

**City of Lake Forest Park  
Planning Commission  
Regular Meeting Summary  
17425 Ballinger Way NE—EOC Room  
Date: August 6, 2013**

**Commissioners present:** Chair Ray Holmdahl; Vice Chair George Piano; Chuck Paulsen; Chuff Barden; Connie Holloway; Joel Paisner; and Jon Lebo

**Staff and others present:** Steve Bennett, Planning Director; Ande Flower, Assistant Planner; Mayor Mary Jane Goss; Catherine Stanford, Liaison to the Planning Commission; and Jon Lebo, Planning Commission nominee

### **Commissioners absent: Richard Saunders**

### Call to order: 7:10 PM

**Approval of Meeting Agenda:** Chair Holmdahl asked the Commission if they would accept an abbreviated meeting to cover the essential items on the agenda. Cmr. Paulsen motioned to approve the amended agenda. The motion was seconded by Cmr. Barden and approved unanimously.

**Approval of meeting minutes:** The Planning Commission reviewed the draft minutes from the July 2, 2013 regular meeting. Minor corrections were recommended. Cmr. Paisner moved to approve the amended minutes as corrected, Cmr. Holloway seconded the motion and approved unanimously.

## Old Business:

## Comprehensive Plan Update 2015

**Documents Reviewed:**

- *Comprehensive Plan Public Participation and Work Program 8-6-13 draft with Target Schedule*
- *2013-2014 Planning Commission Work Plan*

## New Business:

LFP Public Participation and Work Program 8-6-13 draft for Council

Mr. Bennett described the draft LFP Public Participating and Work Program. He then outlined the next steps and explained that later this fall a Request for Proposal (RFP) will be prepared for public participation process. Chair Holmdahl asked if the Planning Commission would see the RFP in process. Mr. Bennett said that the RFP would be developed by the Administration but that Commissioners will have an opportunity to provide comments.

Cmr. Piano asked if the process for choosing the consultant would be similar to that of the Southern Gateway Plan consultant. Mr. Bennett explained that the public participation process for the Comprehensive Plan Update includes a wider scope and therefore, the selecting panel will

1 increased workload. Cmr. Piano suggested the addition of a section to work with unforeseen  
2 projects. Cmr. Paulsen made a motion to approve the document. The motion was seconded by  
3 Cmr. Paisner and approved unanimously.

4  
5 Chair Holmdahl announced that a joint Council Meeting with the City of Shoreline Council is  
6 scheduled for September 16, 2013 and he asked Cmr. Holloway to represent the Commission at  
7 that meeting.

8  
9 **Reports/Announcements:**

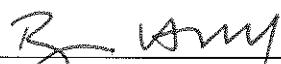
10 Mr. Bennett offered to share the information about a training opportunity from WCIA  
11 (Washington Cities Insurance Authority) on October 1<sup>st</sup>, 2013 via e-mail.

12  
13 Chair Homdahl announced that the LFP City Council is drafting a governance manual and that  
14 there may be new information for the Commission to review once it is distributed.

15  
16 An alternative to the bypass is being studied which would widen the Lyon Creek culvert in the  
17 town center. This alternative would address the problem within the current funding available.

18  
19 **Adjournment:** 8:15 PM

20 APPROVED:  
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23 Ray Holmdahl, Chair