



MINUTES OF THE PLANNING COMMISSION

March 21, 2018

*Council Chambers, City Hall
833 S. Spruce Street, Burlington WA*

Planning Commission Members: Sally Straathof, Chair Pro-tem; Jana Vater, Ken Frye, Marianne Manville-Ailles, Jeff Anderson. Rock White, excused.

Staff: Brad Johnson, Senior Planner

COMPREHENSIVE UPDATE & OTHER PROJECTS

Hearing Examiner, Permit Processing Improvements,

Comp Plan Update (buildable lands analysis, transportation element, critical areas review)

Johnson gave a brief update on the following:

Hearing Examiner – The City has hired Sound Law Group as the hearing examiner.

Permit Processing Improvements – Improvements to permit processing include purchasing new software, updating all our permit forms, changes to the website, changing our phone system, improving coordination between departments to make more efficient use of our staff time.

Comprehensive Plan Update – Johnson gave an update on the land capacity analysis Skagit County GIS is completing.

Transportation Element – a consultant was hired and the update is almost complete.

Critical Areas Update – will have proposed changes at upcoming Planning Commission meeting

PUBLIC COMMENTS & DOCKET REQUESTS – DISCUSSION

Public comments have been received from the following parties of record:

- Burlington-Edison School District
- Jason Kitzman
- Sam Price, Larry's Auto Wrecking
- Robert Egerer, Starlight Group LLC
- I-5 Burlington LLC
- Electric Guard Dog LLC

Formal Docket Request:

- I-5 Burlington LLC (rezone/comp plan amendment from C-1/C-B to C-2/HC-I)

Johnson explained that the public comments and formal docket requests received to amend the comprehensive plan and zoning code will be on the agenda as a public hearing at a future meeting. By state law we are limited to amending our comp plan once per year. We compile all the requests throughout the year and take action toward the end of the year as a batch of changes. We have been recommending to those interested in a rezone/comprehensive plan that any changes submitted during comprehensive plan update would be integrated into the overall update and considered by the Planning Commission and City Council based on the how they integrate with the overall update.

Planning Commission discussion on the public comments and formal docket request received. It was suggested to defer the rezone/comp plan amendment request for a year until we finish the comprehensive plan as it is difficult to process site specific rezones and comprehensive plan amendments while updating the comprehensive plan. Johnson stated it is at the City Council's discretion to decide if it will be included on the docket.

Meeting adjourned.