

2011 Annual Report

of the

Lynnwood Planning Commission

Introduction

This Annual Report provides a summary of the Planning Commission's work during 2011, including significant discussion issues, actions and recommendations. This is a report to the Mayor and City Council, but may also be of interest to other commissions, organizations and individuals and will be made available to them as well. Section 2.24.020 of the Municipal Code provides that City boards and commissions shall prepare an annual report.

The Lynnwood Planning Commission operates under the authority of RCW 35A.63. Lynnwood Municipal Code Chapter 2.29 provides the general organization and procedural provisions for the Commission.

The Commission provides a forum (public meetings, work sessions and hearings) for public comment and discussion of growth, development, land use and urban design matters. Its work also supports implementation of the City's long-range Comprehensive Plan. Section 3 of the Planning Commission's Scope & Rules includes the following description of the work of the Commission:

"The Planning Commission shall serve as an 'advisory body' to the City of Lynnwood and may act as the research and fact-finding agency for the municipality. To that end it may make such surveys, analyses, research and reports as are generally authorized or requested by its Mayor or City Council, or by the State of Washington with the approval of the City Council.

"The Planning Commission shall undertake the following:

- "A. Annually review the Comprehensive Plan of the City as specified by the Growth Management Act of the State of Washington and suggest plan amendments, as appropriate.
- "B. Annually, review all applications and suggestions for plan amendments to the Comprehensive Plan and official zoning map.
- "C. Annually, review its portion of the City budget and suggest desired amendments, as relates to comprehensive plan, capital facilities plan, and policy matters.
- "D. Review and perform extraterritorial planning for Urban Growth Areas as defined by Snohomish County and for annexation areas under consideration by the City.
- "E. Conduct neighborhood and community hearings and meetings, both formal and informal in nature, regarding its studies, recommendations and proposals.

- "F. Participate in preparing an annual report showing achievement toward fulfilling goals, policies and objectives of the Planning Commission.
- "G. Prepare an annual work plan for the ensuing year.
- "H. Present major policy advisories to the Mayor and City Council.
- "I. Meet with the Mayor, City Council and the Hearing Examiner, on an annual basis and other advisory boards, as required.
- "J. Examine and respond to referrals from the City Council, Mayor or staff, including public meetings or formal hearings.
- "K. Perform other advisory duties as may be provided by ordinance or as may be assigned to it by the City Council or Mayor."

In performing this work, the Commission works most closely with the Department of Community Development; other City departments provide support to the Commission on an as-needed basis. In most cases, the Commission's work culminates in findings, conclusions and recommendations for final action by the City Council.

Regular Commission Meetings:

- 2nd and 4th Thursdays of each month – January through October.
- Single meetings in November and December (due to holidays).

Major Projects of 2011

The following business items accounted for a significant portion of the Planning Commission's attention during this year:

1. 2011 Comprehensive Plan and Zoning Amendments

Name	Location	Summary Description
Hwy 99 Corridor Plan and Ordinance	Hwy 99	Major density at nodes with pedestrian access and compatible design, transit development.
Electric Vehicles Infrastructure	Citywide	State mandate to adopt code allowing for recharge stations.
SEPA Responsible Official	Citywide	CD Dir. Replaces ER Comm. For improved efficiency and decision making.
Interim City Center Regulations	City Center	Eliminates many obligations for many local streets and flexibility for park location.
City Center Amendments	City Center	Major update to City Center Plans and Design Standards.
Chickens	Citywide	Ordinance to allow up to 5 chickens.

Name	Location	Summary Description
Self-Storage Code	Citywide	Ordinance regulating development of self-storage uses.
Transportation Element	Citywide	1) Include references to Lynnwood's vision statement related to transportation. 2) Revise references to the regional plan (i.e. VISION 2040, Transportation 2040). 3) Include additional detail regarding pedestrian and bicycle skeleton systems. 4) Include reference to the Interurban Regional Trail and its importance as a transportation corridor. 5) Revise bicycle skeleton map to include new bicycle facilities completed over the past year.

Officers for 2011

The following officers were elected for 2011:

- Chair – Richard Wright
- 1st Vice Chair – Bob Larson
- 2nd Vice Chair – Michael Wojack

Membership Changes in 2011

-Doug Jones appointed to fill Jeff Davies vacancy.

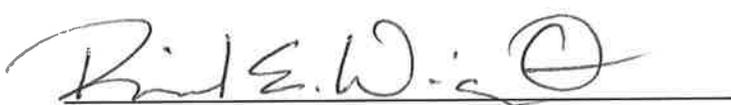
-Van AuBuchon elected to City Council creating vacancy. At time of writing three candidates are being considered.

2011 Attendance Record

Date	Ambalada	AuBuchon	Braithwaite	Davies/Jones	Larsen	Wojack	Wright
Feb 10	✓	✓	✓	Davies last meeting	✓	Absent	✓
Feb 24	Absent	✓	✓	Vacant	✓	✓	✓
Mar 2	Absent	✓	✓	Vacant	✓	✓	✓

Date	Ambalada	AuBuchon	Braithwaite	Davies/Jones	Larsen	Wojack	Wright
Mar 10	Absent	✓	✓	Vacant	✓	✓	✓
Apr 14	Absent	✓	✓	Jones starts	Absent	Absent	✓
Apr 28	Absent	✓	✓	✓	✓	✓	✓
May 12	Absent	✓	✓	✓	✓	✓	✓
May 26	✓	✓	✓	✓	✓	✓	✓
June 9	✓	✓	✓	✓	✓	Absent	✓
July 14	✓	✓	✓	✓	✓	✓	✓
Aug 11	✓	✓	✓	Absent	Absent	✓	Absent
Sep 8	✓	✓	✓	Absent	✓	✓	✓
Sept 22	✓	✓	✓	✓	✓	✓	Absent
Dec 8	✓	✓	✓	✓	✓	✓	✓

Respectfully submitted,


 Richard Wright, 2011 Chair