

**Community
Development**



**501 Delta Ave
Marysville, WA 98270**

**Planning Commission
Meeting Minutes**

May 13, 2025

CALL TO ORDER

Chair Leifer called the meeting to order at 6:30 p.m.

1) ROLL CALL

Present: Chair Stephen Leifer, Commissioner Gary Kemp, Vice Chair Brandon Whitaker, Commissioner Raymond Miller, Commissioner John Ray

Staff: Interim Community Development Director Jeff Wilson, Planning Manager Chris Holland, Principal Planner Angela Gemmer, Associate Planner Kathryn Bird, Planning Tech Emily Tsan

Excused: Commissioner Jerry Andes, Commissioner Shanon Jordan

2) APPROVAL OF MINUTES

2.1 Planning Commission meeting minutes - April 8, 2025

Planning Commission minutes - April 8, 2025

Motion to approve the April 8, 2025 Planning Commission meeting minutes moved by Commissioner Gary Kemp seconded by Commissioner Raymond Miller.

AYES: ALL

3) AUDIENCE PARTICIPATION

None

4) PUBLIC HEARING

4.1 Updates to Commute Trip Reduction (CTR) Plan (2025-2029) and CTR Ordinance

Commute Trip Reduction Memo and Exhibits

Associate Planner Kathryn Bird reviewed the proposed updates to the existing CTR ordinance. She explained that this is a regular update as required by the WSDOT. It will amend requirements for employers with 20 or more employees, the CTR goals, definitions, requirements for biennial progress reports, and a requirement for a transportation fair. There is also an updated CTR plan that incorporates and addresses changes to the code.

Vice Chair Whitaker asked clarification questions about requirements for employers with 20 or more employers. Staff responded.

Commissioner Kemp asked about the "good faith" effort employers are required to make. Ms. Bird was not sure but thought Community Transit might be able to answer this.

Commissioner Miller asked how this was enforced. Planning Manager Holland clarified that this would fall back on WSDOT or CT to follow up.

Chair Leifer asked if there is a difference in the way employers that are located on a bus line are looked at. Ms. Bird replied that they all have the same requirements, but there are different options they can all choose from. There was some discussion about employers that would be subject to the CTR requirements.

The public hearing was opened. There were no public comments.

Motion to close the public hearing moved by Commissioner John Ray seconded by Commissioner Gary Kemp.

AYES: ALL

Motion to approve the amendments to MMC Chapter 11.52, Commute Trip Reduction and approval of the 2025 - 2029 CTR Plan for adoption by Ordinance moved by Vice Chair Brandon Whitaker seconded by Commissioner Raymond Miller.

AYES: ALL

4.2 Code Amendment Regulating Garage Sales

Garage Sale Code Amendments and Memo

Exhibit 4

Exhibit 5

Motion to close the public hearing moved by Commissioner John Ray seconded by Commissioner Gary Kemp.

AYES: ALL

4.2 Code Amendment Regulating Garage Sales

Planning Tech Emily Tsan reviewed this item as previously had been discussed. She presented two options regarding the temporary use code for consideration.

Commissioner Ray asked why Planning staff had recommended something other than what the Planning Commission had suggested. Planning Manager Holland explained that the reason for this had to do with previous enforcement needs. This would give the City the ability to enforce when the more egregious examples come up. Staff has heard public nuisance concerns from the community related to parking. This would only become an issue if there were complaints. There was concern by the Planning Commission that they had spent a lot of time deliberating this topic and came to their conclusion with that in consideration. Commissioner Ray felt staff was undermining that deliberation.

Chair Leifer agreed that the Planning Commission had considered the pros and cons in depth. If there is a parking concern, he felt that code enforcement officers could deal with it. Commissioners Ray and Leifer expressed a desire to stay with their original recommendation. Planning Manager Holland noted that the Planning Commission has the opportunity to make whatever recommendation they choose and recommend that to Council, but staff believes the other option is preferred; it also aligns with neighboring communities, but it is ultimately up to the Commission what they choose to support. Commissioner Ray expressed support for Recommendation 1 to allow no more than six days in a row and up to 12 days in a calendar year.

Commissioner Miller noted he had missed the meeting where this had been discussed. Other commissioners brought him up to speed. There was some debate about police being able to respond to these concerns. Commissioner Miller agreed with Recommendation 1.

Vice Chair Whitaker recalled the spirited conversation they had had about this topic and the conclusion they came to. Because of that discussion and conclusion, he concurred with continuing with Recommendation 1. He noted that it could always come back to the Planning Commission for revision or additional discussion if something isn't working.

The public hearing was opened. There were no public comments.

Motion to close the public hearing moved by Commissioner Raymond Miller seconded by Commissioner Gary Kemp.

AYES: ALL

Motion to recommend approval of the proposed amendments (Option 1 as previously discussed by the Planning Commission) regulating garage sales to City Council for adoption by ordinance moved by Commissioner John Ray seconded by Commissioner Raymond Miller.

AYES: ALL

5) OLD BUSINESS

5.1 Middle Housing Update

Memo re Middle Housing Update

Principal Planner Gemmer reviewed this item. At the May 5th City Council work session, staff requested policy direction from City Council on Middle Housing and Unit Lot Subdivisions topics. She reviewed City Council direction relation to these items. Staff will be preparing code amendments that align with the policy direction received from City Council and will be presenting these to the Planning Commission at the June work sessions for review and feedback.

Commissioner Kemp asked about setbacks for unit lot subdivisions. Principal Planner Gemmer explained that all of the dimensional standards are based on the starting parent parcel.

Commissioner Ray commended staff for their presentation at the library last night. He noted that the City has a decision to make about lot sizes. They can make them bigger, but that opens up the potential of more lots being built on a bigger lot. When they talk about lot sizes, they need to understand what lot sizes they start with and if they want to make it bigger or smaller.

Principal Planner Gemmer explained that they need to adopt something by June 30 or default to the state standards which are very permissive. She summarized that staff will be proposing some interim regulations in June to meet the deadline but will continue to fine tune the regulations throughout the summer.

6) NEW BUSINESS

None

7) DIRECTOR'S COMMENTS

Interim Community Development Director Jeff Wilson introduced himself and was welcomed by the Planning Commission. Commissioners asked questions about Director Wilson's philosophy and background. Questions and answers followed.

8) ADJOURNMENT

Motion to adjourn the meeting at 7:39 p.m. moved by Vice Chair Brandon Whitaker seconded by Commissioner Raymond Miller.

AYES: ALL

The meeting was adjourned at 7:39 p.m.

Stacy Jones for

Laurie Hugdahl, Recording Secretary

9) NEXT MEETING - June 3, 2025