



## REGULAR SESSION JANUARY 28, 2020 MINUTES

### A. CALL TO ORDER, ROLL CALL, AND ANNOUNCEMENT OF THE AGENDA

Commissioner Robert Larsen, Planning Commission Chair, called the meeting to order at 5:36 p.m. Of the eleven (11) currently appointed commissioners Nine (9) were in attendance (a quorum being six (6) members and a majority being six (6) members):

Merle Ash	Robert Larsen	Neil Pederson
Mark James	Keri Moore	Raymond Sheldon
	Tom Norcott	Loren Simmonds

Commissioner Leah Everett (E), James Kamp (A) and Bob Wold (E) were unable to attend this meeting.

Barbara Mock, Planning and Development Services (PDS), Director, served as Planning Commission Secretary for this meeting.

[Affidavit of Publication](#)

### B. APPROVAL OF MEETING MINUTES

The minutes of the [December 17, 2019](#) regular meetings were approved unanimously.

### C. STATUS OF PAST RECOMMENDATIONS AND FUTURE AGENDA ITEMS

Barb Mock relayed to the Planning Commission that there were no activities before the County Council for action during the last month. Director Mock briefly reviewed agenda topics for future Planning Commission meetings and discussed the high level agenda topics for the upcoming joint meeting with the Tulalip Tribes Planning Commission.

Planning Commission Activities – None

[Planning Commission Future Topics](#)

### D. UNFINISHED BUSINESS

#### 1. 2019 Internal Consistency Code Amendments: Hearing

Richard Craig summarized this non-project proposal for Internal Consistency code amendments to Title 30 of the Snohomish County Code (SCC). Internal Consistency code amendments are an ongoing series of amendments intended to reconcile or eliminate ambiguities, duplications and inconsistencies in title 30 of the SCC to increase overall code uniformity, but do not include code amendments related to policy.

Mr. Craig provided an overview of the general criteria used to determine if a proposal qualifies as an Internal Consistency code amendment.

Commissioners had no questions for staff and Chair Larsen opened the public hearing.

The 2019 Internal Consistency Code Amendments **Public Hearing opened at 5:42 pm**

No one from the public asked to speak so the **Public Hearing was closed at 5:43 pm.**

Commissioner Larsen asked for comments from the Commissioners and with no further questions or comments he requested a motion.

**Motion** was made by Commissioner Norcott and seconded by Commissioner Pedersen to approve the 2019 Internal Consistency Code Amendments contained in the staff report supported with findings and conclusions.

**VOTE (Motion):**

8 in favor (*Ash, James, Larsen, Moore, Norcott, Pederson, Sheldon and Simmonds*)

0 opposed

0 abstention

**Motion PASSED**

[Staff Report - Hearing](#)

[Presentation - Hearing](#)

[Recommendation Letter-DRAFT](#)

[Hearing Parties of Record Sign-in Sheet](#)

**E. NEW BUSINESS**

2. Transfer of Development Rights: Informational Briefing

Steve Skorney provided an informational briefing on the county's transfer of development rights (TDR) program, an innovative voluntary process that can permanently protect farm and forest lands, while increasing density in certain urban areas. This briefing provided a broader understanding of the TDR concept and how the county administers its TDR program.

Commissioners asked Mr. Skorney clarifying questions about the TDR program and would be interested in the TDR program being expanded to more working farms.

[Presentation](#)

3. Public Records Act: Training

Alex Witenberg provided the Planning Commission a presentation on the Public Records Act (PRA). This training covered what exactly a "public record" is, how the PRA applies to the Planning Commission, and provided tips for managing records related to work on the Commission.

Commissioners were provided specific information on use of county email and retention of Planning Commission documents.

[Presentation](#)

4. Election of 2020 Officers

Commissioner Larsen asked for nominations for the 2020 Planning Commission Chairperson.

**Motion** was made by Commissioner Simmonds and seconded by Commissioner Norcott to elect Commissioner Larsen as Chairperson for the 2020 Planning Commission meetings.

**VOTE (Motion):**

8 in favor (*Ash, James, Larsen, Moore, Norcott, Pederson, Sheldon and Simmonds*)

0 opposed

0 abstention

Commissioner Larsen asked for nominations for the 2020 Planning Commission Vice-Chairperson.

**Motion** was made by Commissioner Larsen and seconded by Commissioner Simmonds to elect Commissioner Norcott as Vice-Chairperson for the 2020 Planning Commission meetings.

**VOTE (Motion):**

10 in favor (*Ash, James, Larsen, Moore, Norcott, Pederson, Sheldon and Simmonds*)

0 opposed

0 abstention

**F. ADJOURN**

This regular meeting was adjourned at 7:54 p.m.

A recording of this meeting is available on the Planning Commission website.

[Recording](#)

[Agenda](#)

[Planning Commission Main Website](#)