

MOUNTLAKE TERRACE PLANNING COMMISSION
MEETING MINUTES



DECEMBER 22, 2025

1. Call to Order

Chair Bautista called the meeting to order at 7:03 pm.

2. Attendance Roll Call

Commissioners Present

Chair Bautista

Vice Chair Bettcher (via Zoom)

Commissioner Stenson

Commissioner Thompson (via Zoom)

Commissioner Wu (via Zoom)

Commissioner Finch

Commissioners Absent

Commissioner Morgan

A **motion** was made to excuse Commissioner Morgan. **Motion** passed 6:0.

Consulting Staff

None.

City Staff Present

Building Official Matthew Gisle

Civil Engineer Lucas Kragt

Planning Commission Secretary Shannon Olsen

3. Approval of the 11/24/25 Meeting Minutes

The 11/24/25 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. Presentation of Engineering Development Manual (EDM) & Associated Code Amendments

Civil Engineer Lucas Kragt presented on this topic to include a history on Development Standards, the key code changes being made in the MTMC code in chapters 13, 17, 18, and 19, and changes to the Engineering Development Manual (EDM) including chapters 7, 11, 19, 24, the standard plans, and staff recommendation.

Kragt and Building Official Matthew Gisle responded to questions and comments from the Planning Commission.

6. Director's Report

Building Official Matthew Gisle presented on this topic to include when the 2026 work plan will be coming up on the Planning Commission calendar.

Gisle responded to questions and comments from the Planning Commission.

7. Miscellaneous Business by Call of Planning Commissioners

Planning Commission welcomed the new commissioner, Chris Finch.

8. Adjournment

Meeting adjourned at 7:37 pm.

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