

**CITY OF LYNNWOOD  
PLANNING COMMISSION MINUTES  
December 10, 2020 Meeting**

<b>Commissioners Present:</b>	<b>Staff Present:</b>
Chad Braithwaite, Chair	Ashley Winchell, Planning Mgr.
Chris Eck, First Vice Chair	Kristen Holdsworth, Senior Planner
Layla Bush, Second Vice Chair	David Kleitsch, Ec. Devt. Director
Aaron Lum	George Hurst, Council Liaison
Adam Segalla	
Patrick Robinson	
Michael Wojack	
<b>Commissioners Absent:</b>	
None	

**Call to Order**

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

**Approval of Minutes**

**1. Approval of Minutes of the October 22, 2020 Meeting**

*Motion made by Chair Braithwaite, seconded by Commissioner Wojack, to approve the minutes as presented. Motion passed unanimously.*

**Citizen Comments**

None

**Public Hearing**

None

**Work Session**

**1. Housing Action Plan Potential Strategies**

Senior Planner Holdsworth provided an update on the Lynnwood Housing Action Plan development process, goals, and potential strategies. Comments and questions followed.

**2. 2021 Planning Commission Work Plan**

1  
2 Planning Manager Ashley Winchell reviewed the proposed 2021 Planning  
3 Commission Work Plan and the Planning Division Work Plan 2019-2024 as  
4 contained in the meeting packet.

5  
6 *Motion made by Chair Braithwaite, seconded by First Vice Chair Eck to approve*  
7 *the 2021 Planning Commission Work Plan with the cancellation of the second*  
8 *meeting in August and the addition of a meeting added for the third week of*  
9 *November. Motion passed unanimously.*

## 10 11 **Other Business**

- 12  
13 1. Appreciation of Service for Mike Wojack  
14  
15 2. Appreciation of Service for Chad Braithwaite  
16

17 Planning Manager Winchell expressed appreciation and recognized the many  
18 achievements and hard work of Commissioners Wojack and Braithwaite.  
19 Commissioners Wojack and Braithwaite expressed appreciation to the staff and  
20 other commissioners for all of their work and professionalism.

## 21 22 **Council Liaison Report**

23  
24 Councilmember Hurst had the following comments:

- 25 • He thanked Commissioners Wojack and Braithwaite for their many years  
26 of faithful service to the Planning Commission.  
27 • Development and Business Services is being restructured.  
28 • He is looking forward to a wonderful 2021.  
29 • He thanked all of the planning commissioners for their service.  
30

## 31 **Planning Manager's Report**

32  
33 Planning Manager Winchell had the following comments:

- 34 • There is a new land use application in for a new Community Justice  
35 Center.  
36 • The city budget was passed for the biennium.  
37 • On the 14<sup>th</sup>, Council will be considering an ordinance to formally adopt the  
38 creation of the Development and Business Services Department.  
39

40 Director Kleitsch expressed appreciation to Commissioners Wojack and  
41 Braithwaite for their hard work and leadership.

## 42 43 **Commissioners' Comments** 44

1 Commissioner Wojack brought up a suggestion to require lighting on cranes over  
2 five stories tall to be lit during the holiday season. Planning Manager Winchell  
3 indicated they would be taking that into consideration.  
4

5 **Adjournment**

6  
7 *Motion made by Commissioner Lum to adjourn the meeting. The motion passed*  
8 *unanimously.*  
9

10 The meeting was adjourned at 9:32 p.m.