevens School District, she stated the Lake Stevens community was praised for its livability and wonderful school system. The group is looking for ways to promote economic growth in the area.

**Planning Director's Report.** None

**Adjourn.** Commissioner Franz motioned to adjourn at 7:56 p.m., Commissioner Huxford; second, motion passed. 4-0-0-3.

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Linda Hoult, Chair

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Georgine Rosson, Planning/Public  
Works Coordinator