

**City of Lake Forest Park - Planning Commission**  
**Regular Meeting Notes: March 14, 2017**  
**17425 Ballinger Way NE—Forest Room**

**Planning Commissioners present:** Chair Jon Lebo, Vice-Chair Joel Paisner, Ray Holmdahl, Rachael Katz; Richard Saunders

**Staff and others present:** Steve Bennett, Planning Director; Ande Flower, Principal Planner; Mike Dee, resident

**Planning Commissioners absent:** Connie Holloway, T.J. Fudge

**Call to order:** 7:00 PM

**Approval of Meeting Agenda:**

Cmr. Holmdahl pointed out that there were two items listed as number seven on the agenda. Cmr. Saunders moved to approve the meeting agenda, as amended. The motion was seconded by Cmr. Holmdahl and passed unanimously.

**Chair/ Vice-Chair Elections**

Cmr. Paisner nominated Chair Lebo to become the 2017 Chair. The nomination was seconded by Cmr. Holmdahl. No further nominations were brought forth, and Jon Lebo was unanimously voted Planning Commission Chair.

Cmr. Holmdahl nominated Joel Paisner to become the 2017 Vice-Chair. No further nominations were brought forth, and Joel Paisner was unanimously voted Planning Commission Vice-Chair.

**Approval of Meeting Notes:**

February 2017

Cmr. Holmdahl pointed out an incorrect reference to 2016. Cmr. Paisner moved to approve the minutes as amended. The motion was seconded by Cmr. Katz and passed unanimously.

**Next meeting:**

The next regular meeting occurs on April 11, 2017.

**Public Comment**

Mike Dee

Mr. Dee brought attention to Legacy Futures project #16 for green infrastructure related to Cedar Brook Gateway. He also stated that links to Planning Commission documents were difficult to access with a mobile device.

**Old Business:**

Subdivision Code

Mr. Bennett introduced discussion of subdivision codes, generally. Commissioners shared their appreciation for getting to know other cities' codes. Cmr. Lebo suggested that the commission consider drafting code with a natural progression so that the more simple tasks involving this code would be presented in the beginning of the code.

There was a question about whether design standards would apply to boundary line adjustments. Commissioners found this to be the case in some of the code reviewed. Chair Lebo suggested that since the commission may be interested in applying design guidelines to all land-use activities regulated by the subdivision chapter of the Municipal Code, any design guidelines should be the first part of the code. Cmr. Holmdahl suggested that the draft include a section for definitions.

1 Discussion ensued around the future pairing of the subdivision code with the recently adopted Conservation  
2 Cluster Housing section of the zoning code. The concept of fee-simple lots was discussed as the main benefit  
3 that the subdivision chapter could add to the Conservation Cluster Housing conditional use option. Staff  
4 explained that the ability for applicants to propose fee-simple lots would allow for individual lots to be  
5 created for each new house within the cluster site plan.

6  
7 Cmr. Holmdahl asked about overall goals for the Planning Commission to approach the topic of  
8 subdivisions. Mr. Bennett explained that staff is presenting ideas to the commission to elicit conversation that  
9 will inform subsequent drafts for further review and discussion. Additionally, staff's goal is to collect policy  
10 questions to present to Council through this process.

11  
12 Mr. Bennett then read through the Bothell subdivision code outline and initiated discussion for each title  
13 within that chapter. Cmr. Katz mentioned that it would be helpful to see a graphic that might show areas  
14 where there remains potential for subdivisions.

15  
16 Chair Lebo suggested that the Planning Commission consider being bold and going further with draft  
17 subdivision code based on recent experience with tree regulations and conservation cluster housing. Cmr.  
18 Saunders agreed with this premise. Commissioners agreed to use the Duvall subdivision code as a model for  
19 the next step of composing an annotated outline.

20  
21 Cmr. Katz asked about whether references to Native Growth Protection Areas, like what is found in the  
22 Duvall subdivision chapter, would be in conflict with or could complement the Tree Conservation Areas that  
23 are found in the City's recently adopted Tree Ordinance. Staff agreed to present an answer for this at a  
24 forthcoming meeting. Commissioners agreed that redundancy across other chapters is to be avoided with this  
25 subdivision draft. Commissioners discussed the opportunity to focus on where gaps exist among the  
26 Municipal Code presently. Mr. Bennett described how the subdivision code will only be a layer of the code,  
27 one that describes the mechanics, but cannot stand alone.

28  
29 Mr. Bennett described the importance of the preliminary plat process. He said that further investigation will  
30 be needed to discover whether plat vacations and enforcement would be necessary in our code. He then  
31 committed to bringing an annotated outline to the next meeting. Cmr. Saunders asked to include contextual  
32 impacts, influences, and potential conflicts with foundational documents such as the Comp Plan and City  
33 Code.

34  
35 **New Business:**

36 None.

37  
38 **Reports/Communications/Announcements:**

39 Mr. Bennett described that the CAO, including Conservation Cluster Housing, and tree regulations were  
40 adopted by City Council at their recent regular meeting on March 9, 2017.

41  
42 **Agenda for Next Meeting:**

43 Update to subdivision code.

44  
45 **Adjournment: 8:45 PM**

46  
47 APPROVED:

48  
49 \_\_\_\_\_  
50 Jon Lebo, Chair  
51  
52 .