



Planning Commission Meeting Minutes Monday, March 11, 2024 6:30 pm

Call to Order: 6:30 pm

Roll Call

Commissioners Present:

Eric Warnat, Commissioner
Patrick Hosterman, Commission Chair
Cody Davis, Commission Vice-Chair
Jeff Wheatley, Commissioner
Melissa Toner, Commissioner (Online)

Staff Present:

Patricia Love, Community Development Director
Tansy Schroeder, City Planner
Audrey Rotrock, Associate Planner

Absent: Justin Burns, Commissioner

Also known to be present: Peter Kamb

Public Requests and Comments: None

Approval of Minutes:

The minutes from the February 12, 2024 Planning Commission meeting were unanimously approved.

New Business:

Complete Streets Ordinance

Purpose: When designing new roads or reconstructing existing roads, the design should focus on all modes of travel and accessibility including pedestrians, bicyclists, transit and automobiles. However, a "one size all" approach should not be applied to the transportation network. Each design needs to reflect its users, travel types and travel volumes: SR 532 will have a completely different buildout design than a local neighborhood street.

Applicability:

- All street designs, construction and retrofit projects in the city;
- All companies that work within the city right-of-way such as electric, gas, communications, cable, or power utility companies; and
- State or governmental agencies such as Snohomish County, WSDOT, or the School District.

Implementation:

- Streets must be designed and constructed to provide accommodations for pedestrians, bicyclists, people of all ages and abilities, transit where appropriate, and vehicles.
- Complete streets require connected travel networks.
- Street designs shall be flexible and innovative rather than purely prescriptive allowing modifications to meet the needs and comfort of all people. An example would be allowing alternative street widths, reducing operating speeds, adding street lighting, and ensuring connectivity to parks, schools, and/or shopping.
- Provide for environmental and aesthetically pleasing designs by including landscaping, street trees, design features or amenities, shade, reduced energy consumption, and improved air and water quality.



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- Follow best practices design standards of WSDOT, Americans with Disabilities Act, and various Traffic Control Manuals.

Exceptions:

Provides exceptions for situations when the complete streets standards cannot be met. Exceptions should not become common practice, but rather applied minimally under the following circumstances:

- Potential to negatively impact public health, safety, or critical areas;
- Routine maintenance;
- Repairs needed to quickly respond to an emergency;
- Where costs far exceed the current or future needs; and
- City plans clearly document an absence of current or future needs.

Performance Measures: Requires monitoring and annual reports to assess how the program is being implemented and the actual number of miles or types of physical improvements being built to accommodate all modes of travel.

Capital Improvements Projects: Complete streets policies and concepts should be integrated into all future capital facilities projects. Designs can apply multiple strategies to incorporate complete streets policies including phasing, new or innovative concepts, and multi-use facilities.

Commissioner Questions & Comments

- Commissioners would like to see examples of Complete Streets on two-lane roads and in school zones.
- The chicane example and others could take up parking and bike lanes.
- What are examples of buffers? Some examples of buffers are painted lines that cars cannot cross, "candlestick" poles notating a barrier, and landscape strips.
- How will parking taken by Complete Streets be mitigated for?
- Commissioners would like more guidance on how the City would comply when there are multiple options to choose from. The Complete Streets ordinance seems vague since there are no criteria or minimum standards to meet.
- How would the exceptions work? Concerns about all developers trying to utilize exemptions.
- Create minimum standards for street lighting.
- Add who is responsible for the maintenance of complete streets.
- Show different roundabout designs, such as a large and small roundabout.
- By adopting the Complete Streets Ordinance, the City would qualify for grants. Show how the City would benefit from the grants versus hardships to the residents.

Public Comments

- Complete Streets would be a benefit to the community. Currently not many people can walk or bike to the grocery store and other such places. Complete Streets could facilitate this.
- Consider raising the standards of what developers must contribute to with new developments.



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- Many two-lane streets have sidewalks on both sides. Consider creating a larger path on just one side of the street.
- In areas where sidewalks would need to be constructed in front yards, the chicane example would be a reasonable solution.

Old Business: None

Miscellaneous Business:

Staff gave an overview of current permit activity in the Community Development Department.

Recent Council Action on Commission Items:

- Adoption of Building Codes
- Cedarside Development Agreement

Upcoming Items:

- First Draft of 2024-2044 Comprehensive Plan
- The PROS Plan is going to City Council on March 28, 2024

Adjourn: 7:30 pm