

**City of Lake Forest Park - Planning Commission
Draft Regular Meeting Minutes: December 12, 2023
In-person and Zoom Hybrid Meeting**

Planning Commissioners present: Chair Maddy Larson, Cherie Finazzo, Melissa Cranmer; Sam Castic (via zoom); Meredith LaBonte; Janne Kaje, Lois Lee

Staff and others present: Nick Holland, Senior Planner; Councilmember Bodi; Phillip Hill, City Administrator; Cristina Haworth, SCJ Consulting (via zoom)

Members of the Public: Don Fiene (via zoom)

Planning Commissioners absent: Vice Chair Ashton McCartney, David Kleweno

Call to order: Chair Larson called the meeting to order at 7:03 pm.

Land Acknowledgement: Cmr. Lee read the land acknowledgement. A portion of the acknowledgement was not recited. Chair Larson suggested a discussion on the land acknowledgement at the next meeting.

Approval of Agenda

Cmr. Kaje made a motion to approve the agenda, Cmr. Finazzo seconded, and the motion to approve the agenda was carried unanimously.

Approval of Meeting Minutes

Cmr. Castic made a motion to approve the November 14, 2023, meeting minutes; Cmr. LaBonte seconded.

Chair Larson asked if there were any suggested amendments. Cmr. Kaje suggested some minor edits to three lines of the minutes and recited them. A copy of the edits was provided to staff for the purpose of editing.

All voted to approve the November 14, 2023, minutes as amended, and the motion carried unanimously.

Meeting Dates:

The next regular meeting is scheduled for January 9th, 2023.

Citizen Comment

Don Fiene thanked the Commission for the work on the comprehensive plan update. He said that Chair Larson has proven to be an excellent leader.

Chair Larson explained that her term has been extended through the comprehensive plan update as well as Cmr. Lee's term. She said that the election of officers will still need to occur.

City Council Liaison Report

Councilmember Bodi said there is a Council meeting on Thursday night. She said that both the Mayor and Councilmember Kassover will be leaving the Council. She explained some of the items on the agenda for the next Council meeting. Councilmember Bodi said that a residential parking permit process is going to be implemented. She talked about the details. She said that the new community development director has been hired which will be confirmed at a Council meeting and an ordinance regarding street racing will be passed. She said that the new and current Councilmembers will be sworn in officially as well as a celebration at the civic club.

1 City Administrator Hill said that an offer has been Mark Hoffman the current planning director for
2 Newcastle. He said that he will start in 2024. Cmr Kaje indicated that he had worked with Mr. Hoffman in
3 the past.

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5 Councilmember Bodi said that Sound Transit's CEO will be stepping down. She said that she will continue to
6 perform the Council Liaison job for the Planning Commission.

7 Old Business

8 **Comprehensive Plan Update**

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10 Cristina Haworth from SCJ consulting began the presentation for the agenda items and shared her screen via
11 zoom connection to present a power point slideshow. She provided a summary of what would be covered
12 during her presentation. She provided an update on the comprehensive plan update process and indicated
13 that the city received a middle housing planning grant to assist with the housing element update. She said that
14 the public participation plan has been developed but the draft survey is still being processed for distribution.
15 She spoke about the concepts of Diversity, Equity and Inclusion (DEI) in comprehensive planning. Ms.
16 Haworth said that State House Bill 1220 requires that DEI be examined as a part of the comprehensive
17 planning update process. She mentioned that DEI is also included in the countywide planning policies and
18 the Puget Sound Regional Council (PSRC) planning policies. Ms. Haworth defined and explained the
19 differences between diversity, equity, and inclusion. She described some measures of racially disparate
20 impacts such as rate of home ownership and overcrowding. Ms. Haworth provided a table showing the
21 displacement risk assessment. She talked about how the Commission can edit their comprehensive plan
22 policies to include DEI components. She asked if there were any questions on DEI elements. Cmr. Kaje
23 asked what the term fair housing testing represented. Ms. Haworth said that she will need to follow up on the
24 purpose of that concept. Councilmember Bodi provided her perspective on the issue and described how
25 some agencies send out potential buyers undercover to determine how they are treated.

26
27 Ms. Haworth presented the LFP community profile. She mentioned that a revised page 14 has been sent out
28 to replace the version in the packet. She provided the racial demographic for LFP in a slide. She presented
29 some additional demographic indicators with the community profile for LFP such as income and
30 employment type. Councilmember Bodi said that her neighbors are not commuting to work usually, which
31 contradicts the demographic indicator that is currently being used for LFP employment and commuting. Ms.
32 Haworth expanded on her statement and indicated that the statistics of people working from home are not
33 being tracked well currently. Ms. Haworth continued to discuss demographic indicators and expanded on the
34 subject of housing unit sizes and types. She talked about the additional housing units that will need to be
35 planned for and accommodated. She asked if there were any questions. Cmr. Lee asked if there has been any
36 data included about the LGTBQ community. Ms. Haworth responded and said that data on that subset is
37 not being collected so it isn't being published. Councilmember Bodi talked about diversity in housing and
38 said that LFP has a wide range of age diversity. Chair Larson asked if there was an underlying formula for
39 housing unit sizes. Ms. Haworth responded that they are tracking the types of units that support families
40 largely in LFP. She said that multi-family units are often provided for single individuals. Cmr. LaBonte said
41 she noticed some errors in the documents provided and asked if the material will be included in the
42 comprehensive plan update.

43
44 Ms. Haworth introduced the Land Use element of the comprehensive plan. She said that a track changes
45 version of the updated land use element will be presented at the next meeting. She presented the policy
46 framework for the land use element and described the various portions of the element. She talked about the
47 differences between goals and policies and how they relate to the community vision. She said that policies are
48 moderately specific requirements that support the goals that are in place. She said that policies are not actions
49 themselves, they still require action to implement them. She asked if a separate implementation chapter would
50 be something that the Commission would consider ensuring that the policies were being implemented. Chair
51 Larson said that the group would like to come back to that idea. Ms. Haworth explained the objectives of the
52 update for the land use chapter. She said that the current land use element is generally consistent with the

1 state requirements but did provide some recommendations for updating the land use element. Discussion
2 occurred about the potential of adding additional housing units on existing single family zoned properties.
3 Cmr. Kaje said that information from the community should be obtained to understand how infill
4 development would be received if it is encouraged by city comprehensive plan policy. He said that this issue
5 is one of the biggest questions the Commission has for the community. Cmr. Lee said that the topic should
6 be covered in the public survey. Ms. Haworth clarified her questions for the Commission. Cmr. LaBonte said
7 that she has some concerns about policies that generate too much encouragement to redevelop for those who
8 may have excess space. Discussion continued about housing affordability and how to apply it in LFP. Cmr.
9 Kaje discussed his view of the role the Commission has in communicating with the public. He suggested
10 providing examples of the range of alternatives that the policy outcomes can achieve to provide the public
11 with enough information to provide an opinion. Cmr. Lee suggested policies that encourage creativity in
12 design of residential projects which could frame infill and redevelopment in a different way.
13

14 Chair Larson asked how the Commission can balance what the community desires with what the state is
15 requiring. Ms. Haworth responded and indicated that she will be able to inform the Commission what will be
16 acceptable to the state and areas where the Commission should avoid for fear of the state not accepting the
17 amendment. Cmr. Cranmer asked how the city can protect future housing units from becoming short term
18 rentals. Ms. Haworth said that an action item related to short-term rentals could help with that issue. Cmr.
19 Kaje provided his opinion on why the rental housing rates are high in LFP.
20

21 Ms. Haworth talked about PSRC vision 2050 and indicated that LFP's land use element is generally consistent
22 with that vision. She talked about commercial displacement, a concept where local businesses disappear
23 because of redevelopment and suggested policies that would support retaining local business in the event of
24 redevelopment. She also suggested expanding historical preservation policies to preserve cultural and
25 historically significant sites and uses. Cmr. Kaje said that there are no parks or green spaces in the southern
26 gateway area. He said that there are opportunities to expand green spaces in the southern gateway. He
27 mentioned some programs for funding that the city can use to buy properties to develop for parks. He said
28 that positive health trends can be linked to the use of green spaces and outdoors. Cmr. Lee suggesting
29 creating a policy which might create a vision for the 522 corridor through southern gateway area could
30 establish some policy direction for what the community wants out of the Sound Transit project and
31 expansion.
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33 Ms. Haworth presented the recent changes in the Growth Management Act (GMA) and said that the LFP
34 land use element is generally consistent with the GMA. Chair Larson asked how much more material was to
35 be presented and Ms. Haworth provided details on the rest of the materials for tonight. Chair Larson
36 indicated she wanted to be mindful of the time and schedule of the agenda. Ms. Haworth provided a preview
37 of some of the land use element goals that would be presented for discussion and potential amendment.
38 Chair Larson thanked Ms. Haworth for all of the information presented during the meeting.
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40 **New Business**

41 None from staff.
42

43 Cmr. Kaje said that he has reached out to people he knows in the community and said that a group of 18
44 people met to talk about comprehensive planning updates and land use issues in general. He said he
45 encourages all to engage the community with planning topics.
46

47 **Reports and Announcements**

48 None.
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50 **Additional Citizen Comments:**

51 n/a
52

1 **Agenda for Next Meeting:**

2 Additional comprehensive plan update topics. A discussion regarding the Land acknowledgment.
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5 **Adjournment:**

6 Cmr. Cranmer made a motion to adjourn the meeting, Cmr. Lee seconded, and the motion was carried
7 unanimously. The meeting was adjourned at 8:56pm pm.
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9 APPROVED:

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13 Maddy Larson, Planning Commission Chair
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