

## PLANNING COMMISSION MEETING MINUTES

Community Center  
1808 Main Street, Lake Stevens  
Wednesday, February 5, 2014

CALL TO ORDER: 7: 00 pm by Chair Petershagen

MEMBERS PRESENT: Chair Gary Petershagen, Vice-Chair Janice Huxford, Linda Hoult, Pam Barnet, Tom Matlack, Jennifer Davis and Sammie Thurber

MEMBERS ABSENT: None

STAFF PRESENT: Planning & Community Development Director Rebecca Ableman, Senior Planner Russ Wright and Planning/Public Works Coordinator Georgine Rosson

OTHERS PRESENT: None

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**Excused Absence:** None

**Guest Business:** None

### **Action Items:**

*Approval of Minutes from January 15, 2014:* Commissioner Barnet made a motion to approve minutes, Commissioner Hoult second, motion passed 7-0-0-0.

### **Discussion Items:**

*Staff Presentation: Draft Work Program – Director Ableman and Senior Planner Wright*  
Director Ableman stated Council would review the Work Program at a joint meeting tentatively scheduled for March 24<sup>th</sup>. She proceeded to highlight the various items on the 2014 Work Program including the 2014 docket, which may include changes to the Capital Facilities Element, two citizen-initiated amendments and placeholders for city-initiated amendments; the 2015 Comprehensive Plan Update; and two code amendments. The two citizen-initiated amendments are for map changes with associated rezones: one site is located off SR-204 and 10<sup>th</sup> St. SE and the second is located at the southeast corner of SR-9 and Soper Hill Road. Two staff-initiated code amendments will be completed this year. The Grading and Clearing code needs to be updated. Staff will also be reviewing and updating park impact fees and fee schedule to reflect the updated capital facilities list from the newly adopted Park Plan. Vice-Chair Huxford asked where the boat launch repairs/replacement would fit into the Park Plan. Director Ableman stated it is identified in the Needs Assessment and will be considered in the current capital facility plan. Senior Planner Wright mentioned Planning Commission may have to meet more than once per month in order to complete the items on the Work Program, specifically public comment portion of the 2015 Comprehensive Plan Update.

### *2015 Comprehensive Plan Update – Director Ableman, Senior Planner Wright*

Senior Planner Wright began the presentation by stating that jurisdictions are required to update their comprehensive plans and development regulations periodically to remain compliant with Growth Management Act (GMA) requirements and to be eligible for state grants and loans. Minor updates usually occur as part of the jurisdiction's annual docket. The GMA mandates jurisdictions to complete thorough updates to comprehensive plans according to a

predetermined schedule. Snohomish County cities, including Lake Stevens, must complete their major updates by June 30, 2015.

Staff has begun a self-audit of its comprehensive plan and development regulations using the Department of Commerce and Puget Sound Regional Council worksheets to identify any content gaps or inconsistencies. Any deficits found in this self-audit will aid staff in developing a scope of work. Other tasks will include developing a detailed schedule to address any necessary changes to individual elements, establishing a public participation plan to ensure the update incorporates broad perspectives and community concerns. This may include open houses, workshops and public hearings with the Planning Commission and City Council. A schedule for the update was also presented, which includes six primary tasks:

1. Establish a Public Participation Plan,
2. Preliminary GMA Compliance Evaluation/Scope of Work,
3. Amendments,
4. Environmental Review and Agency Comment,
5. Planning Commission Action, and
6. City Council Action.

Staff expects to complete final drafts by April 2015 and complete the update by June 2015. Commissioner Hoult asked if there are new categories that staff should consider in the 2040 plan; Mr. Wright stated there are some optional categories, sustainability policies that will have to be incorporated later. Commissioner Matlack asked if the city would be hiring an outside agency to assist with the update. Director Ableman responded that the city would not be hiring a consultant to assist with the update.

**Commissioner Reports:**

Vice-Chair Huxford mentioned that the 2014 Aquafest event has been “launched” and the theme this year is an “All-American Aquafest: United We Lake”. The Aquafest planning team is focusing on a 4<sup>th</sup> of July theme and has reached out to the Navy for participation. There is a wonderful array of contestants for the Aquafest Queen, and the Iffrigs have accepted the Grand Marshall position. Commissioner Matlack mentioned the Granite Falls city council is considering a motocross park.

**Planning Director’s Report:**

Director Ableman stated staff has begun talking with the county parks and recreation department regarding development of Cavalero Park, including the possibility of a skate park. Staff will be setting up public outreach meetings soon.

Senior Planner Wright gave an update on the proposed marijuana regulations, the Council asked staff do more research regarding hours of operation, size restrictions, and separation restrictions. Mr. Wright will be presenting the requested information at the February 10<sup>th</sup> Council meeting.

**Adjourn.** Commissioner Hoult made a motion to adjourn at 7:32 p.m., Vice-Chair Huxford second, motion passed. 7-0-0-0.



Gary Petershagen, Chair



Georgine Rosson, Planning/Public Works Coordinator