

City of Lynnwood
PLANNING COMMISSION MINUTES
 May 28, 2009 Meeting

Commissioners Present:	Staff Present:
Richard Wright, Chair	Shay Davidson, Administrative Asst.
Maria Ambalada	Lauren Balisky, Asst. Planner
Van Aubuchon	Kevin Garrett, Planning Manager
Jeff Davies	David Mach, Project Manager, PW
Bob Larsen, Vice Chair	
Michael Wojack, Second Vice-chair	
	Other:
Commissioners Absent:	Councilmember Ted Hikel
Chad Braithwaite	Jennifer Jerabek, Master Builders Assoc.

The meeting was called to order by Chair Wright at 7:00 p.m.

Approval of Minutes

1. Meeting of Special Meeting of May 14, 2009

Motion made by Commissioner Davies, seconded by Commissioner Larsen, to approve the minutes as presented. Motion passed unanimously.

Council Liaison Report

Councilmember Ted Hikel reported that the annexation proposal was were unanimously favored approved by the Boundary Review Board. The next step is a final financial review by the City Council. The Council would then consider placing the annexation question on the November ballot.

The Visioning Committee held their first outreach meeting to present our Community Vision last night at Lynnwood Elementary School. Nearly 50 people attended. There will be four additional meetings around the city in the coming weeks.

Citizen Comments

None.

Public Hearings

1. Permit Timeline Code Amendment (2009-CAM-0002). This amendment, if approved, would revise the City's regulations to extend and standardize approval periods for Accessory Dwelling Units, Conditional Use Permits, Project Design Review, Short Subdivisions, and Variances.

Staff Presentation:

Chair Wright opened the hearing at 7:01 p.m. Planning Manager Garrett introduced the item and stated the Planning Commission's options. He introduced Assistant Planner Lauren Balisky who reviewed the amendment. Ms. Balisky introduced Jennifer Jerabeck, South Snohomish County Manager of the Master Builders Association which is the group that brought this issue forward to the City.

Public Comment:

Jennifer Jerabek, Master Builders Association, 335 116th Avenue SE, Bellevue, WA, discussed the Issue Brief presented earlier to the Planning Commission. She spoke in support of the amendment before the Planning Commission. She suggested adding extending the approval-duration for regular subdivisions as well as short subdivisions.

Public Comment: None

There being no further public comment, Chair Wright closed the public hearing was closed at 7:06 p.m.

Commissioner Comments:

Commissioner Larsen responded to Master Builders request that they add regular subdivisions to the extended timelines. He stated that full plats are much more capital intensive and time intensive than short plats and he would support the extended timeline for those.

Commissioner Wojack asked about the difference between a short plat and a full plat. Planning Manager Garrett explained that in Lynnwood a short plat creates four or fewer buildable lots and a long plat or a regular plat is five or more. The timelines currently in code for a long plat are five years from for the preliminary approval with the opportunity for a single one-year extension. He added that in the time that he oversaw current planning they did not have any requests to extend long plats. The timing of those has typically not been a problem. Commissioner Larsen withdrew his request for an extension for a long plat.

Chair Wright asked if there are any plans to sunset this code amendment. Planning Manager Garrett stated that there is no recommendation from staff to include a sunset clause, but it could be part of a recommendation from the Commission.

Chair Larsen felt that it was appropriate now, but allowing an extended timeline during a hectic building time can actually be counterproductive to the interests of the public. He was in favor of reviewing this at a later time.

Commissioner Ambalada expressed concern about this change affecting the formula of the 40/60 ratio. Planning Manager Garrett stated that the only possible connection might be positive from the point of view of encouraging single family. The code amendment would allow small single family subdivisions to stay in the pipeline rather than losing their preliminary approval. Multi-family would only be affected in terms of design review.

Commissioner Aubuchon asked for confirmation that they were only addressing timelines in this amendment. Planning Manager Garrett affirmed this.

Commissioner Wojack asked Ms. Jerabek about Master Builder's proposal to add an extension to the long plat. Ms. Jerabek stated that they did not have a specific recommendation, but they felt that without an extended timeline builders might feel like they are forced to build at a time when they might not be able to sell the final product.

Commissioner Wojack asked about the projects to which this would apply. Ms. Balisky reviewed this. She discussed two short plat divisions which will expire in the next month or so. There was discussion about potential impacts to annexation areas.

Commissioner Larsen commented that there is a lot of vacant land in the proposed annexation area. He suggested revisiting this issue following annexation. Planning Manager Garrett agreed. Commissioner Ambalada concurred that this should be revisited after annexation. Planning Manager Garrett indicated he would make a note to come back to this at the annexation time.

Motion made by Commissioner Ambalada, seconded by Commissioner Davies, to forward this amendment to City Council. Motion passed unanimously (6-0)

WORK SESSION

1. 2009 Comprehensive Plan Amendments – Group 1 (2009CPL0002)
 - Parks Element Update. Annual update; no policy revisions.

Planning Manager Garrett pointed out that the changes are relatively minor. He reviewed the proposed changes.

Commissioner Wojack commented that Parks did a very nice job on this. It was very easy to see what the changes were.

- Transportation Element - Incorporate system of determining priorities for non-motorized transportation projects into the Element.

Project Manager David Mach discussed the changes to the Transportation Element this year.

Commissioner Ambalada discussed handicapped and wheelchair accessibility. Mr. Mach explained that all sidewalks and ramps are required to be ADA accessible and that those that were built before that requirement became effective they will be over time.

Commissioner Davies commended the work of staff on this.

Commissioner Larsen also commended this work.

Commissioner Aubuchon agreed that they need to have the same priorities for ADA as they do for bicycles. Mr. Mach stated that he would pass those comments on to staff.

Councilmember Hikel discussed two items that came up at last night's visioning meeting. There are some routes in the city where developers have left walking paths, which are not even listed on the city's plans. The other item is that when walking on the sidewalks to older developments there often times are not sidewalks or walkways leading safely into the development. Planning Manager Garrett commented that the city's rules changed on that. They now require a pedestrian walkway from a sidewalk into a building at new developments.

Commissioner Larsen brought up the subject of how 196th might link to Highway 99.

Chair Wright thanked staff for their work.

- Update Introduction and Land Use Elements - Revise Introduction to the Plan and Land Use Element to update text; no policy revisions.

Planning Manager Garrett stated that the main change in this proposal is to move the population projections to the introduction. Other minor corrections and revisions were also made.

OTHER BUSINESS

None.

DIRECTOR'S REPORT

1. Update on Annexation Project – BRB Action

Planning Manager Garrett reported on the Boundary Review Board's action.

Commissioner Davies stated that he has noticed a lot of signs protesting the annexation. There was discussion about this.

Commissioner Ambalada spoke against some of the signs she has been seeing around town in support of a city manager instead of a mayor.

Councilmember Hikel complimented Kevin Garrett and the entire staff in Community Development and all of the people in the city who worked in a joint effort on the annexation issue.

Chair Wright commented that it has been very educational watching the process. He also congratulated the staff on their work.

2. Other Matters

Staff has agendas for meetings through June and July. There may be a break in August.

ADJOURNMENT

The meeting was adjourned at 8:08 p.m.



Richard Wright, Chair