

City of Lynnwood
PLANNING COMMISSION MINUTES
January 26, 2006

Commissioners present:

Patrick Decker
Elisa Elliott
Tia Peycheff
Donna Walther

Staff present:

Ron Hough, Planning Manager
Dennis Lewis, Senior Planner

Commissioners absent:

Brian Bigler
Vacant – Position #1
Vacant – Position #3

Others Present:

Ted Hikel, City Council Liaison

CALL TO ORDER

The meeting was called to order at 7:00 PM by Chair Patrick Decker. A quorum was present.

ELECTION

Chair Decker announced that this was the time to elect officers for 2006, explained the procedures and asked for nominations for President.

Chair: Commissioner Elliott nominated Patrick Decker for Chair. There were no other nominations. Decker was elected by unanimous vote and continued to chair the meeting.

First Vice-chair: Commissioner Decker nominated Elisa Elliott for First Vice-chair. She declined. Commissioner Peycheff nominated Donna Walther for First Vice-chair. She declined. Decker then nominated Tia Peycheff for the position. She accepted and was unanimously elected to that position.

Second Vice-chair: Commissioner Decker nominated Elisa Elliott for Second Vice-chair. She accepted the nomination and was elected unanimously.

Liaison: Chair Decker reminded the Commission that there is also a voluntary position of Liaison to the City Council. Council member Hikel emphasized the value of such a position and urged the Commission to continue it. There were no volunteers at this meeting.

APPROVAL OF MINUTES

Some Commissioners had not attended the last two meetings. Therefore, action on the minutes of the November 10 and December 8 meetings was postponed.

COUNCIL LIAISON REPORT

City Council member Hikel provided copies of his report to staff and commissioners. His report included the Council's actions on Halls Lake and Birchwood Meadows plats, progress on the Poplar Way property sale to a Jaguar dealership, and creation of the Office of Neighborhoods and Community Affairs. He also reported on budget amendments to add a part time permit technician, a \$20,000 revolving fund for nuisance

abatement and property clean-up activities, \$20,000 for microfilming records and \$50,000 for new high-resolution aerial photographs. The Council also approved \$15,000 for training and travel for volunteer members of boards and commissions.

Mayor Gough is planning a meeting at the convention center on Feb. 14 for all City staff. The Council and all members of boards and commissions are also invited to participate.

Loren Simmonds was re-elected Council President and Mayor Gough will represent the City at Snohomish County Tomorrow (SCT) and the Puget Sound Regional Council (PSRC). Mr. Hikel was elected Council Vice President and liaison to the Planning Commission. He looks forward to working with the Commission for another year. He also thanked those commissioners who participated in the recent City Council selection process, after which Eduardo dos Remedios was appointed to the position vacated by Don Gough.

CITIZEN COMMENTS

None

COMMISSION MEMBER DISCLOSURES

None

PUBLIC HEARING

None

INFORMAL PUBLIC MEETING

Chair Decker announced this item and asked for a staff report. Planning Manager Ron Hough explained that this meeting is advertised more extensively than others so that anyone who might be considering a Plan amendment can come to learn about the process and schedules and pick up necessary forms and information. He briefly explained how the Proposed Amendments List (PAL) will be considered and recommended to the City Council. A tentative schedule of Planning Commission and City Council meetings was included in the staff report. Not all of those meetings may be needed, but that will be determined by the types and number of applications received by March 1.

Mr. Hough provided a preview of the tentative 2006 docket of amendment proposals. Most will be generated by City staff to update various elements of the Comprehensive Plan. The only anticipated "formal application" may come from the Good Shepherd Baptist Church. They were denied last year, but have been working on a new proposal.

On March 9, the Planning Commission is scheduled to hold a public hearing and make its recommendations to the City Council. Most of the Commission's work on the amendments will be done during April, May and June. It's final hearing is scheduled for June 22, at which time the process transfers to the City Council.

WORK SESSIONS

1. Initiation of Code Amendments:

Planning Manager Ron Hough informed the Commission that staff has targeted a number of development code sections for review and updating. Six of those were explained to the Commission. These will soon be discussed by the Mayor and City Council in a work

session before the work is officially initiated. The action to initiate changes can be done by either the Council or Planning Commission. The Commission suggested that the Council go ahead and take the action to initiate the changes rather than sending them back to the Commission for action. Chair Decker asked Council member Hikel to carry that message to the Council. He indicated that he would do that.

2. Shoreline Master Program:

Chair Decker announced this agenda item, complimented staff on the "very nice maps" and asked for the staff presentation. Senior Planner Dennis Lewis described the work that has been done on the inventory and mapping, samples of which were in the staff report. A progress report was recently submitted to the Dept. of Ecology (DOE) and copies were distributed to the Commission. Data gathering and analysis tasks are currently underway and the next progress report, due in April, will be more comprehensive.

In response to a question from Commissioner Walther, Mr. Lewis provided additional information about the inventory of plants and wildlife, including eelgrass. He mentioned the requirement for a restoration plan and the remote possibility of planting some eelgrass, restoring parts of the beach environment and/or doing something with the old existing pilings. Such possibilities will be considered later in the project.

BUSINESS

Planning Commission's Annual Report:

Planning Manager Hough reminded the Commission that the Annual Report was discussed at the Dec. 8, 2005 meeting. The final revision was included in the Jan. 12, 2006 packet.

Chair Decker asked if the commissioners had additional changes or corrections to the report. If not, he would entertain a motion to approve it. No changes were suggested. Commissioner Elliott moved to approve the report and forward it to the City Council, as written. The motion was seconded by Commissioner Walther and approved unanimously.

DIRECTOR'S REPORT & INFORMATION

Planning Manager Hough informed the Commission that a \$32,000 state grant was recently awarded to Lynnwood to create an Energy Element for the Comprehensive Plan. The list of upcoming meetings included very little for the next meeting on Feb. 9. The Commission indicated that a Feb. 9 meeting may not be needed and that they would prefer to wait for a full agenda meeting on Feb. 23.

Hough distributed two hand-outs; a Sound Waves newsletter article on protecting water quality through low-impact development design, and a planning newsletter preview of a forthcoming book by Mark Hinshaw on Demography, Density and Diversity.

ADJOURNMENT

A motion to adjourn was made, seconded and passed unanimously. This meeting was adjourned at 7:54 PM.

Patrick Decker, Chair