

1 **City of Lake Forest Park – Planning Commission**
2 **Regular Meeting Minutes: February 11, 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 Ashton Alvarez- McCartney (via Zoom), Vice Chair
6 Janne Kaje, David Kleweno, Cherie Finazzo, Meredith LaBonte, Sam Castic
7

8 **Staff and others present:** Mark Hofman, Community Development Director; John Lebo, City
9 Council liaison; Zoë Tapert, SCJ Alliance (via Zoom)
10

11 **Members of the Public present:** none
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13 **Planning Commissioners absent:** Madlyn Larson, Melissa Cranmer
14

15 **Call to order:** Chair Alvarez- McCartney called the meeting to order at 7:00 PM
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17 **Land Acknowledgement:** Chair Alvarez- McCartney read the land acknowledgement.
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19 **Approval of Agenda:** Vice Chair Kaje made a motion to approve the agenda, Cmr. Finazzo
20 seconded, and the motion to approve the agenda was carried unanimously.
21

22 **Approval of Meeting Minutes:** Vice Chair Kaje made a motion to approve the January 14, 2025,
23 Meeting Minutes, Cmr. Castic seconded and the motion to approve the minutes was carried
24 unanimously.
25

26 **Public Hearing:** No public hearing.
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28 **Next meeting:** The next meeting occurs on March 11, 2025.
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30 **Public Comment:** No public comments.
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32 **City Council Liaison Report:** City Council member John Lebo discussed survey results that
33 showed the public is supportive in increasing revenue to fund city projects provided that there is a
34 clear plan. Council member noted that the City Council is working on tackling this issue in council
35 work sessions.
36

37 **Old Business:**

38 **Middle Housing Development Regulations with SCJ Alliance and Leland Consulting Group**

39 The Planning Commissioners discussed the different options to take for middle housing
40 development, specifically if the city should take a stronger approach or the minimum approach from
41 the state’s deadline.
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43 Ms. Tapert reviewed the current city zoning regulations and code definitions and reviewed possible
44 suggestions. The Planning Commissioners discussed topics that should be highlighted for the
45 consultants and commissioners to explore like street frontage, lot width, and parking issues.
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1 **Planning Commission 2025 Work Plan for February 27, 2025 City Council**

2 Mr. Hofman discussed the Work Plan that will be presented at the City Council meeting on
3 February 27th. Chair Alvarez- McCartney suggested putting a focus on middle housing and
4 affordability in the work plan. Cmr. Kleweno made a motion to approve the work plan with the
5 amended edits, Vice Chair Kaje seconded, and the work plan was approved unanimously.
6

7 **New Business:**

8 **Election of Chair and Vice-Chair of the Planning Commission for 2025**

9 Chair Alvarez- McCartney stated that she can no longer be chair due to personal reasons. The
10 Planning Commissioners discussed possible nominations. The elections were tabled for the next
11 meeting.
12

13 **Reports and Announcements:**

14 **Planning Commission Vacancies and Recruitment**

15 Tabled for the next meeting.
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17 **Agenda for Next Meeting:** Additional discussion on middle housing.
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19 **Adjournment:** Cmr. LaBonte made a motion to adjourn the meeting, Cmr. Castic seconded, and
20 the motion was carried unanimously. The meeting adjourned at 9:00 PM.
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22 APPROVED:
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Ashton Alvarez-McCartney, Planning Commission Chair