



**Snohomish County**

**Planning Commission**

**Planning and Development Services**

3000 Rockefeller Avenue, M/S #604, Everett, WA 98201

Clerk Email: [Megan.Moore@snoco.org](mailto:Megan.Moore@snoco.org)

## **REGULAR SESSION**

### **JULY 26, 2022**

### **MINUTES**

For access to supporting documents reviewed by the Planning Commission, visit the Snohomish County Planning Commission webpage at <https://snohomishcountywa.gov/164>

#### **A. CALL TO ORDER AND ROLL CALL**

Commissioner Robert Larsen, Planning Commission Chair, called the meeting to order at 5:31 p.m.

Of the eleven (11) currently appointed commissioners, ten (10) were in attendance (a quorum being six (6) members and a majority being six (6) members):

<b>Commissioners Present</b>	<b>Commissioners Absent</b>
Merle Ash	Keri Moore
Rosanna Brown	
Tom Campbell	
Christine Eck	
Leah Everett	
Mark James	
Robert Larsen	
Tom Norcott	
Neil Pedersen	
Raymond Sheldon	

Mike McCrary, Planning and Development Services Director served as the Planning Commission Secretary for this meeting.

#### **B. CHAIRPERSON'S REPORT**

Chair Larson announced that it was Commissioner Tom Norcott's last meeting. Commissioner Norcott has served as the district 2 commissioner since July 2014.

Chair Larson introduced a new commissioner for district 3, Chris Eck. Commissioner Eck has also served as the Planning Commission Chair for the City of Lynwood and works for the Volunteers of America Western Washington.

August 29<sup>th</sup> is the Boards and Commissions Appreciation Night. Please RSVP to Megan Moore by August 4<sup>th</sup> if you would like to attend.

#### **C. PUBLIC COMMENT**



No public comment was given.

**D. APPROVAL OF MINUTES**

The minutes of [June 28, 2022](#), was unanimously approved.

**E. STATUS OF FUTURE AGENDA ITEMS AND PAST RECOMMENDATIONS**

- [Upcoming Planning Commission Meeting Topics](#)
- [County Council Actions on Planning Commission Recommendations](#)

Following the status of future items and past recommendations, there was a brief discussion on the content of the Planning Commission Council Action Report and possible updates. This item will be brought to the monthly Planning Commission Agenda Review meeting for further discussion.

**F. UNFINISHED BUSINESS**

1. Proposed Code Amendments Relating to Development Application and Permit Expiration Extensions: Hearing

Hilary McGowan, Planner, [Hilary.McGowan@snoco.org](mailto:Hilary.McGowan@snoco.org)

The Planning Commission held a public hearing on the proposed code amendments to SCC Chapters 30.70, 30.86, 30.50, 30.56 relating to development applications and permit expiration extensions. The proposed code would amend permit application expiration terms for Land Disturbing Activity (LDA), Flood Hazard, and Flood Hazard Variance permits, and permit expiration fees to match the proposed permit application expirations. This code amendment also proposes limited code clean-up associated with permitting fee tables. The proposed code could work to increase the consistency between permit application expiration timelines within Title 30 chapters and make fees and code language for permit application and permit extensions consistent among permit types.

Chair Larsen opened the **Public Hearing at 5:49 p.m.** for the Proposed Code Amendments Relating to Developmental Application and Permit Expiration Extensions.

No written comments were received by the Planning Commission from the public before the public hearing. No one spoke at the public hearing.

The **Public Hearing was closed at 5:49 p.m.**

Following the summary and public hearing, there were no additional questions or discussions from the commissioners.

A **Motion** was made by Commissioner Norcott and seconded by Commissioner Everett recommending **APPROVAL** of the Proposed Code Amendments Relating to Developmental Application and Permit Expiration Extensions as submitted by staff.



**VOTE (Motion):**

10 in favor (*Ash, Brown, Campbell, Eck, Everett, James, Larsen, Norcott, Pederson, Sheldon*)

0 opposed

0 abstention

**Motion PASSED**

For further information, please review the following:

- [Staff Report dated 6/28/2022](#)
- [Presentation dated 6/28/2022](#)

2. Proposed Code Amendments Relating to Flood Hazard Areas Code Correction: Hearing

Hilary McGowan, Planner, [Hilary.McGowan@snoco.org](mailto:Hilary.McGowan@snoco.org)

The Planning Commission held a public hearing on the proposed code amendments to SCC 30.65.220 relating to flood hazard areas code correction. Due to an error in a 2020 Ordinance, code that allowed single-family residences located within floodways to do repairs or improvements that did not increase the ground floor area and were not substantial improvements was stricken. Since this code was removed, residential homeowners are unable to do necessary home repairs and reconstruction when their homes are located within floodways. The proposed code amendment would re-insert the stricken code while maintaining the intent of Ordinance No. 20-029 within Title 30 chapters and complying with the National Flood Insurance Program (NFIP).

Following the summary, there were questions from the commissioners about defining substantial development, farmhouse exemptions, allowable improvements, the level of impact due to the oversight in the 2020 ordinance.

Chair Larsen opened the **Public Hearing at 6:03 p.m.** for the Proposed Code Amendments Relating to Flood Hazard Areas Code Correction.

No written comments were received by the Planning Commission from the public before the public hearing. No one spoke at the public hearing.

The **Public Hearing was closed at 6:03 p.m.**

Following the public hearing, there was no additional discussion.

A **Motion** was made by Commissioner Norcott and seconded by Commissioner Campbell recommending **APPROVAL** of the Proposed Code Amendments Relating to Flood Hazard Areas Code Correction as submitted by staff.

**VOTE (Motion):**

10 in favor (*Ash, Brown, Campbell, Eck, Everett, James, Larsen, Norcott, Pederson, Sheldon*)

0 opposed

0 abstention

**Motion PASSED**



For further information, please review the following:

- [Staff Report dated 6/28/2022](#)
- [Presentation dated 6/28/2022](#)

**G. NEW BUSINESS**

1. School District Capital Facilities Plans: Briefing

Eileen Canola, Senior Planner, [Eileen.Canola@snoco.org](mailto:Eileen.Canola@snoco.org)

Senior Planner, Eileen Canola presented the 2022 Biennial Update on the School District Capital Facilities Plans (CFPs) for inclusion in the County's school impact fee program. The briefing gave background on the requirements of a capital facilities plan element by the Growth Management Act (GMA) and the state law authorizing the impact fee program. The presentation discussed the evaluation process and timeline for the draft [eleven district CFPs](#) submitted to county staff for review per section [30.66C.050](#) of the Snohomish County Code (SCC). It also summarized the information contained in the CFPs including projected enrollments, capacity issues, and plans for capital improvements with funding proposals including proposed changes to the school impact fee schedule in Chapter 30.66C SCC.

Following the briefing, commissioners asked questions regarding the staff review process and the technical formula for impact fee calculations, how school districts estimate enrollment projections, school district dwelling unit fees, and if there is a relation to an affordable housing strategy.

For further information, please review the following:

- [Staff Report dated 7/28/2022](#)
- [Project Webpage including School District CFPs First Drafts](#)

**H. ADJOURN**

The meeting adjourned at 7:02 p.m.



**Snohomish County**  
**Planning Commission**  
**Planning and Development Services**

PLANNING COMMISSION'S RANGE OF POSSIBLE ACTIONS:

*At the conclusion of its public hearing, the County Planning Commission will consider transmitting a formal recommendation to County Council concerning adoption of the proposal. The Commission may make a recommendation to adopt or to not adopt the proposal. The Commission's recommendation may also propose amendments to the proposal. The Planning Commission is an advisory body and the final decision rests with the County Council.*

PARTY OF RECORD / PUBLIC TESTIMONY:

*You may become a party of record for any specific topic that comes before the Planning Commission by submitting a written request or testimony to Megan Moore, Planning Commission Clerk, PDS, M/S 604, 3000 Rockefeller Avenue, Everett, WA 98201 or email at Megan.Moore@snoco.org.*

WHERE TO GET COPIES OF DOCUMENTS AND WEBSITE ACCESS:

*Please check [www.snohomishcountywa.gov](http://www.snohomishcountywa.gov) for additional information or the Snohomish County Department of Planning and Developmental Services, Reception Desk, 2<sup>nd</sup> Floor, County Administration Building East, 3000 Rockefeller Avenue, Everett, WA 98201 or email at Megan.Moore@snoco.org.*

AMERICANS WITH DISABILITIES ACT NOTICE:

*Snohomish County facilities are accessible. The county strives to provide access and services to all members of the public. Sign language interpreters and communication materials in alternate form will be provided upon request of one calendar week. Contact Angela Anderson at 425-262-2206 Voice, or 425-388-3700 TDD.*

Snohomish County Planning Commissioners:

<i>Merle Ash, District 1</i>	<i>Tom Campbell, District 4</i>
<i>Mark James, District 1</i>	<i>Neil Pedersen, District 4</i>
<i>Tom Norcott, District 2</i>	<i>Rosanna Brown, District 5</i>
<i>Raymond Sheldon, Jr., District 2</i>	<i>Leah Everett, District 5</i>
<i>Robert Larsen, District 3</i>	<i>Keri Moore, Executive Appointee</i>
<i>Christine Eck, District 3</i>	

Commission Staff (from Planning and Development Services (PDS) Department):

<i>Mike McCrary, Commission Secretary</i>	<i>Megan Moore, Commission Clerk</i>
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