

**Planning Commission
MS Team Virtual Meeting
Meeting Minutes
June 1, 2021**



Approved: Kmd

Acting Chair Carly McGinn called the meeting to order. Commissioners in attendance: Chris Holland, Kathryn Beck, Michael Zelinski, Commissioner Lavra, Commissioner Finch, and Charles Adkins.

Commissioners Absent: Chair Yanasak and Commissioner Lark

Staff Present: Yorik Stevens-Wajda, Rebecca McCrary, Dan Eernisse, Richard Tarry, and Kathy Davis

Meeting Minutes

Motion: Commissioner Beck made a motion to approve the May 18, 2021 meeting minutes.

Commissioner Lavra seconded the motion.

Vote: Commissioner Adkins, yes; Commissioner Finch, abstain; Commissioner Lavra, yes; Commissioner Zelinski, abstain; Commissioner Beck, yes; Commissioner Holland, yes; and Acting Chair McGinn, abstain.

Motion Carried.

Commissioner Reports

None

Staff Comments

Yorik Stevens-Wajda, Planning Director, provided updates on Rethink Housing, and regional planning and coordination on countywide planning policies, buildable lands, and growth targets. He will provide commissioners a copy of the 2016 City analysis on growth targets. He provided information on a Planning Director's Interpretation on building height calculation that was recently issued (PDI 2021-1).

General Citizen Comments

Jim Klein, 9635 18th Avenue West, had some questions regarding a native growth protection area adjacent to his home. Mr. Stevens-Wajda asked Mr. Klein to send him an email with his concerns and he would review the issue with staff.

Mr. Ismail Mohammed, 3102 Rucker Avenue, mentioned that he would also like to contact the Planning Director on a couple Rethink Zoning issues.

Item 1: Six-Year Transportation Improvement Program

Richard Tarry, Public Works Engineering Services Manager, stated that the City annually updates the Transportation Improvement Program (TIP) list as required by State Law. The TIP is an unconstrained

project list that is an appendix to the City's Transportation Element of the Comprehensive Plan. He reviewed the new projects added to the list. City Council approval of the TIP list authorizes staff to seek funding for transportation improvements.

Commission Discussion

None

Citizen Comments

None

Motion: Commissioner Holland made a motion to approve Planning Commission Resolution No. 21-01, a resolution recommending that the City Council adopt the Six-Year Transportation Improvement Program (TIP) for 2022 to 2027. Commissioner Adkins seconded the motion.

Vote: Commissioner Adkins, yes; Commissioner Finch, yes; Commissioner Lavra, yes; Commissioner Zelinski, yes; Commissioner Beck, yes; Commissioner Holland, yes; and Acting Chair McGinn, yes.

Motion Carried.

Item 2: Home Occupation Code Amendment Briefing

Dan Eernissee, Economic Development Director, presented information on the assumptions and goals behind the amendments, why the amendments were needed, and the proposed changes.

Commission Discussion

Commissioner Finch referred to the regulations that would apply to all residences, not just in residential zones, and asked if a home was located in Metro Everett would the use of that home be limited to a home occupation business or could that residence still be converted to a commercial use. Mr. Eernissee responded that the primary home use should be a residence not a commercial business under the home occupation regulations. Ms. McCrary added that the residential property would have to go through a change of use to convert to a commercial use. Commissioner Finch would like to amend the language to clarify the proposed change. Mr. Eernissee stated that he would work with staff on alternative language.

Commissioner Finch asked about wedding venues. After a brief discussion, Mr Eernissee responded that the use would be added to the list of prohibitions.

Commissioner Zelinski asked about parking. Mr. Eernissee responded parking impacts were limited due to the limits on customer and client visits, class size, and employees. Commissioner Zelinski asked who would make the determination on the parking impacts - would the applicant at the time of the business license application? Mr. Eernissee responded that parking impacts would be complaint driven.

Commissioner Zelinski was uncomfortable with that approach. Mr. Eernisse responded that he would consider suggestions for alternative language.

Commissioner Finch asked if code enforcement staff worked on the weekends? Mr. Eernisse was not sure and would get back to commission.

Acting Chair McGinn asked for further clarification about outside storage and signage. Mr. Eernisse referred to the proposed outside storage change: "the occupation shall be fully enclosed within the residence or accessory building with no outside storage of equipment or materials." Acting Chair McGinn suggested that some signage should be allowed on the premises. Mr. Eernisse stated he would bring back alternative language to Commission addressing sign size and location. Mr. Stevens-Wajda added that currently, the home occupation sign regulations allow a two square foot sign.

Commissioner Holland stated that the City can't restrict signage any less than what is required in the residential zone based on the Gilbert case. As part of the Rethink Zoning process, staff did make changes to the sign regulations. Language could be added to the proposed regulations that direct Applicants to the current home occupation signage regulations. Commissioner Holland referred to the customer/client/student visits outside of "daylight hours" and suggested that the language be clarified possibly by including site visiting hours.

Citizen Comments

Ismail Mohammed, 3102 Rucker Avenue, appreciated the proposed revisions and asked about live-work units. Mr. Stevens-Wajda responded that staff would review and come back to Commission with a response.

ADJOURNED 7:45 PM



Planning Commission Secretary

7/23/21
Date



Administrative Assistant

7-21-2021
Date

