

**Planning Commission**  
**MS Team Virtual Meeting**  
**Meeting Minutes**  
**May 19, 2020**

Approved: KMD



Chair Adam Yanasak called the meeting to order. Commissioners in attendance: Christine Lavra, Chris Holland, Greg Tisdell, Kathryn Beck, Michael Zelinski, Carly McGinn, Alex Lark, and Michael Finch.

Commissioners Absent: None

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

Meeting Minutes

Commissioner Lavra stated that her name appeared in both the present and absent list. She was present at the March 3, 2020 meeting, so she asked that her name be removed from the absent list.

**Motion:** Commissioner Finch made a motion to approve the March 3, 2020 meeting minutes with that change. Commissioner Lark seconded the motion.

**Vote:** Commissioner Finch, yes; Commissioner Lark, yes; Commissioner McGinn, yes; Commissioner Zelinski, abstain; Commissioner Beck, abstain; Commissioner Tisdell, yes; Commissioner Holland, yes; Commissioner Lavra, yes; and Chair Yanasak, yes.

**Motion Carried.**

Commissioner Comments

Commissioner Lark mentioned that the Army Reserves activated him to serve and he hoped to continue the remote Planning Commission meetings during that time. Commissioner Lark commented that with increased traffic on the roads, the City should consider road improvements that are more pedestrian friendly.

Staff Comments

Allan Giffen, Planning Director, stated that due to the pandemic financial impacts and staff resources, the Rethink Zoning project had been scaled back. Both he and David Tyler are leaving City service on June 30, 2020. Mr. Giffen outlined which proposed revisions were on hold and what revisions were moving forward.

David Stalheim thanked Allan for his years of service. He reviewed the upcoming Planning Commission schedule with Commission.

### General Citizen Comments

Chris Vallow asked if there was a contingency plan with regards to the staff resources needed to continue with the Rethink Zoning process. Mr. Giffen responded that the intent was to replace the Planning Director position; however, the planner position would not be replaced at this time which was one of the reasons for the change in the Rethink Zoning work plan. Mr. Vallow thanked Mr. Giffen for his years of service.

Dave Koenig asked about the environmental review process and the timing of that related to the revised work plan.

### **Item 1: Rethink Zoning**

David Stalheim, Long Range Planning Manager, presented information on the revised Rethink Zoning expectations, the project timeline, the revised maps and use tables, and the residential standards.

### Commission Discussion

Commissioner Lark asked about neighborhood businesses. Mr. Stalheim responded changes were made to the use tables to reflect the earlier discussion. The neighborhood business zone would not require a comprehensive plan amendment in order to establish a neighborhood business zone.

Commissioner Lavra asked about 19.08.200.2b and 2c which addressed tiny house communities. Mr. Stalheim responded that staff would review that section. He added that State law changed in 2019 regarding tiny house communities. He stated that the law defines tiny house communities, but we don't have to allow them; however, we do have to allow tiny houses in mobile home parks or RV parks. Tiny house communities are allowed temporarily but not as a permanent structure.

Commissioner Holland asked about the definition for accessory dwelling units. Mr. Stalheim responded that the revised definition is addressed in the definitions section under "Dwelling unit, accessory."

### Staff Comments

Mr. Giffen responded to Dave Koenig's comments regarding the environmental review. When the City was initially processing the Rethink zoning package, the City issued a Determination of Significance; however, with the change in the workplan and scale of the project, the City plans to do a SEPA Addendum to the existing Environmental Impact Statement that adopted the City's Comprehensive Plan in 2015.

### Citizen Comments

David Koenig had no further questions on the environmental review; however, he was concerned about remote public involvement in major comprehensive plan and land use changes before Planning Commission and City Council because of some of the delays he has experienced in watching and listening to remote hearings.

Tina Hokanson, Evergreen neighborhood, agreed that the meeting was difficult to follow because on her screen the images were not clear which makes it hard for her to follow. Chris Vallow agreed.

Staff Presentation

David Tyler, Planning staff, presented information regarding building form and design standards in non-residential and multiple family development.

Commission Discussion

Commissioner Lark asked about setback differences in the mixed use and UR4 zones. Mr. Tyler responded that the setbacks reflect the adjacent zoning areas to help create transition between residential, higher density zones, and the downtown core.

Commissioner Zelinski asked about the façade standards in table 12-1. Mr. Tyler responded that the façade standards in LI-1 zone addresses the light industrial zoning in North Everett where the City intends to maintain the existing Metro standards throughout that area.

Citizen Comments

Ismail Mohammad, 3102 Rucker Avenue, thanked Mr. Giffen for his service to the City. He agreed with the concerns about the disconnect and suggested that the presentations be posted on-line so the public can have that information for the discussion. Mr. Mohammad asked if the City planned to include the height incentive option to pay in lieu of in the Broadway area outside of Metro Everett. He asked about design standards in the historic neighborhoods outside of the mixed-use areas.

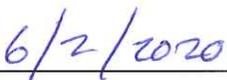
Mr. Stalheim responded that the height incentive is the same in terms of pay in lieu allowed in Metro Everett. The height incentives have also been expanded to include parks and open spaces. With respect to historic overlay areas, the existing design standards would remain, and the height transition from taller zones is the same whether it is an historic overlay or not.

Staff Comments

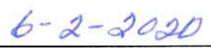
David Stalheim stated that the City Council briefing is scheduled for June 3, 2020. The City will continue to work on remote communication efforts as we move forward.

**ADJOURNED 8:17 PM**

  
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Planning Commission Secretary

  
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Date

  
\_\_\_\_\_  
Administrative Assistant

  
\_\_\_\_\_  
Date