

<p>City of Lynnwood PLANNING COMMISSION MINUTES February 10, 2011 Meeting</p>
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Commissioners Present:	Staff Present:
Richard Wright, Chair	Community Devt. Director Paul Krauss
Bob Larsen, Vice Chair	Kevin Garrett, Planning Manager
Maria Ambalada	Shay Davidson, Administrative Asst.
Van AuBuchon	
Chad Braithwaite	Other:
Jeff Davies	Councilmember Loren Simmonds
	Councilmember Ted Hikel
Commissioners Absent:	
Michael Wojack, Second Vice-chair	

Call to Order

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

Election of Officers

Motion made by Commissioner AuBuchon, seconded by Commissioner Ambalada, to nominate Chair Wright to continue as Chair. Motion passed unanimously (6-0).

Motion made by Chair Wright, seconded by Commissioner Ambalada, to nominate Commissioner Larsen to continue as Vice Chair. Motion passed unanimously (6-0).

Motion made by Commissioner Ambalada to nominate Commissioner AuBuchon to continue as Second Vice Chair. Commissioner AuBuchon declined.

Motion made by Commissioner Larsen, seconded by Commissioner Ambalada, to nominate Commissioner Braithwaite as Second Vice Chair. Motion passed unanimously (6-0).

Approval of Minutes

1. Meeting of November 18, 2010

Motion made by Commissioner AuBuchon, seconded by Commissioner Ambalada, to approve the November 18, 2010 minutes as presented. Motion passed unanimously (6-0).

Citizen Comments

None.

Public Hearings

None.

Other Business

1. Resolution of Appreciation for Jeff Davies

Chair Wright read the Resolution of Appreciation for Jeff Davies acknowledging and thanking Mr. Davies for his four-plus years of voluntary service as a member of the Lynnwood Planning Commission and serving the City in that capacity.

Motion made by Commissioner Ambalada, seconded by Commissioner AuBuchon, to adopt the Resolution. Motion passed unanimously (6-0).

2. 2010 Annual Report of the Planning Commission

Planning Manager Garrett explained that all City boards and commissions must adopt an annual report. He reviewed the draft that staff has prepared for the Commission's consideration.

A motion was made and was passed unanimously (6-0).

3. Changes to Planning Commission Rules

Planning Manager Garrett reviewed the following proposed revisions to the Planning Commission rules:

- A new Rule regarding Conduct of Work Sessions.
- A new Rule regarding the Public Comment section of the regular meeting agenda; and
- Change to the order of items on the regular meeting Agenda (Article V, Section 5).

Commissioner Ambalada asked about the responsibilities of the Council Liaison. She expressed concern about the continuity of discussions between the Planning Commission and the Council. Planning Manager Garrett suggested discussing this in the Work Session part of the Agenda.

Motion made by Commissioner AuBuchon, seconded by Commissioner Ambalada, to adopt the Scope and Rules of the Planning Commission as presented. Motion passed unanimously (6-0).

Work Session

1. Project Highway 99 (2009CAM0001). Review Status and Schedule of Subarea Plan, Zoning Regulations and Design Guidelines, together with a Supplemental Environmental Impact Report for the Highway 99 corridor, between 216th St. SW and 148th St. SW.

Planning Manager Garrett distributed copies of a PowerPoint presentation which he gave regarding Project Highway 99. He also distributed a disk with the final draft documents. He also reviewed public comments they have received and staff's responses.

Questions and Answers:

Commissioner Larsen commented that the population forecast put out by the Office of Financial Management has been very accurate. When they say there is another 1.3 million people coming to the region they are probably correct. This becomes an issue of land, water and overstressed roadways. He is really concerned about the impacts of this huge population increase and hopes that the City stays ahead of the housing wave when it hits. He appreciates that this city's policies call for us to try to preserve our single-family areas. One concern he has about Highway 99 is the linear aspect of it and how that connects to the neighborhoods with pedestrian safety. Another big concern is about helping builders finance their developments.

Seeing no further comments, Planning Manager Garrett stated that this item would be on the agenda for a public hearing in two weeks.

There was some discussion between the Chair and an inaudible audience member about public comment. Chair Wright stated that public comment would be taken at the public hearing.

2. Planning Commission Rules – Identify and Discuss Potential Revisions

Planning Manager Garrett invited further comments by commissioners regarding revisions they would like to see. Commissioner Ambalada had asked earlier about the role of the liaison. Planning Manager Garrett indicated that he was not clear about the responsibilities of the liaison from the point of view of the Council. In terms of the Commission, the intent is to promote communication. They are here to listen to the Commission and also if there is a question at the Council level they can offer clarification. The other role is to convey information from the Council to the Commission.

Commissioner Ambalada commented that when they make recommendations to the Council, such as the Highway 99 project, she expects that the liaison would

report to the Council during their meeting what the Planning Commission talks about to prepare them so that there is a continuity of dialogue between the Council and the staff. When there is a lag of two or three months, the momentum of the Commission's passion and work to make projects go through is diminished.

Director Krauss stated that the assigning of a Council liaison to committees is not necessarily found in other cities. It is a role that is fairly rare. The way the Council liaison chooses to handle himself is subject to his own understanding of the role of the position and the charge that the Council talks about when they assign people to be here. Ideally, it would be great if the liaison would serve as a champion for the Planning Commission issues when they come to the Council. However, just because they are assigned to the Commission does not mean that they necessarily support the Planning Commission's position. He noted, however, that on Monday night the Home Occupation Ordinance Amendment was received well by the Council and Councilmember Hikel spoke in support of the amendment and of Council's work on the matter.

Commissioner Ambalada asked Councilmember Simmonds about the Council rules regarding liaisons. Councilmember Simmonds commented that with the plethora of issues the City has been facing there was some sentiment expressed at the first part of this year that maybe having a Council liaison had run its course. Part of the reason for this is that the number of internal and external organizations has increased to the point where we don't have enough councilmembers to adequately represent all of them. Apart from that, there is nothing that requires an elected official to accept responsibility for a certain number of liaison positions. What this means is that some councilmembers carry a greater share of those liaison responsibilities.

Another part of the issue is the backlog of issues that the Council has to deal with which is one of the reasons for the lag time that Commissioner Ambalada referred to. He stated that he has great confidence in the work that the Planning Commission does. One of the first things he does when he gets a report from the Planning Commission is to look at the issue and what the vote was to determine if there was consensus or if it was a contentious issue. While he thinks the subject that Commissioner Ambalada raises is a legitimate one, he does not see any satisfactory response to it in the immediate future. He thinks it will take discussion between the Planning Commission, the Council President and Vice President and the Mayor's office to come to a resolution of this. Commissioner Ambalada thanked Councilmember Simmonds for the insight and for his support.

Chair Wright also thanked Councilmember Simmonds for his support of the Planning Commission. He asked Councilmember Simmonds about what his concept of his role here is. Councilmember Simmonds stated one of his roles is to listen. Another is to communicate the Planning Commission's position fairly and to communicate the Council's actions to the Planning Commission. He

added that boards and commissions need to take the initiative to get in front of the Council.

Commissioner Braithwaite suggested that they might consider talking about the rules of the Commission and whether or not to have some sort of brief description of the role.

Commissioner AuBuchon responded to Commissioner Ambalada's comments. He stated that many of the contentious issues that the Planning Commission has to deal with require a lot of effort to make an intelligent recommendation. It is discouraging when he goes to a Council meeting and the Council seems like they have never heard of the issue before. He feels there is a major disconnect. The communication with the Council seems to be one-way; we send it up and never hear about it unless there is something really, really wrong. He agreed that the Planning Commission does need to get in front of the Council in some way. He thought that the responsibilities of a council liaison are outlined in the state law. The Planning Commission is tasked with certain things under the state law and the City has to give the Planning Commission certain tools to work with, one of which is a liaison to the Council. Specifically, regarding the mobile home issue, the Council seemed to ignore what the Planning Commission sent up there and then proceeded to fight the battle all over again. He feels this is a waste of the Council's time.

Chair Wright stated that it would probably be all right to memorialize the liaison's description, but assigning duties exceeds the scope of the Commission and the authority of their roles.

Planning Manager indicated that staff could try to draft a description of the Commission's expectation of the liaison. Staff has a sense of the direction of the Commission. He noted that they would also check state law and city code to see what there might be in there. After Highway 99 moves through, staff can come back with something and engage in a conversation with Councilmembers Simmonds and Hikel if they are interested.

Chair Wright commented that a resolution would be acceptable in lieu of adding it to the Commission's Rules.

Council Liaison Report

Councilmember Simmonds reiterated that Lynnwood has an excellent Community Development staff and an outstanding Planning Commission. He commended them for the tremendous effort and time that they put into what they are doing. He expressed appreciation to Shay for taking the initiative and making him feel welcome. He stated that he tries to be very sensible. He has other responsibilities but will try to be available to the Planning Commission for discussions or questions.

Director's Report

Director Krauss had the following items to report:

- The City has been working on the potential for a second light rail station in the City Center. The nature of that station would be unlike the one at the Transit Center, which is largely a commuter function. This would be a true urban station which would probably be an elevated platform with escalators and elevators dropping down to street level hopefully on both sides of the street. One of the things the Council approved in their budget was the money he requested to partner with Sound Transit moving the ball for that station. What staff wants to do is have a contract with Sound Transit so they can piggyback onto the existing study that they are doing as part of the federal New Starts Program.
- American Girl has been announced as the new "mystery" tenant at the mall behind Borders. What they are proposing is not just a doll store, but a retail "destination". Anthony's Restaurant is also coming to Lynnwood.
- The permit center has reduced the hours that it is open to the public, due to problems arranging for staff coverage with reduce staffing. So far, the arrangement is working out well.
- Brian Bigler has put in his application for the open seat on the Planning Commission. He was on the Planning Commission in the past and has decided he has the time and desire to serve on the commission again. Staff has met with him and has sent his nomination up to the Mayor for an interview prior to sending it to the Council. Brian is an environmental engineer with the state DOT and has some good background.
- On Tuesday afternoon, the department heads got a tour of the new recreation center which is absolutely beautiful and well thought-out. This will be very impressive and a major source of pride for people who live in Lynnwood. Because of the economy the architect was able to lower the construction cost. It looks like it will come in at least a million dollars below the budgeted amount.
- Staff is in communication with the County about Urban Center Planning for the high intensity nodes that are in the County. The largest of these urban centers occurs around the Ash Way Transit Center and straddles both sides of the interstate. One of the nodes on Highway 99 is in that area. The City is communicating with the County that they are interested in working on some joint planning on those nodes later this year. As this develops staff will be bringing it back through the Planning Commission for their input.

Commissioner Larsen thanked Councilmember Hikel for his time with the Planning Commission as a liaison with the Council. He stated that he has always enjoyed his stories and insights on what Council is doing. He is looking forward to working with Councilmember Simmonds as well.

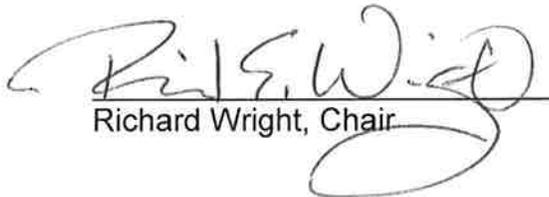
Commissioner Ambalada thanked Councilmember Hikel for being the Council liaison and for his commitment. She invited him to attend meetings and continue his advocacy.

Commissioner AuBuchon also thanked Councilmember Hikel for all of his dedication to the Planning Commission as well as the City. He appreciated the wealth of information that Councilmember Hikel provided them and stated that Councilmember Hikel would be sorely missed.

Chair Wright welcomed Councilmember Simmonds and expressed hope that Councilmember Hikel would return when possible.

Adjournment

The meeting was adjourned at 8:57 p.m.



Richard Wright, Chair