

City of Lynnwood
PLANNING COMMISSION MEETING MINUTES
December 14, 2000

CHAIR JOHNSON	Community Development Director Cutts
COMMISSIONER FERGUSON	Planning Manager Hough
COMMISSIONER HUDSON	Planning Manager Garrett
COMMISSIONER OLSON	Senior Planner Lewis
COMMISSIONER POWERS	Associate Planner Amrine
COMMISSIONER TEMPLES	
COMMISSIONER TENO	

SUMMARY OF THE DECEMBER 14, 2000, MEETING MINUTES

Special Announcements & Presentations

Mayor Tina Roberts-Martinez presented retiring Commissioner Bea Ferguson with a framed Resolution 2000-2 recognizing her service to the Planning Commission and the City.

Code Amendment for Administrative Setback Variances

Planning Manager Garrett outlined four alternatives for implementing a Residential Setbacks Code Amendment. Staff was requested to return with variations on Alternative Three.

Comprehensive Plan/Zoning Consistency - Overview

Associate Planner Amrine gave a brief presentation on the extent of rezoning that might be necessary to make the Zoning Map consistent with the Preferred Alternative in the Comp. Plan.

A. CALL TO ORDER

The meeting was called to order at 7:32 p.m.

B. SPECIAL ANNOUNCEMENTS & PRESENTATIONS

In honor of Commissioner Ferguson's ten years of service and resignation from the Planning Commission effective December 31, 2000, Mayor Tina Roberts-Martinez presented her with Resolution 2000-2, A Resolution in Appreciation of the Voluntary Services of Bea Ferguson to the Lynnwood Planning Commission.

Commissioner Hudson, seconded by Chair Johnson, moved to adopt Resolution 2000-2. The motion carried.

Alison Sing, former Lynnwood Planning Commissioner, expressed his appreciation and recognized the good works of Commissioner Ferguson during her time on the Planning Commission. Commissioner Hudson read an email message from former Community Development Director Bryant Harrison expressing his best wishes and appreciation for her services on the Planning Commission. Council member McKinnon also thanked Commissioner Ferguson for her time served on the Commission. In addition, other Commissioners and staff expressed gratitude and appreciation of Commissioner Ferguson's service on the Commission during the past ten years.

C. APPROVAL OF MINUTES – Meeting of November 9, 2000

Commissioner Hudson, seconded by Commissioner Temples, moved to approve the November 9, 2000, minutes. The motion passed unanimously and the minutes were approved.

D. CITIZEN COMMENTS

Chair Johnson invited comments from citizens on any item not presented at this meeting and the following responded:

John Pezza, 14417 Jefferson Way, Lynnwood – Mr. Pezza spoke on behalf of the Kiwanis House of Lynnwood (21225 66th Avenue W) and Volunteers of America (VOA). He briefed the Commission on the acquisition and use of the Kiwanis House as housing for homeless mothers and distributed a Transitional Housing and Case Management Services document outlining VOA's intent to operate the Kiwanis House. On behalf of Kiwanis and VOA, he is asking the City to relax the zoning code at this location in order for this establishment to continue serving homeless mothers in the South County area.

Bill Temple, 17404 – 30th Drive SE, Bothell – Mr. Temple also spoke on behalf of the Kiwanis House of Lynnwood and VOA reinforcing the desire of Kiwanis to affiliate with VOA to operate the Kiwanis House.

Chair Johnson asked for clarification on the current status of the Kiwanis House and what accommodations had been made previously regarding the zoning issues.

Planning Manager Garrett responded that the issue regarding the 24-hour supervision requirement is outlined in Title 5, which is outside the purview of the Commission. Relieving VOA of that requirement may require action by the City Council. Garrett is currently waiting for an opinion from the City Attorney on this matter.

Staff was directed to study this issue and report back to the Planning Commission at the next regularly scheduled meeting on January 11, 2001.

Arnie Knudson, P.O. Box 3265, Lynnwood 98046 - referred to the previous issue and asked whether altering the zoning would be for this specific property or the entire industrial zone. He stated that if the zoning was going to be changed to allow for "homeless mother housing" that "homeless father housing" should also be added.

E. PLANNING COMMISSION MEMBER DISCLOSURES

Chair Johnson announced that he has contracted with the City of Lynnwood to teach cooking classes through the Recreation Center and stated it would not affect his decision-making ability on any items heard before the Commission.

F. DIRECTOR'S REPORT

Planning Manager Hough briefed the Commission on the progress of the approval process for the Comprehensive Plan. The Sound Transit proposal and a new section in the Transportation Element on Concurrency Management were the only items approved this year. He further stated staff asked to have the Comprehensive Plan discussed again at the City Council's January 2, 2001 work session. He hopes for tentative approval of the Plan as soon as possible so that staff can develop the zoning map that will be consistent with the Plan.

Planning Manager Hough advised the Commission that there will be a meeting of the City-wide Design Program Stakeholders group on January 4, 2001, if anyone is interested in attending. A representative from the Commission should be selected to serve on this committee. Chair Johnson

stated that Commissioners Powers and Teno have expressed interest in this item, and between the two, there will be a representative from the Commission attending.

Community Development Director Cutts announced that the 2001 budget has been approved by the City Council. Included in the budget were:

- ✓ \$41,000 to retain the services of the City Attorney to assist with the new zoning code.
- ✓ An additional Building Inspector/Plan Reviewer.
- ✓ Funding for the Central Business District Study, which will include a Master Plan/Feasibility Study.

G. WORK SESSION

Item G-1: Code Amendment for Administrative Setback Variance

Planning Manager Garrett briefly outlined four alternatives for implementing a Residential Setbacks Code Amendment. After much discussion between staff and the Commission, it was decided that staff would return on January 11, 2001, with some variations on Alternative Three that would include options for a second story and front, back, and side setbacks.

Mike McKinnon explained that he was interested in allowing flexibility in setbacks on odd-shaped lots where encroaching on the setbacks is the only option if a homeowner wanted to increase the size of a home. He stated that of the four alternatives, he favored Alternative Three.

Item G-2: Comp. Plan/Zoning Consistency – Overview

Associate Planner Amrine gave a brief presentation regarding rezones necessary to make the Zoning Map consistent with the “Preferred Alternative” Comprehensive Plan Map. The estimated number of parcels involved in the proposed rezones is 571, which includes hundreds of inconsistencies that still remain from adoption of the 1995 Comprehensive Plan.

Commissioner Hudson expressed concern that the Comprehensive Plan had not been adopted by the City Council and requested a work session with them. He then made a motion to direct the Planning Department to request a work session with the City Council to discuss the Comprehensive Plan and the zoning issues. Commissioner Powers seconded the motion and the motion carried with Chair Johnson opposing. The Commission will draft an agenda for this work session and submit it to the Planning Department.

H. NEW BUSINESS - None

I. OLD BUSINESS – None

J. INFORMATION ITEMS

Item J-1: Upcoming Commission Meeting Agendas

Planning Manager Hough stated that the Upcoming Commission Meeting Agenda items have not changed substantially from the last meeting. However, the schedule of upcoming Plan/Zone public hearings will depend on when the City Council takes action on a new Comprehensive Plan on which the proposed zoning can be based.

Item J-2: Planning Commission Annual Report

Commissioner Hudson requested the following:

- ✓ Include the date the Comprehensive Plan was forwarded to City Council in the Annual Report.
- ✓ Complete the information on page 7 referring to a joint meeting that was held on April 19, 2000. Commissioner Temples identified this as a joint meeting with Sound Transit.

Commissioner Temples requested a summary of the Sound Transit meeting be included. Associate Planner Amrine stated that could be included in Item 2 of the Summary as part of the 5-Year Update.

Comments from Chair Johnson

Chair Johnson made the following comments:

- ✓ Thanked Commissioner Temples for serving in the Vice Chair position during his absence.
- ✓ Wished the staff and the Commissioners a happy holiday season.
- ✓ Reminded the Commission that the election of new officers will take place at the meeting of January 11, 2001.
- ✓ Recognized newly appointed and confirmed Commissioner, Brian Bigler, who was in attendance.

K. ADJOURNMENT

Commissioner Temples, seconded by Commissioner Ferguson, moved to adjourn. The motion carried and the meeting adjourned at 9:47 p.m.

Robert Temples, Chair