

City of Lake Forest Park - Planning Commission
Regular Meeting Minutes: May 11, 2021
Virtual/Zoom Meeting

Planning Commissioners present: Chair Maddy Larson, Vice Chair Rachael Katz, Lois Lee, David Kleweno, Richard Saunders, Melissa Cranmer, T.J. Fudge

Staff and others present: Steve Bennett, Planning Director; Nick Holland, Senior Planner, Cameron Tuck, Assistant Planner, Councilmember Tom French (Planning Commission Liaison)

Members of the Public: Mike Dee, Don Fiene, Randi Sibonga, Ned Lawson

Planning Commissioners absent: Ira Gross

Call to order: Chair Larson called the meeting to order at 7:00 pm.

Land Acknowledgement:

Mr. Katz read the land acknowledgement.

Approval of Agenda

Mr. Saunders made a motion to approve the agenda, Mr. Lee seconded. Mr. Katz asked about adding a new Commissioner to replace Mr. Morris. Director Bennett responded that there is a candidate who the Mayor has interviewed but he has not decided yet whether to forward that candidate to the Council for confirmation or to interview additional candidates. The new Assistant Planner, Cameron Tuck, was introduced. The motion to approve the agenda was approved unanimously.

Approval of Meeting Minutes from April 13, 2021

Mr. Katz made a motion to approve the April 13, 2021 meeting minutes and Mr. Lee seconded. Mr. Kleweno, suggested amending page 1, line 36 to read, "may have a disagreement with someone, but is always interested in hearing other perspectives" Mr. Katz amended her motion to approve the April 13, 2021 Planning Commission meeting minutes as amended, Mr. Lee seconded, and the motion was approved unanimously.

Meeting Dates:

Next regular meeting is scheduled for June 8, 2021.

Citizen Comments:

None.

Report from City Council Liaison

Councilmember French said that there was no new information to report from the Council side. He said the Council is looking forward to seeing progress on the ADU (Accessory Dwelling Unit) work.

Chair Larson asked if Councilmember French had an update on Sound Transit. Councilmember French said that the strategic plan was discussed at Council. Director Bennett provided an update on Sound Transit and said that Sound Transit has appealed the new town center regulations to the Central Puget Sound Growth Management Hearings Board. The Board ensures adopted regulations are consistent with the Growth Management Act. Councilmember French said that staff and the City's legal team are doing a good job sorting out the content of the appeal. Director Bennett indicated that the hearing could occur in August or September. Councilmember French said that this action is not unusual, most agencies have received appeals.

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2 Cmr. Fudge asked about the planned overpass on 522. Councilmember French provided an update on the
3 need for a grade separated crossing for 522 to connect town center to the trail. He talked about the difficulty
4 LFP has qualifying for funding on infrastructure projects because of the city's small population.
5

6 **Old Business**

7 8 Addressing Housing Diversity and Affordability in LFP

9 o Review single family zoning (map and regulations)

10 Chair Larson talked about the Council directive to increase housing type and diversity in LFP. She
11 summarized the packet materials and how they relate to the current Commission goals. She said that the goal
12 for the meeting was to understand the issues at hand. Cmr. Saunders summarized his understanding of the
13 memorandum to the Commission from the Deputy Mayor that was included in the meeting materials.
14

15 Chair Larson suggested an approach to evaluating the current Accessory Dwelling Unit (ADU) regulations
16 and said she would keep a list of the issues that pertain to the Commission's goals. Cmr. Fudge asked for an
17 update at the State level for new legislation about ADU regulations. Director Bennett and Cmr. Katz
18 provided perspective on recent State legislation. Councilmember French confirmed that the State legislative
19 session has recommendations for local ADU regs, but not necessarily mandates. Chair Larson stated that the
20 City meets State requirements with the ADU ordinance as currently drafted.
21

22 Director Bennett presented the information on the existing zoning regulations as they apply to potential
23 ADU development through a power point format. He talked about the northern half of the City having a lot
24 of 10,000 square foot lots, which are not allowed to have a detached ADU under the current regulations. He
25 went on to touch on the geography of the city and which lots can accommodate which types of ADUs. He
26 also summarized how critical areas affect site planning for potential development and mentioned that
27 maximum lot coverage and maximum impervious surface limits could affect ADU projects. There was
28 discussion about maximum lot coverage, the 15-foot height limit for accessory structures, and the rear yard
29 setback for ADUs. Cmr. Saunders and Chair Larson asked clarifying questions regarding the content of the
30 table presented and Director Bennett clarified the intent of the regulations. Maximum floor areas for
31 accessory structures were discussed as they relate to ADUs. Director Bennett presented a site plan of a
32 potential ADU project, which has several constraining factors. He discussed the challenges of site planning
33 when designing an ADU. Cmr. Fudge asked how yard areas are defined and Director Bennett clarified those
34 definitions.
35

36 Cmr. Saunders asked if the property owner considered a back yard accessory project and Mr. Holland
37 explained the situation. Cmr. Lee asked about the slopes on the sample lot, and how they are regulated.
38 Director Bennett explained how the slope regulations applied to the sample lot. Cmr. Kleweno asked what
39 type of zoning regulations prohibit people from building ADUs. Director Bennett provided various
40 examples of regulations that limit ADU development.
41

42 o Review Comprehensive Plan Housing and Land Use policies

43 Director Bennett reviewed and presented the LFP Comprehensive Plan policies and goals that relate to
44 ADUs and housing policies in general. He explained that the zoning ordinance was adopted prior to the first
45 comprehensive plan. He explained how the comprehensive plan goals and policies in the land use element
46 support some changes to single family zoning regulations. Chair Larson wondered if the Commission could
47 recommend design guidelines and basic plans for ADU construction. Cmr. Saunders said that front yard
48 detached ADUs should be looked at carefully and could affect neighborhood character. Cmr. Lee said she
49 was in favor of requiring the architectural style of ADUs to be similar to the primary structure for detached

ADUs located in the front yard. Cmr. Katz responded that she would not be in favor of restricting designs for ADUs that were not of the same character as the primary structure.

o Discuss policy questions related to ADU code update

Director Bennett presented slides containing ADU policy questions and Chair Larson asked the Commission for input. Chair Larson summarized a list of policy issues she has prepared and asked about parking for ADUs. There was discussion about home occupations as they relate to ADUs and whether more than one accessory dwelling unit should be allowed on a property. Cmr. Kleweno questioned whether it was advisable to work on eliminating the barriers for ADU construction at this point or look at housing more broadly. Director Bennett reminded Cmr. Kleweno of the memorandum from the Deputy Mayor which summarizes the direction for the Commission. Cmr. Cranmer asked why businesses cannot occur within ADUs, and Director Bennett said the limitation was probably a conservative measure meant to reduce potential impacts on neighbors. Director Bennett asked if the Commission would favor more than one accessory dwelling unit on one property. Cmr. Katz said that it should be discussed further. Chair Larson said that she would like to revisit the multiple ADU on one property topic. Cmr. Fudge said that the community may not support multiple ADUs on one site and Cmr. Lee agreed. Chair Larson asked for input on parking requirements. Cmr. Saunders and Cmr. Cranmer indicated that parking should be discussed.

Director Bennett continued to query Commissioners on policy questions including the owner-occupancy requirement. Chair Larson asked if that aspect should be re-evaluated and Cmr. Katz suggested eliminating that requirement. Chair Larson said that the topic needs public input. There was a brief discussion about utilities and additional hook-up fees for ADUs.

Chair Larson asked for comments from the Commission. Cmr. Fudge suggested that it would be good to review an example on a smaller lot. He said he would like to see how it applies to some of the smaller lots and believes there are site planning issues that will exist. Chair Larson summarized her understanding of the task list and suggested an approach for further analysis of the regulations and future recommendations. Director Bennett suggested an approach for preparing amendments to the ADU regulations and said that it is important that we hear from all the Commissioners. Cmr. Fudge indicated that he would like to get community input on these issues.

New Business

Election of Chair and Vice Chair

Director Bennett led the nominations of officers for the Planning Commission. He explained how nominations from the floor occur.

Director Bennett opened the floor for nominations for Chair. Cmr. Saunders nominated Chair Larson. There were no other nominations. Cmr. Fudge made a motion to close the nomination for Chair, Cmr. Lee seconded. The motion to close nominations carried unanimously. Director Bennett asked for a vote on Chair Larson continuing as Chair. The vote was unanimous in favor.

Director Bennett opened the floor for nominations for Vice Chair. Cmr. Saunders nominated Cmr. Katz for Vice Chair. Cmr. Katz said she would be willing to continue as Vice Chair. Director Bennett asked if there was any objection to closing nominations for Vice Chair. Hearing none, nominations were closed. Director Bennett asked for a vote on Cmr. Katz continuing as Vice Chair. The vote was unanimous in favor. Director Bennett noted that the term for Chair Larson and Vice Chair Katz would be through March of next year so the Commission could get back on track with the regular terms of service.

Reports and Announcements

1 Chair Larson said she has a draft survey for the public to complete on the Commission's work. She asked for
2 the Commission to email her back on initial feedback for the content. She emphasized that Commissioners
3 should not reply to because it could constitute an online meeting of the Planning Commission.
4

5 **Additional Citizen Comments**

6 Don Fiene said that the work of the Commission is exciting. He said he agrees with the goals and the memo
7 for the Deputy Mayor. He said that they should not give up on the smaller lots.
8

9 **Agenda for Next Meeting:**

10 Similar to this agenda.
11

12 **Adjournment:**

13 Cmr. Katz moved to adjourn the meeting, Cmr. Saunders seconded, and the motion carried unanimously.
14 The meeting adjourned at 9:07pm.
15

16 APPROVED:
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18

Madlyn Larson

19
20
21 _____
22 Maddy Larson, Chair