

**City of Lynnwood**  
**PLANNING COMMISSION MEETING MINUTES**  
December 13, 2001

CHAIR TENO  
COMMISSIONER BIGLER  
COMMISSIONER HUDSON  
COMMISSIONER JOHNSON  
COMMISSIONER OLSON  
COMMISSIONER POWERS

**SUMMARY OF THE DECEMBER 13, 2001, MEETING MINUTES**

**Formalize MUGA Proposal**

The Commission concurred with staff's recommendation to formalize the proposed MUGA boundaries and set January 24, 2002 as the date for a public hearing.

**Mobile Home Park Zoning**

Associate Planner Amrine gave a brief presentation on the possibility of establishing a mobile home park zone. Staff asked the Commission to review proposed changes to Chapter 21.70 relating to manufacture/mobile homes.

**Code Amendment Initiation**

After a brief discussion, the Commission concurred with the initiation of a Zoning Code amendment to review off-street parking requirements for regional shopping facilities.

**A. CALL TO ORDER**

In the absence of Chair Teno, First Vice-chair Johnson called the meeting to order at 7:30 pm. Vice-chair Johnson introduced new Commissioner Tia Peycheff. She was recently appointed to fill Position No. 2, which was vacated by Commissioner Temples in May. After the Commissioners introduced themselves, Ms. Peycheff provided a summary of her interests and background.

Vice-chair Johnson then introduced Patrick Decker, who has been appointed to fill Position No. 6 which will be vacated by the retirement of Commissioner Hudson. Mr. Decker observed this meeting from the audience and will begin his term in January 2002.

**B. APPROVAL OF MINUTES** - Minutes of November 8, 2001, meeting

Commissioner Hudson requested that an acknowledgement be made in the minutes to reflect that Council member Lisa Utter was present in her capacity as City Council Liaison at the November 8, 2001, meeting. Commissioner Hudson also acknowledged that Council member Utter was in attendance this evening in her capacity as City Council Liaison.

Commissioner Hudson, seconded by Commissioner Olson, moved to adopt the minutes as amended. The motion passed unanimously.

**C. CITIZEN COMMENTS** – None

## **D. PLANNING COMMISSION MEMBER DISCLOSURES**

Vice-chair Johnson announced that he has contracted with the City of Lynnwood to teach cooking classes through the Recreation Center but felt that it would not affect his ability to make decisions on any items before the Commission this evening.

**E. PUBLIC HEARING** None scheduled.

## **F. DIRECTOR'S REPORT**

Community Development Director Cutts stated that, during confirmation discussions about the appointment and reappointment of planning commissioners, the City Council requested a joint meeting with the Planning Commission early in 2002. City Council member Utter noted that there are new Council members and new Planning Commissioners, so it is important to both bodies to have a joint meeting. After discussion, the Commission agreed to request the joint meeting on February 4, a Council work session night. Commissioner Olson stated that she had a conflict and would be unable to attend on that date.

Associate Planner Amrine gave an update on the following annexations:

- 193<sup>rd</sup> Place – City Council applauded the Commission's Comp. Plan and Zoning recommendations. The proponents are now obtaining signatures on the 60% petition.
- Poplar Way – City Council approved this "municipal" annexation by a 7-0 vote on Monday, December 3.
- 204<sup>th</sup> Street – Following its appeal hearing, the Boundary Review Board agreed with the annexation as originally submitted and added the Verizon property. Unless there is a further appeal, this item will soon return to the City Council for final approval.

## **G. WORK SESSIONS**

### **1. Formalize MUGA Proposal** – and set date for public hearing.

Planning Manager Hough updated the Commission on the MUGA process to date. Staff asked the Commission to formalize Lynnwood's proposal and alternatives and direct staff to schedule a public hearing. At the conclusion of his presentation, Hough introduced Bill Trimm, Community Development Director of Mill Creek. Mr. Trimm explained the process that Mill Creek has completed for their proposed MUGA boundaries. In May 2001, Mill Creek's City Council directed staff to work with the cities of Lynnwood and Bothell to establish MUGA boundaries.

After viewing and discussing the boundary proposals and alternatives, the Commission directed staff to schedule the public hearing. Planning Manager Hough stated that January 24<sup>th</sup> is the anticipated date for the public hearing.

### **2. Mobile Home Park Zoning**

Associate Planner Amrine summarized the process being used to look at various ways to apply zoning to preserve mobile homes, as requested by the City Council. After studying the options, including the possibility of a new zone, staff is recommending that changes be made to Chapter 21.70 of the Zoning Code relating to manufactured/mobile homes. Staff asked the Commissioners to review the proposed changes to Chapter 21.70, as presented in the distributed copies.

## **H. NEW BUSINESS**

### **1. Code Amendment Initiation**

Planning Manager Hough explained that preliminary plans for the expansion of the Alderwood Mall have triggered a need to review the City's parking requirements for regional shopping centers. Therefore, staff is asking the Planning Commission to concur with the initiation of a code

amendment to review requirements for off-street parking at regional shopping centers. After a brief discussion, the Commission concurred with the initiation of this code amendment.

**2. Resolution No. 2001-5 – Appreciation of Mayor Roberts-Martinez’s Service.**

Vice-chair Johnson introduced outgoing Commissioner Hudson. Commissioner Hudson expressed that this is a very distinct honor for him and he thanked the Chair for this opportunity. Before continuing, he noted that Chair Teno was unable to attend this evening due to a serious, personal commitment. Commissioner Hudson requested that Mayor Roberts-Martinez come forward. He then read Resolution No. 2001-5 expressing the Commission’s appreciation for the years of service she has provided the City of Lynnwood and the Planning Commission.

Acting Chair Johnson, seconded by Commissioner Bigler, moved to approve Resolution 2001-5. The motion carried unanimously.

Past Chair Alison Sing expressed his appreciation of Mayor Roberts-Martinez’ service and introduced former Planning Commissioners Lisa Utter, Robert Temples, Bea Ferguson, Louise Stanton-Masten, and Carl Nelson. He then presented a gift on behalf of the Commissioners to Mayor Roberts-Martinez.

Mayor Roberts-Martinez thanked everyone for their support and service during her time as Mayor. She was very appreciative of the Commission’s ability to look to the future, keeping in mind the best interests of the citizens.

**I. OLD BUSINESS** – None scheduled

**J. INFORMATION ITEMS**

**J-1 – Upcoming Commission Meeting Agenda**

Planning Manager Hough briefed the Commission on the upcoming meetings:

- December 27 – Canceled (Holiday season)
- January 10
  - Election of Officers for 2002
  - P-1 Zone Amendments – Public Hearing
  - Planning Commission 2001 Annual Report
  - Mobile Home Park Zoning – continuation
  - Development Regulations Update
- January 24 – tentative schedule:
  - MUGA – Public hearing
  - Mobile Home Park Zoning
  - Residential Rezone Request
  - Finalize MUGA Proposal

**K. ADJOURNMENT**

Commissioner Bigler, seconded by Commissioner Psycheff, moved to adjourn. The motion carried and the meeting adjourned at 8:50 p.m.

---

**Mick Teno, Chair**