

MOUNTLAKE TERRACE PLANNING COMMISSION
MEETING MINUTES



OCTOBER 27, 2025

1. Call to Order

Chair Bautista called the meeting to order at 7:06 pm.

2. Attendance Roll Call

Commissioners Present

Chair Bautista

Commissioner Stenson (via Zoom)

Commissioner Thompson (via Zoom)

Commissioner Wu (via Zoom)

Commissioner Morgan (via Zoom)

Commissioners Absent

Vice Chair Bettcher

Consulting Staff

ECONorthwest consultant Mackenzie Visser

City Staff Present

Senior Planner Sara Pizzo

Planning Commission Secretary Shannon Olsen

Vice Chair Bettcher requested to be excused from the meeting. A **motion** was made by Thompson and seconded by Wu. **Motion** passed 5-0.

3. Approval of the October 13, 2025 Meeting Minutes

The 10/13/25 meeting minutes were accepted as presented.

4. Public Comment (No person shall make personal attacks, or threatening remarks while addressing the Planning Commission, which disrupts, disturbs, or otherwise impedes the orderly conduct of the meeting. Any person who is engaging in conduct that disturbs, disrupts, or impedes the business of the Planning Commission or whose comments have been ruled out of order by the presiding officer, shall immediately cease and refrain from

further improper comments or inappropriate conduct. All hate speech will be construed as threatening remarks.)

None.

5. **Public Hearing on Draft Critical Area Ordinance (Ch. 16.15) Update**

Senior Planner Sara Pizzo presented on this topic to include summary of critical areas and the Critical Area Ordinance (CAO), an overview of the critical area and land use maps, responses to questions from the last Planning Commission meeting, general provision updates, (check recording), proposed updates to the chapter for each critical area type, and the Department of Commerce 60 day review and SEPA, and next steps.

Pizzo responded to questions and comments from the Planning Commission.

Commissioner Thompson and Commissioner Morgan made a **motion** to open the public hearing. Approved 5-0.

Public Comment: None.

Commissioner Thompson and Commissioner Stenson made a **motion** to close the public hearing. Approved 5-0.

A recommendation was made to approve the proposals with any technical corrections put forth by city staff.

Commissioner Wu and Commissioner Stenson made a **motion** to recommend these to City Council. Approved 5-0.

6. **Public Hearing on Draft Floodplain Management Ordinance (Ch. 16.18) Update**

Senior Planner Sara Pizzo presented on this topic to include summary of what floodplain management is and the Floodplain Management Ordinance, answering questions from previous Planning Commission meeting, overview of the floodplain map, overview of proposed updates, and next steps.

Pizzo responded to questions and comments from the Planning Commission.

Commissioner Thompson and Commissioner Wu made a **motion** to open the public hearing. Approved 5-0.

Public Comment: None.

Commissioner Wu and Commissioner Thompson made a **motion** to close the public hearing. Approved 5-0.

A recommendation was made to approve the proposals with any technical corrections put

forth by city staff.

Commissioner Wu and Commissioner Stenson made a **motion** to recommend these to City Council. Approved 5-0.

7. Review Draft Housing Action Plan

ECONorthwest consultant Mackenzie Visser presented on this topic to include Housing Action Plan (HAP) overview, an overview of the HAP action plans and any updates since last presentation on 9/22/25, and next steps.

Visser responded to questions and comments from the Planning Commission.

8. Director's Report

No director's report given as director was absent.

9. Miscellaneous Business by Call of Planning Commissioners

Commissioner Landess has formally resigned from the Planning Commission.

10. Adjournment

Meeting adjourned at 8:44 pm.

These minutes are subject to approval at the next Mountlake Terrace Planning Commission meeting.

MOUNTLAKE TERRACE PLANNING COMMISSION
MEETING MINUTES



OCTOBER 13, 2025

1. Call to Order

Chair Bautista called the meeting to order at 7:02 pm.

2. Attendance Roll Call

Commissioners Present -

Chair Bautista

Vice Chair Bettcher (arrived at 7:05 pm)

Commissioner Stenson (via Zoom)

Commissioner Thompson (via Zoom)

Commissioner Landess (via Zoom)

Commissioner Wu (via Zoom)

Commissioners Absent

Commissioner Morgan

Consulting Staff

City Staff Present

Senior Planner Sara Pizzo

Planning Commission Secretary Shannon Olsen

3. Approval of the 09/22/2025 Meeting Minutes

The 09/22/25 meeting minutes were accepted as presented.

4. Public Comment (No person shall make personal attacks, or threatening remarks while addressing the Planning Commission, which disrupts, disturbs, or otherwise impedes the orderly conduct of the meeting. Any person who is engaging in conduct that disturbs, disrupts, or impedes the business of the Planning Commission or whose comments have been ruled out of order by the presiding officer, shall immediately cease and refrain from further improper comments or inappropriate conduct. All hate speech will be construed as threatening remarks.)

No comments.

5. Presentation on Draft Critical Area Ordinance (Ch. 16.15) Update

Senior Planner Sara Pizzo presented on this topic to include council goals and how it relates to the draft Critical Areas Ordinance (CAO), general provision updates about current code and what is proposed and why, in-depth information about current and proposed changes to the CAO for each type of critical area.

Pizzo responded to questions and comments from the Planning Commission.

6. Presentation on Draft Floodplain Management Ordinance (Ch. 16.18) Update

Senior Planner Sara Pizzo presented on this topic to include council goals and how it relates to the draft Floodplain Management Ordinance (FMO), information about Flood Insurance Rate Maps, proposed updates to definitions, administration, and construction provisions for flood hazard reduction, and update on Department of Commerce review and SEPA.

Pizzo responded to questions and comments from the Planning Commission.

7. Director's Report

No director's report given as director was absent.

8. Miscellaneous Business by Call of Planning Commissioners

None presented.

9. Adjournment

Meeting adjourned at 8:16 pm

These minutes are subject to approval at the next Mountlake Terrace Planning Commission meeting.