

**City of Lynnwood**  
**PLANNING COMMISSION MINUTES**  
**January 13, 2005**

**Commissioners present:**

Dave Johnson – Chair  
Brian Bigler  
Patrick Decker  
Elisa Elliott  
Tia Peycheff  
Donna Walther

**Staff present:**

James Cutts, Director  
Ron Hough, Planning Manager

**Others present:**

Ted Hikel, Council Member Liaison

**Commissioners absent:**

Vacant Position

**CALL TO ORDER**

Chair Johnson called this meeting to order at 7:00 pm. A quorum was present and the Chair recognized the presence of Council liaison Ted Hikel.

**ELECTION OF 2005 OFFICERS**

Chair Johnson referred to the staff report and briefed the Commission on the procedures for the election of officers for the new year.

Chair Johnson nominated Commissioner Bigler for the office of Chair. Commissioner Bigler declined.

Commissioner Bigler nominated Commissioner Decker for the Chair position. There were no other nominations for Chair and Commissioner Decker was elected unanimously. Chair Johnson at that time passed the gavel to Decker who conducted the remainder of the meeting.

Commissioner Johnson nominated Donna Walther for the position of 1<sup>st</sup> Vice Chair. The motion was seconded and she was elected by a unanimous vote.

Commissioner Johnson nominated Elisa Elliott for the position of 2<sup>nd</sup> Vice Chair. The motion was seconded and she was elected by a unanimous vote.

The Chair then asked for volunteers to serve as Liaison to the City Council. Commissioner Elliott expressed interest but wanted to know more about the duties and responsibilities. A final decision was not made.

**APPROVAL OF MINUTES**

The December 9, 2004 meeting minutes were approved unanimously. The minutes of the special dinner meeting of January 11, 2005 will be on the January 27, 2005 agenda.

## **CITIZEN COMMENTS**

City Council member Ted Hikel addressed the Planning Commission as the newly appointed Council Liaison. He expressed his understanding of his role and how he intended to enhance communications between the Council and Commission. Mr. Cutts also let the Commission know Mr. Hikel is now the representative to "Snohomish County Tomorrow", which is a county wide planning group.

## **COMMISSION MEMBER DISCLOSURES**

None.

## **PUBLIC HEARINGS**

None.

## **WORK SESSIONS**

None.

## **BUSINESS**

### **H-1: 2004 Annual Report:**

Planning Manager Hough informed the Commission that the 2004 Annual Report had been provided for review in December, but no corrections or suggestions for changes had been received. The report is now complete and ready for the Commission's approval. Commissioner Johnson moved that the 2004 Annual Report be approved as presented. The motion was seconded and passed unanimously.

### **H-2: Initiate a Code Amendment:**

Planning Manager Hough informed the Commission that legislation passed in 2004 requires cities and counties to review their development regulations and make any necessary changes to ensure that manufactured housing is not discriminated against. With some specific exceptions, factory-built HUD Code housing must be permitted in the same manner as more traditional site-built housing. We have until June to complete this review and amendment process. Staff is asking the Commission to initiate this review. Additional information and analysis will be provided at a future meeting.

Commissioner Psycheff moved to direct the staff to initiate the changes to the code to comply with state law as concerns manufactured housing. The motion was seconded and passed unanimously.

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

Director Jim Cutts and Planning Manager Hough reported that the City Council had confirmed the reappointment of Tia Psycheff to the Commission. On December 27, 2004, the City Council adopted the biennium City budget and appointed Ted Hikel to be its representative to the Planning Commission.

**Upcoming Council Meetings:**

- Jan. 18, 2005     **B-2 Zone Code Amendment** – Work Session  
                         **Development Regulation, Group 3** – Work Session
- Jan. 19, 2005     **Sound Transit Presentation** – Long-range Plan Update

**Upcoming Commission Meetings:**

- Jan. 27, 2005     **Comp. Plan Amendment Process** – Informal Public Meeting  
                         **Shoreline Master Program**
- Feb. 10, 2005     **Signs II Code Amendment** – Work Session  
                         **Critical Areas Ordinance** – Public Hearing

**ADJOURNMENT**

A motion was made and seconded to adjourn. The motion carried unanimously and the meeting was adjourned at 7:46 pm.

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**Patrick Decker, Chair**