

City of Lynnwood
PLANNING COMMISSION MEETING MINUTES
September 27, 2001

CHAIR TENO
COMMISSIONER BIGLER (absent)
COMMISSIONER HUDSON
COMMISSIONER JOHNSON
COMMISSIONER OLSON
COMMISSIONER POWERS

SUMMARY OF THE SEPTEMBER 27, 2001, MEETING MINUTES

Municipal Urban Growth Area (MUGA)

Planning Manager Hough gave a brief presentation of boundary options being developed through the MUGA process. Hough will combine the comments from the Commission with input from the public at the Oct. 23 public open house to develop a more formal proposal.

Development Regulations Update

Senior Planner Lewis outlined the upcoming process for Development Regulations update with the endpoint of the process being September 1, 2002.

Mobile Home Park Zone

Associate Planner Amrine briefly outlined the process and schedule necessary to establish this new zone, as directed by the City Council. The Commission will host an informal public meeting with the mobile home park owners will be held on October 11.

A. CALL TO ORDER

The meeting was called to order at 7:30 p.m.

B. APPROVAL OF MINUTES Meeting of September 6, 2001

Commissioner Hudson made the following requests/comments:

- Page 2, in the very last statement, change to "...charging hourly fees for project design reviews."
- Page 3, asked if the language in the amendments was corrected to better define "final design plans." Community Development Director (CDD) Cutts offered to check the amendments.
- Asked if the Commission will be provided copies of the amendments as approved by Council. CDD Cutts responded that would be possible.

Commissioner Johnson, seconded by Commissioner Hudson, moved to adopt the meeting minutes of September 6 2001, as amended.

Chair Teno requested that the following change be made on page 3, second paragraph, "...supported Mr. Frame's project while appreciative of Mr. Frame's attendance and comments, was..."

Commissioner Johnson's motion as well as Commissioner Hudson's second stood after Chair Teno's requested change. Motion carried unanimously.

C. CITIZEN COMMENTS

Commissioner Hudson introduced visitor Bob Jackson, Public Works Director of Casa Grande, AZ.

D. PLANNING COMMISSION MEMBER DISCLOSURES

Commissioner 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 ability to make unbiased decisions on any items before the Commission this evening.

E. PUBLIC HEARING – NONE

F. DIRECTOR'S REPORT

CDD Cutts reported the following on the September 24 City Council meeting:

- Approved the Carlyle Condominiums CZA
- Adopted Citywide Design Guidelines

Planning Manager Hough reported on the following City Council meetings:

- September 10 – City Council opened its final Public Hearing on the Comprehensive Plan and Zoning proposals. The hearing was continued to September 24.
- September 12 – Additional Work Session for deliberation on the Comprehensive Plan
- September 17 – Another Work Session to discuss Comprehensive Plan proposals.
- September 24 – Council took additional testimony, then closed its public hearing.
- October 8 – Anticipated adoption of Comprehensive Plan and Zoning amendments.

Planning Manager Hough also reported on the following upcoming events and encouraged the Commissioners to attend:

- October 10-11 – Planning Short Course – Four sessions to choose from. Two will be held in Everett and two in Lynnwood.
- October 15-17 – State Housing Conference – Tacoma.
- October 23 – Municipal Urban Growth Area (MUGA) open house – Fire Station #15

Senior Planner Lewis distributed and discussed the following information on the Lynnwood City Center Project: (1) Key Events Between Workshops 1 and 2, and (2) Copies of exhibits available at the first workshop. The next public workshop will be held on November 14 to discuss alternatives. Chair Teno added that he attended the first work session and the citizens he spoke with were, overall, very interested and excited about the program. He encouraged the Commissioners to attend the workshop on November 14.

Commissioner Hudson asked about the status of the College District Plan. Planning Manager Hough responded that a City Council work session is scheduled on the College District Plan on October 8. Hudson also asked if City Council made any other changes to the proposals on the Plan/Zone Consistency sites over and above what was included in the packet and would the Commissioners receive a final copy. Hough responded that he didn't recall much being changed and final copies would be distributed to the Commissioners.

G. WORK SESSION

Municipal Urban Growth Area (MUGA)

Planning Manager Hough gave a brief presentation on the various boundary options that are currently being discussed and considered by the County and our neighboring cities in the MUGA process. After his presentation, Hough asked for comments from the Commission and received the following:

- Commissioner Hudson

- ✓ Requested a larger map in order to better understand the parameters of the surrounding cities.
- ✓ Understands why Mill Creek would want to go to I-5 in order to receive the sales tax generated in that area.
- ✓ Suggested assessing infrastructure maintenance to consider public safety issues. CDD Cutts suggested that these types of studies be considered after the MUGA boundaries are clearly defined and when annexations are being considered, since it may be years or decades before the area is annexed and lots of changes will occur during that time.
- Commissioner Powers:
 - ✓ Asked where the annexation idea came from. Planning Manager Hough responded that it is the County's responsibility to establish boundaries and establish urban growth areas. The County did not define which part of the urban growth area is each city's responsibility and that is what this process is about.
 - ✓ Asked if citizens wanted to be annexed to a specific city, how they would go about that. CDD Cutts and Planning Manager Hough briefly explained the annexation process.
- Commissioner Olson:
 - ✓ Requested a larger map to better understand what the surrounding cities currently have and where they can expand. Hough informed the Commission that larger maps of all MUGA areas will be available at the Oct. 23 open house. Staff will also provide such a map the next time this matter comes to the Commission. CDD Cutts and Hough also explained that the cities will need to determine the boundaries using whatever natural or appropriate boundaries are available; i.e., transmission lines, freeways, water courses, railroads, etc.
 - ✓ Concerned that the city will not be able to annex areas that will allow growth.
- Chair Teno asked if the cities will be forced to annex these areas. Hough responded that the cities are not required to annex if they do not want to. Most annexations are initiated by property owners. Chair Teno then asked for opinions on the specific boundaries.
 - ✓ Lynnwood & Mill Creek Areas:
 - ◆ Commissioner Johnson – will form an opinion after receiving input from the citizens attending the open house on Oct. 23.
 - ◆ Commissioner Powers – no opinion.
 - ◆ Chair Teno – go east of I-5 to pick up the sales tax revenue to help support services.
 - ◆ Commissioner Olson – requested a larger map and agrees that annexing commercial property would be advantageous.
 - ◆ Commissioner Hudson – favors 148th as the north boundary and I-405/I-5 as the eastern boundary because it creates a logical barrier.
 - ✓ North and south boundaries: – Chair Teno stated that it appears the Commission agrees with the north and south boundaries as outlined.
 - ✓ Lynnwood & Edmonds:
 - ◆ CDD Cutts described the boundaries of the Perrinville area and discussion followed. The Commissioners had the following comments about the Perrinville island.
 - Commissioner Johnson – agrees with staff's recommendation.
 - Commissioner Powers – Let Edmonds have it. It is not a very successful commercial area.
 - Chair Teno – agrees with staff's recommendation.
 - Commissioner Olson – favors annexing into Lynnwood.
 - Commissioner Hudson – favors annexing into Lynnwood.

Planning Manager Hough will combine this information with input from the open house on October 23 and then develop a more specific proposal for City Council.

Development Regulations Update

Senior Planner Lewis outlined the process for updating the City's development regulations to meet the state mandated deadline of Sept. 1, 2002. We want to make the regulations consistent with the Comprehensive Plan as well as easier to use (efficiency) and/or more functional (effectiveness).

At the conclusion of Lewis' presentation, Commissioner Johnson asked if the five-year update of the Comprehensive Plan to be adopted by City Council on October 8 excludes the College District Plan. Senior Planner Lewis responded that the Plan that will be adopted on October 8 includes the "existing" Comprehensive Plan designation for the College District since no changes have been approved. Commissioner Johnson asked if the same rules and regulations developed for this agenda will need to apply to the College District Plan. Planner Lewis responded that was correct.

Commissioner Hudson suggested that citizens be represented as part of the Technical Oversight Committee. He also requested folders or binders for reference items relating to a specific topic that will carryover to several meetings.

Mobile Home Park Zone

Chair Teno stated he has very strong opinions about the time to be spent on this topic.

City Council determined in July 2001 that a new zone is needed to address mobile home parks. Associate Planner Amrine briefly outlined the process and schedule necessary to establish this new zone. On October 11 the Planning Commission will meet with the mobile home park property owners to discuss the future of mobile home parks and the development of the new zone.

Commissioner Johnson is concerned that appropriate questions pertaining to this issue cannot be formulated until input from the mobile home park owners is received.

Chair Teno feels it is premature to meet with the public and not appropriate to discuss until we know whether such zoning exists in other communities. He requested that the following cities be contacted to determine if they have mobile home park zoning: Renton, Bellevue, Seattle, Shoreline, Everett, Mill Creek, Mukilteo, Edmonds, Bothell, Mountlake Terrace, Woodinville, Kirkland, and Redmond. Amrine indicated that he would look into the zoning in those cities.

Commissioner Hudson is very interested in learning whether or not any of the 13 cities Chair Teno identified have mobile home park zones. He feels it will be very helpful to meet with the public to determine their concerns with this issue.

H. NEW BUSINESS

Commissioner Hudson, seconded by Commissioner Olson, moved to acknowledge, through a resolution, appreciation to recently retired Parks and Recreation Director Bill Evans for his professionalism and dedication to the City of Lynnwood. Hudson read the resolution in its entirety. The motion passed unanimously. Former Director Evans thanked the Planning Commission for this acknowledgement and expressed his appreciation for the good work and cooperation of the Planning Commission on planning and park-related matters.

I. OLD BUSINESS

Commissioner Hudson reported on the following:

- Commission's letter to the Herald was published on September 11.
- No word from the Enterprise on when the response to Council member Hikel's letter will be published.
- Has heard that some Council members are concerned about the Commission's communications to the news media.
- For the good of the order regarding the meeting of September 6 and referencing only the public hearing: Commissioner Hudson felt some of the Commission's responses to the public testimony were defensive and disrespectful to those who came to that

meeting to provide their comments. Hudson feels that, when the Commission receives testimony, it is their job to listen to the testimony and respect the speaker's opinions.

Chair Teno responded to Hudson's comment, stating that some of his comments may have been more appropriately provided off the record and he apologized for possibly offending anyone. Chair Teno stated that his comments were spoken directly towards Mr. Frame, a representative of SHAG, and Mr. Toyer of the Master Builders Association. Chair Teno recognized Mr. Frame and Mr. Toyer as experts in their field, and noted that they are neither citizens of this community nor are they property owners.

Commissioner Hudson clarified that his comments were not directed solely at Chair Teno.

Commissioner Johnson reported that a Council member contacted him on September 11 about the letter from the Commission that was published in the Herald. He was upset that the Commission had not talked to him prior to sending the letter to the Herald.

J. INFORMATION ITEMS

J-1 – Upcoming Commission Meeting Agenda

Planning Manager Hough outlined the following upcoming Commission Meetings:

- October 11
Mobile Home Park Owners “Informal Public Meeting” – includes discussion about Zoning for Mobile Homes
- October 25
Land Use Regulations Revisions – continued discussion
Mobile Home Park Zone – tentative
Municipal Urban Growth Area – tentative
- November 8
Land Use Regulations Revisions – continued discussion
Mobile Home Park Zone – tentative
- November 22 – Canceled – Thanksgiving Holiday

J-2 – Final Council Proposals on Plan/Zone Consistency Sites

Planning Manager Hough directed the Commission to the staff report containing the proposals on plan/zone consistency sites. These are included as an exhibit to the ordinance the City Council will consider on October 8. He noted that Council remains undecided on sites 9 and 10. Therefore, without a clear Council direction, those sites still reflect the Commission's recommendations.

Commissioner Olson requested background on the process City Council used to make their decisions. Planning Manager Hough stated that some information could be obtained through the City Council minutes, but most of the decisions were made during Work Sessions and minutes are not made of those meetings. The Council was informed of the criteria used by the Planning Commission but did not closely follow that criteria, which helps explain why the Commission and Council did not agree on a number of the sites.

K. ADJOURNMENT

Commissioner Johnson, seconded by Commissioner Hudson, moved to adjourn. The motion carried and the meeting adjourned at 9:45 p.m.

Mick Teno, Chair