

City of Lynnwood
PLANNING COMMISSION MEETING MINUTES
June 24, 2004

Commissioners present:

Dave Johnson – Chair
Brian Bigler
Patrick Decker
Elisa Elliott
Jacqueline Powers
Donna Walther

Staff present:

Gina Coccia, Assistant Planner
Kevin Garrett, Planning Manager
Ron Hough, Planning Manager
Craig Larsen, Director of Parks & Recreation
Dennis Lewis, Senior Planner

Commissioner absent:

Tia Psycheff

Others present:

Sandra Eastly – Citizen

SUMMARY OF THE JUNE 24, 2004, MEETING MINUTES

Shoreline Master Program

A Shoreline Master Program is required by the state to cover our Waste Water Treatment Plant property on Puget Sound. The Community Development Department has prepared and initiated a work program to prepare the Shoreline Master Program (SMP). It is intended that this be adopted as an element of the Comprehensive Plan as one of the 2004 annual amendments. The Commission held an "Informal Public Meeting" to invite public participation in this project.

Community/Recreation Center Plans

The Parks Director briefed the Commission on conceptual plans and possible sites for a new community center. He also showed plans for the remodel of the existing Recreation Center.

City Center Plan – CFP & Financing Strategy

Public comment period on the Draft SEIS ended June 4th. Traffic congestion and higher taxes were the major concerns expressed. A list of capital projects needed to implement the City Center Plan was presented by staff, along with updated project cost estimates.

Comprehensive Plan Amendments

The Commission was briefed on the final three proposals on this year's list of Comprehensive Plan Amendments. They included Plan Data Updates, Implementation Program Updates and revisions to the Parks and Recreation Element.

CALL TO ORDER

Chair Dave Johnson called this meeting to order at 7:00 pm. A quorum was present.

APPROVAL OF MINUTES

A motion was made to approve the June 10, 2004 meeting minutes. It carried unanimously.

CITIZEN COMMENTS

None.

COMMISSION MEMBER DISCLOSURES

None.

INFORMAL PUBLIC MEETING

Shoreline Master Program:

Senior Planner Dennis Lewis gave a presentation of the background, work Program and state requirement to have a Shoreline Master Program (SMP). In 1972, the Shoreline Management Act (SMA) was adopted "to prevent the inherent harm in an uncoordinated and piecemeal development of the state's shorelines. To do that, jurisdictions that meet certain shoreline definitions have been required, since 1972, to prepare and adopt a shoreline program. However, recent discussions with the Washington State Department of Ecology revealed that the City of Lynnwood has had land subject to the SMA for many years, but has failed to adopt the required SMP. It's possible that our waste water treatment plant, which is detached from the City of Lynnwood and surrounded by Edmonds, was simply overlooked.

Now that we know for sure that a Shoreline Master Program is required for our waste water treatment plant property, the Department of Community Development has prepared and initiated a work program to prepare the SMP, which will be adopted as an element of the Comprehensive Plan and is being processed as one of the 2004 amendments.

Mr. Lewis explained that the work draws upon guidance provided by the Washington Administrative Code (WAC) as well as various Dept. of Ecology web pages and the program itself will be tailored to fit our local needs.

The Commission asked Mr. Lewis to find out how long the treatment plant has been in operation and whether or not there is any record of citizen concerns or adverse impacts on the neighbors.

Sandra Eastly (private citizen) lives east of the treatment plant. She asked the Commission about any changes that might be made and how they might affect her. In response to a question from the Commission, she stated that noise and odors from the sewage plant have been issues at times over the past years. She was advised that, since this program is still in the very early stages, staff will keep her informed and will forward future proposals to her for review and comment.

Staff asked if the Commission would be interested in a tour of the site. It was decided that, rather than all going at one time, the Commissioners would contact the treatment plant supervisor to arrange individual tours at their own convenience.

The discussion was continued to an unspecified future meeting.

UNFINISHED BUSINESS

None.

NEW BUSINESS

Community/Recreation Center Plans:

Craig Larsen, Director of Parks and Recreation briefed the Commission on the conceptual plans for a new community center. He showed illustrations, floor plans and also plans for the remodel of the existing Recreation Center.

A recent feasibility study concluded that, in order to accommodate the kinds of programs and spaces the City needs, a new location should be found for the future community center. The present recreation center site isn't large enough to accommodate both.

The recreation center remodel would expand its function as an active recreation/exercise center. One option being considered is to leave the lap pool as is, but to convert the existing shallow pool into a deeper warm water therapy pool. The courtyard could be made into a roofed fun pool with a whirlpool area and a lazy river with a current running through it. Existing classroom spaces would be converted into a "wet multi-purpose room" which could be used for birthday parties, CPR classes or rented out for meetings. The locker rooms would also be updated for improved privacy and accessibility.

A proposal to replace the recreation center's tarp roof with a permanent retractable roof would save the City money in the long run, according to Mr. Larsen.

The City is looking at possible sites for the community center and a report will be made to the City Council in about three weeks. Mr. Larsen described some of the possible features and amenities of a future community center. It might include a juice bar, teen center, senior center, pre-school, art program facilities, billiard room, kitchen (large enough for catering), stage, storage, central office space, gym, exercise rooms, and a track for walking/Jogging. Its size would be approximately 60,000 square feet.

An outreach event is scheduled for June 29, 2004 in the Council Chambers.

WORK SESSION

City Center Plan – CFP & Financing Strategy:

Planning Manager Kevin Garrett presented the Commission with the public comments on the Draft SEIS and Outreach IV, followed by a continued discussion of the financing strategy for the capital improvements. The public comment period on the Draft SEIS ended June 4th. The comments received were consistent with prior outreach comments. They indicated general interest in and support for the project, as well as concerns about traffic congestion and the possibility of higher taxes.

Capital Facilities – An updated list of capital projects needed to implement the City Center Plan was presented. It was revised to respond to comments from the City Council and others to include updated projects and related cost-estimates. It now includes a separate category for building the promenade along with the costs of streets, parks and utilities. The total cost of these improvements will be roughly \$114,500,000 (2004 dollars).

Staff will meet with the City Council in early July to discuss a schedule for holding hearings and acting on the City Center Plan documents.

Commissioner Decker asked Mr. Garrett to find out if Kirkland or Redmond has a "Head Tax" rather than a B & O Tax. The answer will be brought back to the next meeting.

Comprehensive Plan Amendments:

Staff briefed the Commission on the final three proposals – Plan Data Updates, Implementation Program Updates and revisions to the Parks and Recreation Element.

Assistant Planner Gina Coccia described the non-policy statistical updates that are proposed for various elements of the Plan. These will replace pre-Census statistics with new information without changing any goals, objectives or policies.

Mr. Hough explained that the Comprehensive Plan contains a number of "measurable objectives" which include specific years or dates. These all come together in the Five-year Implementation Program. The Departments of Public Works, Community Development and Parks and Recreation are included in this program. It needs to be updated annually to remain current.

Mr. Hough informed the Commission that the Parks, Recreation and Open Space Element of the Comprehensive Plan is updated annually by the Parks Department. He noted some of this year's changes to the element, including some Level of Service (LOS) changes related to the need for a different kind of recreational mix for the future City Center. Most other changes were simple statistical updates of data and park inventory and not related to goals and policies.

DIRECTOR'S REPORT & INFORMATION

Recent City Council Actions

Planning Manager Ron Hough updated the Commission on recent activities of the City Council, specifically:

❖ June 14, 2004

- **RS-4 Code Amendment** – Continued Public Hearing. Hearing was closed. Discussion continued to June 21st work session.
- **Pre-disaster Mitigation Plan** – City Council adopted the Plan.

❖ June 21, 2004

- **RS-4 Code Amendment** – Continued Work Session. Several concerns and adjustments. Removed the "bonus density" opportunity but kept design standards. Possible adjustments to lot coverage, building height and rear setback. Add off-street parking requirements – or amend the Parking section. Return on July 6th for another work session. Possible action on July 12th.

Upcoming Planning Commission Meetings:

- **July 8th – Work Session:** Comprehensive Plan Amendments
Continued work sessions
- **July 22nd - Public Hearing:** Comprehensive Plan Amendments
Work Session: City Center Plan and/or Shoreline Master Program.
- **August 12th - Work Session:** City Center Plan and/or Shoreline Master Program.

ADJOURNMENT

A motion was made and seconded to adjourn. The motion carried unanimously and the meeting was adjourned at 9:32 pm.

Dave Johnson, Chair