

**City of Lake Forest Park - Planning Commission  
Regular Meeting Minutes: October 13, 2020  
Virtual/Zoom Meeting**

**Planning Commissioners present:** Chair Maddy Larson, Vice Chair Rachael Katz, Steve Morris, Ira Gross, Jon Lebo, Richard Saunders, T.J. Fudge

**Staff and others present:** Steve Bennett, Planning Director; Nick Holland, Senior Planner, Councilmember Tom French (Commission Liaison)

### Members of the Public: virtual sign in

### Planning Commissioners absent: Joel Paisner

**Call to order:** Chair Larson called the meeting to order at 7:02PM

### Approval of Agenda:

Mr. Gross moved to approve the agenda, Mr. Lebo seconded the motion. Chair Larson asked for any discussion. All were in agreement to approve the agenda as presented.

## Meeting Dates:

It was noted that next meeting is a special meeting and it is scheduled for October 27, 2020.

## Citizen Comments:

None.

## Report from City Council Liaison

Councilmember French said that the Council has met on the town center garage code three times since the last Planning Commission meeting. He said the Deputy Mayor has worked to establish a schedule to wrap up town center code adoption before the end of the moratorium. He gave a detailed timeline of when the garage code and town center code were to be adopted. He said that a tentative public hearing on the garage code amendments was changed from October 22, 2020 to November 12, 2020. He also mentioned that they are requesting Sound Transit to attend a meeting to answer questions the Council has regarding the garage. He went on to say that the entire town center code recommendations should be submitted by November 10, 2020. He said that there may be additional COW meetings on the town center code. He said that a follow-up hearing for the town center code could be on January 14, 2021. He said the discussions among the Council have been very robust and have included a lot of the same topics the Planning Commission has discussed.

Chair Larson asked a question about the adoption of the town center code and asked if February was the date the Council was considering. Councilmember French confirmed that February was the Council's goal for adoption of the town center code. He said having public involvement is key to making decisions.

## Approval of Meeting Minutes from September 8, 2020

Vice Chair Katz made a motion to approve the September 8, 2020 draft minutes and Cmr. Lebo seconded the motion. Chair Larson recommended corrections on page 1, line 28 and page 2, line 11.

1 Vice Chair Katz revised her motion to approve the minutes as amended, Cmr. Morris seconded and  
2 the minutes were approved unanimously as amended.  
3

4 **Old Business**

5 • Implementation of Town Center Vision

6 September 16, 2020 Memorandum from Council Chair and Vice Chair  
7

8 Chair Larson opened the discussion of Director Bennett's memo to the Planning Commission  
9 which described options for how the Commission could approach responding the Council Chair  
10 and Vice Chair. Vice Chair Katz said that option one in the memo from the Planning Director was  
11 differed from what she had expected and that she would like to propose another option (later  
12 defined as option zero) which is to make no recommendations. Chair Larson said that she worked  
13 with the Planning Director regarding the content of her recommendations. She asked Director  
14 Bennett to clarify option one. Director Bennett said that his description of the options was based  
15 on his understanding that was developed during a conversation with Chair Larson and Vice Chair  
16 Katz. Due to email technical difficulties he had not received the proposed language drafted by Chair  
17 Larson for option one. He said he supports Vice Chair Katz's additional option and mentioned that  
18 there is no limit to the options that can be considered. Cmr. Morris said that a no action option  
19 should be discussed first, because there would be no need for the other two options if that option is  
20 selected. Director Bennett shared the memo on the screen. Vice Chair Katz read aloud Chair  
21 Larson's ideas about the density and open space recommendation. She said that one option could  
22 be not to make a recommendation. Chair Larson summarized what the Council asked of the  
23 Planning Commission and went onto discuss the details of the options.  
24

25 Chair Larson asked to conduct a straw poll regarding which option the Planning Commissioners  
26 prefer. Cmr. Fudge asked to recap the different options. Chair Larson replied with a summary of  
27 the options the Planning Commission was considering. Vice Chair Katz added her understanding of  
28 the options. Cmr. Lebo asked Director Bennett a question regarding option one and the current  
29 regulations and where the 120-unit count came from. Director Bennett explained how the number  
30 was arrived at through multiplying seven units per acre by the total site acreage. He added that  
31 portions of the town center code would have to be amended based on the procedural provisions the  
32 Commission has recommended previously. Cmr. Lebo said he is in favor of option one because of  
33 its reference to the town center framework which is performance based.  
34

35 Chair Larson asked about the base code and how it relates with the town center framework as a  
36 requirement. Director Bennett replied that, as currently written, the code makes the framework an  
37 option. Chair Larson said she favors no changes to the code and asked if a development agreement  
38 is a part of the town center framework. Director Bennett responded that the City cannot force the  
39 developer into a development agreement. Chair Larson asked about the maximum density for town  
40 center under the current code and clarified that the town center framework includes incentives  
41 which could include a development agreement process. She asked for clarification on the option  
42 Director Bennett provided. Director Bennett replied the changes to the code that have been  
43 recommended by the Commission to this point, included procedural provisions that are inconsistent  
44 with the existing code. Cmr. Fudge said that procedural portions of the code are important and the  
45 Commission's role is important in providing a recommendation to Council on procedure for town  
46 center development applications.  
47

1 Chair Larson asked which options the Commission members are in favor of pursuing. Cmr. Lebo  
2 replied that he is in favor of option one and then he further explained his understanding of how  
3 density is regulated. Saunders said that his understanding from the memo was that option two is  
4 more aligned with what the Council asked of the Planning Commission. Cmr. Lebo said that option  
5 one contains a lot of citizen input and current code provisions. He said that he is open to  
6 recommendations on low income housing. Cmr. Morris said that option two is preferred but option  
7 one has appeal. Chair Larson said that the Commissioners were tasked with aligning the code with  
8 the vision for town center and spoke about her reasons for choosing option zero. Cmr. Saunders  
9 said that the different types of open space were not defined well in the current code and that this  
10 was an opportunity that the Planning Commission had to correct that. There was further discussion  
11 about the potential for changes to the code and options for density and open space.  
12

13 Cmr. Morris suggested that the Commission conduct votes for each option. Vice Chair Katz made a  
14 motion for option zero and Commissioner Fudge seconded it. The motion failed one to six with  
15 Vice Chair Katz voting in favor.  
16

17 Cmr. Morris made a motion to choose option one which was seconded by Cmr. Saunders. That  
18 motion passed five to one with one commissioner abstaining.  
19

20 Cmr. Saunders made a motion in favor of option two and Cmr. Gross seconded it. Cmr. Morris and  
21 Cmr. Lebo voted in favor of the motion and Cmr. Saunders, Cmr. Gross, Chair Larson, and Cmr.  
22 Fudge voted against the motion with Vice Chair Katz abstaining. The motion failed.  
23

24 Chair Larson called for discussion on how to recommend something by November 10th. Cmr.  
25 Lebo would like to see a redlined version of the code. Councilmember French talked about which  
26 version of the code the Planning Commission should use for their recommendations. Director  
27 Bennett suggested an approach to start with the underlined/strikethrough version of the code  
28 update that the Planning Commission had previously recommended. Discussion occurred on how to  
29 approach the code revisions and alterations to the current version of the code that the Council is  
30 working on which could be presented to the Planning Commission for review. Director Bennett  
31 summarized his understanding of which documents should be presented to the Commission.  
32 Councilmember French said the Council values the Planning Commission's recommendations.  
33 Chair Larson summarized her understanding of the documents that the Planning Commission  
34 would be reviewing and confirmed which Director Bennett which documents would be provided.  
35

36 Draft Memorandum from Commission Chair to Council  
37

38 Chair Larson summarized the draft memorandum that she had prepared to Council which clarified  
39 aspects of the Planning Commission's previous recommendations to the Council. Vice Chair Katz  
40 suggested deleting the last sentence of the memo. All agreed. Cmr. Fudge made a motion to send  
41 the amended memo to Council and Cmr. Gross seconded. All voted in favor with exception of Cmr.  
42 Morris, who abstained, and the motion carried.  
43

#### 44 **New Business**

##### 45 **Native Land Acknowledgement**

46 Chair Larson opened the discussion on the topic. Director Bennett shared the proposed language  
47 on the screen. Cmr. Lebo asked how it was determined that the native group mentioned in the draft  
48 acknowledgement was accurate. Chair Larson said she researched the topic through various sources.

1 Cmr. Fudge thanked Chair Larson for doing the research and said that he appreciated the intent. He  
2 asked about the 10,000-year period mentioned in the draft and questioned the accuracy of the  
3 number. Chair Larson said the numbers came from the tribe. Cmr. Saunders said he was in support  
4 of the idea and that the Lake Forest Park website has the name of the tribe that may have lived in  
5 LFP in the past, but questioned where the name came from. Cmr. Lebo said he is in favor of the  
6 acknowledgement, but suggested deleting the last sentence in the draft language. Cmr. Gross said he  
7 supports the idea. Vice Chair Katz said she supports the whole statement. Cmr. Lebo suggested  
8 continuing the discussion at the next meeting and that Commissioners be given a chance provide  
9 alternatives to the draft statement.

10

11 **Reports and Announcements**

12 None from staff.

13

14 Cmr. Lebo said that, after seven years of service, his last meeting on the Planning Commission  
15 would be in December 2020. He said that it has been an honor to represent the public of LFP and  
16 that he will miss the other Commissioners. The Commissioners thanked him for his service.

17

18 **Additional Citizen Comments**

19 None.

20

21 **Agenda for Next Meeting:**

22 Similar to this meeting. It was noted that October 27, 2020 would be the next meeting where option  
23 one code amendments would be discussed. Edits to the Native Land Acknowledgement would also  
24 be discussed.

25

26 Chair Larson suggested that a discussion on affordable housing should occur after the town center  
27 codes are finished. Cmr. Saunders asked about accessory dwelling unit code changes and asked if  
28 the Council had directed the Commission to discuss it. Chair Larson asked about the Council's  
29 direction on the matter. Councilmember French confirmed that the Council is interested in the  
30 topic.

31

32 Cmr. Saunders moved to adjourn the meeting and Cmr. Gross seconded. With all in agreement, the  
33 meeting was adjourned.

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35

36 **Adjournment: 8:56pm**

37 APPROVED:

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Maddy Larson, Chair