

**City of Lake Forest Park - Planning Commission
Draft Regular Meeting Minutes: May 9, 2023
In-person and Zoom Hybrid Meeting**

Planning Commissioners present: Chair Maddy Larson, Vice Chair Ashton McCartney, Cherie Finazzo, Meredith LaBonte; Melissa Cranmer (virtual); David Kleweno; Sam Castic (virtual); Lois Lee

Staff and others present: Steve Bennett, Planning Director; Nick Holland, Senior Planner

Members of the Public: n/a

Planning Commissioners absent: Walter Hicks, Councilmember Lorri Bodi (Council Liaison to Planning Commission)

Call to order: Chair Larson called the meeting to order at 7:02 pm.

Land Acknowledgement: Cmr. McCartney read the land acknowledgement.

Approval of Agenda

Vice Chair McCartney made a motion to approve the agenda, Cmr. Finazzo seconded, and the motion to approve the agenda carried unanimously.

Approval of Meeting Minutes

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

All voted to approve the March 14, 2023 minutes and the motion carried unanimously.

Meeting Dates:

The next regular meeting is scheduled for June 13, 2023.

Citizen Comment

None.

Report from City Council Liaison

Councilmember Bodi was not able to attend this meeting.

Old Business

Comprehensive Plan Update

i. Update on Housing Legislation that passed in 2023 Legislative Session

Director Bennett presented a slide show pertaining to the recently passed Washington State Bill 1110. He explained the nature of the bill and its effect on single family zoning for cities in the State. He provided information on the three tiers of density changes for cities within different population categories. He described the changes for the city of LFP and said that LFP is required to allow duplexes on all single family zoned lots. He described some areas where the rules may not apply, such as properties that are encumbered by critical areas, which may not have enough room to accommodate additional units. He talked about the timeline for compliance with the recent legislation and said that new units built must have an affordability covenant recorded upon their title which would last for the next fifty years. He provided some research from Puget Sound Regional Council (PSRC) and talked about which cities were most affected by the legislation. He talked about how LFP is already close to compliance with the statute, because each single-family zone

allows ADUs. He said that PSRC estimated that 100,000 units could be redeveloped within the next 20-30 years.

Cmr. LaBonte referenced a Supreme Court case and asked if States have the right to zone properties as State Bill 1110 specifies. Director Bennett replied that the city attorney could be consulted regarding that specific question, but that other western states have passed similar legislation without legal action at the federal level. She asked if there is any funding attached to the bill, for cities to use which could aid in the adoption of new regulations to support implementation of the bill. Director Bennett replied that the Washington State Department of Commerce has indicated that his understanding was that cities should get some financial assistance to implement the new legislation.

Cmr. Kleweno said that the consultant for the comprehensive plan update should provide some guidance on how to become in compliance with the bill. Cmr. Castic asked how LFP would accommodate the requirement for an affordable covenant. Director Bennett replied that LFP code has some similar provisions, within the critical areas code, that could serve as a template for such a requirement. He said that the Washington State Department of Commerce would be creating a model ordinance which could include a sample covenant for that purpose.

Chair Larson stated that cities could have the ability to adopt more rigorous requirements for housing affordability and asked what occurs when someone wants to take advantage of the new density rules prior to LFP updating its regulations. Director Bennett replied that in a situation like that the model ordinance from the Washington State Department of Commerce could govern. Chair Larson asked what percentage of parcels qualify for this new density opportunity. Director Bennett replied that analysis still needs to be done and that there has been some density analysis was done that could assist in determining those parcels that would qualify. He talked about the potential for reasonable use regulations to change, because of the new base density that applies to single family lots.

A discussion occurred about how common areas are maintained on a lot where ownership of structures is split between two individuals. Cmr. Finazzo said that she understood that a duplex could be built upon a lot with a single family home and asked what the difference is between ADUs and the new density rules. Chair Larson replied and explained that, in LFP, ADUs have size and ownership limitations where the new state density laws may not allow such limitations.

Chair Larson said she wanted to draw the Commission's attention to the provision in the bill for off-street parking requirements. She said that the potential for residential parking permits could be something to consider. Cmr. Cranmer asked about the street parking situation and agreed with Chair Larson's idea for residential parking permits. She said that the lack of pedestrian infrastructure in LFP could create a safety issue for those pedestrians traversing the city. Chair Larson said that the Commission should be prepared to ask deeper questions to the consultant for the comprehensive plan update. Cmr. Kleweno mentioned a book which describes how parking increases the cost of housing. Director Bennett said that the book was called, "Paved Paradise" and that he could send information on it to those who were interested.

ii. Consultant selection process

Director Bennett said that a Request for Qualifications (RFQ) from planning consultants has been published. He said that once a short list of consultants that have the proper qualifications has been selected, additional information can be requested to determine their potential approach to the comprehensive plan update. He went over the timeline for the process and said that the selection committee would review the approaches from the various consultants during the interview process. He described how Commissioners might participate on the selection committee and encouraged Commissioners to look at their schedules prior to volunteering to participate on the selection committee. He said that the initial kick-off meeting with the

1 consultant could occur as early as July. Cmr. McCartney asked if there was any concern that there may not be
2 enough consultants to assist with the LFP's comprehensive plan update. Director Bennett replied that he was
3 a bit apprehensive that the number of consultants responding would be limited.
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5 Chair Larson asked if there was something the Commission could work on between now and July when the
6 consultant would start. She asked if a break in meetings for June would be appropriate. Director Bennett
7 replied that a break could be appropriate for June, given the current schedule. Cmr. Kleweno suggested
8 bringing on the other commissions/boards, to facilitate a working relationship which might aid the
9 comprehensive plan update. Director Bennett suggested taking the June meeting off, so that Commissioners
10 can engage with other city advisory boards and commissions. He said that such engagement would likely
11 facilitate progress on the update to the comprehensive plan. He mentioned that a more surgical approach to
12 the update would probably be advisable since the comprehensive plan is in pretty good shape, but there are a
13 few things, such as climate change and housing that need to be addressed in the update. Cmr. Lee suggested
14 comparing notes and preparing for upcoming meetings with the consultant so that the Commission is on the
15 same page when the consultant comes on board. Discussion continued on how to best utilize the
16 Commission's time prior to having the comprehensive plan consultant on board. Director Bennett suggested
17 that each Commissioner provide three points of emphasis from the boards they have been working with by
18 June 9th, so that they can be included in the packet for the June meeting. Cmr. Lee suggested discussing each
19 Commissioner's points of emphasis and preparing a common message for the comprehensive plan update
20 consultant. Chair Larson reminded each Commissioner what city advisory committee/board they were the
21 liaison to. Cmr. Kleweno said that we cannot forget that we are hiring a consultant for a lot of this work and
22 to be mindful of the time the Commission spends.
23

24 **New Business**

25 None.
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27 **Reports and Announcements**

28 None from staff.
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30 **Additional Citizen Comments:**

31 None.
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33 **Agenda for Next Meeting:**

34 Evaluate points of emphasis identified by each Commissioner through their work with city advisory boards
35 and committees.
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37 Chair Larson asked if there was any additional business that should be discussed. There was none.
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39 **Adjournment:**

40 Cmr. McCartney made a motion to adjourn the meeting, Cmr. Finazzo seconded, and the motion carried
41 unanimously. The meeting was adjourned at 8:06 pm.
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43 APPROVED:
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47 Maddy Larson, Planning Commission Chair
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