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**City of Lake Forest Park  
Planning Commission  
Regular Meeting Summary\*  
17425 Ballinger Way NE—The Forest Room  
May 22, 2007**

**Commissioners present:** Linda Owens, Vice Chair; Judy Herring, Don Shaffer, Chuck Paulsen, Robert Lee, Shary Van

**Commissioners absent:** Jeff Foster, Chair; Tom Lerner

**Staff present:** Stephen Bennett, Planning Director; Shana Restall, Associate Planner; Aaron Halverson, Clerk

**Others present:** Elizabeth Walker, Urban Tree Task Force Consultant

**Call to order:** Linda Owens, Vice Chair, called the meeting to order at 7:04pm.

**Approval of meeting notes:**

Commissioner Lerner moved to accept the May 8, 2007 minutes as written; Cmr. Lee seconded the motion. The motion unanimously carried, Cmr. Van abstained.

**Unfinished Business:**

**Tree Protection and Replacement Ordinance Discussion**

The Commission discussed the Environmental Quality Commission's comments on the proposed Tree Protection and Replacement Ordinance. Consultant Walker stated that the Environmental Quality Commission was looking for a more stringent ordinance when they commented on proposed Tree Protection and Replacement Ordinance.

The Commission discussed whether the proposed Tree Protection and Replacement Ordinance is manageable considering the complex tree unit calculations and code enforcement.

Cmr. Lee asked the need for the new Tree Protection and Replacement Ordinance. Director Bennett explained that the process involved the creation of a Tree Task Force by the Mayor. The Tree Task Force worked with Consultant Walker and Dir. Bennett, held a number of public meetings and created draft Tree Protection and Replacement Ordinance. This draft was presented to the City Council, they recommended a few changes and asked that the Ordinance be sent on to the Planning Commission. The Planning Commission received the draft Tree Protection and Replacement Ordinance at the beginning of the year and were asked to review it and provide a different point of view on the draft ordinance. In regards to the EQC recommendations, Dir. Bennett stated that the EQC did what they were asked to do by providing comments on the draft Tree Protection and Replacement Ordinance.

In reply to discussion about the timeframe for review, Dir. Bennett stated that he would like to have the Planning Commission recommendations on the draft Tree Protection and Replacement Ordinance to the City Council in the next two or three meetings.

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2 The Commissioners discussed increasing the minimum tree units required for Level III Tree  
3 Removal permits. A tree unit ‘buy down’ was discussed regarding Level III Tree Removal Permits.  
4

5 The Commissioners discussed EQC’s proposed changes found in their recommendations comment  
6 letter. The ‘street trees and trees on city property’ section of the EQC comment letter was  
7 discussed. Dir. Bennett and Consultant Walker stated that the two changes proposed by the EQC  
8 are already a part of the proposed Tree Protection and Replacement Ordinance or are permitted  
9 under a right-of-way permit.  
10

11 The ‘tree plan required for tree permit’ section was discussed, the Planning Commission discussed  
12 the number of significant trees removed under Level I Tree Removal Permits and the availability of  
13 Level IV permits to any landowner.  
14

15 The ‘replacement and supplemental tree standards’ section of the EQC recommendations were  
16 discussed. Planner Restall explained that the EQC recommendation that subdivision projects retain  
17 the density requirements of the original property would be challenging because a 12-lot subdivision  
18 would be required to retain 50 trees on each 7200 sq. ft. lot, making it very challenging to use the  
19 land for development. The EQC’s recommendation that the health of replacement trees be  
20 catalogued and recorded annually was discussed and the consensus was that it had the potential for  
21 a great administrative burden.  
22

23 The Commissioners discussed calculations of tree value related to code enforcement. Consultant  
24 Walker explained that a tree appraisal includes a rating of the species, size, condition and location  
25 of each tree and can result in a penalty that could easily be five figures.  
26

27 The Commission discussed declaring holly trees noxious and exempting them from regulation  
28 under the proposed Tree Protection and Replacement Ordinance.  
29

30 Tree replacement was discussed related to Level I Tree Removal Permits. The Commission  
31 discussed reducing replacement requirements related to Level I Tree Removal Permits to require  
32 replacement only when the tree(s) proposed for removal are one of the last two trees on the  
33 property.  
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35 **Adjournment: 9:00 PM**  
36

37 Aaron Halverson, Clerk  
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40 APPROVED:  
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43 Linda Owens, Vice Chair  
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45 \* A full audio record of this and all other Planning Commission Meetings may be obtained at the City  
46 of Lake Forest Park City Hall.