



Snohomish County

Planning Commission

Planning and Development Services

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

Clerk Email: Megan.Moore@snoco.org

REGULAR SESSION
JANUARY 25, 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 5:32 p.m.

New Commissioner for District 5, Rosanna Brown, introduced herself. Commissioner Brown is a Project Manager at Pace Engineers, Inc.

Of the ten (10) currently appointed commissioners, nine (9) were in attendance (a quorum being six (6) members and a majority being six (6) members):

Commissioners Present	Commissioners Absent
Rosanna Brown	Merle Ash
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 [December 14, 2021](#) 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. Residential in Business Park Zone: Hearing

Amber Piona, PDS Planner, Amber.Piona@snoco.org

The Planning Commission held a public hearing on the proposal to amend Title 30 of the Snohomish County Code to amend regulations related to residential uses within the Business Park zone. The proposed amendments seek the following objectives: a) promote flexibility of uses within the BP zone; b) reinstate residential development as an allowed use in the BP zone and update the related criteria for this use; and c) promote the development of a diversity of housing types to provide missing middle housing.

Before the hearing, Planner, Amber Piona summarized the new information sent to the Commissioners since the briefing on December 14, 2021. Including that Snohomish County Code doesn't currently provide a definition of mixed use and therefore, both vertical and horizontal mixed use development could be possible under the proposed amendment. Also, that the Commissioners received four letters of public comment during the comment period.

Following the summary additional questions were asked regarding the 25 acre parcel size and allowed uses in the BP Zone.

Commissioner Larsen opened the **Public Hearing at 5:47 p.m.** for the proposal to amend regulations regarding Residential in Business Park Zone.

Four (4) 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 5:48 p.m.**

After the hearing the commissioners had further discussion. Topics included the need for larger scale change to create more housing options and allowable uses in the Business Park Zone

A **Motion** was made by Commissioner Everett and seconded by Commissioner James recommending **APPROVAL** of the proposal to amend regulations regarding Residential in Business Park Zone.

VOTE (Motion):

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

1 opposed (*Sheldon*)

0 abstention

Motion PASSED



For further information, please review the following:

- [Staff Presentation dated 12/14/2021](#)
- [Briefing Staff Report dated 11/24/2021](#)

2. Urban Center Design Review Board: Hearing

Hilary McGowan, PDS Planner, Hilary.McGowan@snoco.org

The Planning Commission held a public hearing on the proposal to amend Title 30 of the Snohomish County Code to eliminate the Urban Center Design Review Board (UCDRB) from the approval process. Amending chapter 30.34A SCC to eliminate the UCDRB will increase the efficiency of permit reviews and could encourage more development, and therefore higher densities in the Urban Center (UC) zone.

Before the hearing commissioners had questions regarding the proposed amendment. Questions included if incentives for design standards were being used, ways to improve the UCDRB process instead of eliminating it, data regarding public comments at UCDRB meetings, and the public noticing process.

Commissioner Larsen opened the **Public Hearing at 6:35 p.m.** for the proposal to eliminate the Urban Center Design Review Board.

Two (2) written comments were received by the Planning Commission from the public before the public hearing. One (1) member of the public commented at the public hearing.

The **Public Hearing was closed at 6:40 p.m.**

A **Motion** was made by Commissioner Everett and seconded by Commissioner Campbell recommending **DENIAL** of the proposal to eliminate the Urban Center Design Review Board.

VOTE (Motion):

6 in favor (*Brown, Campbell, Everett, Larsen, Moore, Norcott*)

3 opposed (*James, Pederson, Sheldon*)

0 abstention

Motion PASSED

For further information, please review the following:

- [Staff Presentation dated 12/14/2021](#)
- [Briefing Staff Report dated 11/22/2021](#)

F. NEW BUSINESS

G. ELECTION OF 2022 OFFICERS: CHAIR AND VICE-CHAIR

Commissioner Everett nominated Chair Larsen to be reelected as Chair for 2022.

VOTE (Motion):



Snohomish County
Planning Commission
Planning and Development Services

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

0 opposed

0 abstention

Motion PASSED

Commissioner Norcott nominated Commissioner Everett for 2022 Vice-Chair.

VOTE (Motion):

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

0 opposed

0 abstention

Motion PASSED

H. ADJOURN

The meeting was adjourned at 6:57 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 for additional information or the Snohomish County Department of Planning and Developmental Services, Reception Desk, 2nd 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
Leah Everett, District 5
Rosanna Brown, District 5
Keri Moore, Executive Appointee*

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

Mike McCrary, Commission Secretary

Megan Moore, Commission Clerk