



[cityoflfp.gov](http://cityoflfp.gov)

# CITY OF LAKE FOREST PARK SPECIAL PLANNING COMMISSION MEETING

**Tuesday, October 18, 2022 at 7:00 PM**

**Meeting Location: In Person and Virtual / Zoom**

**17425 Ballinger Way NE Lake Forest Park, WA 98155**

---

#### **INSTRUCTIONS FOR PARTICIPATING IN THIS MEETING VIRTUALLY:**

**Join Zoom Webinar:** <https://us06web.zoom.us/j/88364540718>

**Call into Webinar:** 253-215-8782 | **Webinar ID:** 883 6454 0718

The Planning Commission is providing opportunities for public comment by submitting a written comment or by joining the meeting webinar (via computer or phone) or in person to provide oral public comment.

#### **HOW TO PARTICIPATE WITH ORAL COMMENTS:**

If you are attending the meeting in person, there is a sign-in sheet located near the entrance to the room. Fill out the form and the presiding officer will call your name at the appropriate time. Oral comments are limited to 3:00 minutes per speaker.

If you are attending the meeting via Zoom, in order to address the Commission during the Public Comment section of the agenda, please use the “raise hand” feature at the bottom of the screen. Oral comments are limited to 3:00 minutes per speaker. Individuals wishing to speak to agenda items will be called to speak first in the order they have signed up. The meeting host will call your name and allow you to speak. Please state your name and whether you are a resident of Lake Forest Park. The meeting is being recorded.

#### **HOW TO SUBMIT WRITTEN COMMENTS:**

<https://www.cityoflfp.com/617/Hybrid-Planning-Commission-Meetings> (use CTRL+CLICK to open this link)

Written comments for public hearings will be submitted to Planning Commission if received by 5:00 p.m. on the date of the meeting; otherwise, they will be provided to the Planning Commission the next day. Because the City has implemented oral comments, written comments are no longer being read under Citizen Comments.

For up-to-date information on agendas, please visit the City's website at [www.cityoflfp.com](http://www.cityoflfp.com).

## **AGENDA**

**1. CALL TO ORDER: 7:00 P.M. (confirm recording start)**

**2. PLANNING COMMISSION'S LAND ACKNOWLEDGMENT**

*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.*

**3. APPROVAL OF AGENDA**

**4. APPROVAL OF MEETING MINUTES**

**5. MEETING DATES**

**6. CITIZEN COMMENTS**

*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/Hybrid-Planning-Commission-Meetings>. Comments are limited to three (3) minutes.*

**7. REPORT FROM CITY COUNCIL LIAISON**

**8. OLD BUSINESS**

**9. NEW BUSINESS**

- Initial Discussion of Comprehensive Plan Update
  - Major Areas of Emphasis
  - Schedule

**10. REPORTS AND ANNOUNCEMENTS**

**11. ADDITIONAL CITIZEN COMMENTS**

**12. AGENDA FOR NEXT MEETING**

**13. ADJOURN**

*Any person requiring a disability accommodation should contact city hall at 206-368-5440 by 4:00 p.m. on the day of the meeting for more information.*

**City of Lake Forest Park - Planning Commission  
Draft Regular Meeting Minutes: September 13, 2022  
In-person and Zoom Hybrid Meeting**

**Planning Commissioners present:** Chair Maddy Larson, Vice Chair Lois Lee, Ashton Alvarez, Melissa Cranmer, Ira Gross, Meredith LaBonte, Walter Hicks, David Kleweno

**Staff and others present:** Steve Bennett, Planning Director; Nick Holland, Senior Planner; Councilmember Lorri Bodie

**Members of the Public:** Sally Yamasaki; John Brew; Michael Troyer; Donna Hawkey; Randi Sibonga

## Planning Commissioners absent: TJ Fudge

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

**Land Acknowledgement:** Cmr. LaBonte read the land acknowledgement.

### Approval of Agenda

Mr. Gross made a motion to approve the agenda, Mr. Lee seconded, and the motion to approve the agenda carried unanimously.

## Approval of Meeting Minutes

Mr. Gross made a motion to bring the August 17, 2022 meeting minutes to the table. Mr. Lee seconded and noted some typographical errors that needed to be fixed.

All voted to approve the minutes as amended, and the motion carried unanimously.

### Meeting Dates:

Chair Larson noted that the next regular meeting is scheduled for October 11, 2022.

## Citizen Comment

Sally Yamasaki, Donna Hawkey, and Michael Troyer talked about their group of volunteer citizens that are attempting to create community land trusts in LFP. Sally mentioned they will be presenting a plan to the City Council. Mr. Troyer explained how community land trusts work and that they could be an answer to affordable housing. He said housing of all types is needed. He referenced a book entitled *Housing is a Homelessness Problem* and passed a copy of the book around.

Cmr. Lee asked what type of hurdles the group is experiencing. Mr. Troyer explained some of the challenges the group faces in administering community land trusts. Chair Larson said she would like to have the group back to present their information prior to going to Council.

## Report from City Council Liaison

Councilmember Boden said there isn't much on which to update the Commission. She said that there could be a presentation about the Commission's sign code amendment recommendations in October, but the Council is in budget deliberations.

Councilmember Bodi mentioned that the Council is looking at reducing speed limits on some streets.

Cmr. Cranmer asked Councilmember Bodi if a sidewalk and street safety bond can be passed.

1 sidewalks do not currently have a funding source other than public grant funds. Councilmember Bodi  
2 indicated that a raise in property taxes could be a way to raise additional capital, but it would need to be  
3 approved by the voters.

4  
5 Chair Larson asked if the Council is considering additional stop signs. Councilmember Bodi confirmed that  
6 they are looking into additional signage because it doesn't cost much.

7  
8 Councilmember Bodi said that the Council is considering doing street overlays less frequently to save funds.

9  
10 Cmr. Lee asked if the City could invest in a pedestrian stencil in the right of way. Councilmember Bodi said  
11 that she will pass on that idea.

12  
13 **Old Business**

14 ***Reasonable Use Exception Code Update - Review draft code amendment  
15 and consider recommendation to City Council***

16 Chair Larson introduced the topic and discussed a potential schedule for this code amendment.  
17 Cmr. Kleweno asked about how restrictions for critical area tracts came up, Chair Larson responded  
18 with an explanation. Director Bennett provided his perspective on the issue and said that tracts are  
19 typically used for restricting portions of land. Discussion continued on the benefits and drawbacks  
20 of conservation easements. Director Bennett explained how the current regulations relate to  
21 conservation easements. Chair Larson noted that there was not a majority of the Commission who  
22 wanted to devote time to developing code language on conservation easements. Cmr. Kleweno said  
23 his questions had been answered.

24 Chair Larson asked if all had a chance to review the draft code amendments that Director Bennett  
25 provided. Cmr. LaBonte said that section (H) had awkward language and recited the section. She  
26 recited what she believed to be a more straightforward way to draft the section. Director Bennett  
27 also provided input. Cmr. LaBonte suggested the section read; "the hearing examiners decision  
28 granting an exception and all other mitigation documents shall be recorded against the real property  
29 in question with the King County Recorder's office." All agreed with Cmr. LaBonte's suggested  
30 language.

31 Chair Larson asked Commissioners if there were any concerns or questions about the language in  
32 subsection (G). Director Bennett provided background on why it read the way it was drafted. He  
33 explained the process that the City might use to implement the rule and provided a specific  
34 explanation to Cmr. Kleweno, who had questions on the process. Cmr. Gross asked what might  
35 happen if the owner didn't comply with the process. Director Bennett responded and provided an  
36 explanation about how the staff might be able to track monitoring over several parcels and years.  
37 Chair Larson explained how section (G) can solve problems that can occur with compliance. She  
38 asked about how the financial guarantee is secured by the City and Director Bennett provided an  
39 explanation of the acceptable types of financial securities. Cmr. Hicks asked if an owner could put  
40 up a set amount of funds. Director Bennett responded affirmatively and provided an explanation of  
41 how the process usually works. Cmr. Lee asked what would occur if the cost exceeds the amount of  
42 any mitigation work and Director responded and provided an explanation of how the amount is  
43 determined. Cmr. Hicks suggested adding "monitoring" to the section, so that funds can be  
44 recovered for the purpose of monitoring. All agreed. Discussion continued on the topic. Director  
45 Bennett suggested a way to add monitoring to the section and all agreed with his suggestion.

46  
47 Chair Larson asked if there is anything else that should be changed. Cmr. Kleweno asked why the  
48 Commission spent so much time on this issue and Cmr. Alvarez responded and provided  
49 background on the issue and suggested reasons why the Commission pursued revisions to the code

1 to recommend to the Council. Chair Larson added her perspective on the issue. Cmr. Kleweno  
2 asked if there was an alternative to making code change recommendations to the Council. Director  
3 Bennett responded that the Planning Commission's primary role is to recommend land use code and  
4 policy changes. The Council does not really give the Commission the authority to do much else.  
5 Discussion continued on the topic as it relates to subdivisions. Cmr. Lee said that she takes her  
6 responsibility as a commissioner seriously and that her role is to balance development with critical  
7 area preservation.

8 Chair Larson said that a public hearing on this topic has not occurred and that the memo she drafted  
9 to the Council mentions that there will be a need for a public hearing. She asked for input from the  
10 Commission if a public hearing is needed. Cmr. Lee said that the Council will need to have a public  
11 hearing on the code amendments at some point. Cmr. LaBonte said that this topic requires  
12 education and suggested that the community should be prepped prior to a hearing. She suggested a  
13 newsletter for the purpose of educating the public on the topic of RUE. A majority of the  
14 Commission decided that a public hearing at the Commission level wasn't necessary.

15 Chair Larson called for a vote. Cmr. Alvarez made a motion to approve the recommended changes  
16 to section the 16.16.250 language discussed at this meeting and forward the recommendations to the  
17 City Council. Cmr. Lee seconded. All voted and the motion passed unanimously.

18 Chair Larson presented the language of the memorandum she drafted to the Council which would  
19 eventually accompany the recommended code changes. She presented some additional language  
20 which detailed the need for better tracking of monitoring reports and asked if there was consensus  
21 among Commissioners to included. Cmr. Lee suggested some edits to the language of the memo.  
22 Discussion occurred on the language for the memo and the enforcement process for RUE  
23 properties. Chair Larson said that she is concerned about making sure that people follow the  
24 conditions of the RUE approval. Director Bennett suggested some language for the memo and  
25 provided some perspective on how to explain the enforcement process. There was additional  
26 discussion about revisions to the memo. Director Bennett added changes to the version of the memo  
27 that the Commission was viewing during the meeting in response to the discussion and there were no  
28 objections to those changes.

29 Chair Larson noted that the draft memo suggested additional staff be hired for enforcement.  
30 Councilmember Bodi said that the permit fees should recover all of the costs the city incurs. She  
31 suggested that the administration and enforcement of the program should be included with the  
32 permit fees. She said that it is a good addition to the memo to mention additional staff be hired for  
33 enforcement. Chair Larson asked if the Commission agrees with the language and all said that they  
34 agreed. Cmr. Kleweno suggested some changes to the memo's language in paragraph three and all  
35 agreed with his suggestions. Director Bennett suggested some clarifying language and all agreed with  
36 his recommendation.

37 Cmr. Gross made a motion to approve the memo as discussed and amended, Cmr. Lee seconded and  
38 all voted and the motion passed unanimously.

39

40 **Old Business**

41 *Initial Discussion of Comprehensive Plan Update –*

43 Chair Larson proposed postponing discussion of the new business on the agenda. There was  
44 agreement to take up the initial discussion of the Comprehensive Plan Update at the next meeting.

45 **Reports and Announcements**

46 Director Bennett said that an assistant planner has been hired and that the city arborist search continues.

### **Additional Citizen Comments:**

Sally Yamasaki thanked the Commission and she said that public hearings are not helpful unless the public is educated. She talked about an example of how enforcement is applied. Cmr. Cranmer asked if the community land trust group has a website and Ms. Yamasaki responded and said that they did not.

Randi Sibonga said that the stewardship foundation appreciates the Commission's work on the RUE code. She said that enforcement is important and that they looked at the Johnson property which has critical areas. She said that there were nine properties listed in a table of RUE cases that the Commission had reviewed, which have an impact on the health of the environment. She said that she filed a public records request on the enforcement of the RUE and that she didn't get a complete set of annual monitoring reports. She asked Director Bennett if she could get the monitoring report from April and how the annual reporting is tracked. She offered resources to assist in the enforcement process.

John Brew said he was a member of the Stewardship Foundation and that he is happy that RUE code is being amended the way it is.

### Agenda for Next Meeting:

Comprehensive plan business and scope of work and schedule.

## Adjournment:

Mr. Hicks made a motion to adjourn the meeting, Mr. Gross seconded, and the motion carried unanimously. The meeting was adjourned at 8:43 pm.

APPROVED:

Maddy Larson, Chair