

**City of Lake Forest Park
Planning Commission
Regular Meeting Summary
17425 Ballinger Way NE—EOC Room
Date: November 5, 2013**

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

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

12 Commissioners absent: Chuck Paulsen

14 Call to order: 6:05 PM

16 **Approval of Meeting Agenda:** Cmr. Piano moved to approve the agenda. The motion was
17 seconded by Cmr. Lebo and passed unanimously.

19 There were no meeting minutes to review.

20 There were no public comments.

Old Business:

Comprehensive Plan Update

24 Commissioners asked about roles and responsibilities during the process for the Comprehensive
25 Plan Updates. Mr. Bennett stated that Planning Commission will attend joint sessions with the
26 Council for progress updates and involvement with the development of the scope of work. The
27 Council-approved Work Plan states that the Planning Commission will provide opportunities to
28 other commissions to contribute to the process, which can include tools for gathering public
29 input. Youth Council volunteerism was discussed as a possibility during public outreach.

31 It was suggested that the primary goals from the 2005 Comp Plan could provide the framework
32 for determining goals for the 2015 Comp Plan Update. Mr. Bennett confirmed that the Planning
33 Commission will be the primary and recommending Commission regarding the 2015 Comp Plan
34 Update. He went on to explain that the first step is to have the scope of work approved by the
35 City Council, and then the selection process would occur. After that, a contract can be drafted
36 and approved.

38 Mr. Bennett suggested that the first phase of public engagement could be to conduct a survey and
39 collect information from public events. The second phase may include data analysis about the
40 city demographics and statistics. For example, recognizing the difference between land value and
41 improvement value could reveal potential opportunities for redevelopment. Also, the City could
42 pursue opportunities to better support home-based businesses. There has also been discussion of
43 consolidating utilities in order to become a full-service City, as is envisioned by the GMA
44 (Growth Management Act).

1 Mr. Bennett described how the City may use geographic analysis to assist in recognizing trends
2 within the city. Cmr. Saunders asked if this is becoming strategy. Mr. Bennett explained that any
3 information or analysis done prior to selecting a consultant will be helpful in preparing the scope
4 of work for the consultant.

5
6 There was discussion about the idea of a Citizen's Academy to get citizens involved in
7 understanding more about City finances so that they can have a more informed understanding of
8 the budget. Mr. Bennett said the intent of the academy would be to communicate complex
9 concepts into simple terms. The Citizen's Academy may lead to the formation of a financial task
10 force. The overarching questions could include "What kind of City do residents want? What
11 amount of services do citizens expect the City to provide? And what will be the source of
12 funding for those choices?" The resulting answers may lead to a levy lid lift proposition or
13 zoning changes or some of both. It was mentioned that, while the Legacy project came up with
14 good ideas, it is not grounded in economic reality.

15
16 Chair Holmdahl shared his concern about "scope creep," regarding the fact that there are now
17 many more tasks involved in planning this update than were being discussed in the past. Mr.
18 Bennett mentioned that by the time the Planning Commission gets back to the original goals, we
19 will have the support necessary to hit the ground running. Cmr. Piano stated that in his
20 experience with the Southern Gateway regulation drafting and adoption process, that once the
21 consultant gets hired that they set the pace and determine the process. Mr. Bennett estimated the
22 target date for a Request for Proposal (RFP) going out would be January, and for a consultant to
23 be hired in February, 2014.

24
25 Chair Holmdahl asked about looking again at the Comp Plan Update work schedule relative to
26 the workload to start establishing goals to accomplish and to have a clear understanding of what
27 we need to do. He said that he's heard from both the Transportation Committee and the EQC,
28 and that they would like to begin interacting. Mr. Bennett suggested that the Planning
29 Commission can communicate with them and help them start thinking about their sections of the
30 Comp plan.

31
32 Chair Holmdahl suggested the Planning Commission have a common voice, and offered to draft
33 a memo. Cmr. Piano suggested we set up a joint meeting. Chair Holmdahl said that he will send
34 out individual sections of the 2005 Comp Plan and ask for recommendations to discuss at joint
35 meetings.

36
37 Cmr. Paisner asked if this makes it more complex. Cmr. Piano said that involving the
38 commissions is the first step in public interaction. Mr. Bennett said that it would be best for the
39 commissions to focus on the policies, recognize core values, and take note of what may be out of
40 date.

41
42 It was mentioned that David Blizski, Transportation Commission Chair, had asked about data.
43 Commissioners asked how to involve data gathering as a task, to move beyond pondering the
44 conceptual aspect of the Comp Plan. It was suggested that brainstorming could occur early and
45 result in drafting clear statements about needs. Each Commission Chair could then know
46 specifically what is needed, which could be followed with something in writing from each

1 commission. A liaison could be assigned to each commission. Jon Lebo has offered to work with
2 the Transportation Commission, Joel Paisner offered work with the EQC (Environmental Quality
3 Commission), and will also focus on the Environmental Quality and Shorelines element, and
4 Richard Saunders has volunteered to work with the also CSC (Community Services
5 Commission).

6
7 Historic Preservation
8 Ande Flower summarized the King County Certified Local Government Program (CLG) which
9 helps local governments in preserving Washington's historic and cultural resources and offered
10 to have a representative, Julie Koler, attend a future Planning Commission meeting. There was
11 no objection to having Ms. Koler attend and it was agreed that she should attend the December
12 meeting.

13
14 Commissioner Chairs Meeting
15 Cmr. Piano reviewed his notes from the October 17, 2013 Commissioner Chairs meeting. He
16 described the current status of the Lyon Creek Bypass project. He mentioned that consolidation
17 of utilities is a goal included in the budget. He also mentioned that the CSC is currently working
18 on organizing community walks.

19
20 Cmr. Piano said that he spoke on the record during the Commissioner Chair Meeting that he is
21 requesting that one or two Planning Commission representatives be included on the selection
22 committee for the consultant for the public engagement piece of the Comp Plan Update process.
23 He also mentioned that the Council has expressed a goal to create a reality-based Comp Plan.

24
25 There was no new business.

26
27 **Announcements:**

28 Chair Holmdahl described the initial public hearing which reviewed the Southern Gateway
29 Village proposal. Discussion continued among the Commissioners and staff.

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31 **Adjournment: 7:30 PM**

32 The next meeting was scheduled for December 4, 2013.

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35 APPROVED:

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38 Ray Holmdahl, Chair
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