

City of Lynnwood
PLANNING COMMISSION MEETING MINUTES
DECEMBER 12, 2002

Commissioners present:

Dave Johnson
Brian Bigler
Patrick Decker
Donna Walther
Absent: Peycheff & Powers

Staff present:

Ron Hough, Comprehensive Planning Manager
Kevin Garrett, Current Planning Manager
Darryl Eastin, Senior Planner
Dennis Lewis, Senior Planner

SUMMARY OF THE DECEMBER 12, 2002, MEETING MINUTES

Historic Preservation Code Amendment – Public Hearing

After a presentation by staff and public testimony, the Commission moved to recommend the proposed Code Amendment to the City Council for adoption.

Transitional Buffers Code Amendment – Public Hearing

Staff explained the purpose of this Code Amendment. No public was present and no testimony was received. Following discussion, the Commission recommended the proposed Code Amendment for City Council adoption.

Secure Community Transition Facilities

Staff reviewed proposed changes to the draft ordinance with the Commission, which will conduct a public hearing on January 9. Staff will then prepare a final Ordinance for recommendation to the City Council.

CALL TO ORDER

Chair Johnson called the meeting to order at 7:00 p.m.

APPROVAL OF MINUTES

Commissioner Bigler moved to approve the November 14, 2002, minutes as written. The motion was seconded by Commissioner Decker and carried unanimously.

PUBLIC HEARINGS

1. Historic Preservation Code Amendment

After an introduction of this code amendment by staff, Chair Johnson opened this portion of the meeting for public comments. The following testimony was heard:

Marie Little 17015 44th Avenue W – Ms. Little spoke in favor of the code amendment that will allow certain Zoning Code development standards to be reduced or waived in return for listing a historic property on a historic property landmark register. Ms. Little cited an instance in the past where an historic building was demolished and hopes that this Code Amendment will prevent such an occurrence in the future. In addition to being a citizen of Lynnwood, Ms. Little is also a member of the Lynnwood Historical Commission.

At the conclusion of Ms. Little's testimony and Commission discussion, Commissioner Decker moved to recommend this draft Historic Preservation Code Amendment Ordinance to the City Council for adoption. Commissioner Bigler seconded the motion and it carried unanimously.

2. Transitional Buffers Code Amendment

Current Planning Manager Garrett explained that this code amendment will authorize the Community Development Director to allow a reduced buffer where conditions warrant a reduction, such as when existing landscaping or a change in topography meet or exceed the intended purpose of the buffer.

Chair Johnson opened the meeting to public comment and, with no response, closed the public hearing.

Commissioner Bigler, seconded by Commissioner Walther, moved to recommend this Code Amendment to the City Council for adoption. The motion carried unanimously.

DIRECTOR'S REPORT

Planning Manager Hough reported on the following:

City Council:

- The City's Budget process is currently the Council's primary task. Budget discussions will continue on December 17.
- Development Regulations Phase I was scheduled for Council discussion, but was also continued. Phase 1 will now be discussed on January 6 and January 13

Commission vacancy:

- Staff will re-advertise. There are no prospects at the present time.

Waste Water Treatment Plant:

- Community Development staff is working with Public Works staff and the City Attorney, discussing the most appropriate ways to process Essential Public Facilities.
- Related code amendments may be forthcoming.

UNFINISHED BUSINESS

1. Secure Community Transition Facilities (SCTF) – Recommendations

Senior Planner Lewis informed the Commission that the revised ordinance in the Commissioner's packets includes the changes suggested by the Commission during the last Planning Commission meeting.

Lewis distributed a FAXed response from DSHS on the revised ordinance expressing their concern about the cost recovery issue related to the use of expert consultants. Mr. Lewis is waiting for a response from the City Attorney on DSHS' concerns and finalization of the Ordinance.

After a brief discussion, Chair Johnson noted that the Commission is in agreement with the revised Ordinance and he directed staff to move forward toward the scheduled public hearing on January 9.

NEW BUSINESS

Chair Johnson inquired about the notice on the Agenda stating that the agenda packet will be available for review on the City's website. Planning Manager Hough explained that the Commissioners and staff who need to be present at the meetings will continue to receive a full agenda packet. Other departments, staff and others who receive the packets for informational purposes will be directed to the website where they may review the full packet.

WORK SESSIONS

1. Commission Elections – Review of Offices and Procedures

Planning Manager Hough informed the Commission that elections of officers are held at the first meeting of each year. To prepare for that meeting, staff has provided a summary of the process and descriptions of each officer position.

Chair Johnson explained past practice regarding the election of offices on the Planning Commission. Hough noted that there is currently one vacant position on the Commission and the position of Vice-chair is not filled. Dave Johnson is the 2002 Chair and Brian Bigler is serving as Second Vice-chair. Elections will take place at the January 9 meeting.

INFORMATION ITEMS

1. Upcoming Commission Meetings

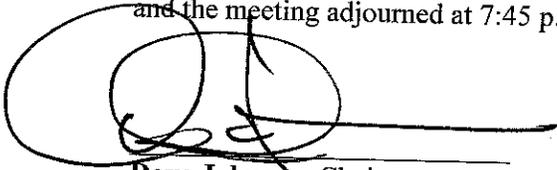
December 26 – no meeting, due to the holidays

January 9

- Commission elections
- Public Hearing – Secure Community Transition Facilities

ADJOURNMENT

Commissioner Bigler, seconded by Commissioner Decker, moved to adjourn. The motion carried, and the meeting adjourned at 7:45 p.m.



Dave Johnson, Chair