

PLANNING COMMISSION MINUTES February 7, 2007

CALL TO ORDER: The meeting was called to order at 7:00 p.m. by Vice Chair Robert Allen. Commissioners present were Jennifer Ange, Henry James, Jim Wilmer, Robert Allen, and Kevin Fiske. Chair George Stead and Commissioner Tom Whitson had excuse absences. Planner Bill Trimm and Deputy Clerk Jill Massa were also present.

INTRODUCTION OF NEW MEMBER: Kevin Fiske

Vice Chair Allen welcomed new Planning Commissioner Kevin Fiske who described his occupation and background.

2006 ANNUAL REPORT AND 2007 CHAIR AND VICE CHAIR ELECTIONS

Commissioners reviewed the 2006 annual report and made the following amendments: add the number of meetings held in 2006 and attach the minutes of the nine meetings to the report.

ACTION:

Commissioner James moved for approval of the 2006 Annual Report as amended. *Commissioner Ange* seconded the motion. The motion carried unanimously.

ACTION:

Commissioner James nominated George Stead as Chair of the Planning Commission for 2007 and Robert Allen as Vice Chair. *Commissioner Wilmer* seconded the nomination. The nomination carried unanimously. Commissioners acknowledged this was subject to George Stead's approval.

APPROVAL OF MINUTES: December 6, 2006

Commissioner James moved for approval of the minutes of December 6, 2006 as written. *Commissioner Wilmer* seconded the motion. Motion carried unanimously.

Commissioner Fiske advised he planned to attend all Council meetings regarding the stormwater utility. He briefly reported on discussions with the Town Attorney at the previous Town Council meeting regarding the stormwater rates.

DISCUSSION ITEM: Agenda Items for 2007

Planner Bill Trimm reviewed the 2007 Proposed Planning Commission Work Program which contained the following tasks: preliminary and final review of potential short plats; review and

investigate methods to initiate undergrounding of aerial utilities; and review existing building permit application process for single family construction and recommend modifications to improve efficiency.

With regard to undergrounding utilities, Mr. Trimm suggested inviting representatives from Snohomish County PUD, Comcast, Verizon, etc. to discuss undergrounding requirements, costs, funding mechanisms, etc.

During and following Mr. Trimm's presentation, Commissioners discussed potential short plats in the Town, the status of the Krebs Short Plat, potential improvements to the building permit process, opportunities available via a fiber optics network, Snohomish County PUD's report to the Town Council regarding the expense to underground utilities, and the limited effect on outages during a storm event due to overhead wires elsewhere.

A suggestion was made that the Commission also consider street lighting in several locations in the Town for safety reasons. Mr. Trimm commented on advances made in indirect lighting technology. He suggested discussing illumination technology at the same time that undergrounding of utilities was discussed. It was also suggested residents be surveyed regarding their interest in street illumination and/or developing a lighting test area.

Commissioners prioritized the Work Plan as follows:

1. Preliminary and final review of potential short plats
2. Review existing building permit application process for single family construction and recommend modifications to improve efficiency
3. Review and investigate methods to initiate undergrounding of aerial utilities

Mr. Trimm advised staff would provide a report to the Planning Commission two weeks prior to the March 7 meeting regarding the Gregg short plat's consistency with the preliminary plat conditions. Per the new regulations, the Planning Commission will issue the final decision. Commissioners agreed to begin review of the building permit application process at their April 4 meeting.

Commissioner James advised he planned to remain on the Planning Commission until May or June.

AUDIENCE COMMENTS: None

ADJOURNMENT: The meeting was adjourned at 8:05 p.m.

APPROVED BY THE PLANNING COMMISSION

Jill Massa
Secretary to the Planning Commission

Robert Allen, Vice Chairman

(These minutes accurately reflect what was said at the Planning Commission Meeting. Publication does not vouch for the veracity of these statements.)