

City of Lynnwood
PLANNING COMMISSION MEETING MINUTES
September 14, 2000

Chair Johnson
Commissioner Ferguson (Absent)
Commissioner Hudson (Absent)
Commissioner Olson
Commissioner Powers
Commissioner Temples
Commissioner Teno

Planning Manager Ron Hough
Senior Planner Dennis Lewis
Engineering Services Manager Dahm

SUMMARY OF THE MINUTES

- **Capital Facilities & Utilities Element - draft**
After discussion between Staff and Commission, Commission moved to accept the corrected draft of the Capital Facilities & Utilities Element and forward to City Council for approval.
- **Implementation Element - draft**
After discussion between Staff and Commission, Commission moved to accept the corrected draft of the Implementation Element and forward to City Council for approval.

A. CALL TO ORDER

This meeting was called to order at 7:33 p.m.

B. APPROVAL OF THE AUGUST 24, 2000, MEETING MINUTES

Commissioner Ferguson, seconded by Commissioner Olson, moved to approve the minutes of August 24, 2000. The minutes were approved.

C. CITIZEN COMMENTS - No comments.

D. PLANNING COMMISSION MEMBER DISCLOSURES - No disclosures.

E. PUBLIC HEARINGS – None scheduled

F. DIRECTOR'S REPORT

Item F-1: Review of Council Actions on Commission Recommendations

Planning Manager Hough briefed the Commission on the following Council Actions.

- Council Work Session September 5 – Comprehensive Plan Element and Zoning Options. City Council accepted proposed Option #3, which will combine the Comprehensive Plan approval process and the Zoning consistency process and extending it into next year. The Comprehensive Plan discussions will continue through the five scheduled City Council Hearings. After the Council agrees to a preferred alternative, the process will return to the Planning Commission for hearings to review the Plan and Zoning together. This will occur early in 2001, with a June target to complete the process.

- Council Work Session on September 11 – This was the first City Council public hearing on the Land Use and Transportation Elements. Planning Commission Chair Johnson gave an introductory presentation on the Commission’s recommendations. Marvin Vialle, Department of Ecology, gave a presentation on the SEPA process that the City of Lynnwood is testing. Following the staff presentations, the City Council discussed and commented on the proposals and possible changes that may be made to the Plan. Staff is preparing its next staff report to the Council in a way that will address all of the issues. A list of "proposed changes" will be included. Councilmember Gough distributed a written motion with rules for Plan changes and for the identification of changes with strikeouts, underlines and line numbering. Staff does not intend to insert any changes into the Plan without Council approval and will maintain the list of suggested changes during the five public hearings so that the Council can act on each proposal following those hearings.
- Mike McKinnon requested that the Planning Commission initiate a study for a possible Administrative Variance Procedure to be added to the Zoning Code. McKinnon’s request would allow very minor variances to be approved administratively rather than going through the public hearing process. This item will be discussed further under New Business.

Item F-2: Other Items of Interest

- Chair Johnson thanked Commissioners Powers, Olson, and Teno for attending the City Council meeting Monday, September 11, supporting the efforts of the Planning Commission with respect to the Comprehensive Plan.
- Planning Manager Hough announced that the next public hearing of the Council will be September 25 which will be a continuation of the Land Use and Transportation Element and will include Housing. He advised that the Planning Commissioners may come to any of these hearings and testify in support of their recommendations.
- Commissioner Teno commended Commissioner Powers for her involvement at the City Council meeting. He feels that the Commission has done a commendable job on the Comprehensive Plan. He plans to attend the next City Council Public Hearing to voice his support of the Commission’s decisions.

G. WORK SESSIONS

Item G-1: Capital Facilities & Utilities Element – Draft

Planning Manager Hough gave a brief presentation of this Element. This element has been updated with additional information on utilities with newly adjusted goals, objectives, and policies for Water, Sewer, and Storm Water. These changes were submitted by the Department of Public Works and integrated into the element. In addition, a section on the Public Library from the Library Board was also added. Sr. Planner Lewis advised that a new section on Essential Public Facilities Siting Process was added to meet a state requirement. The Mayor will be taking a separate interlocal agreement to the City Council for approval in the near future.

Item G-2: Implementation Element - Draft

Planning Manager Hough presented this new Element to the Commission stating that this is an optional element. He briefly outlined the Introduction; eight Goals, Objectives & Policies; Plan Amendments; Plan/Zone Consistency; Urban Growth Policies; and Annexation Policies.

Chair Johnson suggested that on page 2 of Implementation, Subgoal I-1, Development Regulation, Objective I-1.1 be changed to read “The Community Development Department will complete the revision of the Subdivision Ordinance and an enforceable tree preservation act and present it to the Planning Commission for review by July 1, 2002.” By doing this, Chair Johnson believes this will strike a balance between building single family residences, our environment,

and the character of Lynnwood. Discussion was held regarding this change and Sr. Planner Lewis suggested the following clarification: Add a new objective I-1.6 under Subgoal I-1, that would read, "Study the existing Tree Preservation Ordinance, identify deficiencies and revise as necessary to provide for an enforceable tree preservation process by July 1, 2001."

Commissioner Teno expressed concern regarding wording in Subgoal I-3. Discussion was held between Staff and the Commissioners regarding the wording in Objective Subgoal I-3, Objective I-3.1 referring to "Lynnwood Triangle". It was decided that Objective 1-3.1 would be changed to read: "Prepare, with consultant assistance, and adopt by December 31, 2002, a subarea plan for the redevelopment of a portion of the Subregional Center area with the objective of creating a central business district and identifiable downtown."

Engineering Services Manager Dahm updated the Commission on the current status of Public Works' involvement in the Tree Ordinance. Meetings have been held with the Mayor and individual Councilmembers, and preparation is being made to meet with the Planning Commission and Parks Commission to discuss and explain the Tree Ordinance. He further explained that modification of the Tree Ordinance should occur before the end of the year.

Planning Manager Hough stated that Staff would like to forward the Capital Facilities & Utilities Element along with the Implementation Element to City Council. Staff also intends to forward the Comprehensive Plan to surrounding jurisdictions, county officials, and state officials for their comments.

Commissioner Temples requested that typos be corrected in the Implementation Plan under Urban Growth Policies: Urban Growth Area #1: "I-4" to be corrected to "I-5" and "... ten years of this planning period (1000-2010)" to be corrected to "... ten years of this planning period (2000-2010)."

A motion was made by Commissioner Temples, seconded by Commissioner Teno, that the Planning Commission accept the draft of the Capital Facilities Plan and Utility Element, Agenda Item G-1 as presented to the Commission tonight; and that the Commission send on to the Council for approval, the Implementation Element, Agenda Item G-2, with the recommended changes to the Development Regulation with an addition of I-1.6 which should address the concerns for tree preservation and that under Subgoal I-3.1 the changes and corrections as discussed here tonight be implemented here as well. The motion carried.

H. NEW BUSINESS

Chair Johnson asked that an invitation be extended to Councilmember Mike McKinnon to give an applicant's view of his Administrative Variance code amendment request. Planning Manager Hough agreed to add this to the next Planning Commission Agenda.

I. OLD BUSINESS - None

J. INFORMATION ITEMS

Commissioner Powers shared with the Planning Commission her observations of a new housing development across from 208th near Larson's Bakery. Concern had been expressed at the public hearings regarding the mixed zoning situation in that area, but with this new development, perhaps some of those concerns will be quelled. She noted that, in addition to this housing development, there is a very large commercial development under construction nearby.

Commissioner Olson has noticed a trend in the younger employees of various businesses preferring to commute by bicycle to their place of employment. She gave an example of the new development at 164th (substantial rumor that AMAZON.com will be moving in) where quite possibly the employees will be a younger crowd that prefers to commute on bicycle or use public transit to work and would live in housing facilities nearby.

Chair Johnson commended Commissioner Powers for her participation in the City Council meeting. He also recognized that Commissioners Teno and Olson were also present at the City Council meeting.

Item J-1: Upcoming Commission Meeting Agendas

Planning Manager Hough advised the Planning Commission that the schedule is tapering off and may be considerably slower until after the first of the year when Comprehensive Plan and Zoning matters will be addressed. The following items are scheduled for upcoming meetings:

- September 28
 - ✓ Councilmember McKinnon's Presentation on Administrative Variance
 - ✓ Zoning Code Amendments Work Session
- October 12
 - ✓ Heritage park Annexation Public Hearing

Item J-2: Schedule for Plan and Zoning Hearings – to adoption

Planning Manager Hough presented the Planning Commission with a handout outlining a draft Schedule for the continued review and public hearings on the Comprehensive Plan and Zoning Map amendments. He informed the Commission that the City Council prefers that the Plan and Zoning be considered simultaneously at public hearings rather than adopt the Plan now and follow with zoning separately. A more detailed Schedule will be presented at a future date.

Commissioner Temples advised staff and the Commission that he will be unable to attend the Commission meeting on October 12.

Chair Johnson advised he will not be available to attend the September 20 City Council Work Session on CBD Visioning, but encouraged other Commissioners to attend if able.

Senior Planner Lewis spoke regarding a television program "Natural Connections", produced by King County Natural Resources Department, on ecology and bio-diversity. He has tapes of this program and will lend them anyone who would like to view the program.

Chair Johnson added:

- There are two signs, one northbound and one southbound, on I-5 indicating exits for Edmonds Community College with Lynnwood spelled with one "n".
- Commissioner Powers will be attending the "Housing Washington 2000" conference in Spokane. September 25-27. Commissioner Olson and Chair Johnson will be attending the APA Annual Conference in Yakima on October 3.

K. ADJOURNMENT

Commissioner Teno, seconded by Commissioner Temples, moved for adjournment to the September 20, 2000, City Council Work Session on CBD Visioning. The motion carried and the meeting adjourned at 8:57 p.m.

Dave Johnson, Chair