

City of Lake Forest Park - Planning Commission
Regular Meeting Notes: December 5th, 2017
17425 Ballinger Way NE—Forest Room

Planning Commissioners present: Chair Jon Lebo; Vice-Chair Joel Paisner; Ray Holmdahl; Rachel Katz; Connie Holloway; Richard Saunders; TJ Fudge

Staff and others present: Lauren Hoerr, Assistant Planner; Ande Flower, Principal Planner; Steve Bennett, Planning Director; Semra Riddle, City Council Liaison

Members of the Public present: Mike Dee, resident; Kim Drews, resident; Steve Beatty, resident

Planning Commissioners absent: None

Call to order: 7:00 PM

Approval of Meeting Agenda:

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

Approval of Meeting Minutes:

There were no meeting minutes to approve.

Next meeting:

The next regular meeting occurs on Tuesday January 9th, 2018.

Public Comment

Mike Dee

Mr. Dee requested a special meeting on Conservation Cluster Housing (CCH) as had been discussed at the previous meeting. He feels the community is still concerned about CCH, updates to the subdivision code, and the Big 6 projects. Mr. Dee said the Safe Highways meeting on the previous day went well.

Kim Drews (sp?),

Ms. Drews said the community is upset about the Conservation Cluster Housing project on 200th Street.

Steve Beaty

Mr. Beaty said that the Brookside neighborhood is also concerned about Conservation Cluster Housing.

Old Business:

Subdivision Regulation Update—Title 17 and Ch. 18.05

Ms. Flower summarized proposed changes to Ch. 18.05 regarding language for final plats and making it adhere to State laws and recent legislation. There was discussion about the proposed changes.

There was consensus that the Planning Commission was recommending to Council that the process for final plats be made administrative. Ms. Flower indicated that all references to Council for the process for final plats would be removed.

Ms. Flower suggested changing Line 8 on page 22 of Title 17 from saying “City Engineer” to “Public Works Director.” Ms. Flower provided an explanation of a Short Plat Review Process flow chart which illustrated the process outlined in the draft update. Ms. Flower explained how, in 18.05.040, the terminology has been changed to “pre-submittal meeting” from “pre-application meeting” to make it more consistent with the terminology used by other cities. 18.05.040 and 17.10.050 were reviewed and clarifications were requested.

Ms. Flower explained a recommendation from the City Attorney to delete the last two sentences of the paragraph and possibly the whole 17.20.010 paragraph on page 11 lines 21-24.

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2 There was discussion about the need to clarify page 6, lines 4-5, of Title 17 regarding scale and the legality of
3 page 7 in Title 7 on lines 9-10. Ms. Flower asked for the Commissioners' input on how they interpreted line
4 24 of page 7 in Title 7 so that it could be further clarified.
5

6 **New Business:**

7 Conservation Cluster Housing (CCH) Briefing

8 Mr. Bennett discussed two handouts that were provided, one reviewing the code requirements and frequently
9 asked questions related to CCH and the other provided a history and timeline of how CCH code evolved.
10 Planning Commissioners asked several questions that Mr. Bennett and Ms. Flower responded to.
11

12 **Reports/Communications/Announcements:**

13 Cmr. Katz asked Mr. Bennett for an update on the code amendment regarding neighborhood businesses. Mr.
14 Bennett said that the code amendment will be discussed at the next Council meeting and it will be the subject
15 of a public hearing.
16

17 Councilmember Riddle mentioned that, at a special meeting on November 16th, the Council approved the
18 formation of an advisory group for the Central Subarea Plan project. The Mayor is still working on recruiting
19 the members of the task force, and the Council would like one of the members to be a Planning
20 Commissioner as a non-voting member. Councilmember Riddle asked for a Commissioner to volunteer and
21 explained that the commitment would be a few meetings of the next four months. Cmr. Lebo moved to add
22 it to the Commission's agenda for the next meeting.
23

24 **Agenda for Next Meeting:**

25 Subdivision regulations Title 17 and Ch. 18.05 and 2017 annual report.
26

27 Cmr. Katz moved to adjourn the meeting. Cmr. Holmdahl seconded the motion and it passed unanimously.
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29 **Adjournment:** 9:13 PM
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31 APPROVED:

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34 _____
35 Jon Lebo, Chair
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