

PLANNING COMMISSION AGENDA

January 20, 2026 - Starting at 6:00 p.m.

Meeting held at 1805 Continental Place, Mount Vernon

	DESCRIPTION	PUBLIC HEARING?		ACTION REQUIRED	CONTACT ⁽¹⁾
1.	Call to Order - Open by Chair - Roll Call⁽²⁾	☐ Yes	☒ No	None	Chair
2.	Draft Minutes Review: 10/07/2025	☐ Yes	☒ No	Motion	Delaney Boudreau-Knox
3.	Consent Agenda ⁽³⁾ Agenda Approval or Modifications	☐ Yes	☒ No	None	Chair
4.	Public Comment ⁽⁴⁾	☐ Yes	☒ No	None	NA
5.	Comprehensive Plan Update – status and moving forward	☐ Yes	☒ No	None	Steve Sexton
6.	Miscellaneous – Good of the Order	☐ Yes	☒ No	None	Chair
7.	Adjourn	☐ Yes	☒ No	None	Chair

These meetings are accessible to people with disabilities. For individuals who may require special accommodations, please contact City Hall at (360) 336-6211 in advance of the meeting. Interpretation services for all comments are available on request. Please contact the City Clerk at beckyj@mountvernonwa.gov or 360-419-3253 at least two business days prior to the meeting if you would like an interpreter to share your comments with the Planning Commission.

(1) STAFF CONTACT INFORMATION:

STAFF NAME	DEPARTMENT	EMAIL	TELEPHONE
Steve Sexton, Director	Development Services	ssexton@mountvernonwa.gov	360-630-6575
Delaney Boudreau- Knox, Senior Permit Technician	Development Services	delaneyk@mountvernonwa.gov	360-336-6214
Erika Boisvert, Permit Technician	Development Services	erikab@mountvernonwa.gov	360-336-6214
Rebecca Lowell, Principal Planner	Development Services	rebeccab@mountvernonwa.gov	360-336-6214

(2) Planning Commission Members:

- Adair Orr
- LuAnne Burkhart
- Christian Carlson
- Kirk Johnson
- James Fikkert
- Mary Mae Hardt

(3) All matters listed under Item 2, Consent Agenda, are considered routine in nature and are approved in one motion. Individual discussion of these items is not planned. A member may ask to remove any item to discuss separately as a Discussion Item.

(4) Reserved for the public to comment on items not on the agenda. The Commission may invite more public comment on agenda items noted for discussion later.

PLANNING COMMISSION DRAFT MEETING MINUTES

Tuesday, October 7, 2025 – 6:00 p.m. | Police & Court Campus - Court Room

- 1. Call to Order:** Chair Orr called the meeting to order at 6:05 p.m.
 - A. Commissioners Present: Orr, Fikkert, Carlson, Burkhart
 - B. Commissioners Absent: Curry, Johnson, Hardt
 - C. Citizen Advisory Committee: Maas, Jones, Piazza, Diephus, Prutzman, Karlsgodt, Mitzel, Woodmansee, Jennings
 - D. Citizen Advisory Absent: Tate, Pickering, Reed, Gamson, Pearson, Cheema
 - E. Staff Members Present: Stacie Pratschner, Development Services Director
Delaney Knox, Development Services Senior Permit Technician
Rebecca Lowell, Development Services Principal Planner
 - F. Public Present: 0
- 2. Draft Minutes Review: 9/16/2025**
 - Commissioner Burkhart made a motion to approve the previous meeting's minutes. Motion passed.
- 3. Consent Agenda:**
 - Vice Chair Fikkert made a motion to approve the amended consent agenda. Motion passed.
- 4. Public Comment:**
 - None
- 5. Review of new development regulations in R-3 and R-4 districts and parking regulations**
 - Ms. Lowell reviewed the current interim regulations regarding parking requirements.
 - Committee member Jones requested that bus stop and transit routes be considered, as they could be impacted by the regulations to reduce parking requirements for new developments.
 - Committee member Maas raised attention to the model code stating a requirement to include one common community space within cottage housing.
 - Ms. Lowell listed additional requirements, changing with the new state regulations.
 - Mr. Sexton shared a brief and informative overview of the various priority projects included in the CIP. Those, however, not all, topics included the separation of storm water from sewer, Park Street pump station upgrade, and the solid waste truck bay.
 - Commissioner Carlson commented that he desires to see a visionary approach to the CIP that has not occurred in previous years' processes.
 - Chair Orr opened the Public Hearing at 6:26 PM.
 - **Chair Orr closed the Public Hearing at 6:28 PM.**

- Commissioner Hardt made a motion to approve the CIP process with the inclusion of a visionary approach in recommendations for City Council. Motion was seconded by Vice Chair Fikkert, motion passed.
- Director Pratschner updated the Planning Commission and CAC members of the phases to meet state-regulated deadlines for middle housing updates that could include, but are not limited to, dimensional changes to design standards.
- Committee Member Maas commented that it would be helpful to receive specific information in the form of a memo from the GIS department to explain the lack of services to help the Committee forecast realistic land goals and objectives.
- Committee members and Commissioners discussed the evolving design topics within middle housing, sharing suggestions for improvements and identifying key areas of focus.

6. Next steps in regulation review

- Ms. Lowell presented the upcoming topics for discussion and decision.

7. Miscellaneous – Good of the Order

- Committee member Jennings shared an upcoming event for Community Action.
- Mrs. Lowell provided a deadline for comments to the CAC and Planning Commission to prepare for the next meeting.

8. Adjourn

- Chair Orr adjourned the meeting at 8:03 PM.