

MOUNTLAKE TERRACE PLANNING COMMISSION
MEETING MINUTES



JANUARY 12, 2026

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

Commissioner Wu (via Zoom)

Commissioner Morgan (via Zoom)

Commissioner Finch

Commissioners Absent

Commissioner Thompson

A **motion** was made and seconded to excuse Commissioner Thompson. **Motion** passed 6-0.

Consulting Staff

None

City Staff Present

Community and Economic Development Director Christy Osborn

Civil Engineer Lucas Kragt

Planning Commission Secretary Shannon Olsen

3. Approval of the 12/22/25 Meeting Minutes

The 12/22/25 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.)

None.

5. Chair and Vice Chair Elections

A **motion** was made and seconded to elect the Chair. Commissioner Bautista was nominated. **Motion** passed 6-0.

A **motion** was made and seconded to elect Vice Chair. Commissioner Bettcher was nominated. **Motion** passed 6-0.

6. Presentation of Engineering Development Manual (EDM) & Associated Code Amendments

Civil Engineer Lucas Kragt presented on this topic to include a review of the presentation given on 12/22/25 to refresh the topic.

Kragt and Community and Economic Director Christy Osborn responded to questions and comments from the Planning Commission.

7. 2026 Work Plan and Recommendations

Community and Economic Development Director Christy Osborn presented on this topic to include upcoming projects and their priorities in 2026 including plan updates, code updates, and other miscellaneous updates.

Osborn responded to questions and comments from the Planning Commission.

8. Director's Report

Community and Economic Development Director Christy Osborn presented on this topic to include her upcoming retirement and the search for the new CED director, the new mayor, the parking explanation campaign, over the counter permits, and challenges with the permitting system.

Osborn responded to questions and comments from the Planning Commission.

9. Miscellaneous Business by Call of Planning Commissioners

None presented.

10. Adjournment

Meeting adjourned at 8:37 pm.

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