

1                                   **City of Lake Forest Park – Planning Commission**  
2                                   **Regular Meeting Minutes: May 13, 2025; 7:00-9:00pm**  
3                                   **Hybrid Meeting Held in the Forest Room at City Hall and Virtually via Zoom**  
4

5 **Planning Commissioners present:** Chair Sam Castic, Vice Chair Janne Kaje, Cherie Finazzo (via  
6 Zoom), David Kleweno, Madlyn Larson, Meredith LaBonte, John Drew  
7

8 **Staff and others present:** Mark Hofman, Community Development Director; Matthew McLean,  
9 City Clerk; John Lebo, City Council liaison; Kirsten Petersen SCJ Alliance (via Zoom)  
10

11 **Members of the Public present:** Tara Jorgensen, Carol Werthen  
12

13 **Planning Commissioners absent:** Ashton Alvarez- McCartney, Melissa Cranmer  
14

15 **Call to order:** Chair Castic called the meeting to order at 7:00 PM  
16

17 **Land Acknowledgement:** Vice Chair Janne Kaje read the land acknowledgement.  
18

19 **Approval of Agenda:** Vice Chair Kaje made a motion to approve the agenda, Cmr. LaBonte  
20 seconded, and the motion to approve the agenda was carried unanimously.  
21

22 **Approval of Meeting Minutes:** Cmr. LaBonte made a motion to approve the March 11, 2025,  
23 Meeting Minutes, Vice Chair Kaje seconded and the motion to approve the minutes was carried  
24 unanimously.  
25

26 **Public Hearing:**

27 **Middle Housing and Accessory Dwelling Unit Code Amendments Noticed Public Hearing**  
28 **- Staff Presentation**

29 Ms. Petersen from SCJ Alliance gave an overview presentation of the Middle Housing Mandates  
30

31 **- Questions from Planning Commission**

32 No questions from Planning Commissioners.  
33

34 **- Open the public hearing for comments**

35 No public comments.  
36

37 **- Staff address questions that may have been presented during public comments and from**  
38 **the Commission**

39 No public comments.  
40

41 **- Close the public hearing**

42 Cmr. Larson made a motion to close the public hearing, Vice Chair Kaje seconded and the motion  
43 was carried unanimously.  
44

45 **Next meeting:** The next meeting occurs on Tuesday, June 10, 2025.  
46

47 **Public Comment:** Tara Jorgensen had a question on clarification on Tier 3 definition and what that  
48 means for Lake Forest Park.

Ms. Petersen addressed and answered the question in that Tier 3 must allow for 4 out of the 9  
housing configurations.

1 Carol Werthen had a question about whether building height will be increased with the new middle  
2 housing?

3  
4 The Planning Commissioners let her know that code amendments are still being considered and no  
5 formal action has been taken yet on that matter.  
6

7 **City Council Liaison Report:** City Council member Lebo gave an update on city resolutions that  
8 were passed to ensure that the City is an inclusive community. Council member Lebo also gave an  
9 update on the Sign Code and the continuation of the services of SafeBuilt.  
10

11 **Old Business:**

12 **Middle Housing & Accessory Dwelling Unit Development Regulations Amendments**  
13 **Recommendation to the City Council**

14 Ms. Petersen gave a presentation on proposed code amendments. The Planning Commissioners  
15 reviewed the code amendments and discussed suggestions and edits to the proposed code updates.  
16

17 Vice Chair Kaje made a motion to approve and send the recommendations to City Council the  
18 amendments with the edits from tonight's meetings, and Cmr. Larson seconded.  
19

20 **Prioritization of 2025 Work Plan Items**

21 Mr. Hofman informed the Planning Commission that the commission will soon receive the  
22 recommendation of the draft Climate Element from the Climate Policy Advisory Team.  
23

24 **Debrief discussion regarding affordable housing incentives**

25 Chair Castic recommended focusing on the Climate Element and then start the discussion on the  
26 affordable housing incentives on the later part of June's meeting.  
27

28 **New Business:**

29  
30 **Reports and Announcements:** Chair Castic welcomed and introduced the new Planning  
31 Commissioner. John Drew.  
32

33 **Agenda for Next Meeting:** Discussion on the Climate Element and affordable housing incentives.  
34

35 **Adjournment:** Cmr. Larson made a motion to adjourn the meeting, Cmr. LaBonte seconded, and  
36 the motion was carried unanimously. The meeting adjourned at 8:47 PM.  
37

38 APPROVED:

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41 Sam Castic, Planning Commission Chair