

**City of Lake Forest Park
Planning Commission
Regular Meeting Summary
17425 Ballinger Way NE—EOC Room
Date: September 3, 2013**

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

Staff and others present: Steve Bennett, Planning Director; Ande Flower, Assistant Planner

Commissioners absent: Jon Lebo and Joel Paisner

Call to order: 7:10 PM

Approval of Meeting Agenda: Cmr. Paulsen motioned to approve the agenda. The motion was seconded by Cmr. Holloway and approved unanimously.

Approval of meeting minutes: The Planning Commission reviewed the draft minutes from the May 28, 2013 regular meeting. Cmr. Paulsen moved to approve the amended minutes, Cmr. Barden seconded, and the minutes were approved unanimously.

Old Business:

Status of Work

There was discussion among Commissioners about the Council adoption process for the Comp Plan Update Work Plan which had been adopted by the Planning Commission in a prior meeting. Mr. Bennett explained that the work plan is scheduled to be presented as a resolution for the Council to consider during their study session on September 23rd.

Mr. Bennett then described a growing interest by City leaders to tie the Comp Plan Update process closer to the City's financial strategy, and explained that there is an opportunity to introduce the economic reality of choices that the community may wish to make. He went on to suggest that discussing land-use options in relation to taxing options during the public outreach process of eliciting public opinion for the Comp Plan Updates is being evaluated.

Cmr. Piano mentioned a Seattle neighborhood where an application for a single-floor commercial was met with public push-back to include affordable housing. Mr. Bennett mentioned a plan that has been adopted in Mercer Island where higher density is limited to only the core of the City. Chair Holmdahl suggested that Councilwoman Stanford and/ or Mayor Goss could bring together a task force for the “economic viability” discussion for the public involvement comp plan amendments.

Comprehensive Plan Update 2015: Review of 2005 Comp Plan Executive Summary

There was discussion about the 2005 Comp Plan Executive Summary section and that some areas need attention including the focus of Town Center, and the focus on cluster and cottage housing. Chair Holmdahl brought up the need for focus on connecting to the Burke Gilman trail

1 and to make the area more of a destination with an improved connection. Cmr. Piano recognized
2 that the timeline for the prior Comp Plan was spread out and included public participation over
3 time whereas with the current proposal, we may be consolidating the public process.

4
5 Chair Holmdahl asked about the reference to a Capital Facilities Plan. Mr. Bennett explained that
6 the Finance Department and the Public Works Department propose updates to the Council for
7 budget adoption. Cmr. Paulsen asked about the process for reviewing our levels of service. Mr.
8 Bennett suggested that the Planning Commission can change the structure regarding the
9 standards during the review process.

10
11 Cmr. Holloway asked about whether the goals for housing (in reference to page 4 of the
12 executive summary) were internally or externally motivated. Mr. Bennett explained that the city
13 currently falls below the external requirement for affordable housing with our current data, but
14 that further investigation may prove that the city is currently meeting the goals.

15
16 Cmr. Piano stated that "Policies" within the Comp Plan are only as enforceable as they are
17 specific. Commissioners discussed how the policies in the Comp Plan amendment will be one
18 step removed from regulation and that adding dates for specificity will likely lead to more
19 predictable outcomes.

20
21 There was discussion about the possibility for consolidating utilities. Chair Holmdahl said that he
22 was interested in looking for efficiencies and curious if the Comp Plan Update is an opportunity
23 for Lake Forest Park to consider this possibility.

24
25 There was discussion about the traffic on SR 522 and what controls the City may have available
26 to improve the current situation.

27
28 Comprehensive Plan Update 2015: Introduction

29 There was a consensus among Commissioners that references to the Comp Plan prior to the 2005
30 plan could be stricken from the document. Mr. Bennett suggested that ideally the Planning
31 Department would present the Planning Commission with a first draft that strikes through the
32 outdated language.

33
34 Commissioners questioned whether there is merit in historical references. Cmr. Holloway
35 suggested that by knowing who the readers and stakeholders are will factor into making the
36 decision for how much history to include. Chair Holmdahl said that the introduction is a good
37 place for including part of the history. He suggested that it might make sense to rewrite the
38 Executive Summary at the end of the update process.

39
40 There was discussion about the gap analysis and the essential role it will play in establishing
41 updates to the introduction. Mr. Bennett explained that the list on page 14 of County wide
42 policies will likely get addressed by a temporary planner if the budget allows. There was
43 discussion about the difference between affordable housing and low-income housing and the fact
44 that these two terms are often confused by the public.

45

1 Commissioners discussed whether the definition of the community of Lake Forest Park on pages
2 16-17 reflects a philosophy that may be outdated, and whether it should be placed closer to the
3 front of the document or consolidated with like-sentiments into one chapter. It was suggested
4 that this section could be rewritten following the public input process.

5
6 Cmr. Saunders asked if it would be helpful to share information with the public about how LFP
7 compares with neighboring cities. He suggested that doing so could show the public examples
8 that illustrate the obstacles or pathways to economic viability.

9
10 There was discussion about employment targets and how it relates to the City's current zoning.

11
12 Mr. Bennett asked for feedback on the format of the current Comp Plan document and whether
13 the summary of issues should come first to frame the discussion more directly. He then said that
14 the structure of Goals and Policies is fairly common, but it could be made more effective by
15 including action statements with deadlines.

16
17 Cmr. Lebo asked for more information about the references to Cottage Housing. Cmr. Paulsen
18 and Mr. Bennett explained briefly about LFP's history with cottage housing.

19
20 **New Business:**

21 Kenmore Planning Commission activities

22 Cmr. Holloway brought a study recently done in Kenmore to the Commission's attention. Chair
23 Holmdahl asked if Cmr. Holloway could give a more detailed summary at the next meeting.

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25 **Documents Reviewed:**

26 • *Kenmore Regional Business Zone Market Analysis draft report August 2013*

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28 Communication with neighboring Cities related to Comp Plan Update

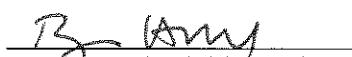
29 Cmr. Holloway agreed to bring more information on this topic.

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31 Work Delegation

32 Chair Holmdahl emphasized the importance of working with other commissions such as the
33 Transportation Commission and more opportunities will be forthcoming.

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35 Adjournment: 9:08 PM

36 APPROVED:

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39 Ray Holmdahl, Chair
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