



Planning Commission 2017 Annual Report

City of Lake Forest Park



Introduction

This report summarizes the work conducted by the Planning Commission for calendar year 2017 and the current commissioner term status.

- The Lake Forest Park Planning Commission provides recommendations to the Mayor and City Council for changes and updates to the Comprehensive Plan, zoning code, and land use policies.
- As citizen representatives, commissioners recommend programs and policies according to the needs and values of the community.
- The Planning Commission is the only commission required by law and receives authority by state statute and city ordinance.

Planning Commissioners

Commissioner	Term Expires	Status
Doug Gochanour	2/28/17	Retired active status as of 2/2017
Ray Holmdahl	2/28/18	Active
Jon Lebo (*)	2/28/19	Active
Richard Saunders	2/28/19	Active
Connie Holloway	2/28/18	Active
Joel Paisner (**)	2/28/19	Active
T.J. Fudge	2/28/20	Active
Rachael Katz	2/28/20	Active

* *Chair*

** *Vice-Chair*

Planning Staff & Council Liaison

Staff Member	Title
Steve Bennett	Planning Director
Ande Flower	Principal Planner
Lauren Hoerr	Assistant Planner

City Council Liaison	Title
Semra Riddle	Councilmember

2017 Summary

- Updated the Subdivision Regulations (Title 17). The subdivision update consisted of three parts: short subdivisions, subdivisions, and land use decision procedures.

Chronological Summary

Date	Event/Topic	Description
January 10, 2017	Subdivision Regulations Update	The planning department gave an overview of the purpose and goals of the subdivision code update. Updating the subdivision is a part of the City's Interdepartmental Goals and Council Goals. The presentation included a review of previous short plats over the past two years. The goal will be a complete rewrite of the subdivision code.
February 14, 2017	Subdivision Regulations Update	The Planning Department reviewed other possible comparable cities' subdivision regulations and explained that the recommended next step in the process was for commissioners to research other cities' subdivision codes and look for model provisions that would be appropriate for LFP's code update.
March 14, 2017	Subdivision Regulations Update	The Planning Commission reviewed other cities subdivision and design guidelines. There was discussion on what features might be in a new code. There was interest in connecting the code to the recently adopted Tree Ordinance as an example of trying to encompass other needs into the new code. Commissioners agreed to use the Duvall subdivision code as a model for the next step of composing an annotated outline.
	Election of officers	Elected Jon Lebo as Chair, and Joel Paisner as Vice-Chair
April 26, 2017	Subdivision Regulations Update	The Planning Department showed and discussed examples from the Duvall of how lot size averaging and native growth protection areas could allow development while preserving open space. A planning document showing the main points of discussion for the subdivision update was presented for commissioner review.
May 23, 2017	Subdivision Regulations Update	Given the effort and the need for a subdivision code update, the Commission agreed with the Staff's recommendation that the initial rewrite should focus on bringing it into compliance with state law. Future efforts will then focus on design guidelines. The Commissioners reviewed and discussed the draft code language.

	Five Acre Woods Presentation	The Five Acre Woods acquisition project was presented to the Planning Commission. The Commission passed a motion recommending the City Council contact Seattle to request a postponement of the pending sale for LFP to explore possible purchase options.
	Commercial Airline Service at Paine Field	The Planning Department gave an overview of the planned commercial air service coming to Paine Field.
June 13, 2017	Subdivision Regulations Update	Third review and edit of LFMC 18.05, Land Use Procedures, first half of ordinance.
	Letter to Council RE: Five Acre Woods	Minor changes to word choice were proposed to what was described as a thank you letter to Council for asking Seattle Public Utilities to postpone their sale of the 5 Acre Woods property.
	Commercial Airline Service at Paine Field	The Planning Commission discussed the proposed commercial airline service at Paine Field. The commissioners agreed to seek input from the Council about their position on the issue.
July 18, 2017	Subdivision Regulations Update	Second review and edit of LFMC 18.05, Land Use Procedures, first half of ordinance.
August 8, 2017	Subdivision Regulations Update	Second review and edit of LFMC 18.05, Land Use Procedures, second half of ordinance.
	New Council Liaison	Councilmember Semra Riddle announced that she will be the new Council Liaison to the Planning Commission.
September 12, 2017	Subdivision Regulations Update	Third review and edit of LFMC 18.05, Land Use Procedures, first half of ordinance.
October 3, 2017	Subdivision Regulations Update	A “clean” draft of the subdivision regulation was introduced for review.
November 15, 2017	Subdivision Regulations Update	The commission reviewed a proposed draft of the subdivision regulation update – land use procedures.
	Council Proposed Amendment to Neighborhood Business Zone Permitted Use	Commission reviewed a council proposed amendment to the business code for permitting food and alcohol to be served at

		certain locations. The commission offered feedback to the council.
December 13, 2017	Subdivision Regulations Update	Commission reviewed a draft of the proposed subdivision regulation update – Title 17 and Chapter 18.05. The commission agreed to recommend that the process for final plats be made administrative.