Planning Commission
Meeting Minutes
June 7, 2016
Approved: KMD

6:30:31 PM

Vice-Chair Greg Tisdel called the meeting to order. Other Commissioners in attendance: Loren Sand, Kathryn Beck, Michael Zelinski, and Megan Dunn.

Commissioners Absent: Chris Holland, Chris Adams, Richard Jordison, Alex Lark

Planning Staff: David Stalheim and Kathy Davis
Public Works Staff: Richard Tarry

Meeting Minutes

Motion: Commissioner Sand made a motion to approve the May 17, 2016 meeting minutes. Commissioner Beck seconded the motion.

Vote: Commissioner Dunn, abstain; Commissioner Zelinski, abstain; Commissioner Beck, yes; Commissioner Sand, yes; and Vice-Chair Tisdel, yes.

Motion Carried.

Commissioner Reports

Commissioner Dunn thanked the Parks Department, Gail Chism, and Jackie and Phyllis Minchew for planting flowers in front of the Fallen Soldiers Memorial located at Lowell Neighborhood Park.

Vice Chair Tisdel stated that he attended a music initiative and a car show to gather citizen input about downtown Everett. He added that Carol Thomas distributed maps at a Rotary presentation he attended that he felt would have been beneficial to hand out at those events. He stated that people were excited about what is happening in downtown Everett.

Staff Comments

David Stalheim stated that the next Planning Commission meeting is scheduled on June 21, 2016. The agenda will include a public hearing on the impact fee deferral program, and tentative workshops on affordable housing and the downtown parking study.

General Citizen Comments

John Dimas, 2126 Wetmore Avenue, asked for Planning Commission's consideration about initiating a code amendment for detached accessory dwelling units. He has a disabled brother and he would like to add a room above a detached garage. Currently, the City only allows attached accessory dwelling units in his neighborhood.

Commissioner Sand asked staff to provide further information so that Planning Commission can have a discussion on initiating the code amendment. Commissioner Beck stated that the code amendment would be important to consider as the City tries to figure out how to accommodate growth in a sustainable manner.

Item #1: Six-Year Transportation Improvement Program (TIP)

Richard Tarry, Public Works, stated that the Transportation Improvement Program (TIP) list is required by State Law. The City has to update annually. The TIP is an unconstrained project list that is an appendix to the City's Transportation Element of the Comprehensive Plan. New to the list are High Capacity Transit projects, and under Transit, hardware and software improvements for transit vehicles. The only project removed from the list since the last annual update is the Broadway Bridge Replacement project. The project list isn't prioritized. The TIP is approved by City Council and that authorizes staff to seek funding for transportation improvements.

Commissioner Beck asked if there were project descriptions for each of the listed projects. Mr. Tarry responded no; however, there were corresponding maps for some of the projects. Commissioner Sand added that the intent is to keep the TIP projects broad enough to make it possible to capture the appropriate funding.

Vice Chair Tisdel asked about project cost escalators. Mr. Tarry responded that really isn't factor because of funding availability. The list is financially unconstrained. Vice Chair Tisdel asked about the Connecting Washington package. Commissioner Beck asked about funding for the Hardeson interchange. Mr. Tarry responded that under Connecting Washington, the Hardeson project received a total of 47 million dollars for preliminary engineering and design, acquisition of right of way, and construction over a period from 2017-2023. The City's first project with any funding from Connecting Washington is for Phase 1 of the freight corridor project.

Citizen Comments
None

Motion: Commissioner Sand made a motion to approve Resolution #16-07 recommending adoption of the Six-Year Transportation Improvement Program for 2017-2022. Commissioner Zelinski seconded the motion.

Vote: Commissioner Dunn, yes; Commissioner Zelinski, yes; Commissioner Beck, yes; Commissioner Sand, yes; and Vice-Chair Tisdel, yes.

Motion Carried.

Other Business

Mr. Stalheim stated that staff will be holding a Metro Everett design charrette to look at the light rail alignment and redevelopment opportunities in the area. After meeting with property owners, staff will bring the concept sketches back to Planning Commission.

Commissioner Tisdel asked about the survey. Mr. Stalheim responded that the deadline to respond to the survey is June 10, 2016. Eighty responses have been submitted so far. Commissioner Sand asked when the results would be available. Mr. Stalheim responded that the results can be printed out quickly from Survey Monkey.

7:00:13 PM ADJOURNED

Planning Commission Secretary — Date: 6-21-16

Kathy Davis, Administrative Assistant — Date: 6-21-16