

City of Lynnwood
PLANNING COMMISSION MINUTES
January 27, 2005

Commissioners present:

Patrick Decker, Chair
Brian Bigler
Tia Peycheff
Donna Walther

Staff present:

Ron Hough, Planning Manager

Others present:

Ted Hikel, Council Member Liaison

Commissioners absent:

Vacant Position
Dave Johnson
Elisa Elliott

CALL TO ORDER

Chair Decker called this meeting to order at 7:05 pm. A quorum was present and the Chair acknowledged the presence of Council liaison Ted Hikel.

APPROVAL OF MINUTES

The January 13, 2005 meeting minutes were approved unanimously.

Action on the minutes of the special dinner meeting of January 11, 2005 was postponed until February 10, 2005.

CITIZEN COMMENTS

City Council member Ted Hikel reported on the recent City Council actions and distributed a written version of that report to each of the Commissioners. Commissioner Bigler made a motion to insert Mr. Hikel's "Council Liaison Report" (prior to Citizen Comments) on all future agendas. The motion was seconded and passed unanimously.

COMMISSION MEMBER DISCLOSURES

None.

PUBLIC HEARING

None.

INFORMAL PUBLIC MEETING

2005 Comprehensive Plan Amendment Process:

Planning Manager, Ron Hough gave a presentation on the procedures and proposals for this year's Plan Amendment cycle. He explained that the City is allowed to amend its

Comprehensive Plan only once each year, in accordance with a process and schedule set forth in the Comprehensive Plan. All proposals for 2005 must be submitted by April 1. In April, the Planning Commission will consider all proposals that have been submitted and make a recommendation to the City Council on which ones should be included on the Proposed Amendments List (PAL). The City Council will then decide which proposals should be approved for the final list.

During the City's processing of applications, the SEPA (State Environmental Protection Act) and a 60-day state review will also be taking place. The Planning Commission will process the proposals through Work Sessions, Public Hearings and then make recommendations to City Council on each amendment. The recommendations usually get made in July and the City Council will then hold their own work sessions and public hearings to get them ready for final decision and adoption later in the fall.

The primary purpose of this meeting is to brief the Commission on the process and to provide information and application forms directly to interested citizens. No citizens were present. Hough explained that there is no need to amend the Plan each year if there are no reasons to do so. If a citizen or property owner discovers a problem with the Plan or a way to improve it, he/she will usually come to City Hall and, if appropriate, be directed to the Plan amendment process.

WORK SESSIONS

None.

BUSINESS

None.

DIRECTOR'S REPORT & INFORMATION

Planning Manager Hough reported on the following Council and Commission activities:

- Jan. 18, 2005:** Work sessions on **B-2 Zone Amendment** and **Dev. Regs**
Jan. 19, 2005: Council heard a presentation on **Sound Transit's Plans**
Jan. 24, 2005: Conducted public hearing on the **B-2 Zone Amendment**.

Upcoming Council meetings include:

- February 7, 2005:** Work Session: B-2 Zone Code Amendment
Infor. Item: Planning Commission's 2004 Annual Report
Memo for Action: RS-4 Rezone (2 mobile home parks)
February 14, 2005: Action? B-2 Zone Code Amendment
Public Hearing: RS-4 Rezone

ADJOURNMENT

A motion was made by Commissioner Peycheff and seconded by Commissioner Walther to adjourn. The motion carried unanimously and the meeting was adjourned at 7:43 pm.

Patrick Decker, Chair