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**City of Lake Forest Park
Planning Commission
Regular Meeting Summary*
17425 Ballinger Way NE—The Forest Room
August 28, 2007**

Commissioners present: Chair Jeff Foster, Vice Chair Linda Owens, Judy Herring, Don Shaffer, Robert Lee, Shary Van, Tom Lerner

Commissioners absent: Chuck Paulsen

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

Others present: There were no others present.

Call to order: Vice Chair Owens called the meeting to order at 7:00pm.

Approval of meeting notes:

Vice Chair Owens entertained a motion to approve the minutes from the July 10, 2007 meeting. The motion carried unanimously. Chair Foster moved to approve the June 12, 2007 minutes. The motion carried unanimously.

Unfinished Business:

Tree Protection and Replacement Ordinance Discussion

Mr. Lee discussed possible revisions to the Planning Commission's version of proposed Tree Protection and Replacement Ordinance. His first suggestion was to provide language in the Ordinance that enables citizens to accurately measure the diameter of trees.

Mr. Herring discussed tree removal in commercial zones and whether it is regulated under the proposed Ordinance. Planner Restall explained that regulations for tree removal are in the landscaping section of the Lake Forest Park Municipal Code (LFPMC).

Director Bennett discussed the revisions to the proposed Ordinance. On page three, there were two changes including the definition of Landmark Trees as trees with a diameter of at least 28 inches, and the removal of the definition for Street Trees as these type of trees will be in the Right-of-Way section of the LFPMC. The commissioners discussed the definition of Tree Removal.

The commissioners discussed revisions to the Level I Tree Permit section 16.14.070 (B)(1)(a) to read, "Any owner of developed property may remove up to two significant trees from his or her property within a twelve-month period, after filing a completed tree removal form as referenced in 16.14.070(B)(1)(b), provided that there is no current application for development activity for the site, and provided further that the tree(s) are not:..."

The commissioners discussed the definition of site disturbance. Mr. Lerner proposed that the "and" on page 8, line 4 be changed to "or" to read "Level III, Minor Tree Permit shall be required for all proposed development activities or site disturbance for which a Level III, Major does not apply."

The commissioners discussed posting tree removal permits. The commissioners agreed that posting of tree removal permits is necessary and revised section 16.14.040, page 4, lines 17-19 to read, "Except for Level I and IV permits, no activities shall commence until an approved permit has been posted on the subject site at a conspicuous locations for two calendar days. For Level I and Level IV permits, no activities shall commence until an approved permit has been posted."

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3 The commissioners discussed the heritage tree section of the proposed Ordinance. The commissioners
4 agreed that the memorandum regarding heritage trees would be sent along with the Planning Commission’s
5 draft of the proposed Tree Protection and Replacement Ordinance.
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7 Dir. Bennett discussed the section regarding Tree Density Requirements in section 16.14.100. The
8 commissioners agreed that section 16.14.100(A)(1), page 12, lines 38 and 39, should include language that
9 provides discretion to the Planning Director to read: “At the Planning Director’s discretion when viable trees
10 are retained in a grove, a higher minimum tree density is set based on the nature of the grove(s).”
11

12 Dir. Bennett discussed the Planning Commission’s resolution for the proposed Tree Protection and
13 Replacement Ordinance. The commission recommended the first *Whereas* be revised to exclude the term
14 meticulously. The second *Whereas* was revised to exclude the language “...accomplishing the original intent
15 of the existing Tree Ordinance by...”. The commission asked that “to” be removed from the third *Whereas*.
16 The fourth *Whereas* was altered to indicate the Planning Commission has spent twelve weeks reviewing the
17 proposed update of the Tree Protection and Replacement regulations. The fifth *Whereas* was revised to read,
18 “Whereas, the Planning Commission determined that sections of the proposed regulations may be unduly
19 burdensome, complex and punitive.” The fourth *Whereas* was altered, replacing “...that will simplify the to
20 the ...” with “...to the...”. The next sentence was altered to read, “BE IT RESOLVED THAT THE
21 PLANNING COMMISSION OF THE CITY OF LAKE FOREST PARK RECOMMEND TO THE CITY
22 COUNCIL:”. The following sentence was altered to read, “To adopt the attached August 28th, 2007 draft of
23 the Tree Protection and Replacement regulations establishing the procedure and criteria for tree removal in
24 order to preserve the forested nature of the City by effectively maintaining and protecting the existing tree
25 canopy.”
26

27 Chair Foster entertained a motion to adopt Resolution No. 07-02. The motion carried unanimously.
28

29 Dir. Bennett introduced the Memorandum, “Recommendations of the Planning Commission for proposed Tree
30 Protection and Replacement Regulations”. Discussion ensued regarding the Memorandum. Dir. Bennett
31 suggested that the Memorandum be edited by a member of the Planning Commission to accurately represent
32 the thoughts of the Planning Commission. Chair Foster nominated Cmr. Lerner to edit the Memorandum for
33 the next Planning Commission Meeting. Cmr. Lerner agreed.
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36 **Adjournment: 9:10 PM**

37
38 Aaron Halverson, Clerk
39

40 APPROVED:

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42 _____
43 Jeff Foster, Chair
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45 * A full audio record of this and all other Planning Commission Meetings may be obtained at the City of Lake
46 Forest Park City Hall.