

PLANNING COMMISSION MEETING AGENDA



City of Lake Stevens Vision Statement

We are a thriving community that promotes a vibrant economy, preserves natural beauty, and supports an exceptional quality of life for all.

June 2, 2025 - 6:00 PM

Hybrid at the Mill or Remote via ZOOM

[Join Zoom Meeting](#)

or call in at: 253-215-8782 Meeting ID: 882 6411 5410

- 1. Call to Order**
- 2. Roll Call**
- 3. Guest Business**
- 4. Action Items**
 - A. Approve Minutes of Planning Commission Meeting of May 21, 2025
- 5. Discussion Items**
 - A. Continued Discussion of STEP Housing David Levitan
- 6. Commissioner Report**
- 7. Planning Director's Report**
- 8. Adjourn**

THE PUBLIC IS INVITED TO ATTEND

The City of Lake Stevens strives to provide accessible opportunities for individuals with disabilities. Please contact Human Resources, City of Lake Stevens ADA Coordinator, (425) 622-9400, at least five business days prior to any City meeting or event if any accommodations are needed. For TDD users, please use the state's toll-free relay service, (800) 833-6384, and ask the operator to dial the City of Lake Stevens City Hall number.

PLANNING COMMISSION STAFF REPORT



Agenda Date: 6/2/2025

Subject: Continued Discussion of STEP Housing

Contact Person/Department: David Levitan, Community Development

Budget Impact:

Legal Review: No

RECOMMENDATION(S)/ACTION REQUESTED:

No action is required. Staff will provide additional information, and solicit Commission feedback, on potential amendments to the Lake Stevens Municipal Code (LSMC) to comply with recent state legislation.

SUMMARY/BACKGROUND:

At the Planning Commission's [May 21, 2025 meeting](#), staff introduced the topic of [STEP housing](#) and identified options for code amendments to comply with state requirements, most notably from the implementation of HB 1220 (2021). As a reminder, HB 1220 amended the GMA to require local jurisdictions to permit STEP housing (emergency shelters, transitional housing, emergency housing, and permanent supportive housing) in certain zones within the city while also allowing them to adopt local ordinances to regulate occupancy, spacing and intensity of use.

The [May 21 staff report](#) includes additional information about, and definitions of, STEP housing. The meeting packet also included examples of STEP housing code language from three cities - [Edmonds](#), [Lynnwood](#), and [Redmond](#) – whose approaches to STEP housing regulation represent a range of options available to the city when it comes to the development review process, application and public notice requirements, and buffers/site separation.

The Planning Commission's May 21 discussion ([see video here](#)) was robust and provided staff with some preliminary direction. While there was no consensus from the four commissioners present for the discussion – some felt that the city should limit

regulations and largely defer to the best practices and model ordinance developed by the Department of Commerce, while others were supportive of code language at least as strong as Lynnwood's and perhaps approaching the more prescriptive and rigorous requirements in Redmond – there was some common ground. This included:

- Differentiating between PSH/transitional housing and emergency housing/shelters when it comes to the review process and application requirements, with the former seemingly requiring a less stringent/complex review process than the latter.
- Attempting to streamline the review process using clear and objective standards but also recognizing the need to incorporate regulations/requirements related to public health and safety.
- Engaging the community early in the process so they are aware of the need for these types of housing and can weigh in on potential regulations governing their use.

Given the limited amount of time between the Commission's May 21 and June 2 meetings, staff is continuing to do research on and develop an outreach plan for this code amendment proposal, which must be completed by December 31, 2025. However, based on the Commission's initial guidance and discussion on May 21, staff has identified several additional local codes that seem to be consistent with a potential approach in Lake Stevens. These include:

- Everett, which has specific code section for emergency housing and shelters ([EMC 19.08.200](#)) that requires a management responsibility plan, transportation plan and code of conduct (which seemingly could be combined into a single document for the purposes of streamlining the review process and application requirements) while outright permitting PSH and transitional housing with no supplementary use regulations.
- Marysville, which requires an operations plan for PSH and transitional housing via footnotes to [MMC 22C.010.060](#) and [22C.020.060](#) (as opposed to separate supplementary use regulations), the requirements for which are relatively simple and leaves the responsibility for outreach to the applicant, while having much more detailed and prescriptive requirements for emergency housing and shelters in a standalone section ([MMC 22C.290](#)).
- Shoreline, which has very limited criteria for PSH and transitional housing in [SMC 20.40.471](#) and more rigorous requirements for emergency housing/shelters (that do not require a lease) in [SMC 20.40.353](#), including the need for periodic health and safety inspections, a code of conduct, and a parking plan.

Commissioners were also interested in viewing examples of STEP housing, which can vary greatly in scope and scale. PSH and transitional housing can encompass everything from the conversion of single-family residences (similar to adult family homes and Oxford houses for addiction recovery) to HASCO-owned sites for seniors and people with disabilities (such as the [Craigmont](#) and [Glenwood](#) sites in Lake

Stevens), to larger mixed-use projects such as [Andy's Place](#) and [Clare's Place](#) in Everett. Emergency housing do sometimes operate in smaller buildings, but tend to occur more frequently in MFR or commercial buildings (subject to the commercial building code), which helps explain why these uses must be permitted in areas where hotels are permitted (as are PSH and transitional housing) but are not required to be permitted within all residential zones. Staff will provide additional examples during its presentation on June 2, along with a matrix of common code components in local cities.

Overall, staff is looking to continue the discussion on regulation of and outreach for STEP housing, as it embarks on the code development process in advance of the December 31 deadline. Feedback from all commissioners (including those absent on May 21) will help staff develop an approach that best fits the Lake Stevens community.

APPLICABLE CITY POLICIES:

ATTACHMENTS:

None