



**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**  
**MARCH 22, 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 ten (10) 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	
Rosanna Brown	
Tom Campbell	
Leah Everett	
Mark James	
Robert Larsen	
Keri Moore	
Tom Norcott	
Neil Pedersen	
Raymond Sheldon	

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

**B. PUBLIC COMMENT**

No public comment was given.

**C. APPROVAL OF MINUTES**

The minutes of [February 22, 2022](#) were unanimously approved.

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

Mike McCrary reviewed anticipated topics for upcoming Planning Commission meetings and the status of past recommendations.



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

**E. UNFINISHED BUSINESS**

1. Notice Requirements for Type 1 and Type 2 Permits: Hearing

Sarah Titcomb, PDS Principal Planner, [Sarah.Titcomb@snoco.org](mailto:Sarah.Titcomb@snoco.org)

Principal Planner, Sarah Titcomb, briefly discussed questions raised during the briefing for Type 1 and Type 2 permits at the February 22, 2022, meeting and reiterated the information sent to commissioners in answer to their questions regarding the public noticing requirements for permit appeals.

Commissioner Larsen opened the **Public Hearing at 5:47 p.m.** for the proposed code amendments to Chapters 30.71 and 30.72 of the Snohomish County Code (SCC) related to appeal hearing notice requirements.

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 5:47 p.m.**

After the hearing the commissioners discussed the public noticing process and clarified the notification radius of permit applications.

A Secondary Motion was made by Commissioner Campbell and seconded by Commissioner Norcott to retain the postal mail notification process for Type 1 and Type 2 permit appeals as is, in existing code.

**VOTE (Amendment):**

8 in favor (*Brown, Campbell, Everett, James, Larsen, Moore, Norcott, Sheldon*)

2 opposed (*Ash, Pedersen*)

0 abstention

**Amendment PASSED**

A main motion was made by Commissioner Campbell and seconded by Commissioner Sheldon recommending approval of the proposed code amendments to Chapter 30.71 and 30.72 of the SCC related to appeal hearing notice requirements.

**VOTE (Motion):**

10 in favor (*Ash, Brown, Campbell, Everett, James, Larsen, Moore, Norcott, Pedersen, Sheldon*)

0 opposed

0 abstention

**Motion PASSED**



For further information, please review the following:

- [Type 1 and Type 2 Response to Commissioners dated 3/7/2022](#)
- [Staff Presentation dated 2/22/2022](#)
- [Briefing Staff Report dated 2/22/2022](#)

2. Subdivisions and Short Subdivisions: Hearing

Sarah Titcomb, PDS Principal Planner, [Sarah.Titcomb@snoco.org](mailto:Sarah.Titcomb@snoco.org)

Principal Planner, Sarah Titcomb, discussed the questions raised during the briefing for to Chapters 30.41A and 30.41B of the Snohomish County Code (SCC) relating to subdivisions and short subdivisions at the February 22, 2022, meeting. She reiterated the information sent to commissioners in answer to their questions regarding geologically hazardous areas.

Commissioner Larsen opened the **Public Hearing at 6:17 p.m.** for the proposed code amendments to Chapters 30.41A and 30.41B of the Snohomish County Code (SCC) relating to subdivisions and short subdivisions.

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 6:17 p.m.**

After the hearing the commissioners had questions about Growth Management Act (GMA) and SCC protections of critical areas.

A **Motion** was made by Commissioner Norcott and seconded by Commissioner Everett recommending **APPROVAL to** the proposed code amendments to Chapters 30.41A and 30.41B of the Snohomish County Code (SCC) relating to subdivisions and short subdivisions.

**VOTE (Motion):**

10 in favor (*Ash, Brown, Campbell, Everett, James, Larsen, Moore, Norcott, Pedersen, Sheldon*)

0 opposed

0 abstention

**Motion PASSED**

For further information, please review the following:

- [Subdivisions and Short Subdivisions Response to Commissioners dated 3/7/2022](#)
- [Staff Presentation dated 2/22/2022](#)
- [Briefing Staff Report dated 2/22/2022](#)

**F. NEW BUSINESS**

1. Annual Tree Canopy Report: Briefing

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

PDS Planner, Hilary McGowan presented the Annual Tree Canopy Report.



Planner, Hilary McGowan presented the Annual Tree Canopy Report. The presentation included developmental regulations and their goals, 2021 report findings, canopy data analysis and tree type diversity. It also gave recommendations for future analysis including GIS data analysis, and updating the native trees species list.

After the briefing there were several topics discussed by commissioners including carbon footprint, carbon retention and sequestration, ariel surveys for canopy analysis, and the expanding work needed in this field.

For further information, please review the following:

- [Tree Canopy Presentation](#)
- [2021 Tree Canopy Monitoring Report](#)

**G. ADJOURN**

The meeting was adjourned at 6:47 pm.



**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:**

*Merle Ash, District 1  
Mark James, District 1  
Tom Norcott, District 2  
Raymond Sheldon, Jr., District 2  
Robert Larsen, District 3  
Vacant, District 3*

*Tom Campbell, District 4  
Neil Pedersen, District 4  
Rosanna Brown, District 5  
Leah Everett, District 5  
Keri Moore, Executive Appointee*

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

*Mike McCrary, Commission Secretary*

*Megan Moore, Commission Clerk*