

**PLANNING COMMISSION**  
**MEETING**  
**OCTOBER 12, 2021**  
**7:00 PM**  
**MINUTES**

**1. CALL TO ORDER (Via Zoom)**

**Commissioner Cruger** called the Planning Commission meeting to order at 7:00 p.m.

**2. FLAG SALUTE:**

**Commissioner Cruger** led the Planning Commission, Staff and Audience in the Pledge of Allegiance to the Flag.

**3. ROLL CALL:**

Planning Commission

Commissioner Frederick Cruger – Present  
Commissioner Ron Stephenson – Present  
Commissioner Scott Morrison – Present  
Commissioner Julie Cory-Wyman – Present  
Commissioner Monica Hoersting – Present

City Staff

Darla Reese, City Clerk

Consultants

Ryan C. Larsen, Consultant Planner

**4. APPROVAL OF MINUTES**

**A. Approval of September 14, 2021 Minutes**

**Commissioner Cruger** asked on the comment near the end about the replacement bridge. It says the new one is going to be to the left of the existing one. Because this is depending on which direction you are traveling. Change to the west side of the existing bridge.

**Commissioner Stephenson** moved to approve the Minutes of September 14, 2021 as amended. Commissioner Morrison seconded. Motion carried.

**5. PUBLIC COMMENTS/RECOGNITION OF VISITORS – NON-ACTION ITEMS**

No one was present online to speak during this portion of the meeting, and no written correspondence had been received.

## 6. NEW BUSINESS

### A. Public Hearing 7:05 PM, or soon thereafter

For consideration of the City of Granite Falls amendments to the SEPA Exemptions pursuant to WAC 197-11-800(3), the City is proposing to adopt flexible categorical exception thresholds for minor new construction at the following levels: 30 single-family residential units; 60 multifamily residential units; 40,000 sf for agricultural buildings; 30,000 sf for office/school/commercial buildings and 90 parking spaces; and 1,000 cubic yards of grading

**Commissioner Stephenson** moved to open the Public Hearing. Commissioner Hoersting seconded. Motion carried.

**City Clerk Reese** entered the following exhibits into the record:

Exhibit 1 – Planning Commission Staff Report, dated October 12, 2021, by Ryan C. Larsen, Planning Consultant, 19 pages

Exhibit 2 –Public Hearing Notice, dated September 30, 2021, 1 page

Exhibit 3 – Verification of Public Hearing Notice Posting, dated September 30, 2021, 1 page

Exhibit 4 – Affidavit of Publication by the Everett Daily Herald, dated September 30, 2021, 2 pages

**Consultant Planner Larsen** reviewed the list of proposed changes in detail of the Flexible Thresholds for Categorical Exemptions section of 19.07.010 Environmental review (SEPA) section of the code.

(3) Flexible Thresholds for Categorical Exemptions. The City establishes the following exempt levels for minor new construction under WAC 197-11-800 (1) based on local conditions:

(a) ~~For residential dwelling units in WAC 197-11-800(1)(b)(i): Up to four detached single family dwelling units, cumulative. The construction or location of any single-family residential structures of 30 dwelling units or fewer.~~

(b) ~~For multifamily residential unit in WAC 197-11-800(b)(ii): Up to four multifamily residential units. The construction or location of any multifamily residential structures of less than or equal to 60 dwelling units.~~

(c) ~~For agricultural structures in WAC 197-11-800(1)(b)(iii): Up to 10,000 square feet, cumulative. The construction of a barn, loafing shed, farm equipment, storage building, produce storage or parking structure, or similar agricultural structure, covering 40,000 square feet or less, and to be used only by the property owner or his or her agent in the conduct of farming the property. This exemption shall not apply to feed lots.~~

(d) ~~For office, school, commercial, recreational, service or storage buildings in WAC 197-11-800(1)(b)(iv): Up to 4,000 square feet and up to 20 parking spaces, cumulative. This exemption includes stand alone parking lots. The construction of an office, school, commercial, recreational, service or storage building with 30,000 square feet or less of gross floor area, and~~

with associated parking facilities and/or independent parking facility designed for 90 parking spaces or fewer.

(e) For landfills and excavations in WAC 197-11-800(1)(c)(v): Up to 500 cumulative cubic yards not associated with exempt projects in subsections (H)(3)(a), (b), (c), and (d) of this section. Any landfill or excavation of 1,000 or fewer cubic yards, not associated with exempt projects in subsections (H)(3)(a), (b), (c), and (d) of this section, throughout the total lifetime of the fill or excavation; and any fill or excavation classified as class I, II or III forest practice under RCW 76.09.050 or regulations thereunder.

**Commissioner Morrison** moved to open the public comment. Commissioner Stephenson seconded. Motion carried.

No one was present to speak and nothing was received prior to the meeting.

**Commissioner Morrison** moved to close the public comment and Public Hearing. Commissioner Stephenson seconded. Motion carried.

**Commissioner Stephenson** moved to recommend approval to the City Council the proposed SEPA Categorical Exemption Increases under GFMC 19.07.010(H) as outlined in Attachment B. Commissioner Morrison seconded. Motion carried.

#### **B. Public Hearing – 7:06 PM, or soon thereafter**

**For consideration of the City of Granite Falls amendments to the Development Regulations. Amendments are: Added new definitions under Chapter 19.02 – Basic Definitions; deleted Chapter 19.04 – Code Administration and incorporated into other chapters; made changes to Chapter 19.04A to the table under 19.04A-I; updated references under Chapter 19.04B; created a New Chapter 19.04C – Land Use Actions, Permits and Determinations – Decision Criteria and Standards; created a New Chapter 19.04D – Subdivisions and Short Plat Regulations; deleted/repeal Chapter 19.05 – General Permits and Official Site Plan; full rewrote Chapter 19.05 – Subdivisions, Binding Site Plans, and Boundary Line Adjustment (moved from Title 20); deleted 19.06.070 – Home Occupations from Chapter 19.06 and moved to new Chapter 19.04C; created a new section 19.06.170 – Mobile Food Vendor licensing regulations; moved 19.04.090 Concurrency and Adequacy to its own Chapter 19.12 – Concurrency and Adequacy; moved 19.04.160 Community Facilities District Provisions; deleted Chapter 20.10 – Land Use Fee and Deposits and moved to its own Chapter 19.15 – Land Use Fee and Deposits; deleted Chapter 20.02 – General Provisions and moved into Chapter 19.05; deleted Chapter 20.04 – Definitions and moved into Chapter 19.02 Basic Definitions; deleted Chapter 20.06 – Subdivision and Short Subdivision Regulations and moved to its own chapter in 19.04D Subdivision and Short Subdivision Regulations; deleted Chapter 20.08 Subdivision and Short plat Procedures and rewrote under Chapter 19.05 – Subdivisions, Binding Site Plans, and Boundary Line Adjustment; deleted Chapter 20.10 – Land Use Fees and Deposits and moved to its own Chapter 19.15 – Land**

**Use Fee and Deposits; and wrote a new Chapter 21.10 -Deferred Collection of Impact Fees for Residential Construction.**

**Commissioner Morrison** moved to open the Public Hearing for consideration of the amendments to the Development Regulations. Commissioner Hoersting seconded. Motion carried.

**City Clerk Reese** entered the following exhibits into the record:

Exhibit 1 – Planning Commission Staff Report, dated October 12, 2021, by Ryan C. Larsen, Planning Consultant, 184 pages

Exhibit 2 –Public Hearing Notice, dated September 30, 2021, 1 page

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**Consultant Planner Larsen** gave a brief overview of all of the proposed/suggested changes including:

ZCA2021-001 *Land Use Updates* – Proposed Zoning Code Amendments to Title 19, Title 20 and Title 21 (Attachment B).

- ✚ Chapter 19.02 – Definitions were updated to include definitions from Title 20, definitions addressing mobile food truck, changed short plats from 4 lots to 9 lots and plats for 10 or more lots, and added definitions addressing unit lot subdivisions.
- ✚ Chapter 19.04 – Deleted chapter 19.04 and incorporated into either new Chapter 19.04C or created a new chapter for an individual item.
- ✚ Chapter 19.04A – Edits to table in 19.04. Added a few permit types to the table. Biggest change was to move Final Plats as an administrative permit (Type II) rather than a Type IV permit which are reviewed by City Council.
- ✚ Chapter 19.04B – Edits to the modification section to reference the newly created Administrative Modifications section in Chapter 19.04C.
- ✚ Chapter 19.04C – Newly created chapter to deal with land use permit action. Some chapters from the old 19.04 and 19.05 were moved to this section. In addition, added sections to address administrative conditional uses, administrative modifications, code interpretations, and site plan review which previously did not exist.
- ✚ Chapter 19.04D – This chapter is the old Title 20.06.
- ✚ Chapter 19.05 – Deleted old 19.05 and moved sections to new 19.04C and the PRD section to Newly updated 19.05.

- ✚ Chapter 19.05 – Chapter has been converted to address moving Chapter 20.08 into Title 19. Rewrote the subdivision chapter to make it more simplified and added a new section to address Unit Lot Subdivision allowance by State law.
- ✚ Chapter 19.06 – Proposing to add Food Vendor section. Main question is how long if allowed can a food vendor operate.
- ✚ Chapter 19.06 – Deleted home occupation from this chapter and move to new Chapter 19.04C.
- ✚ Chapter 19.12 – Created own chapter for Concurrency which was moved from deleted Chapter 19.04.
- ✚ Chapter 19.13 – Created own chapter for Community Facilities District which was moved from deleted Chapter 19.04.
- ✚ Chapter 19.15 – Created own chapter for Land Use Fees which was moved from deleted Chapter 20.10 – since Title 20 has been deleted.
- ✚ Chapters 19.20, 19.21, 19.22, and 19.23 – Four new chapters to address Wireless communication facilities. Granite Falls did not have rules in place previously to address these facilities.
- ✚ Title 20 – Chapter 20.02, Chapter 20.04, Chapter 20.06, Chapter 20.08 and Chapter 20.10, have been deleted and moved into Title 19 within various chapters as discussed above.
- ✚ Chapter 21.10 – Created new chapter to address deferred impact fees as required by State law (RCW 82.02.050). Cities in the state are required to have rules in place that allow for impact fees to be deferred.

*Planning Commission / Consultant Planner Larsen Comments & Changes:*

- In Chapter 19.20 – the Purpose paragraph is mis-numbered on page 115. It should be 19.20.015 and not 19.20.005.
- In the “Purpose” section on page 115 – spell out Wireless Communication Facilities (WCF) instead of just having the abbreviation of WCF. Will also make this same change in the other chapters.
- Chapter 19.06 170 – Council Discussion:  
(J) Business activity.  
(1) All business activity related to mobile food trucks shall be limited to Thursday through Sunday, except for mobile food trucks serving as the business establishment’s sole source of cooking, preparing, and distributing food or beverage.

(2) Hours of operation shall be limited to the hours between 9:00 a.m. and 9:00 p.m. unless additional hours are approved by the City.

- Add to this section: include an exemption for if a holiday falls on a Monday

**Commissioner Morrison** moved to open the public comment portion. Commissioner Hoersting seconded. Motion carried.

No one was present to speak and nothing was received prior to the meeting.

**Commissioner Morrison** moved to recommend City Council adopt the 2021 Development Regulation proposed amendments described in Attachments B – Proposed Zoning Code Amendments to Title 19, Title 20 and Title 21 as prepared by Staff and City Consultant. Commissioner Stephenson seconded. Motion carried.

**Commissioner Morrison** moved to close the Public Hearing regarding Development Regulation Amendments. Commissioner Hoersting seconded. Motion carried.

## 7. CURRENT BUSINESS

There were no Current Business items for the Agenda.

## 8. REPORTS:

### A. City Clerk Reports

**Commissioner Cruger** mentioned the work on the old Mexican restaurant is looking nice. Questions were asked if City Clerk Reese knew what was going in there (business).

### B. Homework

**Consultant Planner Larsen** will be going to the Council on October 20<sup>th</sup> with population & employment projections and a decreased number for the City. He plans to start the Comprehensive Plan update in November with the Planning Commission. In December, a draft Public Participation Plan will be before the Commission.

## 9. CORRESPONDENCE:

There were no correspondence items to share.

## 10. ADJOURNMENT:

**Commissioner Cruger** adjourned the meeting.