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MEMORANDUM

To: Lynnwood City Council
Lynnwood Planning Commission

CC: Mayor Mike McKinnon
Jim Cutt, Community Development
✓ J. Kevin Garrett, Community Development

From: John E. Galt, Hearing Examiner 

Date: January 4, 2005

Subject: Annual Report for 2004

The Lynnwood Municipal Code provides for an annual report from the Hearing Examiner to the City Council and Planning Commission:

The Examiner shall report in writing to and meet with the Planning Commission and City Council at least annually for the purpose of reviewing the administration of the land use policies and regulatory ordinances, and any amendments to City ordinances or other policies or procedures which would improve the performance of the Examiner process. Such report shall include a summary of the Examiner's decisions since the last report.

[LMC 2.22.170] This Report covers the cases which I decided during 2004. The report is divided into two parts: Hearing Activity and Discussion of Issues. I am available to meet at a time of mutual convenience with Council and/or Planning Commission at your request.

Hearing Activity

I decided only three land use cases during 2004. In addition, one administrative appeal was dismissed without hearing. Each case is listed on the attached table in chronological order of hearing. By comparison, I decided 11 cases in 2003 and 20 cases in 2002.

Abbreviations are probably self-explanatory: N&O Ap = Notice and Order appeal; Pre Plat = preliminary plat; Okw/c = Approve subject to conditions; Plat Var = preliminary plat variance; OK = Approve.

Discussion of Issues

None of the applications I decided in 2004 raised any significant policy or code issues.

LYNNWOOD
HEARING EXAMINER DECISIONS - 2004

File Number	Applicant Name <i>Project Name</i>	Case Type Acreage	Decision No. of Lots
None	Epoch Design dba Futon Factory	N&O Ap	Dismiss
2004PLT0001	Phoenix Development, Inc. <i>Cedarhurst</i>	Pre Plt 19.50	OKw/c 73.00
2004PLT0002	ALE Partners, LLC <i>Birchwood Meadows</i>	Pre Plt 1.52	OKw/c 5.00
2004PLT0002	ALE Partners, LLC <i>Birchwood Meadows</i>	Plt Var 1.52	OK 5.00