

Planning Commission

Meeting Minutes

January 21, 2020

Approved: kmd



6:33:02 PM Acting Chair Christine Lavra called the meeting to order. Commissioners in attendance: Chris Holland, Greg Tisdell, Adam Yanasak, Alex Lark, and Michael Finch.

Commissioners Absent: Kathryn Beck, Michael Zelinski, and Carly McGinn

Voting Alternates: Alex Lark and Michael Finch

Staff Present: Allan Giffen, David Stalheim, Dave Tyler, and Kathy Davis

Meeting Minutes

Motion: Commissioner Yanasak made a motion to approve the November 19, 2019 meeting minutes. Commissioner Lark seconded the motion.

Vote: Commissioner Finch, yes; Commissioner Lark, yes; Commissioner Yanasak, yes; Commissioner Tisdell, yes; Commissioner Holland, abstain; and Acting Chair Lavra, yes.

Motion Carried

Motion: Commissioner Tisdell made a motion to approve the December 3, 2019 meeting minutes. Commissioner Yanasak seconded the motion.

Vote: Commissioner Finch, abstain; Commissioner Lark, yes; Commissioner Yanasak, abstain; Commissioner Tisdell, yes; Commissioner Holland, yes; and Acting Chair Lavra, yes.

Motion Carried

Commissioner Comments

None

Staff Comments

Allan Giffen, Planning Director, stated that the next meeting was scheduled on February 4, 2020.

General Citizen Comments

Earl Hall, 3425 Colby, didn't agree with Planning Commission's recommendation to City Council to deny supportive housing in single family zones. He suggested that the feedback from Planning Commission could have been: "As a Planning Commission, we don't really want supportive housing located in single family zones; however, if City Council wants to approve, here is what Commission would recommend as an alternative."

Item 1: Election of Officers

Motion: Acting Chair Lavra nominated Commissioner Yanasak for Chair. Commissioner Tisdell seconded the motion.

Vote: Commissioner Finch, yes; Commissioner Lark, yes; Commissioner Yanasak, yes; Commissioner Tisdell, yes; Commissioner Holland, yes; and Acting Chair Lavra, yes.

Motion Carried

Motion: Commissioner Holland nominated Acting Chair Lavra for Vice Chair. Commissioner Lark seconded the motion.

Vote: Commissioner Finch, yes; Commissioner Lark, yes; Commissioner Yanasak, yes; Commissioner Tisdell, yes; Commissioner Holland, yes; and Acting Chair Lavra, yes.

Motion Carried

Item 2: Rethink Zoning – draft land use and zoning maps, use table

David Stalheim, Long Range Planning Manager, presented information on future briefing items, project schedule, land use and zoning map changes, zoning district criteria, single and multiple family zones, commercial zones, industrial zones, and an agriculture zone. Mr. Stalheim also presented information on the use tables.

Commission Discussion

Commissioner Lark asked about the number of units or rooms allowed in short-term rentals for single and multiple family buildings. Mr. Stalheim responded that the current draft doesn't address caps; however, in the UR3 zone, the use would be reviewed under an administrative process which includes a public notice. In the UR4 zone, the use would be permitted outright. Commissioner Holland asked about monitoring provisions. Mr. Giffen responded that there are existing short-term rentals in Everett that are not currently regulated. The conditional use process would address impacts to a single-family neighborhood if the entire dwelling was being used for short-term rental.

Commissioner Holland asked about tiny home communities. Mr. Stalheim responded that the state building code council would have to adopt tiny home standards before tiny homes could be considered a dwelling. The legislation that was passed last year, addresses tiny homes in manufactured or RV parks.

Commissioner Holland asked if the new housing group types were addressed under definitions and whether the City's legal team was reviewing to make sure that the definitions didn't preclude a protected class. Mr. Stalheim responded that Legal hadn't reviewed at this time; however, the intention under group housing was that the facility would have to be a state licensed facility. Those facilities are categorized by number of residents.

Commissioner Tisdell asked about the City's growth targets. Mr. Giffen responded the growth targets haven't been factored in at this time; however, the growth targets would be addressed during the next comprehensive plan update process, which will be discussed in a separate briefing later in the year.

Item 3: Rethink Zoning – draft land division chapter

Dave Tyler, Planning staff, presented information on land division types, changes from current code, effects of changes, and the recent land division activity.

Commission Discussion

Commissioner Finch asked if there was a minimum density or number of lots that the HOA provision applies to. Mr. Tyler responded that the HOA provision is based on having a private road which is held in common ownership and having one other commonly owned private facility. Commissioner Finch asked if the City enforces the provisions of the HOA. The City can enforce the fire access requirements.

Commissioner Tisdell asked about condos. Mr. Tyler responded that the unit lot process would be an alternative to condominium development. He couldn't speculate on the condominium market.

Item 4: Rethink Zoning – height chapter

David Stalheim, Long Range Planning Manager, asked if Commissioners had any questions regarding building and structure heights. Commissioner Holland asked about Dave Koenig's comment letter. Mr. Stalheim responded that he thought it was the same memo presented to Commissioners at the December 3, 2019 discussion. He stated that Mr. Koenig is advocating for lower heights in the single-family zones but does not support the proposed amendment to exclude "grading or fill permits" as a way to modify the base elevation from which building height is measured.

Citizen Comments

Jean Hewat, 3324 Grand Avenue, asked about the new mapping tool that the Planning Department has built to view the changes between current and proposed zoning. She would like to have buffer zones around historic districts with lower heights. She asked if staff could attend their neighborhood meeting to discuss the proposed changes. Mr. Stalheim referred to the slide on height transitions from residential zones. He stated that the heights can match adjacent residential zones from 35' to 150' depending on the zone and within a certain number of feet of the residential zone.

Commissioner Yanasak asked about differing elevations in those transition areas. Mr. Stalheim responded that elevations are determined from either the sidewalk in some zones or measured from the average base elevation in other zones.

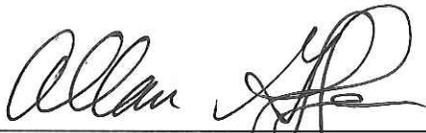
Item 5: Planning Commission Work Program for 2020

Allan Giffen presented information on the Planning Commission 2020 work program.

Citizen Comments

Ismail Mohammad, 3102 Rucker, asked Commissioners to consider property owner investments when making decisions regarding lowering heights or changes to zoning that may affect a property in a negative way. Planning Commission should also consider the infrastructure surrounding the property. He appreciated the website link for analyzing the map changes.

ADJOURNED [8:15:19 PM](#)



Planning Commission Secretary

2 - 4 - 2020
Date



Administrative Assistant

Feb 4, 2020
Date