



**Snohomish County**

**Planning Commission**

**Planning and Development Services**

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

Clerk Email: [Taylor.Twiford@snoco.org](mailto:Taylor.Twiford@snoco.org)

**REGULAR SESSION**  
**APRIL 23, 2024**  
**DRAFT 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, seven (7) were in attendance (a quorum being six (6) members and a majority being six (6) members:

**Commissioners Present**

Kimberly Busted  
Robert Larsen  
Ray Sheldon  
Tom Campbell  
Angie Sievers  
Mark James  
Karl Niemela

**Commissioners Absent**

Rosanna Brown  
Neil Pedersen  
Merle Ash

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

**B. CHAIRPERSON'S REPORT**

No chairperson's report was given.

**C. PUBLIC COMMENT**

No public comment was given.

**D. APPROVAL OF MINUTES**

The minutes of [March 26, 2024](#) were unanimously approved.

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

Mike McCrary noted that Council is working on referring revisions concerning daycares to PDS and that on April 10<sup>th</sup> Council made a motion to appoint Layla Bush to the Commission and the hearing was set for May 1<sup>st</sup>.



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

**F. UNFINISHED BUSINESS**

1. Code Corrections (Hearing)

Henry Jennings, Planner, [Henry.Jennings@snoco.org](mailto:Henry.Jennings@snoco.org)

The Planning Commission held a hearing on the proposed non-project 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.

Commissioner Larsen opened the **Public Hearing at 5:37 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 5:38 p.m.**

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

**VOTE (Motion):**

7 in favor (*Busteed, Campbell, Larsen, James, Niemela, Sievers, Sheldon*)

0 opposed

0 abstention

**Motion PASSED**

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](#)
- [Presentation dated April 23, 2024](#)

2. Coordinated Water System Plan Update (Hearing)

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

The Planning Commission held a hearing on the Coordinated Water System Plan (CWSP) Update. 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 inerties, 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.

Prior to the hearing opening, Commissioner Campbell asked about the Master Builder’s public comment that was received and how any of their concerns were going to be addressed. He also wanted to underscore the importance of groundwater citing a groundwater spring on his property that has dried up having never done so before.

Commissioner Larsen opened the **Public Hearing at 5:45 p.m.** for the proposed code amendments.

One 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 5:46 p.m.**

Following the hearing, Commissioner Campbell wanted to underscore the importance of groundwater citing a groundwater spring on his property that has dried up having never done so before.

Commissioner Sievers commented on the importance of clarity and having some level of predictability of what is there or will be there.

A **Motion** was made by Commissioner Campbell and seconded by Commissioner Niemela recommending **APPROVAL** of the Coordinated Water Supply Plan update as submitted by staff.

**VOTE (Motion):**

7 in favor (*Busteed, Campbell, Larsen, James, Niemela, Sievers, Sheldon*)

0 opposed

0 abstention

**Motion PASSED**

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](#)

**G. NEW BUSINESS**

3. Compliance Review: Critical Areas Regulations Code (Briefing)  
Terri Strandberg, Principal Planner, [Terri.Strandberg@snoco.org](mailto:Terri.Strandberg@snoco.org)  
Sarah Titcomb, Principal Planner, [Sarah.Titcomb@snoco.org](mailto:Sarah.Titcomb@snoco.org)



The Planning Commission was briefed on Critical Area Regulations. This is a non-project proposal to review and update the Critical Area Regulations (CAR) within the Snohomish County Code (SCC). The County reviewed the existing CAR within chapters 30.62A, 30.62B, 30.62C, and 30.65 SCC and proposed amendments in line with the best available science (BAS) reviewed since the last major update of the CAR in 2015. The proposal also includes housekeeping changes for internal code consistency and implementation.

Following the briefing, commissioners had some questions regarding whether an area could be regraded to change the flow path and the rationale behind onsite versus offsite mitigation.

There was also discussion regarding wetland concerns, the need for consistent adequate buffers, and using the best available science.

For further information, please review the following:

- [Staff Report dated April 9, 2024](#)
- [Attachment A: Annotated Bibliography of BAS \(Part I and II\)](#)
- [Attachment B: Proposed Amendments to Chapter 30.62A SCC](#)
- [Attachment C: Proposed Amendments to Chapter 30.62B SCC](#)
- [Attachment D: Proposed Amendments to Chapter 30.62C SCC](#)
- [Attachment E: Proposed Amendments to Chapter 30.43C SCC](#)
- [Attachment F: Proposed Amendments to Chapter 30.86 SCC](#)
- [Attachment G: Proposed Amendments to Subtitle 30.9 SCC](#)
- [Attachment H: Department of Commerce Critical Area Checklist](#)
- [Presentation dated April 23, 2024](#)

4. Tree Canopy Monitoring Report (Informational Briefing)

Diana Dannoun, Planner, [Diana.Dannoun@snoco.org](mailto:Diana.Dannoun@snoco.org)

PDS Staff provided an overview of tree canopy monitoring and regulations and presented findings of the 2023 Tree Canopy Monitoring Report

Following the briefing Commissioner Sheldon inquired about seeing a map of coverage for the corporate dares of the County.

For further information, please review the following:

- [2023 Tree Canopy Monitoring Report dated January 31, 2023](#)
- [Presentation](#)

**H. ADJOURN**

A **Motion** to adjourn was made by Commissioner Sheldon and seconded by Commissioner Busted and unanimously approved.

The meeting adjourned at 6:55 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 Taylor Twiford, Planning Commission Clerk, PDS, M/S 604, 3000 Rockefeller Avenue, Everett, WA 98201 or email at 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.*

**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  
Kimberly Busted, 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*