

**PLANNING COMMISSION
MEETING MINUTES
JULY 19, 2022**

APPROVED: *emd*



1. ROLL CALL

Acting Chair Christine Lavra called the meeting to order. Commissioners in attendance: Michael Zelinski, Kevin Ballard, Demi Chatters, and Charles Adkins.

Commissioners Absent: Adam Yanasak, Carly McGinn, and Michael Finch

Staff Present: Yorik Stevens-Wajda, Becky McCrary, and Kathy Davis

2. APPROVAL OF MINUTES

Commissioner Chatters referred to her testimony on short term rental parking and requested an amendment to the meeting minutes to read: "Commissioner Chatters asked for clarification on short-term rental parking, and specifically what the regulation was for a dwelling that was both owner-occupied and short-term rental. Mr. Stevens-Wajda responded that his intention was that the parking regulations were clear."

Motion: Commissioner Chatters made a motion to approve the June 21, 2022, meeting minutes with the proposed amendment. Commissioner Adkins seconded the motion.

Vote: Commissioner Adkins, yes; Commissioner Ballard, yes; Commissioner Chatters, yes; Commissioner Zelinski, abstain; and Acting Chair Lavra; yes.

Motion Carried.

3. REPORTS OF MEMBERS AND COMMITTEES

None

4. STAFF COMMENTS

Yorik Stevens-Wajda, Planning Director, provided information on the Housing Action Plan implementation and housing development incentives study, accessory dwelling unit code amendments, Commerce award for middle housing grant funds, and the Comprehensive Plan Update.

Commissioner Adkins asked who was hired for the new Housing Specialist coordinator. Mr. Stevens-Wajda responded Jennifer Gregerson.

5. OPEN PUBLIC COMMENTS

None

6.A. REVISING REGULATIONS FOR HOMELESS SHELTERS AND HOUSING PUBLIC HEARING

Becky McCrary, Long Range Planning Manager, and Mr. Stevens-Wajda presented information on updates to the code amendments since the last Planning Commission meeting, and next steps.

Commission Discussion

Commissioner Adkins referred to the new definition for social services and asked if it was intentional to include foodbanks in the list of services. He added that the use was also included in the following sentence that stated that the definition did not include schools, hospitals, clinics, daycare, food banks, or residential uses. Mr. Stevens-Wajda reviewed and removed food banks from that list.

Commissioner Chatters asked about the limit of 40 units per site for outdoor emergency shelters. Ms. McCrary responded that during discussions with the community development team who manage the homeless programs in the city, it was important to limit the number of units and to have a management plan. Recently, 40 palette shelters were located at the Gospel Mission site, and that team felt that the 40 units was the right number to manage that type of shelter housing. Commissioner Chatters added that was a recommendation then from experts in that field. Ms. McCrary responded yes.

Commissioner Zelinski asked if any of the nonprofit agencies were involved in drafting or provided comments on the draft code amendments. Ms. McCrary responded that the city issued a notice on the proposed amendments to the service providers and no comments were received. Mr. Stevens-Wajda added that staff were aware of some upcoming projects and reviewed the proposed code amendments to make sure that the proposed amendments would support those upcoming projects.

Mr. Stevens-Wajda stated that he reviewed the use matrix and there was a food bank use listed as a permitted use in the business, light industrial, and heavy industrial zones. Food banks were also permitted in the mixed urban and neighborhood business zones through an administrative use process; however, prohibited on the ground floor in Metro Everett on transit oriented or pedestrian streets. So, there was already a different use for food banks which was why that definition was initially added to the does not include side, so he will add that back in.

Commissioner Ballard referred to the use matrix and asked for clarification of where supportive housing or permanent supportive housing would be allowed under footnote six where it says social service permitted as an accessory use only in permanent supportive housing facilities. Mr. Stevens-Wajda responded that the use would be permitted if the use complied with Footnote 6. The accessory use would not change the review process.

Motion: Commissioner Chatters made a motion to open the public hearing. Commissioner Adkins seconded the motion.

Vote: Commissioner Adkins, yes; Commissioner Ballard, yes; Commissioner Chatters, yes; Commissioner Zelinski, yes; and Acting Chair Lavra; yes.

Motion Carried.

Citizen Comments

None

Motion: Commissioner Ballard made a motion to close the public hearing. Commissioner Chatters seconded the motion.

Vote: Commissioner Adkins, yes; Commissioner Ballard, yes; Commissioner Chatters, yes; Commissioner Zelinski, yes; and Acting Chair Lavra; yes.

Motion Carried.

Motion: Commissioner Zelinski made a motion to approve Planning Commission Resolution 22-02. Commissioner Adkins seconded the motion.

Vote: Commissioner Adkins, yes; Commissioner Ballard, yes; Commissioner Chatters, yes; Commissioner Zelinski, yes; and Acting Chair Lavra; yes.

Motion Carried.

6.B. REMOVING LIMIT ON RESIDENTS IN A DWELLING PUBLIC HEARING

Mr. Stevens-Wajda presented information on the proposed code amendments on removing the limits on the numbers of residents in a dwelling, and next steps.

Commission Discussion

Commissioner Chatters referred to Exhibit B, group housing residential care facility, and asked if the residential care facilities serving more than six individuals was part of State law? Mr. Stevens-Wajda responded that the number six individuals were the distinction between category one and category two in State law. In the existing code, if you have more than six individuals, then the group housing residential care facility would be prohibited in the R-S, R-1, R-2 and R-2A zones. The proposed code amendment would allow more than six individuals through a conditional use process recognizing that there might be some potential impacts that might need to be mitigated through conditions.

Commissioner Chatters referred to EMC 19.08.150.d and asked where the number 8 originated from with regards to the total number of guests occupying a dwelling unit? Mr. Stevens-Wajda responded that the number of guests in a short-term rental was a recent change; however, you could add that consideration into your recommendation for the City Council. Staff would have to do further research on the origination of that number. Commissioner Chatters recommended that we determine the origin of that number and consider removing that constraint.

Commissioner Adkins asked staff if they knew how many dwelling units there were in the city that had more than four bedrooms. Mr. Stevens-Wajda responded that the Census American Community Survey has information on structure size. Ms. McCrary added that the data was also available in the housing needs assessment of the Housing Action Plan. Mr. Stevens-Wajda responded that there were 4,862 units with four bedrooms in the city.

Motion: Commissioner Adkins made a motion to open the public hearing. Commissioner Ballard seconded the motion.

Vote: Commissioner Adkins, yes; Commissioner Ballard, yes; Commissioner Chatters, yes; Commissioner Zelinski, yes; and Acting Chair Lavra; yes.

Motion Carried.

Citizen Comments

None

Motion: Commissioner Chatters made a motion to close the public hearing. Commissioner Zelinski seconded the motion.

Vote: Commissioner Adkins, yes; Commissioner Ballard, yes; Commissioner Chatters, yes; Commissioner Zelinski, yes; and Acting Chair Lavra; yes.

Motion Carried.

Motion: Commissioner Adkins made a motion to approve Planning Commission Resolution 22-03. Commissioner Zelinski seconded the motion.

Vote: Commissioner Adkins, yes; Commissioner Ballard, yes; Commissioner Chatters, yes; Commissioner Zelinski, yes; and Acting Chair Lavra; yes.

Motion Carried.

ADJOURNED 7:52 PM



Planning Commission Secretary

10/5/22
Date



Administrative Coordinator

10-4-2022
Date