

**City of Lake Forest Park - Planning Commission**  
**Regular Meeting Minutes: December 8, 2020**  
**Virtual/Zoom Meeting**

**Planning Commissioners present:** Chair Maddy Larson, Vice Chair Rachael Katz, Steve Morris, Ira Gross, Jon Lebo, Richard Saunders, TJ Fudge (arrived at 7:18pm), Joel Paisner (arrived at 7:18pm)

**Staff and others present:** Steve Bennett, Planning Director; Nick Holland, Senior Planner, Councilmember Tom French, Councilmember John Wright, Councilmember Lorri Bodi

**Members of the Public:** Don Fiene, Randi Sibonga, Lisa Pedigo

**Planning Commissioners absent:** n/a

**Call to order:** Chair Larson called the meeting to order at 7:00PM and welcomed all guests. She also thanked staff.

**Approval of Agenda:**

Cmr. Gross made a motion to approve the agenda as drafted and Cmr. Katz seconded the motion. Chair Larson asked if there was any discussion and asked Director Bennett about open positions on the Planning Commission. Director Bennett suggested that the topic be discussed later in the meeting and suggested making an addition to the agenda for that discussion. All agreed. All voted to approve the agenda as modified and the agenda was approved unanimously.

**Meeting Minutes from October 26, 2020**

Cmr. Gross made a motion to approve the minutes as presented, Cmr. Saunders seconded, and the meeting minutes were approved unanimously.

**Meeting Dates:**

The next regular meeting is scheduled for January 12, 2021.

**Citizen Comments:**

None.

**Report from City Council Liaison**

Councilmember French said the Council has discussed the parking garage code and that there will be an intensive schedule of Council meetings regarding various topics related to the moratorium. He went on to list the meeting dates. He said that a hearing will be held regarding town center draft regulations on January 14, 2021. He said that on the February 25, 2021 meeting is when the vote on town center regulations could occur. He said that difficult decisions will need to be made on the town center code. He said that moving things forward is going to be a primary goal of the Council. He said that a discussion regarding Sound Transit considering commercial space is going to be a key element in the Council's deliberations. He asked if there were any questions.

Cmr. Saunders asked about updates from Sound Transit. Councilmember French deferred to Director Bennett, but also suggested that Sound Transit submitted comments on our draft regulations. Director Bennett added that Sound Transit may not be in such a rush to construct the garage, because of schedule changes. Cmr. Morris asked about Sound Transit's budget. Director Bennett said that there had been no comments from Sound Transit regarding changes in the budget. Councilmember French offered his take on

1 the latest from Sound Transit's schedule. Cmr. Saunders asked for the latest information on Sound Transit  
2 be forwarded to the Commission.  
3

4 Cmr. Katz asked about the overall town center code and mentioned a conference she attended regarding land  
5 use development agreements. She talked about the content of the conference and about how SEPA would  
6 integrate in the process. Director Bennett offered his perspective on non-project determinations as they  
7 relate to the EIS.  
8

9 Chair Larson asked Councilmember French a question about the schedule to adopt town center regulations.  
10 She asked if the Council has created a priority list for the community to track what is being discussed.  
11 Councilmember French responded that the priorities had been largely set by staff and talked about a matrix  
12 that Council would use to prioritize decision making. Director Bennett said that staff and the City's legal  
13 team were creating a document that summarizes all of the sections where staff needs more guidance that the  
14 Council can use to facilitate its discussion. Councilmember French said that it is decision time with regard to  
15 town center and mentioned that information still continues to be submitted. Chair Larson said that it was  
16 good to see a full version of the amended code.  
17

18 Chair Larson asked Councilmember French if he knew of any Council input on the Commission's 2021 work  
19 priorities. Councilmember French said that staff's ideas regarding accessory dwelling units and shoreline  
20 master program are all good directions. He also mentioned potential amendments to other land use codes  
21 that may become priority.  
22

### 23 **Old Business**

24  
25 None. There was discussion about the amount of time spent on town center.  
26  
27

### 28 **New Business**

- 29 • Planning Commission Work Priorities for 2021  
30

31 Director Bennett talked about the memorandum he had sent to the Commission and the list of potential  
32 priorities in it including some minor amendments to the tree code the Tree Board, additional work relating to  
33 the Shoreline Master Program (SMP), updating Accessory Dwelling Unit (ADU) regulations, and updating  
34 Wireless regulations. He mentioned that adopted changes to the SMP must also be approved by State  
35 Ecology. He also mentioned potential strategies for adding housing units through ADUs which wouldn't  
36 affect City character as much as multi-family units. Director Bennett then asked Commissioners for input on  
37 what they wanted their priorities to be in 2021.  
38

39 Cmr. Katz suggested adding work on allowing varying housing types noted in a recently approved house bill.  
40 She discussed the details of HB 2343 which removed the population limitation for participation in  
41 comprehensive residential zoning reform. She suggested removing single family restrictions in zoning  
42 designations to promote a greater diversity in housing stock. She mentioned additional funding as a potential  
43 resource that was approved during the bill cycle. Cmr. Morris, Gross, and Saunders agreed with the idea.  
44 Chair Larson asked if anyone has heard of these policies. Councilmember French said that the Council has  
45 not touched on that type of policy and Director Bennett said that staff has not explored that type of policy  
46 but has explored changes to ADU codes.  
47

48 Chair Larson asked about the lack of code that would mandate sidewalks on 522. Director Bennett said that  
49 standards are being explored were focused on creating a pedestrian scale along retaining walls and highways.  
50 Councilmember French said that a residential scale along 522 is key. Cmr. Gross agreed. Cmr. Paisner talked  
51 about the need for impact fees that would mitigate the impacts of highway development. Chair Larson asked

1 if the previously discussed topics should be a part of the 2021 Commission work plan. Director Bennett said  
2 he would talk to the Council regarding the priorities for the Commission.  
3

4 Cmr. Saunders said that the list presented made sense and that he understands the limitations on resources.  
5 He said that guidance from Council is key. He said he would like to see climate change as a part of the work  
6 plan for the coming year, as well as policy on economic equity. Chair Larson asked how the Commission  
7 should decide on the work plan for 2021. Director Bennett indicated that more information would be  
8 coming on this topic.  
9

10 • 2020 Annual Report  
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12 Director Bennett expressed his supports for the edits that Cmr. Saunders had made to the draft annual report  
13 and that he thought it was about ready to send that out to the Commission for adoption at the next meeting.  
14 Chair Larson suggested drafting a summary of the year's work for the Commission to evaluate. A  
15 conversation occurred regarding the general format of the annual report and who would participate in the  
16 summary.  
17

18 • Recruitment of new Commissioners  
19

20 Chair Larson said that there will be three openings soon and encouraged other Commissioners to get the  
21 word out to those who they think would be good candidates. Cmr. Paisner said he will be stepping down in  
22 February. Director Bennett mentioned that staff would create recruitment announcements. Cmr. Morris said  
23 he would be leaving the Commission in 2021 but would stay on long enough to facilitate a transition to  
24 another Commissioner.  
25

26 **Reports and Announcements**

27 None from staff.  
28

29 **Additional Citizen Comments**  
30

31 Don Fiene: Mr. Fiene thanked the Commission for all the hard work and wished all a happy holiday.  
32

33 **Agenda for Next Meeting:**  
34

35 There was consensus that ADUs and a citizen presentation on the topic would be welcome as the focus of  
36 the next meeting. Also, the work plan would be discussed and the annual report will also be finalized. Chair  
37 Larson asked about the details on the ADU presentation. Director Bennett asked if Don Fiene was available  
38 and Mr. Fiene indicated he would check on availability for the 12th.  
39

40 Chair Larson recognized Cmr. Lebo's service to the public by serving on the Planning Commission for 7 ½  
41 years. All of the Commissioners thanked Cmr. Lebo for his service. A discussion occurred regarding the  
42 service length of all the Commissioners.  
43

44 Councilmember Bodi, Councilmember French, and Councilmember Wright said that the service of Cmr.  
45 Lebo was most appreciated and each gave their personal thanks to Cmr. Lebo. Cmr. Lebo thanked all and  
46 expressed how much he valued public service.  
47

48 **Adjournment:** Cmr. Katz made a motion to adjourn, Cmr. Morris seconded; all agreed; and the meeting was  
49 adjourned.  
50

51 Adjournment at 8:19pm  
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APPROVED:

A handwritten signature in black ink that reads "Madlyn Larson". The script is cursive and fluid, with the first name "Madlyn" and the last name "Larson" clearly distinguishable.

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Maddy Larson, Chair