



**REGULAR SESSION**  
**MARCH 26, 2024**  
**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 5:30 p.m.

Of the ten (10) currently appointed commissioners, eight (8) were in attendance (a quorum being six (6) members and a majority being six (6) members:

<b>Commissioners Present</b>	<b>Commissioners Absent</b>
Rosanna Brown	Karl Niemela
Kimberly Busteed	Merle Ash
Robert Larsen	
Ray Sheldon	
Neil Pedersen	
Tom Campbell	
Angie Sievers	
Mark James	

David Killingstad, Long Range Planning Manager, served as the Planning Commission Secretary for this meeting.

**B. CHAIRPERSON'S REPORT**

**C. PUBLIC COMMENT**

One member of the public commented on the proposed amendment to the Administrative Site Plan review procedures that the Commission held a hearing on in last month's meeting.

**D. APPROVAL OF MINUTES**

The minutes of [February 27, 2024](#) were unanimously approved.

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

- [Upcoming Planning Commission Meeting Topics](#)



- [County Council Actions on Planning Commission Recommendations](#)  
David Killingstad gave an overview of the upcoming Planning Commission meeting topics noting there would be a special meeting in August.

**F. UNFINISHED BUSINESS**

1. [Increase Flexibility Regarding Location of Parking \(Hearing\)](#)  
Ryan Countryman, Sr. Legislative Analyst, [ryan.countryman@snoco.org](mailto:ryan.countryman@snoco.org)

The Planning Commission held a hearing on the proposed ordinance that would give developers of new subdivisions the flexibility to have offsite parking. This option for cottage-like parking is already available to other types of development in unincorporated Snohomish County and for subdivisions in some cities. If not on the same lot that it serves, parking would need to be within 300 feet, located on a lot or tract that provides a parking easement, and configured in a way that provides safe walking conditions to the building served by the parking.

Commissioner Larsen opened the **Public Hearing at 5:47 p.m.** for the proposed code amendments.

No written comment was received by the Planning Commission from the public before the public hearing. No members of the public commented at the public hearing.

**The Public Hearing was closed at 5:48 p.m.**

A **Motion** was made by Commissioner Campbell and seconded by Commissioner James recommending **APPROVAL** of code amendments as submitted by staff.

**VOTE (Motion):**

8 in favor (*Brown, Busteed, Campbell, Larsen, James, Pedersen, Sievers, Sheldon*)

0 opposed

0 abstention

**Motion PASSED**

For further information, please review the following:

- [Briefing Staff Report dated February 12, 2024](#)
- [Proposed Parking Ordinance](#)
- [Council Motion 23-541](#)
- [Presentation dated February 27, 2024](#)

**G. NEW BUSINESS**

2. [Code Corrections \(Briefing\)](#)  
Henry Jennings, Planner, [Henry.Jennings@snoco.org](mailto:Henry.Jennings@snoco.org)

This is a non-project proposal for corrections to Title 30 of the Snohomish County Code (SCC). Ten Title 30 SCC code corrections have been identified by county staff. Several of the proposed corrections contain references/links to other code citations that are either inaccurate or do not exist. The proposal helps to provide consistency in permit processing and code interpretation based upon clarification of regulations and definitions.



Following the briefing, Chair Larsen inquired about the process for the smaller code corrections and Commissioner James expressed appreciation for the housekeeping efforts.

For further information, please review the following:

- [Staff Report dated March 26, 2024](#)
- [Attachment A—Explanatory Spreadsheet Summary](#)
- [Attachment B—Draft Findings of Fact and Conclusions](#)
- [Presentation dated March 26, 2024](#)

3. Water 101 (Informational Briefing)

Terri Strandberg, Principal Planner, [Terri.Strandberg@snoco.org](mailto:Terri.Strandberg@snoco.org)

The purpose of this briefing for the Planning Commission was to provide a high level overview of water law in Washington State as it pertains to new development. Before approving building permits for homes or authorizing land use actions that create new residential lots, the county must determine that potable water is both physically and legally available to support the new development. This presentation will focus on what it means for water to be “legally available” and the statutory factors limiting the unfettered withdrawal of groundwater.

Prior to starting the briefing, Terri Strandberg noted a correction on the handout, Landowner’s Guide to Washington Water Rights, that on Page 36 of the handout, there is a referral to a 3,000 gallon per day limit for domestic use that should actually be 950 gallons a day.

Following the briefing, Commissioner Campbell had some questions regarding what the County’s role in defining water rights was, the role of the Department of Ecology, how having senior water rights relates to municipal or industrial uses, and how the County can be proactive in educating people on Water Laws. Commissioner Pedersen asked how climate change impacts and if there were any early indicators of impact on water supply while Commissioner Sievers inquired whose responsibility it was to look into the impact. Commissioner James inquired into the reasoning behind a water trust and Commissioner Sheldon inquired into who monitors the supply and potential quality testing.

For further information, please review the following:

- [Landowner’s Guide to Washington Water Rights](#)
- [Presentation dated March 26, 2024](#)

4. Coordinated Water System Plan Update (Briefing)

Terri Strandberg, Principal Planner, [Terri.Strandberg@snoco.org](mailto:Terri.Strandberg@snoco.org)

The CWSP is a document authorized by RCW 70A.100 that lays out a process for the efficient and effective use of potable water. RCW 70A.100 was adopted in 1977, predating the Growth Management Act by several years, but addresses many of the same issues related to coordinated planning for future demand for utility services. The CWSP contains infrastructure development standards, processes for joint agreements and system interties, an estimation of future demand for water service, and a utility service review procedure for the allocation of water service to new customers. The CWSP was last updated in 2010. These 2024



amendments are needed to update growth forecasts and water provider inventory information and to address the provision of water service and the changing legal framework affecting the use of groundwater.

Following the briefing, Commissioner Campbell and Sheldon inquired into what exactly the Commission was being asked to do with the CWSP and the next steps.

For further information, please review the following:

- [Staff Report dated March 8, 2024](#)
- [Draft Coordinated Water System Plan](#)
- [Proposed Findings for Planning Commission Approval](#)
- [Presentation dated March 26, 2024](#)

## **H. ADJOURN**

Prior to the meeting ending, David Killingstad did note that an application for the vacancy in District 3 was being brought to the County Council for approval and while it would not be in time for the April meeting it should be filled in time for the May meeting.

A **Motion** to adjourn was made and unanimously approved.

The meeting adjourned at 7:26 pm.

### 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 Taylor Twiford, Planning Commission Clerk, PDS, M/S 604, 3000 Rockefeller Avenue, Everett, WA 98201 or email at [Taylor.Twiford@snoco.org](mailto:Taylor.Twiford@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 [Taylor.Twiford@snoco.org](mailto:Taylor.Twiford@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 Commission**  
**Planning and Development Services**

Snohomish County Planning Commissioners:

*Merle Ash, District 1*

*Mark James, District 1*

*Kimberly Busteed, 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*

*Karl Niemela, District 5*

*Angie Sievers, Executive Appointee*

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

*Mike McCrary, Commission Secretary*

*Taylor Twiford, Commission Clerk*