

**City of Lake Forest Park
Planning Commission
Regular Meeting Summary
17425 Ballinger Way NE—Forest Room
July 3, 2012**

Commissioners present: Chair Richard Saunders, Vice Chair George Piano, Mark Phillips, Chuck Paulsen, Chuff Barden, Doug Gochanour, Debra Born

Commissioners absent: Ray Holmdahl

Staff and others present: Steve Bennett, Planning Director; Jennifer Franich, Assistant Planner; Mayor Mary Jane Goss; Catherine Stanford, City Council Member and Liaison to Planning Commission; Rhonda Holmdahl, resident; and Gretchen Bennett Guethner, resident.

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

Approval of Meeting Agenda:

The Planning Commission reviewed the draft agenda. There was one addition under new business, and one addition under Reports and Announcements. Cmr. Paulsen moved to adopt the agenda as revised. The motion was seconded by Vice Chair Piano and approved unanimously.

Approval of meeting minutes:

The Planning Commission reviewed the draft minutes from the June regular meeting. It was noted that there was one typographical error. Cmr. Paulsen moved to adopt the minutes as written revised. The motion was seconded by Vice Chair Piano and approved unanimously.

Public Comment:

Gretchen Bennett, resident, noted that Planning Commission work plan posted online is out-of-date and spoke in favor of a park in Lake Forest Park for kids and young families and a fireworks display on Independence Day.

Old Business:

Southern Gateway Subarea Plan: Feedback

Chair Saunders asked for any impressions or concerns with the written comments from the scoping meetings and comment period. Feedback from the public included a strong interest in parks, pedestrian safety and concerns about traffic and surface water.

Vice Chair Piano noted the letter from the Elks and Intracorp, which expresses concern over whether the EIS meets state standards. Saunders said that the letter is urging the City to include a third alternative in addition to the no-action and preferred alternative. Dir. Bennett said that a number of cities have included only two alternatives, including Mountlake Terrace and Kent, and that given our budget constraints, two is appropriate. Saunders noted that the letter requests a lower-density alternative, which the current zoning allows.

Cmr. Barden said that the Commission should make it clearer to the public that the alternatives are polar opposites and that anything in between may happen. Bennett said he would come up with a statement to that effect that could be posted on the website.

Cmr. Paulsen expressed concern with being able to reach out to the public and spoke in favor of better communication with the public regarding the EIS process and traffic mitigation in particular.

Southern Gateway Subarea Plan: Update from Staff on 6/23 Meeting with MAKERS

Dir. Bennett provided a summary of issues discussed at the meeting with MAKERS and Pertee that occurred on June 23rd. He said that the next step in the process is to draft the major parts of the EIS, using input from the scoping phase, including assessing the existing conditions, traffic mitigation and improvements. Graphics need to be improved, especially for the significant setback from single-family residential properties and the pedestrian path. As a result of the scoping comments, park and open space needs are being added to the elements being analyzed. Discussion ensued regarding that meeting and the consultants' forthcoming work.

Regarding traffic impacts and mitigation, Cmr. Born asked what influence the City has in installing sidewalks on Bothell Way. Dir. Bennett said that it would be a collaborative effort. He also stated that he was aware of the frustration of residents over the limited sidewalk improvements that were installed during the previous SR 522 project. Building sidewalks will require negotiation between the state, city, and developer.

Southern Gateway Subarea Plan: Next Steps

Chair Saunders asked about the schedules from this point and how the Commission can stay involved. Commissioners requested that parts of the draft EIS be provided to them for review and that monthly updates from consultants be provided at the meetings.

Cmbr. Stanford asked when the Council could expect to be presented with the draft EIS. Dir. Bennett said that the next public event will be a status update for the public and that the earliest it would be available would be in September. Chair Saunders said that he will work with Steve and George to revise a schedule and budget update for the Southern Gateway Subarea to present at the August meeting.

Comprehensive Plan Update:

Chair Saunders opened the discussion regarding the Comprehensive Plan Update. The Commission agreed that the current plan is well-thought-out, and that starting over would not be a good use of time and is not needed. Dir. Bennett said that legal review of the draft will be needed to address any issues that might be subject to Growth Management Hearings Board appeal and that the budget request for the project is due in August.

Regarding the budget for the Comprehensive Plan update, Cmr. Paulsen said that he wants to see a realistic budgetary number that does not short the Planning Department budget.

Dir. Bennett said that the update should start with a visioning process. Discussion followed regarding the strategy for updating the plan the approach for reviewing and editing sections. Cmbr. Stanford suggested that the Commission conduct Comprehensive Plan outreach to the public and a community visioning process together on the same track. Chair Saunders said that a brainstorming and prioritizing exercise for the Planning Commission will be on the agenda for August.

In response to a question from Cmr. Barden, Chair Saunders said that other commissions will be involved after the Planning Commission comes up with a policy list and does a detailed review. Dir. Bennett added that the Planning Commission may want to request that certain commissions be more heavily involved with the review of certain elements, such as having Transportation Commission take a larger role in the update of the Transportation Element.

Comprehensive Plan Update: Next Steps

Chair Saunders said that the next step will be prioritization of sections of the plan and devise a schedule for the next year and a half. He said that the Commissioners should give thought to the list of priorities and areas of focus from the June meeting. Commissioners should also think about ideas for conducting the process. Discussion regarding outreach followed.

New Business:**2013 Work Plan**

Chair Saunders introduced the new Work Plan template. Cmbr. Stanford said that the council will work on the budget in November, and will be taking a hard look at commissions and their goals and responsibilities. Chair Saunders said he would send out the current work plan, attached documents, and the template, as well as a draft work plan.

Status of Open Seats on the Planning Commission

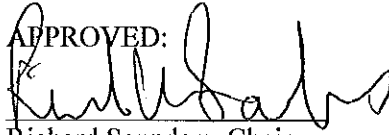
Mayor Goss said that she has received a couple applications for the Planning Commission open positions. She is considering how the candidates achieve geographic balance and represent different portions of the population.

Reports/Communications/Announcements:

Chair Saunders provided a brief report regarding the Shoreline Open House on commercial design standards and zoning amendments around the City of Shoreline's town center. He said that Shoreline will be rezoning property across from Elk's Site to "community business." Saunders expressed the need to be aware of and coordinate plans with adjacent cities, given the development of the Southern Gateway Plan and the Comprehensive Plan update.

Adjournment: 9:02 PM

The next meeting is scheduled for August 7, 2012.

APPROVED: 
Richard Saunders, Chair