

**CITY OF MILL CREEK  
PLANNING COMMISSION MEETING MINUTES  
January 19, 2017**

Draft

I. CALL TO ORDER:

Chair Eisner called the meeting to order at 7:00 p.m.

II. ROLL CALL:

Chair Stan Eisner

Vice Chair Matthew Nolan

Commissioner Steven Maloney (absent)

Commissioner Jared Mead (absent)

Commissioner Daniel Mills

Commissioner Jennifer Parker

Commissioner Dennis Teschlog

Staff:

Christi Amrine, Senior Planner

Scott Smith, Director of Public Works

Sherrie Ringstad, Planning Specialist

Chair Eisner welcomed and introduced new Commissioner Jennifer Parker. Commissioner Maloney's absence was excused because of a work conflict.

III. ELECTION OF OFFICERS

Election of Chair

**MOTION: Vice Chair Nolan nominated Stan Eisner to serve in the position of Chair, seconded by Commissioner Mills. The motion was approved unanimously.**

Election of Vice Chair

**MOTION: Chair Eisner nominated Matthew Nolan to serve in the position of Vice Chair, seconded by Commissioner Mills. The motion was approved unanimously.**

III. APPROVAL OF MINUTES

Planning Commission Meeting of February 18, 2016

**MOTION: Commissioner Teschlog moved, seconded by Vice Chair Nolan, to approve the February 18, 2016 minutes as presented. The motion was approved unanimously.**

IV. PUBLIC HEARING

Proposed Amendments to the Mill Creek Municipal Code

Chair Eisner opened the public hearing at 7:05 p.m. and noted that the purpose of the hearing is to hear testimony on the proposed Code Amendments and make a recommendation to the City Council.

Senior Planner Amrine officially entered into the record the Planning Commission Resolution, the staff report, and the PowerPoint presentation. She noted that there was no public present to comment, nor have any written comments been received. Ms. Amrine explained that the proposed code amendments have been initiated by staff in order to bring the City into compliance with the Western Washington Phase II Municipal Stormwater Permit issued by the State Department of Ecology.

Ms. Amrine stated that the intent of the proposed amendments is to have low impact development the required approach to managing stormwater where feasible, which would apply citywide. She noted that the revisions are contained in multiple chapters throughout the Code. In addition, the City is required to adopt the 2012 Stormwater Management Manual for Western Washington, which will replace the 2005 version. The amendments are primarily housekeeping in nature and replace “encourage” low impact development with “require” low impact development where feasible.

Senior Planner Amrine concluded her presentation by stating that staff is recommending that the Planning Commission adopt the Resolution recommending approval to the City Council.

Commissioner Mills referenced Page 3, MCMC Section 12.18.060.B.3, and stated he feels using the word “similar” leaves the statement too open-ended and believes it should be clarified. After a brief discuss, the consensus of the Commission was to replace “similar” with “in-kind.”

Chair Eisner referenced Page 5, MCMC Section 15.12.050, and asked if the qualifier “unless otherwise approved by the City Engineer,” had been approved by the City Attorney? Director of Public Works Scott Smith stated that it has been approved by the City Attorney and the intent is to provide some flexibility and allow staff the ability to exercise common sense and judgement.

Vice Chair Nolan referenced Page 4, MCMC Section 15.12.030.B, which strikes the grading permit exemption for “excavations required for installation of public improvements.” He asked if this would apply to jobs done by the City’s maintenance crew. Director of Public Works Smith stated that typically the City crew is only involved in maintenance type projects. The trigger for requiring for grading permits is 50 cubic yards, which is more extensive than projects that would be done by the crew. The amendment eliminates the loop hole that made a developer doing public improvements exempt.

Vice Chair Nolan referenced Page 11, MCMC Section 17.34.040.H2.b, requiring pavers or stepping stones in landscape islands. He suggested that this remain “encouraged” rather than “required” and after a brief Commission discussion it was the consensus of the Commission to leave the word “encouraged.”

Commissioner Parker had some grammatical corrections as follows:

- Make the use of term Low Impact Development consistent with regard to capitalization and the use of the acronym.
- Correct the spelling of variance on Page 6.
- Correct the date on Page 12 which refers to 2017 rather than 2016.

Commissioner Parker referenced Page 7, MCMC Section 16.02.150, the last paragraph, and suggested that the use of “encouraged” be changed to “required.”

Commissioner Mills made the following grammatical corrections:

- Page 4, MCMC Section 15.12.040 should end in a period rather than a colon since the list has been eliminated.

Chair Eisner closed the public hearing at 7:26 p.m. He read the Resolution title and asked the Commission if there was a motion to approve.

**MOTION: Vice Chair Nolan moved, seconded by Commissioner Mills, to adopt Resolution 2017-164 recommending approval to the City Council of proposed amendments to the Mill Creek Municipal Code, regarding Low Impact Development, as modified by the Planning Commission. The motion was approved unanimously.**

IX. FOR THE GOOD OF THE ORDER

Senior Planner Amrine updated the Commission and answered question on several current development projects going on in the City.

X. ADJOURNMENT

**MOTION: Chair Eisner adjourned the meeting with the consensus of the Commission at 7:40 p.m.**

Submitted by:

---

Sherrie Ringstad, Planning Specialist