

**CITY OF LAKE FOREST PARK  
CITY COUNCILSPECIAL MEETING MINUTES  
January 20, 2005**

**Councilmembers present:** Alan Kiest, Carolyn Armanini, Mary Jane Goss, Roger Olstad, Ed Sterner

**Councilmembers absent excused:** Dwight Thompson, Nate Herzog *(Approved by Council 2/10/05)*

**Staff present:** David R. Hutchinson, Mayor; Karen Haines, City Administrator; Michael Ruark, City Attorney; Sarah Phillips, Government & Community Relations Manager; Stephen Bennett, Planning and Building Director; Shana Restall, Associate Planner; John Hawley, Finance Director; Susan Stine, City Clerk

**Others present:** 12 visitors

**CALL TO ORDER**

Mayor Hutchinson called the special meeting to order at 7:33 p.m.

**ADOPTION OF AGENDA**

Hutchinson noted addition of a letter drafted by Cmbr. Goss for council review. He also noted receipt of a letter from Sound Transit in response to the city's question regarding subarea boundary revision.

In response to a question from Cmbr. Armanini, City Attorney Mike Ruark noted that these items could be added to the special meeting agenda as follow-up to the previous council meeting.

Hutchinson noted this item would be added as item 3 on Agenda/Item Discussion.

**Cmbr. Olstad moved** to adopt the agenda as amended. **Cmbr. Sterner seconded. The motion carried unanimously.**

**FIRST READING CALENDAR**

**Resolution 888/Authorizing Mayor to Sign Agreement with the Falconer Group for Council Retreat Facilitation**

With the consent of the council, Resolution 888/Authorizing Mayor to Sign Agreement with the Falconer Group for Council Retreat Facilitation was advanced to second reading calendar.

**SECOND READING CALENDAR**

**Resolution 888/Authorizing Mayor to Sign Agreement with the Falconer Group for Council Retreat Facilitation**

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2 Following discussion, **Armanini moved** adoption of Resolution 888/Authorizing the Mayor to  
3 sign the agreement with Jim Reid for retreat facilitation services. **Goss seconded. The motion**  
4 **carried unanimously.**  
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7 **AGENDA ITESM/DISCUSSION**

8 **Sensitive Areas Ordinance/Future Land Use Map/Comprehensive Plan**  
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10 Hutchinson thanked members of the sensitive areas ordinance task force for their development  
11 of a draft sensitive areas ordinance.  
12

13 Planning and Building Director Steve Bennett described the main categories including streams,  
14 wetlands, steep slopes and aquifer recharge areas, covered by the draft ordinance.  
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16 He noted the sources and documents reviewed by the task force and information provided by  
17 Paul Inghram of Berryman & Henigar. He noted they also looked at information from the WRIA  
18 8 Technical Committee related to the McAleer Creek and Lyon Creek watersheds.  
19

20 Bennett discussed issues related to exemptions, rights of way and minor utility projects and  
21 reviewed enhancement of buffers, wildlife habitat conservation areas and critical aquifer  
22 recharge areas.  
23

24 Following discussion, Bennett said that a SEPA determination is required for the sensitive areas  
25 ordinance and the Comprehensive Plan. In response to a question from Bennett,  
26 councilmembers agreed to schedule time at another study session for further review of the draft  
27 ordinance.  
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30 A five-minute recess was taken at 8:51 p.m.  
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32 The meeting was resumed at 9 p.m.  
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35 **Report and Recommendations on Town Center Study**  
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37 Cmr. Olstad gave an overview of the final report on the Sustaining a Livable Lake Forest Park  
38 Town Center study. He described the origin of the study, creation of the Task Force, its mission  
39 to look at strengthening commercial areas--particularly the Town Center--and increasing  
40 housing options in a manner that reflected the city's standards and the expectation of its  
41 citizens. He said that the Task Force looked at housing and commercial configurations as well  
42 as pedestrian access to and within the Town Center.  
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44 City Administrator Karen Haines said that the recommendations of the task force are based on  
45 its review and study during the past year and the information gathered at the community forums.  
46

47 The task force recommendations included: 1) remove regulatory impediments so that the buyer  
48 could re-develop the site as a vibrant, mixed-use center; 2) encourage a shift to a mixed-use  
49 center that includes residential, commercial and public uses; 3) retain the business and  
50 occupation tax; 4) continue evaluation of the city's sign code and consider a review of the  
51 ordinance as part of the future re-development of the Center; 5) be prepared to negotiate

1 development agreement for the Center; 6) work with prospective developers to assess options  
2 and costs of enhancing the stream corridor and creating a public open space amenity; 7) do not  
3 expand the boundaries of the Center to the west for commercial or mixed-use development; 8)  
4 retain existing locations of signalized site access, maintain unsignalized Center driveways along  
5 Brookside, Bothell and Ballinger, discuss reconfiguring lanes in the Center and a park and ride  
6 program as part of site re-development; 9 - 12) consider and provide for a variety of pedestrian  
7 and transit enhancements; 13) eliminate land coverage requirement; 14) consider reduction of  
8 setback requirements in support of a vibrant mixed-use center; 15-16) change density  
9 requirements to allow for higher number of housing units based on market research; develop  
10 design guidelines to articulate design features acceptable to the city; 17) increase the height  
11 limit in the northern portion of the site to allow for five stories with appropriate setbacks and no  
12 shadow effect; 18) decrease the retail parking requirement if supported by a traffic impact study.

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14 The Task Force took no position on the concept of cottage housing.

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17 Haines noted that the city should maintain a significant role in approving development plans at  
18 the Towne Centre. She reviewed the next steps for the development of design guidelines and  
19 changes to the city's land use code. Haines noted the estimated cost and the Community,  
20 Trade and Economic Development grant that is available, distributed copies of development  
21 guidelines from the City of Normandy Park and discussed various designs in the sample.

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23 Discussion followed by council on the process and policy needed for which to implement the  
24 project.

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27 **Transportation Issues**

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29 Cmr. Goss discussed the draft letter to Sound Transit and the 50-cent fare increase being  
30 proposed.

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32 Sterner offered the following amendment to the draft letter:

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34 "... Furthermore, we believe Sound Transit has not provided sufficient information to  
35 demonstrate that they, in fact, need the proposed 50 cent increase..."

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37 There being no objection, the letter was approved as amended.

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40 **ADJOURNMENT**

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42 There being no objection, the meeting was adjourned at 10:22 p.m.

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47 Susan Stine, City Clerk

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51 David R. Hutchinson, Mayor