

**City of Lynnwood**  
PLANNING COMMISSION MEETING MINUTES  
February 26, 2004

**Commissioners present:**

Dave Johnson, Chair  
Brian Bigler  
Patrick Decker  
Elisa Elliott  
Tia Peycheff  
Jacqueline Powers  
Donna Walther

**Staff present:**

Jim Cutts, Community Development Director  
Kevin Garrett, Current Planning Manager  
Ron Hough, Comprehensive Planning Manager  
David Kleitsch, Econ. Development Director

**Others present:**

Council Member Martin Nelson (Liason)  
Council Member Ruth Ross  
Rob Berstein, P.E. Consultant

**SUMMARY**  
**February 26, 2004, Meeting Minutes**

**College Parking Standards – Zoning Code Amendment**

The Planning Commission concluded a public hearing that began in January to accept public comments on a proposal to adjust the off-street parking requirements for Colleges, Universities or Institutions of Higher Learning within the City of Lynnwood. The Commission recommended this proposed code amendment for City Council adoption.

**CDO Zone Highway 99 Dev. Standards – Zoning Code Amendment**

A public hearing was conducted to hear public comment on a proposal to remove commercially zoned business sites along Highway 99 from the requirements of the College District Overlay zone. A recommendation was forwarded to the City Council.

**2004 Comprehensive Plan Amendments**

Staff outlined the 2004 Comprehensive Plan Amendment process, explained the Planning Commission's involvement and responsibilities and described tentative docket items for processing during the spring and summer.



**CALL TO ORDER**

Chair Dave Johnson called this meeting to order at 7:02 pm.

Commissioners Decker and Powers arrived after the approval of minutes.

**APPROVAL OF MINUTES**

A motion was made and seconded to adopt the minutes of the February 12, 2004 regular Planning Commission meeting. The motion was approved unanimously.

## **CITIZEN COMMENTS**

Council member Ruth Ross has stepped down as the Council's liaison to the Planning Commission and Council Member Martin Nelson will take this position.

## **COMMISSION MEMBER DISCLOSURES**

Chair Johnson is employed part time with the EdCC faculty.

## **PUBLIC HEARING**

### **College Parking Standards – Zoning Code Amendment** (cont. from January 22<sup>nd</sup>)

Planning Manager Ron Hough explained that the reason for continuing this public hearing from January 22<sup>nd</sup> was to provide more time for staff to work on related issues. Mr. Hough reviewed the issues of parking standards for the category of "Colleges, Universities or Institutions of Higher Learning". The current requirement is one stall per employee and faculty member, plus one for three full time (equivalent) students. The proposed amendment would change the computation of the code to read one space per employee, plus one stall per four day-student FTE.

Commissioner Decker, seconded by Commissioner Bigler, moved that the Planning Commission recommend City Council adoption of this proposed amendment to Lynnwood Municipal Code 21.18.

*Motion carried.*

### **CDO Zone Highway 99 Development Standards – Zoning Code Amendment**

Planning Manager Ron Hough gave his staff report and proposed to exempt commercially-zoned business sites that have frontage on Highway 99 from the development requirements of the College District Overlay (CDO) zone. The CDO zone was designed primarily for the interior areas of the neighborhood and it is now felt that the concepts and requirements are inappropriate for business properties that front on Highway 99.

The proposed amendment is to add the underlined section to LMC 21.58.200. It would now read, "The CDO zone shall be applied to all areas within the College District to supplement all underlying zones, except the CDO zone shall not apply to commercially zoned sites that front on Highway 99".

Chair Johnson opened the public hearing, in which David Kleitsch, Director of Economic Development spoke. Mr. Kleitsch believes that, from an Economic Development standpoint, the city administration supports this proposed change.

Commission Bigler, seconded by Chair Johnson, moved that the Planning Commission recommend City Council adoption of this amendment to the Lynnwood Municipal Code to

add to the proposed clause to the end of section 21.58.200a. That section will now read, ". . . except that CDO zone shall not apply to commercially zoned sites that front on state route 99."

*Motion carried.*

### **UNFINISHED BUSINESS**

None.

### **NEW BUSINESS**

None.

### **WORK SESSIONS**

#### **Lynnwood City Center Planning**

Planning Manager Kevin Garrett advised the commission on upcoming events and informed them of the current status of the project. The City Center Plan will soon be coming to the Planning Commission in the following sections:

- Sub area Plan
- Supplemental EIS (SEIS)
- Development Regulations and Design Guidelines
- CFP
- Implementation and Financing Strategy: Staff preparing preliminary draft.

### **DIRECTOR'S REPORT & INFORMATION**

**Recent City Council Actions** – Jim Cutts, Director of Community Development, updated the Commission on recent activities of the City Council:

- February 17, 2004: City Council had a work session to discuss the RSH Zone (or possible RS-4 zone). This will be taken back to the Council for further discussion on March 29<sup>th</sup>.
- Planning Commission's Annual Report – Submitted to the City Council

**Council Work Session on March 15<sup>th</sup>**. Anticipated items on the agenda include:

- College District Overlay (CDO)
- College Parking Code Amendment
- R&D Land Use Code Amendment
- Hardy Annexation

**Council Regular Meeting on March 22<sup>nd</sup>** Anticipated items include:

- Hearing on the College District Overlay (CDO) Code Amendment
- Hearing on the College Parking Code Amendment
- Hearing on the R&D Land Use Code Amendment
- Action on the Hardy Annexation
- City Center Planning

Community Development Director Cutts also reported on the following:

**Alderwood Mall Update:**

- Starting on the Village area – NE corner of the mall.
- The Terrace:
  - Starbuck’s shell completed – Tenant Improvements to start soon.
  - Jamba Juice Shell completed– Improvements have started.
- Theater is in for plan check with parking structure.
- The Theater has uncovered some bad soil, which delayed their opening day.

**Upcoming Commission Meetings** – Planning Manager Hough suggested that the March 11 meeting be cancelled due to lack of agenda items. The next meeting will be on March 25, 2004. Hough provided a summary of that meeting’s tentative agenda, along with a preview of upcoming meeting agendas into April.

March 11<sup>th</sup> – Meeting Cancelled

March 25, 2004 – City Center Plan Draft SEIS and Development Regs.

April 8, 2004 – Comprehensive Plan Amendments

**ADJOURNMENT**

A motion was made and seconded to adjourn. The motion carried unanimously and the meeting was adjourned at 8:54 pm.

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**Dave Johnson**, Chair