

City of Lake Forest Park - Planning Commission
Regular Meeting Notes: January 10, 2017
17425 Ballinger Way NE—Forest Room

Planning Commissioners present: Chair Jon Lebo, Vice-Chair Joel Paisner, Ray Holmdahl, Doug Gochanour; Richard Saunders

Staff and others present: Ande Flower, Principal Planner; Jake Tracy, Assistant Planner; Mike Dee, resident; Rachael Katz, Planning Commission Candidate; T.J. Fudge, Planning Commission Candidate;

Planning Commissioners absent:, Connie Holloway

Call to order: 7:00 PM

Approval of Meeting Agenda:

Cmr. Paisner moved to approve the meeting agenda. The motion was seconded by Cmr. Gochanour and passed unanimously.

Recognition of Planning Commission Candidates

Chair Lebo introduced the Planning Commission candidates, Rachael Katz and T.J. Fudge and gave each an opportunity to speak.

Ms. Katz stated that she has lived in LFP four years and grew up between Edmonds in Mukilteo. She holds a degree in Public Affairs from the Evans School, with a focus on Natural Resource Management. She has worked for both non-profits and consulting firms, most recently doing NEPA and SEPA review.

Mr. Fudge stated that he has lived in the City for 3.5 years. He is a research scientist at UW, specializing in glaciers, climate, and other ice-related topics.

Approval of Meeting Notes:

December 13, 2016

Cmr. Gochanour noted that the word “agenda” should be changed to “annual report” on lines 3 and 8 of page two. Cmr. Gochanour moved to approve the minutes with this change. Cmr. Holmdahl seconded the motion and the minutes as amended were approved unanimously.

Next meeting:

The next regular meeting occurs on February 14, 2017. Cmr. Holmdahl will not be available.

Public Comment

Mike Dee

Mr. Dee stated that Shoreline has an early community input meeting before its required neighborhood meeting, and that this requirement is found in SMC 20.30.085. He has previously proposed to the Council and Budget Committee that this should be included in LFP’s code as well. He stated that Shoreline decided that they should charge \$500 for it, and he thinks that this is a reasonable amount to be paid.

Old Business:

None.

New Business:

Subdivision Code

Cmr. Holmdahl asked for a general overview of the purpose and goals of the subdivision code update. Principal Planner Ande Flower stated that an update to the subdivision code is part of the City’s Interdepartmental Goals and Council Goals, and has been included in the Planning Commission Work Plan for the past two years. She also stated that the subdivision code has not been updated in several decades and

1 only contain the bare minimum of criteria. The code does not have design standards or requirements for
2 improvements, and although the Department has been successful in negotiating for these in many cases,
3 having them enshrined in code would provide more consistent improvements. She went on to say that this
4 meeting is about familiarizing the commissioners with what issues have arisen in the past years, and helping
5 them to start thinking about in which ways the code can be improved.

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7 Cmr. Lebo asked if there was a timeline for adoption of the subdivision code. Ms. Flower stated that there is
8 no concrete timeline for this proposal to go before council, but that it should ideally be completed in time to
9 the other two items on this year's work plan.

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11 Principal Planner Ande Flower then gave a presentation on the ten short plat applications that the City has
12 processed over the last two years, noting the successes and challenges posed by each, and discussing some
13 ways in which the code might potentially be improved in the future. The commissioners and staff discussed a
14 number of issues, including setting standards for lot shapes, requiring sidewalks, curb and gutter, etc., low
15 impact development requirements, utility easements and encroachments, parking requirements, and criteria
16 for recognition of historic plats.

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18 At the conclusion of the presentation, Cmr. Saunders asked what the scope of the update would be. Ms.
19 Flower stated that Council has not yet given any specific guidance, but that the subdivision chapter will need
20 a full re-write. She encouraged the commissioners to look at the examples of code language from other cities
21 provided by City staff, and to visit the sites of the previous short plats discussed in the meeting, in order to
22 get a better grounding in the subdivision code. She stated that staff will come to the next meeting with a
23 proposed timeline for the update.

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25 **Reports/Communications/Announcements:**

26 Ms. Flower introduced the tentative schedule for hearings and adoption of the Critical Areas Ordinance and
27 Tree Regulations. Both of these scheduled for public hearings in the first quarter of 2017.

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29 **Agenda for Next Meeting:**

30 Update to subdivision code.

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32 **Adjournment:** 9:05 PM

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34 APPROVED:

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37 Jon Lebo, Chair
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