

# AGENDA

## Lynnwood Planning Commission

Thursday, January 23, 2009 — 7:00 pm

City Hall Conference Room, 19100 – 44<sup>th</sup> Ave. W., Lynnwood WA

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- A. CALL TO ORDER**                      Chair WRIGHT  
   Commissioner AMBALADA  
   Commissioner DAVIES  
   Commissioner LARSEN  
   Commissioner PEYCHEFF  
   Commissioner WOJACK, Second Vice-chair  
   Vacant
- B. APPROVAL OF MINUTES:**  
    Meeting of November 13, 2008
- C. COUNCIL LIAISON REPORT**
- D. CITIZEN COMMENTS** – on matters **not** on tonight's agenda.
- E. PUBLIC HEARINGS:**  
    None
- F. WORK SESSION:**  
    None
- G. OTHER BUSINESS:**
1. Election of Officers for 2009
  2. Resolution of Appreciation – Elisa Elliott
- H. DIRECTOR'S REPORT:**
1. Recruitment of a New Commissioner
  2. Update on Annexation Project
  3. Future Meetings
  4. Other Matters
- I. ADJOURNMENT**

*The public is invited to attend and participate in this public meeting. Parking and meeting rooms are accessible to persons with disabilities. Upon reasonable notice to the City Clerk's office (425) 670-6616, the City will make reasonable effort to accommodate those who need special assistance to attend this meeting.*

# Memorandum

DATE: January 16, 2009

TO: Chair Wright and Members of the Planning Commission

FROM: Kevin Garrett, Planning Manager

SUBJECT: Planning Commission Meeting, January 22, 2009

This memorandum provides brief background comments for the items on the Agenda for the January 22, 2009 Planning Commission meeting.

Election of Officers: The Rules of the Planning Commission provide that the Commission shall elect officers for a calendar year at the first regular Commission meeting for that year. Attached is a summary description of the process for the Commission to elect new officers.

Resolution of Appreciation for Elisa Elliott: Commissioner Elliott's term-of-office ended on December 31, 2008 and she has asked not to be reappointed. She had served on the Planning Commission since May, 2003. During that time, she worked on a series of major proposals that came before the City, including:

- City Center Subarea Plan,
- New zoning districts and regulations for the City Center,
- Update of residential zoning regulations;
- Various amendments to the Municipal Code;
- The Mobile Home Park Preservation Program and
- Annual Docket processes.

A draft resolution of appreciation for her service on the Commission will be presented at the Commission meeting.

Recruitment of a New Planning Commissioner: Recruitment of a new member of the Planning Commissioner is underway, and staff will report on the status of that recruitment. Three candidates for appointment to the Commission have been invited to attend this Commission meeting and will be introduced to the Commission.

Update on Annexation Project: Consideration of the two annexations in the City's Municipal Urban Growth Area (MUGA) has moved forward, and action by the City Council on "Resolutions of Intent to Annex" for these annexations is scheduled for February 9, 2009. Staff will update the Commission on these annexations and will distribute copies of recent project documents.

Future Meetings: Staff will review a preliminary 2009 schedule for the Commission.

Other Matters: Staff will brief the Commission on other ongoing projects or matters that will come before the Commission, such as:

- Highway 99 Zoning Project
- Transition Area Zoning Project
- 2009 Docket
- Implementation of the Energy and Sustainability Element

# ELECTION of OFFICERS for 2009

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## Current Officers:

- **Chair** – *Richard Wright*
- **First Vice-chair** – *vacant*
- **Second Vice-chair** – *Michael Wojack*

## Procedure:

- Chair asks for nominations for the position of Chair.
- One or more members may be nominated for each position.
- A “second” is not necessary.
- After all nominations are made, Chair will ask for a vote.
- It’s okay for nominees to vote for themselves.
- The nominee receiving the most votes is elected and assumes the office of Chair of the Planning Commission.
- The new Chair runs the remainder of the meeting.
- Chair asks for nominations for position of First Vice-chair, and repeats the nomination and election process.
- The same process is followed to elect the Second Vice-chair.

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