

PLANNING COMMISSION REGULAR MEETING MINUTES
Remote Participation
Wednesday, April 22, 2020

CALL TO ORDER: 7:07 pm by Chair Jennifer Davis

MEMBERS PRESENT: Janice Huxford, Vicki Oslund, Jennifer Davis, Linda Hoult, John Cronin, Todd Welch and Mike Duerr

MEMBERS ABSENT: None

STAFF PRESENT: Community Development Director Russ Wright, Kathy Pugh, City Clerk and Jennie Fenrich, Clerk

OTHERS PRESENT: Councilmember Steve Ewing

Prior to the meeting Clerk Jennie Fenrich read a statement regarding the Proclamation Declaring an Emergency due to COVID-19. This meeting is being conducted on Zoom with public access provided via internet or dial in access.

Chair Davis called the meeting to order at 7:07 p.m. and led the Pledge of Allegiance.

Roll Call: All present.

Chair Davis welcomed the Commission's two new appointees, Mike Duerr and Todd Welch.

Guest business: None.

Approval of Minutes: Motion by Commission Cronin, seconded by Commissioner Hoult, to approve the minutes of the January 19 meeting as amended. The motion carried (7-0-0-0).

Discussion Items:

Community Development Director Russ Wright gave a briefing on Floodplain Regulations. The last time this was addressed was in 2016, with a new complete overhaul. This 2020 version has few changes that are mainly non-substantive. There are duplicate definitions that have been updated and additions have been modeled by FEMA ordinance. The deadline is June 19, 2020 and we need to be in compliance by then for flood insurance.

Commissioner Huxford asked what the process is moving this forward. Director Wright said the next step will be Public Hearing. This update has been sent to outside agencies for comment.

Commissioner Davis about 14.64.010(e) and how would these be addressed. Director Wright said the highlighted sections will be linked to violations in final draft.

Commissioner Cronin asked about 14.64.053-Variances. He asked who determines what is allowable. Director Wright said the language of this chapter was taken out of FEMA's ordinance. Director Wright is the Floodplain Administrator so he will be the determining body.

Commissioner Huxford asked how the public process procedures were being handled at this time. Director Wright replied all the same processes are in place as before so there shouldn't be any delay in the public getting information.

Commissioner Reports:

Commissioner Duerr introduced himself. He has lived in Lake Stevens about 11 years and is a store manager in Everett. He is involved with the Everett History museum and is happy to become involved in his city.

Commissioner Welch is pleased to be appointed to the Planning Commission and it is an honor to serve his city.

Commissioner Huxford reported her roofing company has been deemed non-essential and hopes the shutdown will be over quickly. She asked about the south end annexation process. She asked if the Waterfront Zoning task force has been formed.

Commissioner Hoult welcomed new commissioners and thanked the City Staff for setting up the remote meeting to keep everyone safe and healthy.

Commissioner Oslund welcomed the new Commissioners and thanked us for setting up the Zoom meeting.

Commissioner Cronin welcomed the new Commissioners. He also reported LJ's and Bruno's is open for pick-up and to please support them.

Chair Davis thanked the staff for setting up the meeting and made a suggestion that the link to the meeting be put on the City Calendar.

Planning Director's Report:

Director Wright reported the Zoning code update and In-Fill lot ordinance is going to hearing at the next City Council Meeting, Temporary Signs will be brought before the Council as well. Answering Commissioner Huxford's question regarding annexation of the south end of lake and there is a pending conversation with the City Council on doing public outreach. The Waterfront taskforce has been pushed out to 2021. He also is advising impact fee updates until 2021.

Director Wright outlined the future schedule for the Planning Commission. He plans to continue with all grant-funded projects, SEPA mandated building codes. Economic Development will move forward with Mobile Food truck ordinance and annual Comprehensive Plan on the docket.

Adjourn:

MOTION: Moved by Commissioner Hoult, seconded by Commissioner Cronin to adjourn the meeting at 7:42 p.m. On vote the motion carried (7-0-0-0).



Jennie Fenrich, Planning Commission Clerk