



**Lake Forest Park Planning Commission
Regular Meeting
Tuesday, April 12, 2022
PROPOSED AGENDA**

Meeting to be Held Virtually

See second page for information about how to participate virtually

City Hall is Closed to the Public for Planning Commission Meetings

1. **Call Meeting to Order—7:00 p.m.** (confirm recording start)
2. **Land Acknowledgement**
3. **Approval of Agenda**
4. **Approval of Meeting Minutes** – February 8, 2022, March 8, 2022
5. **Meeting Dates**
 - Next regular meeting is scheduled for May 10, 2022
6. **Citizen Comments** (Each speaker has three minutes to comment)

The Planning Commission accepts oral and written citizen comments during its regular meetings. Written comments are no longer being read during the meeting. Instructions for how to make oral Citizen Comments are available here: <https://www.cityofflp.com/617/Virtual-Planning-Commission-Meetings>
7. **Report from City Council Liaison**
8. **Old Business**
9. **Sign Code Update:** Review new draft language in response to Commission discussion and proposal for temporary sign criteria
10. **New Business**
11. **Reports and Announcements**
12. **Additional Citizen Comments**
13. **Agenda for Next Meeting**
14. **Adjournment**

Planning Commission's Land Acknowledgement

We'd like to acknowledge we are on the traditional land of a rich and diverse group of Native Peoples who have called this area home for more than 10,000 years. We honor, with gratitude, the land itself and the descendants of these Native Peoples who are still here today. In doing this we aim to illuminate the longer history of this land we call home, our relationship to this history, and the heritage of those peoples whose ancestors lived here before the European-American immigration that began in the 1800s.

Instructions for participating in this meeting virtually:

Please click the link below to join the webinar:

<https://us06web.zoom.us/j/89576643095>

Or One tap mobile :

US: +13126266799,,89576643095# or +16468769923,,89576643095#

Or Telephone:

Dial(for higher quality, dial a number based on your current location):

US: +1 312 626 6799 or +1 646 876 9923 or +1 301 715 8592 or +1 346 248 7799 or +1 408 638 0968 or +1 669 900 6833 or +1 253 215 8782

Webinar ID: 895 7664 3095

International numbers available: <https://us06web.zoom.us/j/89576643095>



Memorandum

To: Planning Commission
From: Steve Bennett, Planning Director
Date: April 11, 2022
Re: April 12, 2022 Meeting Agenda Materials
Attachment: 1. March 30, 2022, Draft Amendments to Ch. 18.52, Signage, LFPMC
2. Summary proposal for addressing the durations for temporary signs

At the March 8, 2022 meeting, Commissioners reviewed a second draft of proposed changes to Ch. 18.52 (Signage). Attachment 1 is an updated draft of the sign code amendments that is intended to reflect guidance and discussion at the March meeting. It became apparent at that meeting that a different approach for regulating temporary signs was needed. Instead of having all temporary sign regulations in one section, you will find that that section has been revised and reduced to contain just the criteria that apply to all temporary signs. Criteria that is relevant to particular zones has been moved to the appropriate section (ordinance sections 5 – 9).

Secondly, City Attorney Pratt researched the codes of other cities and found the following code language related to durations allowed for temporary signs.

Duration

- Temporary Displays. Signs, posters, pennants, strings of lights, blinking lights, balloons, and searchlights are permitted for a period of up to 30 consecutive days once each calendar year at businesses located in these zones: _____.
- Temporary signage shall not be displayed for more than 60 days in any one-year period.
- Temporary signs shall not be displayed for a period to exceed a total of 60 calendar days effective from the date of installation and not more than four such 60-day periods are allowed in any 12-month period;
- All temporary signs shall be posted for a duration not to exceed 90 days in any consecutive 365-day period.
- Temporary signs display shall not exceed a period of 30 days in a 180-day period;

Attachment 2 is a summary proposal for addressing the durations for temporary signs across all the zoning district categories as well as exempt and right of way sign categories. This table represents a starting place (based on the sample code language above) for your discussion on the 12th. There are additional recommendations in this draft that will be explained at the meeting.

City of Lake Forest Park - Planning Commission
Draft Regular Meeting Minutes: February 8, 2022
Virtual/Zoom Meeting

Planning Commissioners present: Chair Maddy Larson, Richard Saunders, T.J. Fudge, Ira Gross, Lois Lee, David Kleweno, Melissa Cranmer, Jim Bourey, Walter Hicks

Staff and others present: Steve Bennett, Planning Director; Nick Holland, Senior Planner, Councilmember Lorri Bodi (Planning Commission Liaison), Kim Adams-Pratt, City Attorney

Members of the Public: Stephanie Shenk, Mike Dee, Kent Shuey, Jolene Jang

Planning Commissioners absent: n/a

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

Approval of Agenda

CMR. Gross made a motion to approve the agenda, CMR. Cranmer seconded. All voted in favor of the motion to approve the agenda.

Land Acknowledgement:

CMR. Saunders read the land acknowledgement.

Approval of Meeting Minutes from January 11, 2022

CMR. Gross made a motion to approve the January 11, 2022 meeting minutes as drafted and CMR. Saunders seconded.

Chair Larson thanked staff for their effort and the content of the minutes.

All voted in favor of the motion to approve the January 11, 2022, minutes as drafted.

Meeting Dates:

Next regular meeting is scheduled for March 8, 2022.

Citizen Comments:

Stephanie Shenk said she resides at 18749 23 AVE NE. She talked about the new rules for ADUs and said she would like to construct an ADU on her property. She asked when the rules would be adopted. Chair Larson indicated that questions were not usually addressed during citizen comment period, but added that the City Council has the Commission's recommendation on the topic and that progress can be tracked through the Council. Councilmember Bodi asked Director Bennett when the Council's hearing on the topic would be held. Director Bennett said that the public hearing on the proposed ADU regulations will be later this month.

Jolene Jang provided her address and talked about a recent meeting where Chair Larson indicated that the citizens surrounding a reasonable use exception (RUE) proposal often seem to have the burden of proving that RUE proposals do not meet the approval criteria. Ms. Jang said that the LFP Stewardship Foundation has assisted her with her public comments on the RUE project adjacent to her property. She went on to describe how she has navigated the regulatory framework for RUEs and said that the citizens and city staff alike have pressure from the master builders association to approve such proposals. She noted the opinions of other individuals regarding environmental stewardship and how a precedent may be set with approval of the project adjacent to her home.

1
2 **Report from City Council Liaison**

3 Councilmember Bodi welcomed the new Commission members. She thanked Cmr. Saunders for his service.
4 She informed the Commission of the recently elected leadership positions on the Council. She said that the
5 mayor is gathering members for the climate action committee and the parks board. She went on to describe
6 the function of the parks board and how the public engagement process might work for the new waterfront
7 park.
8

9 Councilmember Bodi said that the city is monitoring state legislation for zoning and density requirements and
10 that LFP has an environmental interest as well as a city service interest in what occurs. She said that the next
11 Council work session will include a presentation from King County Conservation District regarding riparian
12 area management.
13

14 Cmr. Cranmer asked about the emergency shelter regulations and requested an update. Councilmember Bodi
15 responded and said that the deadline was met, and the City developed some regulations for locations of
16 emergency shelters as well as some supporting regulations. Attorney Pratt clarified that the current
17 regulations are interim.
18

19 Cmr. Saunders asked about Sound Transit. Councilmember Bodi said that they are moving ahead on the
20 BRT work, which is supposed to conclude in 2024. Councilmember Bodi asked Director Bennett to provide
21 his input. Director Bennett responded that Sound Transit would like to have agreements for permitting
22 timelines and that the agency is close to submitting some critical area permit applications.
23

24 Cmr. Gross asked if the 2024 timeline is for design or complete construction, and Councilmember Bodi said
25 it was for completion of construction.
26

27 Chair Larson asked about the composition of the climate action committee. Councilmember Bodi responded
28 with her understanding of the makeup of the committee and noted that the Council will provide guidance.
29

30 **Old Business**

31
32 Chair Larson welcomed the new Commission members. She thanked staff for their work on the sign code
33 updates.
34

- 35
 - *Sign code update- review City Attorney draft amendments*
36

37 Director Bennett suggested a format for the discussion and indicated that this amount of code to be reviewed
38 is significant. He mentioned the table that staff created for tracking the changes to the code. He asked
39 Attorney Pratt to introduce the proposed changes.
40

41 City Attorney Pratt said that she went through the existing code to identify what areas should be changed
42 based on her knowledge of the relevant case law and her understanding of content regulation. Director
43 Bennett shared a screen with the proposed changes highlighted with strikeouts and underlines. City Attorney
44 Pratt said that instead of content regulations, which the current code was full of, a set of regulations for
45 temporary signs may provide way of avoiding content regulation. She said that she added several new
46 definitions that describe different types of signs. She went on to describe some of the new definitions she
47 added and described why she eliminated some of the existing definitions, which in most cases involved
48 content regulation. She emphasized that all content-based definitions are proposed to be eliminated within
49 the current draft.
50

51 Director Bennett asked if there were any questions. Cmr Bourey asked if signs in the right of way were
52 allowed, and City Attorney Pratt responded that they were allowed. Cmr. Saunders asked where the new

1 definitions came from. City Attorney Pratt responded and said that she pulled a lot of them from other city
2 codes. Cmr. Saunders asked about the significance of term mono-chromatic. Director Bennett responded
3 and said that the basis of the term surrounds the Déjà vu site and that company's animated signage. City
4 Attorney Pratt continued with her presentation on the code amendments. Cmr. Hicks asked how danger can
5 be determined by color and/or wording and City Attorney Pratt responded and said that the term 'wording'
6 would probably have to be eliminated. Cmr. Fudge said that he believes wording could fit in certain sections,
7 when used in a limited context. City Attorney Pratt said that the Commission could keep the term within the
8 described section if it were to meet the higher constitutional standard where the city has an interest in
9 regulating it. Chair Larson asked about item 6; line 8. She said that it sounds like it could be limiting what is
10 on public property and City Attorney Pratt responded affirmatively. A general discussion about allowed
11 signage within the right of way occurred.
12

13 City Attorney Pratt continued with her presentation on the recommended code amendments. She talked
14 about the permitting thresholds for some types of temporary signs. Cmr. Bourey asked if an off-premises
15 sign contains content, how can it be regulated. City Attorney Pratt said that the regulation would have to
16 meet the higher constitutional standards. Cmr. Bourey talked about the use of signage in the right of way.
17 City Attorney Pratt suggested regulating the amount of time the sign could be posted. Cmr. Bourey said that
18 regulating signage in the right of way is a difficult item to regulate. Cmr. Fudge asked about the political sign
19 regulations which are proposed to be deleted and asked how the timeline for signage gets regulated. City
20 Attorney Pratt said that a permit could be issued for signs that need to stay up more than the allowed time.
21 Chair Larson asked if a "black lives matter" sign would require a permit if it were to be up more than seven
22 days, under the proposed draft. City Attorney Pratt responded that a sign of that type would require a permit
23 as currently proposed. Director Bennett suggested regulating temporary signs for politics and social
24 statements in a manner does not become a cumbersome enforcement issue. Chair Larson indicated that these
25 types of social statement signs should be allowed within the community. City Attorney Pratt provided her
26 perspective on how to regulate this type of sign. She said she had worked with another code where an
27 exemption for a 3'x4' sign was adopted for this type of sign. She said that real estate signs also fall into this
28 category. A general discussion on how to regulate temporary signs occurred.
29

30 Cmr. Kleweno suggested that the City Attorney be allowed to finish her presentation before any additional
31 questions, given the amount of material that needs to be presented. Chair Larson agreed. City Attorney Pratt
32 continued her presentation. She presented the proposed regulations for temporary signs. She said that 6
33 square feet and no higher than 4 feet is suggested for temporary signs in all districts but suggested that larger
34 temporary signs may be allowed in commercial districts. She also talked about a cap of four temporary signs
35 in commercial districts, and eight in the town center zone.
36

37 Cmr. Cranmer asked about the number of temporary signs in residential zones, which is proposed to be two.
38 She asked if a public notice sign would count against the total amount of temporary signs. City Attorney
39 Pratt responded that a public notice sign is an exempt sign as proposed in the new regulations. City Attorney
40 Pratt emphasized that she only changed items in the existing code that dealt with content and that she tried
41 not to change too much. She described the various types of revisions she is proposing, such as changing
42 message signs as a part of permanent signage in commercial zones. City Attorney Pratt said that limiting
43 home occupation signage in residential zones is a content-based regulation and that the City will need to
44 determine if it has an interest in regulating such signage. City Attorney Pratt introduced new sections
45 regulating southern gateway signs as well as signs within the right of way. Cmr. Fudge asked if the city has to
46 permit signs within the right of way. City Attorney Pratt responded and said that the free speech rights could
47 come into play, for example if an individual were to wear a sign in the right of way. She also introduced a
48 new section clarifying the content of permit applications for signage.
49

50 City Attorney Pratt reviewed a chart that tracks the sign code changes. She emphasized that the chart shows
51 that most changes are for new temporary signage. Chair Larson thanked City Attorney Pratt for the
52 presentation and asked about the next steps. Director Bennett responded that the questions the Commission

has posed to date would generate some policy options. He encouraged Commissioners to continue review of the new content and think about any changes in policy direction that the City should consider related to signage. He said he hoped that the Commission might be able to make a recommendation after a couple more reviews of the proposed changes. Cmr. Bourey said that the case that is before the US Supreme Court on off-premises sign could provide some insight to what we are regulating.

- *Adoption of 2022 PC work plan*

Chair Larson asked if all had reviewed the work plan. Cmr. Saunders said that the draft reflects the previous discussions. Cmr. Kleweno said that the amount of code we just reviewed on the sign issue, could bump the group over a 20% commitment on the topic. He wanted to ensure that the group devotes enough time to the issue. Chair Larson asked for input from Director Bennett. He responded that the percentages reflect intent, but they are not binding.

Cmr. Lee made a motion to adopt the 2022 Planning Commission work plan, and Cmr. Bourey seconded the motion. All voted and the motion carried unanimously.

New Business

2021 annual report

Chair Larson asked if all had a chance to review the content of the report. She asked for discussion or questions. Councilmember Bodi suggested that the Commission present the report to the Council at a future meeting. Chair Larson asked if that had been done in the past and Director Bennett responded and said that it had not been done in the past. Director Bennett noted that Cmr. Saunders was the creator of annual reports with this format which has been in use for several years. Chair Larson asked the Commission if they would like to present the report to the Council. Cmr. Fudge said that it could be valuable if the Commission has additional input for the ADU code. Cmr. Gross agreed with Cmr. Fudge. Cmr. Hicks said that he agreed with Chair Larson on the issue. Cmr. Kleweno said that the tree board presented the annual reports to the Council during his time on that board. Cmr. Saunders said that it would be a good idea to present the annual report to Council. Cmr. Bourey said that the new Council members could benefit from a report or presentation. Cmr. Lee said that she could be available if a request was made to present it. Chair Larson asked how to get on the Council's agenda. Councilmember Bodi responded and said that she will inform the Council that the Commission would like to make a presentation on the 2021 Planning Commission annual report as it pertains to adoption of the recommended ADU regulations. Chair Larson asked when John Lebo resigned. Director Bennett responded that he wasn't sure and said that he would double check on the terms.

Cmr. Gross made a motion to accept the draft of the 2021 Planning Commission annual report, Cmr. Cranmer seconded the motion. All voted and the motion carried unanimously.

Election of Officers

Chair Larson asked Director Bennett to lead the discussion on the election of officers. Director Bennett responded and explained the nomination and voting process for both Chair and Vice Chair.

Director Bennett called for chair nominations.

Cmr. Cranmer nominated Chair Larson. Chair Larson asked if anyone was interested in chairing the committee. Discussion occurred. Chair Larson indicated that she has served for two years and asked if a commissioner can serve more than two years in a single office. Director Bennett responded that the Commission could work under the assumption that a chair can serve more than two years in a row and then elect a new one at the next meeting if it turns out not to be allowed. Director Bennett asked if there were any

1 more nominations. Hearing none, Cmr. Gross moved to close nominations and Cmr. Lee seconded. All
2 voted and the motion to close nominations carried unanimously. Director Bennett asked for a vote on Chair
3 Larson's nomination. All voted in favor of Chair Larson continuing to chair the Planning Commission.
4

5 Director Bennett opened the floor for nominations for vice chair. Cmr. Gross nominated Cmr. Lee for vice
6 chair. Cmr. Lee asked about the duties. Cmr. Saunders offered to read the duties and Chair Larson described
7 her impression of what is expected of a vice chair. Director Bennett asked if there were any more
8 nominations. There were none and Cmr. Gross made a motion to close nominations, Cmr. Kleweno
9 seconded. All voted to close nominations and the motion carried unanimously.
10

11 Director Bennett asked for a vote on Cmr. Lee's nomination for vice chair. All voted in favor of Cmr. Lee for
12 vice chair.
13

14 **Reports and Announcements**

15

16 **Citizen Comments:**

17 Mike Dee said that Larry Goldman is the council liaison for the tree board. He talked about resolution 1836
18 the climate committee and described several individuals who are interested. He talked about the King County
19 collation for homelessness and described how there isn't any public notice or involvement with the meeting
20 and therefore it looks like a closed meeting. He encouraged the Planning Commission to act in the
21 community's interests. He encouraged the commission to present their annual report to the Council. He
22 thanked Jolene Jang and Cmr. Saunders for their comments and service.
23

24 **Agenda for Next Meeting:**

25 Similar to this agenda.
26

27 Chair Larson thanked Cmr. Saunders for his years of service on the Planning Commission. It was suggested
28 that a social gathering occur in honor of Cmr Saunders' service.
29

30 Director Bennett said that Cmr. Saunders contributed to shaping the city with his work on the southern
31 gateway design guidelines and thanked Cmr. Saunders for his work.
32

33 Cmr. Saunders said that he has learned a lot about the city and he thanked staff for assisting him and
34 contributing to his success as a commissioner. He said that LFP is a special place, and that the community is
35 connected in many ways. He said that planning is about more than land use and the environment, but also
36 about social justice. He suggested keeping that idea in mind when working on the comp plan.
37

38 **Adjournment:**

39 Cmr. Saunders made a motion to adjourn the meeting, Cmr. Cranmer seconded, and the motion carried
40 unanimously. The meeting was adjourned at 8:59 pm.
41

42 APPROVED:

43
44
45
46 _____
47 Maddy Larson, Chair

City of Lake Forest Park - Planning Commission
Draft Regular Meeting Minutes: March 8, 2022
Virtual/Zoom Meeting

Planning Commissioners present: Chair Maddy Larson, Ira Gross, Lois Lee, David Kleweno, Jim Bourey, Walter Hicks

Staff and others present: Steve Bennett, Planning Director; Nick Holland, Senior Planner, Councilmember Lorri Bodi (Planning Commission Liaison), Councilmember Tracy Furutani, Kim Adams-Pratt, City Attorney

Members of the Public: Jolene Jang, Mike Dee

Planning Commissioners absent: Melissa Cranmer; T.J. Fudge

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

Land Acknowledgement:

Cmr. Bourey read the land acknowledgement.

Approval of Agenda

Cmr. Bourey made a motion to approve the agenda, Cmr. Kleweno seconded, and the motion to approve the agenda passed unanimously.

Meeting Dates:

Chair Larson noted that the next regular meeting is scheduled for April 12, 2022.

Citizen Comments:

Jolene Jang said she wanted to talk about the Garey property and the pending RUE. She said she has commented nine times on this project. She said that the project is a vacant lot which Lyon creek runs through. Ms. Jang said that the Council wants to save salmon and Lyon creek is where they can live. She said that habitats and riparian zones will be destroyed if projects like this one get approved. She said that the project goes against what LFP stands for. She asked how much of an onus should be on the neighbor to argue against such a project. She offered herself as a resource. She invited all to her property to visually inspect the site.

Report from City Council Liaison

Councilmember Bodi congratulated the Planning Commission on its work that had led to the Council's recent adoption of the new ADU regulations. She said that several spoke at the hearing and that it was a good discussion. She said the Council adopted the ordinance which was recommended by the Planning Commission. She said the Council is still interested in standard designs for ADUs but the implementation of that idea may happen at a later date. She went on to talk about the state legislation to change single family zoning laws. She described two bills that have not been successful in going forward and described the details of each bill.

Councilmember Bodi said the state legislature required that local jurisdictions update regulations on emergency shelters and transitional housing and noted that the City adopted such interim regulations last year. She said that those interim regulations were going to expire and that there will be a public hearing on Thursday to renew them.

Councilmember Bodi said there is a very detailed City Administration report and that one highlight of it was that the city has received some funds for park planning which will likely be used for the master plan for the lake front park.

Councilmember Bodi added that the City Council has come up with a hybrid in person/virtual meeting format that will likely start in May.

Old Business

Sign code update- Second review of City Attorney's draft amendments

City Attorney Pratt described some of the changes that they made to the draft sign code regulations. She also described the material she provided regarding the recent supreme court case, which she indicated, has not been decided on yet. She recommended the Planning Commission move forward with recommendations for off-premises signs and recommended changes to the draft at a later date if needed pending the court's decision.

City Attorney Pratt presented the latest draft and started with the definitions section and asked for questions. She presented the material on prohibited signs and asked if there were any questions. Chair Larson asked about section on general prohibition and asked for clarification on the process for enforcement. City Attorney Pratt responded that she didn't change much of the process for enforcement on violations of the sign code. Director Bennett described the process for enforcement of sign code violations for signs within the right of way. Cmr. Bourey said he had a concern about signs within the right of way. He said that he is concerned with allowing signs within the right of way. He asked what other Commissioners opinions were on allowing signs within the right of way. Chair Larson asked if this could be addressed in item six. City Attorney Pratt described where signs can and cannot be placed. Chair Larson asked what the difference is between a public easement and a public right of way. City Attorney Pratt responded and said the difference usually lies within the purpose or use of the property. Cmr. Lee said that LFP does not have continuous sidewalks and some signs are in the right of way. City Attorney Pratt said that the regulations prohibit signage impeding pedestrian progress. Discussion continued regarding signage within the right of way. Cmr. Gross recommended additional language to prohibit signage adjacent to sidewalks. Cmr. Kleweno asked if bicyclists are considered pedestrians. He asked if signage in the right of way is a problem and said that he doesn't want to regulate for regulation sake. Director Bennett responded and said that the department doesn't get many complaints regarding signs within the right of way. Cmr. Hicks said he is wondering if the draft can be a bit more concise. Chair Larson asked if there is support for temporary signs in the right of way and said she wanted to discuss how to add specific language about the subject so that confusion is avoided. She asked who supported signage in the right of way and/or easements. The Commissioners gave their opinions. City Attorney Pratt said that prohibiting signs in the right of way is an extreme departure from policies of most cities in Washington. Cmr. Bourey asked City Attorney Pratt if there are constitutional impediments to prohibiting signs in the right of way. City Attorney Pratt responded and said that the distinctions Cmr. Bourey is describing seem to be content based. She said that it would be difficult to separate content and recommended making safety the deciding factor for prohibiting signs in the right of way. Cmr. Hicks asked if a date range can be placed on temporary signage. City Attorney Pratt responded and said that it could be a possibility. City Attorney Pratt described the difference between mechanical and animated signage. Chair Larson said that it would be beneficial for more specificity on item four in the prohibited sign section. She suggested that a measurement be specified in that section and asked for advice. City Attorney Pratt responded and said that a distance could have a different affect in different areas and recommended not specifying a distance for that type of signage. Cmr. Lee suggested adding language that would specify which areas are prioritized for pedestrians use.

City Attorney Pratt presented the recommended language for exempt signage which would not require a permit. Cmr. Hicks suggested adding language which references the temporary sign section. Chair Larson asked whether little free libraries would be regulated by the sign code. City Attorney Pratt responded and said they would not qualify as signs.

1 City Attorney Pratt presented the recommended language for temporary signs. Chair Larson suggested
2 having a time limit for these types of signs. Cmr. Hicks suggested having a time limit for signs within the right
3 of way. Director Bennett asked if there was a suggestion on the time frame and asked if staff should research
4 what other cities are doing. Cmr. Hicks responded and said that he had two weeks in his mind. City Attorney
5 Pratt said that political sign restrictions have been changed and that she will provide the specifics to the
6 Commission. Cmr. Kleweno said that all signs need to be treated the same. Cmr. Gross agreed with having a
7 two-week time limit. Chair Larson suggested one week as the time limit for temporary signs and suggested
8 having them placed on private property and out of the right of way. City Attorney Pratt said that if a private
9 property owner doesn't provide permission to place signage, it could affect an election. Discussion ensued on
10 size requirements for temporary signs. City Attorney Pratt cited examples of how the regulations have been
11 applied in the past and how the existing sign code is problematic given current case law. Cmr. Bourey
12 described his professional experience in differentiating art versus signage. He asked City Attorney Pratt her
13 opinion on the difference. City Attorney Pratt responded and pointed towards the definitions in the draft
14 code. She said that the difference would need to be evaluated on a case-by-case basis. Chair Larson asked
15 Director Bennett for input. Director Bennett responded and said that from staff's perspective he would
16 prefer to have language that would provide clarity on the issue. He described a past enforcement case where
17 the code did not provide enough guidance. Cmr. Hicks said most of the language in this section make sense
18 but sounded like it could be difficult to enforce. He said that he would prefer to eliminate the regulation for
19 signs on fences. Cmr. Gross said he was not in favor of eliminating subsection D.2. Chair Larson
20 summarized the Commission's opinion on subsection D2. Chair Larson asked for opinions. Cmr. Bourey
21 said that there is a qualitative difference between something on a house and something on a fence. Chair
22 Larson asked who is supportive of removing subsection D2, the Commissioners gave their opinions. Chair
23 Larson asked for opinions on the size requirement, which is six square feet, for temporary signs in residential
24 areas. Cmr. Lee said that she favors the language as drafted. Cmr. Gross said that a time limit for those signs
25 should be imposed. Chair Larson asked who decides to permit the signage, and City Attorney Pratt
26 responded and said it goes through staff review. Discussion occurred on duration for temporary signage.
27 Director Bennett recommended capping the time at a month to prevent sequence permitting. City Attorney
28 Pratt asked if the two-week limit on temporary signs is agreed upon. Chair Larson asked for opinions. City
29 Attorney Pratt explained that the draft is trying to avoid over administration and an overabundance of types
30 of permit applications.

31
32 Discussion continued regarding the appropriate time limit for temporary signs. Cmr. Gross suggested having
33 a date of removal posted on the temporary sign. He suggested that community members police sign
34 duration. Cmr. Hicks said he doesn't want to limit statement signs on private property. City Attorney Pratt
35 clarified how time limits would be applied. Chair Larson suggested allowing two temporary signs on private
36 property without a time limit. There was additional discussion on the appropriate time limit for temporary
37 signs. Director Bennett suggested having staff bring back some language alternatives on the subject at the
38 next meeting. The Commission agreed. City Attorney Pratt asked if there was interest in having larger size
39 for temporary signs in commercial zones. Cmr. Kleweno said he would be interested in providing for larger
40 temporary signs in commercial zones. Cmr. Hicks said that prohibiting the number of temporary signs on
41 private property would prohibit someone from having signs for multiple city council candidates, beyond the
42 limit of two signs. Chair Larson asked the Commissioners to flag the draft for any items that require
43 discussion. City Attorney Pratt said that she will draft some additional language for consideration.
44

45 **New Business:** None.

46
47 **Reports and Announcements**

48 Director Bennett said that the City Arborist is resigning effective this week and that arborist services will be
49 provided via consultants.

50
51 **Additional Citizen Comments:**

52 None.

1
2 **Agenda for Next Meeting:**

3 Chair Larson asked for information on the reasonable use process to evaluate the current LFP policy. She
4 asked if other commissioners are interested in exploring that topic at the May meeting and Cmr. Gross and
5 Kleweno responded that they were interested.
6

7 **Adjournment:**

8 Cmr. Gross made a motion to adjourn the meeting, Cmr. Hicks seconded, and the motion carried
9 unanimously. The meeting was adjourned at 8:55 pm.
10

11 APPROVED:

12
13
14 _____
15 Maddy Larson, Chair
16

DRAFT AMENDMENTS
CHAPTER 18.52, SIGNAGE, LFPMC
(April 12, 2022 Meeting Draft)

Commented [KAP1]: Highlighted text has been edited, added, or deleted since 3/8/22 PC meeting.

Section 1. AMEND . The City Council of the City of Lake Forest Park hereby amends section 18.52.020 LFPMC, Definitions, as follows:

18.52.020 Definitions

~~A. "Celebration displays" are temporary signs, banners, posters, fluttering devices, balloons, and pennants used solely for the purpose of announcing the opening of a new business, celebration of business anniversaries or announcing major sales. No balloon may exceed three cubic feet. No celebration shall commence prior to the start of the celebration. The notice shall specify the first and last days of the celebration.~~

~~A. "Animated sign" means any sign, or any portion of the sign, affected by the movement of air or other atmospheric or mechanical means, or that uses natural or artificial changes of lighting, to depict action or create a special effect or scene. Animated signs include, but are not limited to, flashing signs, inflatable signs, rotating signs, pennants, streamers, balloons, searchlights, spinners, and propellers. Changeable message signs are not considered animated signs for the purposes of this chapter.~~

~~B. "Awning or canopy sign" means a nonelectric sign that is printed on, painted on, or attached to the vertical surface or flap of an awning or canopy.~~

~~C. "Banner" means a sign composed of flexible material, such as fabric, pliable plastic, or other similar nonrigid material, with no enclosing framework or electrical components and that is supported or anchored on two or more edges or at all four corners, or along either one edge or two corners with weights installed that reduce the reaction of the sign to wind.~~

~~DB. "Changing message signs" are signs in which a change of message is made by means of moving or digitally changing monochromatic letters, or numbers, or a combinations thereof. Moving or digitally changing the letters or numbers does not make the sign an "animated sign," such as clocks and electronic signs indicating time, date and temperature. The display must also be monochromatic. No messages other than date, time and/or temperature are permitted on changing message signs.~~

~~E. "Copy" means the graphic content of a sign surface, including, but not limited to, graphics, letters, numbers, figures, symbols, and trademarks.~~

~~F. "Exterior signs" means a wall sign, an awning sign or marquee sign, all of which have copy showing on only one side of the sign.~~

1 G. Electronic video signs. Signs that contain electronic video displays similar to or
2 otherwise depicting a television screen.

3 ~~C. "Construction signs" are nonilluminated signs which identify the architects, engineers,~~
4 ~~planners, contractors or other professional individuals or firms involved with a~~
5 ~~construction or remodel project or which announce the character or purpose of a project~~
6 ~~but which do not advertise any product.~~

7 ~~H.D. "Freestanding sign" means a sign standing directly on the ground or having one or~~
8 ~~more supports standing directly on the ground, and being detached from any building or~~
9 ~~fence.~~

10 I. "Illuminated sign" means a sign with an artificial light source incorporated internally or
11 externally for illuminating the sign.

12 J. "Lawn sign" means a freestanding sign made of lightweight materials such as
13 cardboard or vinyl that is supported by a frame, pole, or other support structure placed
14 directly in the ground without foundation or other anchors.

15 ~~E. "Incidental signs" are signs of a noncommercial nature, without advertising, intended~~
16 ~~primarily for the convenience of the public, that do not exceed a maximum area of two~~
17 ~~square feet. Incidental signs include:~~

18 ~~1. Nonflashing signs designating street addresses, restrooms, hours of operation,~~
19 ~~entrances and exits to buildings and parking lots, help wanted signs, bus stop and~~
20 ~~bus route signs, public telephones and the like;~~

21 ~~2. Property control signs such as "no trespassing" signs, "no soliciting" signs,~~
22 ~~towing signs, "no dumping" signs and the like;~~

23 ~~3. Plaques, tablets or inscriptions of an historical character which are an integral~~
24 ~~part of a building or are attached flat to the face of a building, walkway or street;~~

25 ~~4. Newspaper boxes attached to mailbox posts which include the name of the~~
26 ~~newspaper; and~~

27 ~~5. Temporary signs in RM and RS zones identifying noncommercial events such~~
28 ~~as private picnics, birthdays and the like.~~

29 ~~A maximum of two incidental signs per business can include the names and/or logo of~~
30 ~~the business. Political signs and commercial signs such as yard sale signs, real estate~~
31 ~~signs and the like are subject to the specific provisions of this chapter relating to them.~~

32 ~~F. "Land use notice action signs" are signs notifying the public of proposed site~~
33 ~~alterations and which are required to be posted.~~

Commented [KAP2]: Numbering and lettering will be corrected when PC has finished its review.

1 ~~G. “Noncommercial identity signs” are signs which identify the city, parks, public utility or~~
2 ~~service districts, places of worship, schools, community recreational clubs and areas~~
3 ~~and residential communities within the city or provide public service, location or~~
4 ~~educational information. Identity signs may not be directly illuminated but may have~~
5 ~~indirect illumination on them. A noncommercial identity sign may not exceed 32 square~~
6 ~~feet per side or have balloons, flags, festoons, pennants or the like attached. Such signs~~
7 ~~must be placed upon the property which they identify except as provided in~~
8 ~~LFPMC 18.52.040(A).~~

9 K. “Marquee sign” means any sign attached to or supported by a marquee, which is a
10 permanent roof-like projecting structure attached to a building.

11 L. “Monument sign” means a freestanding sign having the appearance of a solid base
12 that is 100 percent or greater of the sign face width, made of landscape construction
13 materials such as brick, stucco, stonework, textured wood, tile, or textured concrete,
14 which are harmonious with the materials of the primary structure on the subject
15 property.

16 MH. “Off-premises signs” are any permanent sign, such as a billboard, pedestal, pole,
17 monument, or marquee sign which displays a message which is not incidental to the
18 current use of the property on which it is located.

19 N. “Pedestal sign” means freestanding signs supported permanently upon the ground
20 by one or more solid bases, which base or bases shall be of a width equal to or greater
21 than 50 percent of the sign width.

22 O. “Pole or pylon signs” means freestanding signs supported permanently upon the
23 ground by one or more solid bases, which base or bases are less than 50 percent of the
24 sign width.

25 P. “Temporary Portable signs” means a sign that is not permanently affixed and that is
26 designed for or capable of being moved, except those signs explicitly designed for
27 people to carry on their persons or that are permanently affixed to motor vehicles.
28 Temporary Portable signs include, but are not limited to, sandwich board A-frame signs,
29 portable reader boards, lawn signs, and similar signs.

30 I. “Open house signs” are signs of an A-frame or sandwich-type construction, which
31 may include a real estate company’s name and logo and the words “open house” and
32 having a directional symbol, not exceeding six square feet in size.

33 J. “Political signs” are signs which advertise or promote a political candidate(s) for public
34 elective office, promote a political party, or promote a position on a public issue or ballot
35 issue. A sign which advertises or promotes a negative position of a political candidate,
36 political party or public issue or ballot issue is a political sign.

Commented [KAP3]: Using both ‘Portable’ and ‘Temporary’ seemed unnecessary.

Commented [KAP4]: These types of signs have been defined as ‘sandwich boards’ instead of ‘A frame’.

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1 ~~K. "Real estate signs" are temporary signs not to exceed six square feet per side, which~~
2 ~~may be one or two sided, advertising the real estate upon which it is located, or a~~
3 ~~portion thereof, for sale, lease or rent.~~

4 Q. "Right-of-way" means land owned, dedicated, or conveyed to the public and used
5 primarily for the movement of vehicles, wheelchair, and pedestrian traffic, and land
6 privately owned and used primarily for the movement of vehicles, wheelchair, and
7 pedestrian traffic, so long as such privately owned land has been constructed in
8 compliance with all applicable laws and standards for a public right-of-way.

9 ~~RL. "Sandwich board signs" are temporary advertising signs constructed of two boards~~
10 ~~or other flat-surfaced materials hinged or otherwise connected at one end (i.e., A-frame)~~
11 ~~which may not exceed six42 square feet per side and may not exceed four feet in~~
12 ~~height. Balloons, flags, festoons, pennants, and the like may not be attached to any~~
13 ~~sandwich board sign. Sandwich board signs must be placed on the ground; they cannot~~
14 ~~be elevated or suspended above the ground.~~

15 ~~M. "Seasonal signs" means reasonable seasonal decorations of a noncommercial~~
16 ~~nature within an appropriate holiday season or during a festival as long as such~~
17 ~~seasonal signs are removed promptly at the end of the holiday season or festival.~~

18 ~~SN. "Sign area" means the entire area of a sign on which copy is placed, excluding the~~
19 ~~sign's structure, architectural embellishments, and framework. Sign area is calculated~~
20 ~~by measuring the perimeter enclosing the extreme limits of the sign face containing~~
21 ~~copy; provided, however, for letters or symbols painted or mounted directly on walls and~~
22 ~~awnings, sign area shall be calculated by measuring the smallest single rectangle which~~
23 ~~will enclose the combined letters and symbols. If a design or pattern is combined with~~
24 ~~a sign, only that part of the design or pattern which cannot be distinguished from~~
25 ~~the sign will be considered as part of the sign area.~~ Sign area for freestanding signs and
26 signs contained entirely within a cabinet and mounted on a wall, roof or monument shall
27 be calculated by measuring the entire area of the cabinet. When calculating sign square
28 footage, the measurement of a sign's dimension shall be only with respect to its
29 physical dimensions and not include the distance it hangs from the ground or the size of
30 its supports.

31 ~~TO. "Sign height" means the vertical distance, from the average level of the undisturbed~~
32 ~~soil at the base of the sign, measured to the highest point of the sign.~~

33 UP. "Signs" are any visible communication device, structure or fixture, stationary or
34 mobile, including supporting and component parts, designed to announce, declare,
35 demonstrate, display, or otherwise identify, advertise, or attract the attention of the
36 public which are visible from any right-of-way, using graphics, letters, figures, symbols,
37 trademarks, pennants, moving or fluttering devices, including balloons, or written copy.
38 Flags, painted wall designs, or patterns which do not represent a product, commodity,
39 service or registered trademark, and which do not identify the user, are not signs.
40 Official notices and informational materials erected and maintained in the discharge of a

governmental function are not considered signs for the purposes of this chapter. ~~When calculating sign square footage, the measurement of a sign's dimension shall be only with respect to its physical dimensions and not include the distance it hangs from the ground or the size of its supports.~~ A memorial plaque or tablet, or cornerstones indicating the name of a building and date of construction, when cut or carved into any masonry surface or when made of bronze or other incombustible material and made an integral part of the building or structure are not considered signs for the purposes of this chapter.

U. "Temporary sign" means any sign not permanently affixed or attached to the ground or a structure.

V. "Wall sign" means a sign applied with paint or similar substance on the surface of a wall, a sign attached essentially parallel to and extending not more than 12 inches from the wall of a building, or a sign attached to a roof gable of a building.

W. "Window signs" mean all signs located inside and affixed to a window and intended to be viewed from the exterior of the structure.

~~Q. "Special event signs" are signs advertising the occurrence of a community event such as a school bazaar, fundraising car wash, community picnic, etc. There are no size limitations on special event signs. Yard sale signs are not special event signs.~~

~~XR.~~ "Street light banner" is a sign that is made of nonrigid material secured in a rigid frame on all four corners which is placed upon or attached to a street light pole or utility pole in a manner that does not create a traffic or other safety hazard.

~~S. "Yard sale signs" are any signs which may not exceed six square feet on each of two sides of a temporary nature advertising a garage or yard sale of personal belongings. Home occupations permitted by this title may not utilize yard sale signs to advertise, promote or sell their goods or services.~~

Section 2. AMEND . The City Council of the City of Lake Forest Park hereby amends section 18.52.030 LFPMC, Illegal signs and removal, as follows:

18.52.030 ~~Prohibited~~legal signs and removal.

A. General prohibition. Any sign not expressly provided for in this chapter shall be ~~prohibited~~legal. All ~~prohibited~~legal signs must be removed by the person placing them or by the person, business or entity benefited by the ~~prohibited~~legal sign and are also subject to enforcement proceedings under LFPMC 18.52.100. ~~However, the city of Lake Forest Park may remove any prohibited~~legal sign within right-of-way and its jurisdiction. ~~Signs~~ so removed may be released to the sign owner or other responsible person upon payment of a \$25.00 removal fee. Removed signs which are unclaimed

1 after 30 days may be destroyed by the city. Removal of a ~~prohibited~~ illegal sign by the
2 city does not relieve the person responsible for paying accrued fines under LFPMC
3 18.52.100 ~~therefor~~.

4 B. Specific prohibitions. Unless otherwise provided for in this chapter, no person shall
5 erect, alter, maintain, or relocate any of the following signs in the City:

6 1. Any animated sign as defined in LFPMC 18.52.020.

7 2. Any electronic video signs as defined in LFPMC 18.52.020.

8 2. Any signs that emit smoke, visible particles, odors, and/or sound, except that
9 sound from speakers in signs on the premises of a drive-through facility shall be
10 allowed.

11 3. Any sign that is dangerous or confusing to motorists and pedestrians,
12 including any sign that by its color, wording, design, location, or illumination resembles
13 or conflicts with any official traffic control device or that otherwise impedes the safe and
14 efficient flow of traffic.

15 4. No sign may impede free ingress and egress from any sidewalk, pedestrian
16 walkway, door, window, or exit way required by building and fire regulations.

17 5. Portable signs on wheels (trailer signs) and outdoor electric portable signs.

18 6. Signs within public property, public easements or structures, including, but not
19 limited to, medians, roundabouts, sidewalks, utility poles and cabinets, street light poles,
20 traffic poles and signals, and street trees, except as allowed pursuant to LFPMC
21 18.52.080.

22 7. Signs placed on or painted on a motor vehicle or trailer parked with the
23 primary purpose of serving as a sign not otherwise allowed by this chapter.

24 8. Signs erected, constructed, or structurally altered that are required to have a
25 permit for such action and that were erected, constructed, or altered without obtaining a
26 permit for such action.

27 9. Off-premises signs.

28 Section 3. AMEND . The City Council of the City of Lake Forest Park hereby
29 amends section 18.52.040 LFPMC, Exemptions, as follows:

30
31 **18.52.040 Exemptions.**
32

1 A. The following signs and sign related activities are exempt from obtaining a permit
2 pursuant to 18.52.090 LFPMC, except as set forth in LFPMC 18.52.050, and except for
3 signs in the right-of-way, exempt from regulation:

4
5 1. Changes to the copy of changeable message signs, provided such changes do not
6 change the material or appearance of the sign as originally permitted by the City.

7
8 2. The normal repair and maintenance of conforming or legal nonconforming signs.

9
10 3. Temporary signs with a sign area no greater than three square feet in area per side
11 and no more than four feet in height that remain on the premises for less than 120 days
12 in a one year period.

13
14 4. Any signs required to be posted pursuant to the LFPMC or any other local, State, or
15 Federal regulation.

16
17 5. Any sign on a vehicle, unless such vehicle sign is prohibited pursuant to LFPMC
18 18.52.030.

19
20 6. Traffic and pedestrian signs and signals, signs required by law, street and
21 governmental directional signs, official public notices and governmental flags.

22
23 A. Incidental signs and noncommercial identity signs; provided, that noncommercial
24 identity signs which identify the city or its public parks may be placed in the public right-
25 of-way.

26
27 B. Political signs in all zones except public rights-of-way; provided, that all political signs
28 must be removed within five days of the election in which the political candidate or
29 public issue or ballot issue is decided; and provided further, that political signs
30 advertising or promoting a political party must be removed within five days after each
31 general election.

32
33 C. Seasonal signs.

34
35 D. Construction signs; provided, that there may not be more than one construction sign
36 on each public right-of-way upon which the project fronts and not more than two
37 construction signs in total; and provided further, that no construction sign shall exceed
38 42 square feet in area per side and not more than six feet in height. All construction
39 signs must be removed within one day of initial occupancy or one day of completion of
40 the project; whichever is the last to occur.

41
42 E. Land use action notice signs.

43
44 F. Exterior and interior signs or displays not intended to be visible from streets or public
45 rights-of-way, signs in the interior of a building not facing a window, window displays,
46 and point-of-purchase advertising displays such as vending machines.

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Commented [KAP5]: Deleted because, as "sign" is defined, these would not be signs.

Commented [KAP6]: Deleted because, as "sign" is defined, these would not be signs.

~~G. Sculptures, fountains, benches, lighting, mosaics, landscaping and other street furniture which do not incorporate advertising or identification.~~

~~7H. Poles erected for the purpose of displaying patriotic flags and such flags if the flag does not meet the definition of Sign in LFPMC 18.52.020.~~

Commented [KAP7]: Edited the definition of sign to include information about flags.

~~I. Real estate and open house signs on private property; provided, that there may not be more than one real estate sign and one open house sign on each public right of way upon which the property fronts and not more than two real estate signs and two open house signs on such property in total; and provided further, that no real estate sign or open house sign shall exceed six square feet in area per side and not more than six feet in height in RM and RS zones and 16 square feet in area per side and not more than six feet in height in CC, BN and TC zones; and provided further, that all real estate signs must be removed within five days of the property being closed, leased or rented, as the case may be, and all open house signs must be removed by 7:00 p.m. of the last day that the property is being shown.~~

~~K. Service, fraternal, religious and similar organizations located in the city may erect signs at their cost at the entrances to the city as follows: there shall be one standard jointly shared by all such subject organizations no higher than 10 feet that shall carry all the signs for each subject organization at each principal arterial entrance, and each subject organization's sign, emblem or symbol shall be no more than two square feet per side in sign area. Placement of such standards must be approved in advance by the city's engineer and by the planning director.~~

~~Section 4. ADDITION . The City Council of the City of Lake Forest Park hereby add section 18.52.045 LFPMC, Temporary signs, as follows:~~

18.52.045 Temporary sign.

Commented [SB8]: This section has been revised to remove criteria for temporary signs that is relevant on in certain zoning districts. The remaining criteria are intended to apply to all temporary signs. Criteria that is only relevant in certain zones has been moved to the appropriate section (ordinance sections 5 – 9).

The following provisions apply to all temporary signs placed within the City, unless otherwise provided in this chapter:

A. Temporary signs must be placed totally within the site/property pursuant to the requirements of this chapter, except when allowed to be placed within the right-of-way under LFPMC 18.52.080.

B. Temporary signs may be made of any durable material; provided, that the temporary sign otherwise conforms to the requirements of this chapter. A temporary sign may be of rigid or nonrigid construction.

1 C. Temporary signs that have either internal or external illumination shall not be
2 displayed from the hours of 11:00 p.m. to 8:00 a.m.

3
4 C. In addition to the limitations on the placement of temporary signs within the public
5 right-of-way pursuant to 18.52.080, Except as otherwise provided for in this chapter,
6 temporary signs are prohibited from being in the following places:

7
8 1. No temporary sign may be placed on a roof of a building or structure.

9
10 2. No temporary sign may be placed on fences.

11
12 3. any location No temporary sign shall be so located as to physically obstruct
13 any door or exit from a building.

14
15 4. any location so as No temporary sign shall be located to be hazardous to a
16 motorist's or pedestrian's ingress and egress from buildings or parking areas.

17
18 5. No temporary sign shall be in the sight-distance triangle, or in any other area
19 which may obstruct the vision of motorists to create a safety hazard.

20
21 D Temporary signs shall not be directly or indirectly illuminated.

22
23 E. Temporary signs driven into the ground shall be clear of tree roots, irrigation lines
24 and other underground structures that could be damaged.

25
26 E. Temporary signs shall not exceed six square feet in area per side and not more than
27 four feet in height in RM and RS zones and six feet in area per side and not more than
28 four feet in height in CC, BN, and TC zones. Temporary signs placed on the inside of
29 windows shall, in the aggregate, not exceed 50 percent of the area of the window on
30 which they are displayed.

31
32 F. No more than two temporary signs shall be displayed on each side of the property
33 fronting a right-of way, and no more than four in total on the property at any time, unless
34 provided otherwise in this chapter.

35
36
37
38 Section 5. AMEND. The City Council of the City of Lake Forest Park hereby
39 amends section 18.52.050 LFPMC, Signs in RM and RS zones, as follows:

40
41 **18.52.050 Signs in RM and RS zones.**

42
43 In all Residential-multifamily and Residential single-family zones, the following sign
44 regulations apply.

1 A. All residences shall display the postal address of that property. The display may be
2 lighted but not flashing and shall be clearly visible from the public right-of-way. If the
3 display is to be placed upon the residence, the numbers must be no less than four
4 inches in height and of a contrasting color to the residence.

5
6
7 B. Temporary signs are allowed that meet the following criteria:

8
9 1. a sign does not exceed six square feet in area per side and is not more than
10 four feet in height;

11
12 2. signs remain on the premises for no more than ; and

13
14 3. no more than temporary signs are displayed on the premises at one
15 time.

16
17 ~~Yard sale signs on private property; provided, that yard sale signs may only be erected~~
18 ~~one day prior to the first day of the sale and must be removed within 24 hours of the end~~
19 ~~of the last day of the sale; and provided further, that yard sale signs to be held on any~~
20 ~~property may not be posted for more than a total of six days per month.~~

21
22 C. No home occupation otherwise permitted by this title may erect or post any sign
23 advertising or promoting that home occupation.

24
25 D. The following additional signs are permitted in the RM and RS zoned properties
26 zoned nonresidential uses: :

27
28 1. One Exterior wall sign, marquee sign, or awning sign, lighted or unlighted,
29 nonflashing, on the outside wall of the main building, which shall be flat against the wall
30 and have an area of not greater than 40 square feet.

31
32 2. OneA monument, pole, or pedestal, detached sign, lighted or unlighted, nonflashing,
33 having an area not greater than 30 square feet per side and a sign height of not more
34 than six feet on which both faces may be utilized. Such signs must be securely mounted
35 on the ground on which they rest. On corner lots, one such sign may be placed facing
36 each street.

37
38 3. One changing message sign that is included within one sign allowed by subsection
39 D.1 or D.2 above.

40
41 4. Temporary signs that meet the following criteria:

42
43 a. a sign does not exceed six square feet in area per side and is not more than
44 four feet in height;

45
46 b. signs remain on the premises for no more than ; and

1
2 c. no more than temporary signs are displayed on the premises at one
3 time.
4

5 E. Fluttering signs, including balloons, festoons, pennants and flags (other than official
6 flags of political entities and a single flag identifying the project or owner), and off-
7 premises signs are prohibited; provided, that such fluttering signs are permitted on
8 temporary incidental signs in RM and RS zones identifying noncommercial events such
9 as private picnics, birthdays and the like.
10

11 F. Churches are permitted to attach readerboard signs to their outside walls and to
12 place sandwichboard-type signs on their property on days of service.
13

14 G. For any zone, the city shall determine the square footage of a sign that is painted on
15 or attached directly to a wall, roof, monument, or support column by its sign area as
16 defined herein. Where a sign is limited to square feet, on one or both sides, square
17 footage shall be determined by sign area.
18
19
20

21 Section 6. AMEND. The City Council of the City of Lake Forest Park hereby
22 amends section 18.52.060 LFPMP, Signs permitted in CC and BN zones, as follows:
23

24
25 **18.52.060 Signs permitted in CC and BN zones.**
26

27 In Neighborhood Business (BN) and Corridor Commercial (CC) zones, the following
28 sign regulations apply.
29

30 A. In BN zones, two single-faced or one double-faced wall Exterior signs are, marquee
31 sign, pole sign, or pedestal sign is permitted, not to exceed a total of 60 square feet per
32 sidesign, attached to the building wall and advertising the business conducted therein,
33 or the goods and services available therein.

34 B. In the CC zone, for each street or parking lot on which a business fronts, one Exterior
35 a single-faced wall sign on the exterior wall, gable or awning fronting o for that business
36 is permitted (Exterior Sign). If the exterior sign is on the exterior wall, its size must be
37 the lesser of: (1) 150 square feet per side; or (2) the greater of that amount in square
38 footage which is a factor of eight tenths (0.8) of that business' linear street or parking lot
39 frontage or 75 square feet per side; provided, that stand-alone buildings in the CC zone
40 are entitled to signs of not more than 75 square feet per side irrespective of linear
41 frontage; and provided further, that businesses which occupy in excess of 20,000
42 square feet of space may have a single exterior sign of not more than 250 square feet
43 per side on each street or parking lot frontage. If the exterior sign is on a gable or
44 awning, its size must be less than 40 square feet. Signage entitlements under the

1 foregoing sentence for any frontage may not be counted for entitlement on any other
2 frontage. Businesses that share space must share signage entitlements under this
3 provision.

4 C. In both CC and BN zones, one monument sign, pole sign or pedestal
5 sign freestanding, single-faced or one double-faced sign not exceeding 30 square feet in
6 area per side and a sign height not exceeding 20 feet is permitted, ~~securely fastened to~~
7 ~~the ground~~.

8 D. In both CC and BN zones, one changing message sign is permitted that is included
9 within one sign allowed by subsections A. – C. above.

10 E. In both CC and BN zones, ~~one temporary sandwich board signs~~ may be placed on
11 the business' property that meet the following criteria: advertising special sale
12 ~~commodities or services and displayed only when the advertised business is open for~~
13 ~~business~~.

14 1. a sign does not exceed six square feet in area per side and is not more than
15 four feet in height;

16
17 2. signs remain on the premises for no more than ; and

18
19 3. no more than temporary signs are displayed on the premises at one
20 time.
21

22 F. In both CC and BN zones, signs of any kind in windows viewable from any ~~public~~
23 right-of-way may not cover more than 50 percent of the window area ~~except for~~
24 ~~celebration displays~~.

25 ~~G. For automobile service stations, a single freestanding fuel price and fuel brand~~
26 ~~identification sign, which may be lighted but nonflashing, securely anchored to the~~
27 ~~ground. Additional advertising of car wash services and other fuels sold may be added~~
28 ~~to the fuel price and fuel brand identification sign but no other message or device may~~
29 ~~be attached to the fuel price and fuel brand identification sign. I]~~

30 H. All signs permitted by this section shall ~~be nonflashing, with no movement or~~
31 ~~simulated movement, except for changing message signs, and shall be located as not~~
32 ~~to produce glare on neighboring residential properties or interfere with traffic, traffic~~
33 ~~signals or traffic signs~~.

34 I. a Fluttering signs, including balloons, festoons, pennants and flags (other than official
35 flags of political entities and a single flag identifying the project or owner) of a
36 permanent nature are prohibited. However, in CC zones, celebration displays are
37 permitted for periods of no more than 14 consecutive days and a total of four times a

1 ~~year. Celebration displays must be used at the site of the business and must be~~
2 ~~removed at the end of the event or 14 consecutive day period, whichever is shorter.~~

3 ~~J. Off-premises signs are prohibited.~~

4 Section 7. AMEND. The City Council of the City of Lake Forest Park hereby
5 amends section 18.52.070 LFPMP, Signs permitted in TC zone, as follows:

6
7
8 **18.52.070 Signs permitted in TC zones.**
9

10 The ~~planned shopping center in the~~ TC zone is a unique and visible community
11 resource ~~and structure~~. It is the city's desire that signs in the ~~planned shopping center~~ in
12 the TC zone be aesthetically pleasing, architecturally cohesive ~~with the planned~~
13 ~~shopping center in the TC zone and with signs of other tenants in the planned shopping~~
14 ~~center in the TC zone~~, of superior construction, safe for both pedestrian and vehicular
15 traffic and commercially reasonable.

16
17 A. In the TC zone, for each street or parking lot on which a business fronts, one
18 Exterior single-faced sign on the exterior wall, gable or awning sign fronting of that
19 business is permitted ("Exterior Sign"). If the exterior sign is on the exterior wall, its size
20 must be the less of (1) 150 square feet per side or (2) the greater of that amount in
21 square footage which is a factor of eight tenths (0.8) of that business' linear street or
22 parking lot frontage or 75 square feet per side; provided, that stand-alone buildings in
23 the TC are entitled to signs of not more than 75 square feet per side irrespective of
24 linear frontage; and provided further, that businesses which occupy in excess of 20,000
25 square feet of space may have a single exterior sign or not more than 250 square feet
26 per side on each street or parking lot frontage. If the exterior sign is on a gable or
27 awning, its size must be less than 40 square feet. Signage entitlements under the
28 foregoing sentence for any frontage may not be counted for entitlement on any other
29 frontage. Businesses that share space must share signage entitlements under this
30 provision.

31
32 B. For businesses that do not front either a right-of-way or parking lot, one
33 Exterior single-faced exterior sign per such business shall be allowed. If the exterior
34 sign is on an exterior wall, its size must be seventy-five (75) square feet or less. If the
35 exterior sign is on a gable or awning, its size must be less than forty (40) square feet.
36

37 CB. Each business in the TC zone may have nonilluminated projecting signs
38 hanging from the soffits but each such sign must provide a minimum of seven feet of
39 clearance from the underlying walkway to the bottom of the sign and no such sign may
40 exceed five square feet per side.

41
42 DC. Each business in the TC zone may have a nonilluminated awning on which
43 may be placed signs for that business so long as the total area of those signs does not
44 exceed 45 percent of the facing of the awning.

1
2 ~~ED.~~ Signs of any kind in windows viewable from any public right-of-way may not
3 cover more than 50 percent of the window area ~~except for celebration displays.~~

4
5 ~~FE.~~ A ~~planned~~ shopping center in the TC zone may display up to two
6 freestanding ground signs, not in excess of 25 square feet in area per side, identifying
7 the name of the shopping center but not the businesses located therein at Northeast
8 175th and Ballinger Way Northeast, plus one nonilluminated freestanding ground sign at
9 or near Northeast 175th and Ballinger Way Northeast, not to exceed a sign height of 10
10 feet and 60 square feet in area per side identifying the businesses located therein, plus
11 a single illuminated ^{or} nonilluminated freestanding sign at the main entrance off Bothell
12 Way Northeast, not to exceed a sign height of 30 feet and not more than 300 square
13 feet in area per side, which may include identities of one or more of the businesses
14 located in the shopping center. Any nonilluminated sign permitted in this subsection
15 may, notwithstanding the foregoing, be illuminated by one or more separate light(s) cast
16 on it from the ground below. The ground signs shall be of a style, material and design
17 as are compatible with the associated buildings. All ground signs and support elements
18 are to be integrated into a single design.

19
20 ~~GF.~~ Entrances to buildings in the ~~planned shopping center in the~~ TC zone may
21 have ~~a changing message sign~~ ~~readerboard~~ signs placed on the walls adjacent to the
22 entrance wall or support columns not to exceed 13.5 square feet identifying only the
23 businesses in that building. ~~Such changing message Readerboard~~ signs shall be limited
24 to two per major public entrance.

25
26 ~~H. Temporary signs that meet the following criteria: advertising special sale~~
27 ~~commodities or services and displayed only when the advertised business is open for~~
28 ~~business.~~

29 1. ~~a sign does not exceed six square feet in area per side and is not more than~~
30 ~~four feet in height;~~

31
32 2. ~~signs remain on the premises for no more than _____;~~

33
34 3. ~~shall only be displayed during the hours the business is open to the general~~
35 ~~public, but in any event no earlier than dawn and no later than dusk;~~

36
37 4. ~~temporary~~ signs are allowed at each vehicular entrance of the town
38 ~~center zone.~~

39
40 5. ~~temporary~~ sign is allowed at the pedestrian entrance at the
41 ~~perimeter of the parking lot adjacent to Bothell Way Northeast and Ballinger Way~~
42 ~~Northeast.~~

Commented [KAP9]: Current code says 2

Commented [KAP10]: Current code says 1

1 G. For automobile service stations, a single freestanding fuel price and fuel brand
2 identification sign, which may be lighted but nonflashing, securely anchored to the
3 ground. Additional advertising of car wash services and other fuels sold may be added
4 to the fuel price and fuel brand identification sign but no other message or device may
5 be attached to the fuel price and fuel brand identification sign.

6
7 H. All signs permitted by this section shall be nonflashing, with no movement or
8 simulated movement, except for changing message signs, and shall be located as not
9 to produce glare on neighboring residential properties or interfere with traffic, traffic
10 signals or traffic signs.

11
12 I. Fluttering signs, including balloons, festoons, pennants and flags (other than
13 official flags of political entities of a permanent nature) are prohibited. However,
14 celebration displays are permitted for periods of no more than 14 consecutive days and
15 a total of four times a year. Celebration displays must be used at the site of the
16 shopping center and must be removed at the end of the event or 14 consecutive day
17 period, whichever is shorter.

18
19 J. Off-premises signs are prohibited.

20 K. Temporary sandwich board signs relating to a farmer's market may be
21 permitted for a period not to exceed the operation of the farmer's market, subject to the
22 following requirements:

23 1. Signs shall only be displayed during the hours the farmer's market is open to
24 the general public, but in any event no earlier than 8:00 a.m. or later than 7:00 p.m. on
25 the day of the market;

26 2. A maximum of two signs are allowed at each vehicular entrance of the town
27 center zone, not to exceed a total of seven; and one sign is allowed at the pedestrian
28 entrance at the perimeter of the parking lot adjacent to Bothell Way Northeast and
29 Ballinger Way Northeast;

30 3. Signs shall not be directly or indirectly illuminated;

31 4. Signs may not block sidewalks or driveways, impede pedestrian or vehicular
32 traffic, or create a hazard to traffic, such as, but not limited to, impeding visibility of
33 oncoming traffic.

34
35 JL. Streetlight banners may be permitted upon the private light poles within the
36 TC town center zone. Such streetlight banners may not be used to advertise individual
37 businesses, but may be used year-round to highlight seasonal events such as a farmer's
38 market, holiday seasons or other special events within the town center zone are subject
39 to compliance with the following requirements:

40 1. Banners may be mounted on a total of 25 streetlight poles;

41 2. Two banners may be mounted on each pole and each banner must not
42 exceed the dimensions of two feet by four feet;

43 3. All banners must be the same size, thematically consistent, and mounted in
44 identical configurations;

45 4. Banners shall be installed with the bottom of the banner a minimum of 10 feet
46 above the ground;

Commented [KAP11]: All temporary sign regulations
specific to TC zone moved to H. above.

1 5. A banner permit may remain valid as long as the locations and the
2 specifications of the banners and the mounting systems do not change, and so long as
3 the banners are maintained in good condition;

4 6. Application requirements for a banner permit include:

5 a. Information on the design and construction of the mounting system including
6 any engineering calculations demonstrating the mounting system will support the
7 banner;

8 b. Identification of the location of the private light poles on which the banners will
9 be placed; and

10 c. A schedule that indicates when banners will be installed and changed, ~~which~~
11 ~~gives preference to farmers' market banners during the farmers' market season.~~

12
13
14
15 Section 8. ADDITION. The City Council of the City of Lake Forest Park hereby
16 adds section 18.52.075 LFPMC. Signs in Southern Gateway zones.

17
18 **18.52.075 Signs in Southern Gateway zones.**

19
20 A. Signs in the Southern Gateway – Single-family residential zone are governed by
21 this chapter and specifically LFPMC 18.52.050 for RM and RS zones.

22
23 B. Signs in the Southern Gateway - Corridor zone and Transition zone are governed
24 by this chapter and specifically LFPMC 18.52.070 for the TC zone, as well as the
25 southern gateway – corridor and transition zones design guidelines. In the event
26 of a conflict, the design guidelines shall govern.

27
28 Section 9. AMEND. The City Council of the City of Lake Forest Park hereby
29 amends section 18.52.080 LFPMC. Signs in the public right-of-way, as follows:

30
31
32 **18.52.080 Signs in the public right-of-way.**

33
34 A. The following Temporary signs are permitted in the public right-of-way, except as
35 prohibited in 18.52.030, in Lake Forest Park upon making application for a permit to the
36 planning director; provided, that no sign in a public right-of-way shall create a traffic or
37 other safety hazard; and temporary signs are permitted upon meeting the following
38 conditions:

39
40 1. Temporary signs to be displayed for 7 or more calendar days require a permit
41 under LFPMC 18.52.090;

42 2. Only temporary lawn signs, and portable signs, and sandwich board signs are
43 allowed;

44 1. signs shall not be placed in medians, traffic islands, roundabouts, or other
45 areas within the roadway;

Commented [KAP12]: The definition of temporary signs
has been changed to include lawn signs and sandwich board
signs.

2. signs shall not be placed on a sidewalk or obstruct pedestrian or wheelchair access to the sidewalk;
3. on right-of-way roads that only have a shoulder and do not have a sidewalk, signs must be placed so that they do not interfere with pedestrian, wheelchair, bicycle access, or in any other manner that is unsafe for all users;
4. signs shall be placed entirely outside of the sight-distance-triangle of a right-of-way corner, curb-cut, or drive entrance and where no curb exists, the sign must be placed outside the roadway at least five feet from the edge of the roadway;
5. The sign shall be no larger than 12 square feet in size, with no single sign face larger than six square feet in size, and no portion of the sign shall exceed four feet in height;
6. The sign shall remain unanchored in any way to trees or to public property including, but not limited to, utility or light poles, utility boxes, street signs, parking meters, fences, or pavement; and
7. There is a limit of no more than six signs for the same purpose or by the same entity at any time;
8. a sign shall not exceed _____ square feet in area per side and is not more than _____ feet in height; and
9. signs shall be displayed for no more than _____;

1. Special Event Signs. A maximum of four special event signs may be posted for a maximum of seven days prior to the event's commencement and upon such other conditions as may be imposed by the planning director. Special event signs must be removed within 24 hours of the termination of the special event.

B. The following signs are permitted in the public right-of-way in Lake Forest Park without a permit being required:

1. Yard Sale Signs. A maximum of two yard sale signs may be posted for a maximum of two days prior to the event's commencement and upon such other conditions as may be imposed by the planning director. Yard sale signs shall be removed within 24 hours of the termination of the yard sale.
2. Real Estate Open House Signs. A maximum of four open house signs per property advertised for a period not to exceed two consecutive days in a calendar month. Such open house signs shall be placed at least three feet from the traveled portion of the right-of-way, shall not be placed on an island, median strip or sidewalk, and shall not create a hazard to traffic. Open house signs shall be permitted to be in place only between the hours of 8:00 a.m. and 7:00 p.m.
3. Political Signs. Political signs; provided, that all political signs must be removed within five days of the election in which the political candidate or public issue or ballot issue is decided.

1 ~~4. Churches may place sandwich type signs concerning their service on~~
2 ~~sidewalks on the days of their service.~~

3
4 ~~C. Signs shall not be located in the right of way or placed upon or in any way attached~~
5 ~~to any street or traffic control sign or utility pole in such a manner as to create a traffic or~~
6 ~~other safety hazard.~~

7
8 ~~B.D.~~ Signs are not permitted on other city-owned property or property leased by the city
9 for public purposes such as public parks, trails, open space, or other public space,
10 except those signs placed by the City, which signs shall only display noncommercial
11 copy, without the permission of the city.

12
13 Section 10. AMEND. The City Council of the City of Lake Forest Park hereby
14 amends section 18.52.090 Permit application and fee.

15
16 **18.52.090 Permit application and fees.**

17
18 A. Except as provided in the chapter, no person shall erect, alter, or relocate any sign
19 without first receiving an approved sign permit from the City pursuant to the
20 requirements herein. All applications for issuance of permits required by this chapter
21 shall be made to the planning director on forms furnished for that purpose and shall be
22 accompanied by the required fee. The applicable fee shall be as provided in the city's
23 fee schedule. ~~The application shall include the applicant's full name, address, signature,~~
24 ~~location of the signs, types of goods proposed to be sold if applicable, duration of sale if~~
25 ~~applicable, together with such other information as the planning director deems~~
26 ~~appropriate.~~

27
28 B. The review and approval of sign permits is a ministerial administrative decision
29 pursuant to Chapter 16.26 LFPMP, as amended.

30
31 C. Application Form.

32
33 1. Owner permission. If the applicant is not the property owner, then the property owner
34 must be identified and the application must include an affidavit from the property owner,
35 verifying that the property owner has given permission to the applicant for the
36 submission of the sign permit application and for the installation/posting of the sign on
37 the property owner's property.

38
39 2. Building Elevation/Site Plan. Signs proposed to be mounted on a building require a
40 building elevation drawn to scale that specifies the location of the sign and drawings or
41 photographs that show the scale of the sign in context with the building. Freestanding
42 signs require a site plan indicating the proposed sign location as it relates to property
43 lines, adjacent streets, and adjacent buildings.

44
45 3. Scaled Design Drawing. A colored rendering or scaled drawing, including dimensions
46 of all sign faces, and descriptions of materials to be used, including color samples.

1
2 4. Scaled Installation Drawing. A scaled drawing that includes the sign description,
3 proposed materials, size, weight, a manner of construction, and method of attachment,
4 including all hardware necessary for proper sign installation.

5
6 5. Lighting. A drawing indicating the location and fixture type of all exterior lighting for
7 the proposed sign. The drawing shall specify wattage and bulb type to ensure
8 compatibility with the lighting standards in this chapter.

9
10 6. Expiration of Permit. A permanent sign approved under a permanent sign permit
11 must be installed within 180 days of issuance of the permit or the sign permit will
12 expire. No sign may be erected if a sign permit has expired.

13
14 Section 11. AMEND. The City Council of the City of Lake Forest Park hereby
15 amends section 18.52.100, Violations.

16
17
18 **18.52.100 EnforcementViolations.**

19
20 A. A violation of LFPMP 18.52.080 shall be an infraction subject to a fine of \$100.00 a
21 day or portion thereof.

22 AB. A violation of any other section of this chapter shall be a civil infraction subject to a
23 fine of \$25.00 a day or portion thereof, and subject to code enforcement pursuant to
24 Chapter 1.25 LFPMP.

Commented [KAP13]: Edited in light of Council's recent amendment to the fines for not wearing a personal flotation device, which is a warning, \$25 first offense, \$50 for succeeding violations. LFPMP 11.05.050.

25 Section 12. SEVERABILITY. Should any portion of this ordinance, or its
26 application to any person or circumstance, be declared unconstitutional or otherwise
27 invalid for any reason, such decision shall not affect the validity of the remaining
28 portions of this ordinance or its application to other persons or circumstances.

29
30 Section 13. CORRECTIONS. The City Clerk is authorized to make necessary
31 corrections to this ordinance including, but not limited to, the correction of
32 scrivener's/clerical errors, references, ordinance numbering, section/subsection
33 numbers and any references thereto.

34
35 Section 14. EFFECTIVE DATE. This ordinance shall take effect five (5) days
36 after passage and publication.

37
38 **APPROVED BY A MAJORITY** of the Lake Forest Park City Council this click
39 here to enter day of month. day of Click here to enter month., 2022.

40
41 APPROVED:
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Jeff Johnson
Mayor

ATTEST/AUTHENTICATED:

Matthew McLean
City Clerk

APPROVED AS TO FORM:

Kim Adams Pratt
City Attorney

Introduced: _____
Adopted: _____
Posted: _____
Published: _____
Effective: _____

Column1	Exempt	Permitted RM-RS	Permitted BN	Permitted CC	Permitted TC	Permitted SG-SF	Permitted SG-Corridor	Permitted RoW
Temp. Sign Size and Number Proposal	3 sf per side/4 ft tall	6 sf per side/4 ft tall (1 sign max)	6 sf per side/4 ft tall (2 signs max)	6 sf per side/4 ft tall (2 signs max)	6 sf per side/4 ft tall (2 signs per business at vehicular entrance and 1 at pedestrian entrance)	6 sf per side/4 ft tall (1 sign max)	6 sf per side/4 ft tall (2 signs per business at vehicular entrance and 1 at pedestrian entrance)	6 sf per side/4 ft tall (6 signs max at any time)
Temp Sign Duration Proposal	120 days in any 1 year period	30 days in any 1 year period	60 days in any 1 year period	60 days in any 1 year period	60 days in any 1 year period	30 days in any 1 year period	60 days in any 1 year period	30 days in any 1 year period without a permit or 60 days w/ permit
Permanent Sign (summary of current regulations)	N/A	Non-res uses: Exterior - 40 sf, Monument - 30 sf per side,	2 exterior @ 60 sf/sign, One wall, pole, or monument - 30 sf/side	One wall sign per street front - 150 - 250 sf, gable or awning 40 sf, One wall, pole, or monument - 30 sf/side	One wall sign per street front - 150 - 250 sf, gable or awning 40 sf, 4 monument or freestanding signs ranging from 25-300 sf in area, 10 - 30 in height, Street light banners: 25 max. @ 2x6 ft	Non-res uses: Wall - 40 sf, Monument - 30 sf per side,	One wall sign per street front - 150 - 250 sf, gable or awning 40 sf, 4 monument or freestanding signs ranging from 25-300 sf in area, 10 - 30 in height, Streetllight banners: 25 max. @ 2x6 ft	N/A