

City of Lynnwood
PLANNING COMMISSION MEETING MINUTES
FEBRUARY 13, 2003

Commissioners present:

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

Staff present:

Jim Cutts, Community Development Director
Ron Hough, Comprehensive Planning Manager

Others present:

Ruth Ross, City Council Liaison
Judith Stoloff, Snohomish County Planner

SUMMARY OF THE FEBRUARY 13, 2003, MEETING MINUTES

2003 Comprehensive Plan Amendment Process

Staff briefly explained the purpose of the Open House held prior to the meeting and the tentative docket items and schedule for processing during the spring and summer.

Meeting with Hearing Examiner

Hearing Examiner John Galt presented his 2002 Annual Report outlining the 20 cases he heard for the City.

City Center Plan

Staff briefed the Commission on the Outreach Program being conducted to solicit comments and ideas from residents, business owners, property owners and governmental agencies. Staff also outlined the major elements of the Plan and the challenges to implementing the Plan.

Population & Employment Growth Targets

City and County staff explained the County's process for allocating future population and employment growth and the preliminary targets proposed for Lynnwood.

CALL TO ORDER

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

APPROVAL OF MINUTES

Commissioner Bigler moved to approve the January 23, 2003, minutes. The motion was seconded by Commissioner Decker and carried unanimously.

CITIZENS COMMENTS

There were no citizens present to offer any comments.

Chair Johnson stated that the Commission was saddened to learn of the recent passing of former Commissioner Mick Teno's daughter. Our thoughts and prayers are with his family.

INFORMAL PUBLIC MEETING

2003 Comprehensive Plan Amendment Process (Open House held before this meeting.)

Planning Manager Hough explained that an Open House was held prior to this evening's meeting to allow citizens the opportunity to become familiar with the Comprehensive Plan Amendment Process and to provide information and application forms. Very few citizens attended and none stayed for the Commission meeting. Mr. Hough outlined the amendment process and the tentative schedule leading to final adoption by the City Council in late September.

In response to a question from Commissioner Bigler, Mr. Hough explained the three primary ways to initiate a change to the Comprehensive Plan: Formal Application which requires a \$3,000 deposit, Suggested Amendment which requires a \$50 fee, and Indirect Suggestion. Formal applications are guaranteed to be processed, while suggestions are subject to Study List approval.

MEETING WITH HEARING EXAMINER

Chair Johnson explained that the Commission is to meet once a year with the Hearing Examiner and the City Council. He then invited John Galt, Hearing Examiner, to present his Annual Report.

Mr. Galt explained his role as Hearing Examiner and the 20 cases he heard for the City of Lynnwood during 2002. At the conclusion of his presentation and brief discussion with the Commission, Mr. Galt noted an inconsistency in Chapter 1.35 LMC relating to varying time periods for issuance of the Hearing Examiner decision/recommendation. He requested that the time periods for issuance of the various decisions be standardized and suggested 10 working days for all Processes.

UNFINISHED BUSINESS

Planning Manager Hough advised that the vacant Commission position has been advertised on the City's Web Site, local newspapers, and local access television. To date, no applications have been received.

WORK SESSION

1. City Center Plan – Presentation & Discussion

Chair Johnson requested that Commissioner Decker become Acting Chair during this portion of the meeting due to his involvement in the City Center Plan. Community Development Director Cutts explained that six outreach meetings have been scheduled during the month of February to solicit ideas and feedback about the project from residents, business owners, property owners and representatives from other governmental agencies. Mr. Cutts then gave a brief presentation focusing on the major elements of the Plan and the challenges to implementing the Plan.

Acting Chair Decker advised that the Commission would eventually be involved in zoning code changes that will be necessary in this area. It will be necessary for the City Government to develop the substructure and framework to convince developers that the City is behind this project. Decker outlined the various land uses in the project and how the project will enable the City to meet and handle its growth targets.

Discussion then followed.

2. Population & Employment Growth Targets

Planning Manager Hough introduced Judith Stoloff, Snohomish County Planner, who was available to answer questions that may arise during this presentation. Mr. Hough explained the history and process for the population and employment growth targets. He added that the

2. Population & Employment Growth Targets

Planning Manager Hough introduced Judith Stoloff, Snohomish County Planner, who was available to answer questions that may arise during this presentation. Mr. Hough explained the history and process for the population and employment growth targets. He added that the Commission will make a recommendation for the population growth and employment targets at its February 27 meeting. Ms. Stoloff gave a brief explanation of the proposed targets and the necessity for the cities to clearly define their MUGA boundaries. Snohomish County staff is very supportive of the cities' efforts toward land use planning and code enforcement within their MUGA areas and is trying to accelerate the process.

Staff will provide additional information on this matter at the February 27 meeting.

DIRECTOR'S REPORT & INFORMATION

Planning Manager Hough provided the following information:

City Council:

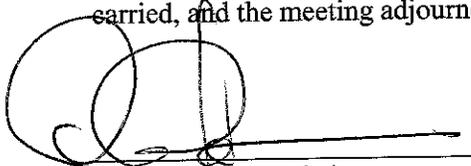
- January 27 – Adopted Development Regulations – Phase 1
- March 3 – Work Session on Development Regulations – Phase 2

Changes to Planning Commission Agenda:

- March 13 Delete: Opiate Substitution Treatment Services
- March 27 Delete: Opiate Substitution Treatment Services
Add: Informal Public Meeting on the Mobile Home Park Study

ADJOURNMENT

Commissioner Bigler, seconded by Commissioner Psycheff, moved to adjourn. The motion carried, and the meeting adjourned at 8:47 p.m.



Dave Johnson, Chair