

**City of Lake Forest Park
Planning Commission
Regular Meeting Summary
17425 Ballinger Way NE—Forest Room
Date November 27, 2012**

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

Commissioners absent:

Staff and others present: Steve Bennett, Planning Director; Kharisma Montes de Oca, Interim Assistant Planner; John Owen, MAKERS; Dan Swallow, Intracorp

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

Approval of Meeting Agenda: Chair Saunders moves to accept the agenda as amended and this is approved with a unanimous vote.

Approval of meeting minutes:

No meeting minutes were presented to the Planning Council for review

Public Comments: Dan S. from Intracorp commented on the Southern Gateway Area Plan. He stated that the interim regulations generally look good and asked the commission to take two points into consideration:

1. Landscaping Requirements –he stated that the current regulations are calling for a 6 foot perimeter landscaping buffer all around the sites. He stated that this does not fit with what we are trying to do with the streets. He wanted to know if it was possible to change this requirement.

2. Setbacks – he stated that currently there is a 12 foot setback (4 ft side walk, between two 4 ft planter strips). He asked if it is possible to consider giving an exemption for the front porch, where it can encroach up to 50% from the setback.

33 Discussion ensued regarding the understanding of how the setbacks are defined in relation to the
34 curb line as opposed to the right of way. Topography and the design of the homes were taken
35 into consideration as well. Mr. Owen from Makers responded by explaining that the 12 feet are
36 from the curb line not the right of way line and that there is a 10 foot set back from the right of
37 way line, which came from many comments from people wanting to see some type of yard in the
38 front. Mr. Owen said it was ultimately up to the commission. They used the board to visually
39 illustrate this issue regarding setbacks as defined by a curb line and how it changes in this
40 particular community.

41 Discussion then ensued and Mr. Owen addressed the first question regarding landscaping and
42 brought clarity regarding existing regulations. He spoke of areas that are more impacted for
43 which the code is intended. Mr. Bennett commented on how these are interim regulations and
44 these concerns will be addressed later once the regulations become permanent. Chair Saunders
45 that conflicting interests will be addressed by Mr. Owen who will investigate the provision in
46 more detail.

47 Chair Saunders asked the commission for feedback on the draft regulations. Cmr. Holmdahl
48 voiced opposition to the 75 foot building height limit stated in certain parts of the development.
49 A brief discussion ensued. Mr. Owen explained that this height limit would include two stories
50 of parking and this would only be a small and intensely developed area of the project as well as
51 being projected to take place many years into the future. Cmr. Holmdahl suggested limiting
52 building height at six stories. He also briefly suggested limiting alcohol sales in the area.

53 **Southern Gateway Corridor Zoning & Design Guidelines for Corridor & Transition**

54 **Corridor Zoning:** Mr. Owen stated that when there is a thin zoning ordinance and thick design
55 guidelines it is important to make sure that the two are compatible. He also stated that permitted
56 uses are very similar to what exists right now with some conditions. Permitted uses for medical
57 facilities were discussed briefly and Mr. Bennett stated that the code is silent on the matter and
58 would be better addressed once there is a permanent adoption of the regulations.

59 On page 2, line 17 It was asked for a clearer definition of a temporary outdoor eating area and if
60 this would preclude having a sidewalk café. Mr. Owen defined temporary as anything that is not
61 a permanent structure. He also stated that this regulation applies to both sides of Bothell Way.
62 On page 2, line 32, It was asked about regulations pertaining specifically to retirement homes
63 and asked if those facilities have any additional requirements aside from what is mandated at a
64 state and federal level. Mr. Owen stated that the regulated force is at a state and federal level.
65 Mr. Owen then asked the commission where they stood on regulation pertaining to signage. Mr.
66 Bennett stated that for the interim regulations he would prefer to stay with the current sign
67 regulations for avoid further unnecessary complexity.

68 Cmr. Born asked if there was a provision, definition and category for education facilities. Mr.
69 Owen stated that such a category may exist under government, but could be added under
70 schools. Cmr. Born stated that there are also private schools like the University of Phoenix that
71 would not fall under that category. Mr. Bennett confirmed that an educational institution can
72 either be secular or religious. Mr. Owen stated that in regards specifically to commercial code,
73 there was originally a restriction placed on space and he changed to foot print area in order to
74 encourage high density multi-story development.

75 Concern was raised that a multi-story development would abut a single family home because of
76 the zoning in place. Mr. Owen addressed this concern by stating that there is a limited
77 possibility that this would take place because the area to be developed is so small. A map was
78 referenced to illustrate the two areas in question in which there is a single family area and
79 commercial area interfaced.

80 Discussion ensued regarding this concern. Cmr. Born stated that that drawing used to illustrate
81 this issue did not make sense especially as it pertained to sunlight and exposure. Mr. Owen
82 stated that he would double check the drawing to make sure the scale was correct. Cmr. Born
83 also voice concern regarding pedestrian safety and discussion ensued regarding traffic speed
84 limits. Discussion then turned to the set back ratios and it was determined that more clarity was
85 needed regarding the determination of setback ratios.

86 **Parking**

87 Mr. Owen stated that parking requirements are standard, one stall for every 250 square feet of
88 commercial space and 1.5 stalls for every dwelling unit. Cmr. Born asked if parking
89 requirements could be a little more lenient. Mr. Owen stated that there is a provision for parking
90 requirement leniency, but that it is difficult to predict what will take place future with parking
91 needs in these particular areas. Lowering parking requirements was discussed but not
92 considered.

93 **Review Process**

94 Mr. Bennett stated that there are two levels of review which depend on the size of the project
95 (less impact, less process) but that there will still be public notice. With a more complex
96 process, there will be a public hearing with the hearing examiner.

97 **Design Guidelines**

98 Mr. Owen stated that in terms of design guidelines, many different examples were reviewed from
99 many different municipalities. Design guidelines would also impact the remodel process once it
100 goes over a 1000 square feet. In addition, when adding square footage, the level of non-
101 conformity could not be increased. Some discussion took place regarding the reason for having
102 the threshold at 1000 sq ft.

103 A commissioner asked about design guidelines as they pertain to basement windows facing out
104 when the basement level is partially exposed. Mr. Owen stated he would research this question
105 further. Mr. Owen also stated that parking structure will not be allowed to directly face the street
106 unless it is serving a residential use. Cmr. Born suggested a requirement that there should be
107 some type of screening between a parking area and the street.

108 **Transition Zone – Design Guidelines**

109 A discussion took place regarding renovations, the alterations of non-conforming uses and how
110 the design guidelines would address this. A commissioner brought up the issues of existing signs
111 that were non-conforming and Mr. Bennett responded by stating that there are some legal
112 implications specifically when dealing with sign amortization. Mr. Owen proceeded by then
113 shifting the topic to street provisions for pedestrian circulation. There was some discussion
114 regarding the organization and flow of the different subsections in this section. Discussion
115 ensued regarding accessibility and storage of refuse and accessibility of refuse removal vehicles
116 and how this space could be used effectively.

117 **Storm water & Facility Planning**

118 Mr. Owen stated that regulations already in place and regulated by King County. There are
119 incentives for storm water control through landscaping practices. He also stated that he would
120 like to include LID treatment as a part of the design guidelines. Multiple commissioners stated
121 that LID should be encouraged as much as possible. They discussed the practical application for

122 these requirements. Cost was discussed, and the relative intensity of such work. Also, thresh
123 holds were discussed for LID requirements. Ways to encourage LID were debated specifically
124 what effectiveness of implementing requirements as opposed to using incentives. Mr. Owen
125 offered to create a package of incentives for the commission to review and consider. He also
126 reiterated that he would be making a number of corrections to the documents as requested by the
127 commission.

128 **Next Steps**

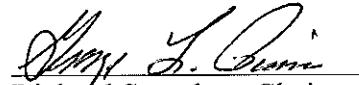
129 A commissioner suggested meeting for a longer period of time for the next meeting. It was
130 determined that the next meeting would be December 4 from 6pm-9pm and on December 11
131 from 6pm to 9pm

132 **Meeting adjourned**

133 **Adjournment: 9:05 PM**

134 The next meeting is scheduled for December 4, 2012.

135
136 APPROVED:

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138 Richard Saunders, Chair

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GEORGE PIANO, VICE CHAIR