

MOUNTLAKE TERRACE PLANNING COMMISSION
MEETING MINUTES



NOVEMBER 24, 2025

1. Call to Order

Chair Bautista called the meeting to order at 7:04 pm.

2. Attendance Roll Call

Commissioners Present

Chair Bautista

Vice Chair Bettcher

Commissioner Stenson (via Zoom)

Commissioner Wu (via Zoom)

Commissioner Thompson (via Zoom)

Commissioner Morgan (via Zoom, left Zoom call around 7:31 pm)

Commissioners Absent

None.

Consulting Staff

None.

City Staff Present

Building Official Matthew Gisle

Code Compliance Officer Laura Stevenson

Planning Commission Secretary Shannon Olsen

3. Approval of the 11/10/2025 Meeting Minutes

The 11/10/25 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. Code Compliance Update

Code Compliance Office Laura Stevenson presented on this topic to include code case statistics, tools made and used by Code Compliance for the community, what is upcoming, high-impact cases, and the direction of the department.

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

6. Director's Report

As director was unable to attend, Building Official Matthew Gisle presented on this topic to include update about the Housing Action Plan, the Critical Areas and Floodplain Management plan, and update on the retirement of the Construction Inspector.

Gisle responded to questions and comments from the Planning Commission.

7. Miscellaneous Business by Call of Planning Commissioners

None.

8. Adjournment

Meeting adjourned at 7:49 pm.

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