



REGULAR SESSION SEPTEMBER 22, 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 5:31 p.m. Of the eleven (11) currently appointed commissioners, eleven (11) were in attendance (a quorum being six (6) members and a majority being six (6) members):

Merle Ash	Robert Larsen	Neil Pederson
Benjamin Briles	James Kamp	Raymond Sheldon
Leah Everett	Keri Moore	Loren Simmonds
Mark James	Tom Norcott	

Michael McCrary, Planning and Development Services (PDS), Deputy Director, served as Planning Commission Secretary for this meeting.

B. APPROVAL OF MEETING MINUTES

The minutes of the [August 25, 2020](#), regular meetings were approved unanimously.

C. STATUS OF PAST RECOMMENDATIONS AND FUTURE AGENDA ITEMS

Michael McCrary provided an update of the activities by the County Council during the last month. He also reviewed anticipated topics for upcoming Planning Commission meetings.

- [Report on Recent Snohomish County Planning Commission Activities](#)
- [Upcoming Planning Commission Meeting Topics](#)

D. UNFINISHED BUSINESS

1. Chapter 30.66B Road Impact Fees: Hearing

Darren Robb, DPW Transportation Specialist, 425-388-6297, Darren.Robb@snoco.org

Erik Olson, DPW Transportation Specialist, 425-262-2458, Erik.Olson@snoco.org

Darren Robb provided a brief overview of the Snohomish County Department of Public Works' proposal to amend Chapter 30.66B SCC, the County's Concurrency and Road Impact Mitigation chapter, concerning the collection, expenditure, and amount of the road system impact mitigation fees. The proposed amendments to SCC 30.66B.310 will ensure that the County's road system impact fees are calculated and assessed more accurately and fairly while remaining in compliance with the state provisions for impact fees in RCW 82.02.050 and RCW 82.02.060. The proposed

amendments to the road system impact mitigation fees in SCC 30.66B.330 will bring the fees in line with the current costs of constructing the needed road projects.

After a summary of the proposed amendments, there were a few questions from commissioners, and Chair Larsen opened the public hearing.

The **Public Hearing opened at 6:09 p.m.** for Revising Regulations for Road System Impact Fees.

There were no written comments received by the Planning Commission from the public before the September 22 hearing, and no members of the public commented at the public hearing.

The **Public Hearing was closed at 6:10 p.m.**

Commissioner Larsen asked for comments from the Commissioners, with no further comments, the chair then asked for a motion to be made.

A **Motion** was made by Commissioner Norcott and seconded by Commissioner Pedersen recommending **approval** for Revising Regulations for Road System Impact Fees as contained in the September 3, 2020, Department of Public Works (DPW) staff report.

VOTE (Motion):

11 in favor (*Ash, Briles, Everett, James, Kamp, Larsen, Moore, Norcott, Pederson, Sheldon and Simmonds*)

0 opposed

0 abstention

Motion PASSED

For further information, please review the following:

- [Hearing Staff Report dated September 3, 2020](#)
- [Transportation Impact Fee Handout](#)
- [Presentation](#)

2. Accessory Agricultural Uses Code Amendments: Hearing

Steve Skorney, PDS Senior Planner, 425-262-2207, Steve.Skorney@snoco.org

Steve Skorney provided the Planning Commissioners an overview of the Phase 1 batch of amendments to Title 30 of the Snohomish County Code regarding Accessory Agricultural Uses and consisting of changes to the requirements for wedding facilities and farmworker dwellings.

After a few questions from the Commissioners, Chair Larsen opened the public hearing.

The **Public Hearing opened at 6:26 p.m.** for the Accessory Agricultural Uses Code Amendments.

There were no written comments received by the Planning Commission from the public before the September 22 hearing, and no members of the public commented at the public hearing.

The **Public Hearing was closed at 6:27 p.m.**

Commissioner Larsen asked for comments from the Commissioners and a discussion followed. Allowing for consistency, the Commissioners felt strongly that the size of the farmworker dwelling units should match the size of the ADU units currently being addressed at the County Council. Chair Larsen then asked for a motion to be made.

A **Motion** was made by Commissioner Everett and seconded by Commissioner Pedersen recommending **approval** for the Accessory Agricultural Uses Code Amendments as contained in the Planning and Development Services (PDS) staff report.

VOTE (Motion):

10 in favor (*Ash, Briles, Everett, James, Kamp, Larsen, Moore, Norcott, Pederson and Simmonds*)

1 opposed (Sheldon)

0 abstention

Motion PASSED

For further information, please review the following:

- [Hearing Staff Report dated September 8, 2020](#)

3. Annual Capital Improvement Program: Hearing

Eileen Canola, PDS Senior Planner, 425-262-2253, Eileen.Canola@snoco.org

Debbi Mock, Finance Department, Senior Financial Consultant, 425-388-3450,

Debbi.Mock@co.snohomish.wa.us

Debbie Mock from the Finance Department provided updated fiscal information as well as the updated draft of the 2021-2026 CIP to the Commissioners. Planning and Development Services (PDS), along with the Finance Department, coordinates an annual Capital Improvement (CIP) Program that the County Charter requires to be adopted with the County budget each year. At the August 25, 2020 Planning Commission meeting, County departments provided the Commission with a high-level overview of the County's annual CIP. The overview included how the CIP satisfies state and local requirements so they can be considered by the County Council as part of the annual budget.

The **Public Hearing opened at 6:50 p.m.** for the Annual Capital Improvement Program.

There were no written comments received by the Planning Commission from the public before the September 22 hearing, and no members of the public commented at the public hearing.

The **Public Hearing was closed at 6:50 p.m.**

Commissioner Larsen asked for comments from the Commissioners, and a brief discussion followed. The Chair then asked for a motion to be made.

A **Motion** was made by Commissioner Norcott and seconded by Commissioner Everett recommending **approval** for the Annual Capital Improvement Program as contained in the Planning and Development Services (PDS) staff report.

VOTE (Motion):

11 in favor (*Ash, Briles, Everett, James, Kamp, Larsen, Moore, Norcott, Pederson, Sheldon and Simmonds*)

0 opposed

0 abstention

Motion PASSED

For further information, please review the following:

- [Briefing Staff Report dated August 10, 2020](#)

16. 2020 Biennial Update to School Districts' Capital Facilities Plans: Hearing

Eileen Canola, PDS Senior Planner, 425-262-2253, Eileen.Canola@snoco.org

Eileen Canola provided a brief overview of the School Districts' Capital Facilities Plans and highlighted updates from last month's briefings. School districts must prepare and adopt a capital facilities plan (CFP) that meets state and local requirements to participate in Snohomish County's school impact fee program. (To view each CFP, go to the website link below.) School impact fees provide mitigation for the impacts of new development on public school facilities and can only be spent on certain public facilities. Snohomish County Planning and Development Services (PDS) has reviewed eleven school district CFPs for consistency with the review criteria established in county code.

Commissioners had a few questions for Ms. Canola before Chair Larsen opening the public hearing.

The **Public Hearing opened at 7:10 p.m.** for the 2020 Biennial Update to School Districts' Capital Facilities Plan.

There were no written comments received by the Planning Commission from the public before the September 22 hearing, and one member of the public commented at the public hearing.

The **Public Hearing was closed at 7:13 p.m.**

With no further comments from Commissioners, Chair Larsen asked for a motion to be made.

A **Motion** was made by Commissioner Norcott and seconded by Commissioner Moore recommending **approval** of the eleven school districts' Capital Facilities Plans and proposed code amendments contained in the staff report dated August 10, 2020.

VOTE (Motion):

11 in favor (*Ash, Briles, Everett, James, Kamp, Larsen, Moore, Norcott, Pederson, Sheldon and Simmonds*)

0 opposed

0 abstention

Motion PASSED

For further information, please review the following:

- [2020 Biennial Update to School District Capital Facilities Plans - Website](#)
- [Briefing Staff Report dated August 10, 2020](#)

E. NEW BUSINESS

1. Access Changes to Bed and Breakfast Regulations: Briefing

Yorik Stevens-Wajda, Snohomish County Council, Senior Legislative Analyst, 425-388-3209, Yorik.Stevens-Wajda@snoco.org

Yorik Stevens-Wajda briefed the Planning Commission on the Changes to Bed and Breakfast Regulations. The County Council has referred proposed code amendments (via motion 20-273) to the Planning Commission for consideration and a recommendation back to the Council. The proposed code amendments would remove the existing 10-day limitation on the number of consecutive nights a guest is allowed stay at a Bed and Breakfast (Inn or Guesthouse) and would also change the permit type for Bed and Breakfasts from a conditional use permit to an administrative conditional use permit in several zones.

After a robust conversation with the Planning Commissioners, the Public Hearing has been tentatively set for October 27, 2020.

For further information, please review the following:

- [Briefing Staff Report dated September 8, 2020](#)

F. ADJOURN

Chair Larsen welcomed our newest board member Benjamin Briles, and Mr. Briles said a few words.

This regular meeting was adjourned at 7:49 p.m.

[Agenda](#)

[Recording](#)

[Planning Commission Main Website](#)