

**CITY OF LYNNWOOD
PLANNING COMMISSION MINUTES
January 14, 2021 Meeting**

Commissioners Present:	Staff Present:
Chris Eck, First Vice Chair	Ashley Winchell, Planning Mgr.
Layla Bush, Second Vice Chair	David Kleitsch, Director Devt. & Bus. Svcs.
Aaron Lum	George Hurst, Council Liaison
Adam Segalla	
Patrick Robinson	
Commissioners Absent:	
None	

Call to Order

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

Approval of Minutes

Citizen Comments

Public comments were solicited; there were none

Public Hearing

Work Session

Other Business

1. 2020 Planning Commission Annual Report

Planning Manager Winchell reviewed the major projects of 2020 and meetings summary to be included in the *2020 Planning Commission Annual Report* and solicited feedback. There were no comments.

Motion by Commissioner Bush, seconded by Commissioner Lum, to forward the 2020 Planning Commission Annual Report to City Council as an FYI Memo.
Motion passed unanimously.

2. Planning Commission Rules and Scope Update

Planning Manager Winchell provided a summary of proposed changes to the *Planning Commission Rules and Scope* and solicited feedback. Commissioner

1 Bush made suggestions regarding adding flexibility to the stated meeting time
2 and gendered language.

3
4 *Motion made by Commissioner Lum, seconded by Commissioner Robinson, to*
5 *adopt the Planning Commission Rules and Scope Update with the changes*
6 *recommended by Commissioner Bush. Motion passed unanimously.*
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8 **Council Liaison Report**

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10 Councilmember Hurst had the following comments:

- 11 • He is looking forward to a full and interesting year.
 - 12 • He referred to information about a decision about an ADU that the Council
13 received today and suggested that the Planning Commission be notified of
14 those types of decisions as well. Planning Manager Winchell indicated she
15 could provide a monthly summary if the Planning Commission is
16 interested.
 - 17 • Commissioner Hurst expressed appreciation to the Planning Commission
18 for their service.
- 19

20 **Planning Manager's Report**

21

22 Planning Manager Winchell had the following comments:

- 23 • She provided an update regarding the Comprehensive Plan update
24 process and related consultant work and community involvement.
 - 25 • She informed the Planning Commission that Director Kleitsch was
26 appointed Director of Development and Business Services. Director
27 Kleitsch commented that there is a lot coming up this year for the Planning
28 Commission.
- 29

30 **Commissioners' Comments**

31

- 32 • Vice Chair Eck congratulated Director Kleitsch and wished him a happy
33 birthday. She also congratulated Councilmember Hurst on his leadership
34 role.
 - 35 • Commissioner Robinson had a correction regarding a July 9 absence
36 shown for him on the Planning Commission Annual Report.
- 37

38 **Adjournment**

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40 The meeting was adjourned at 6:59 p.m.

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