

From: Joel R. Paisner [<mailto:joel@ascentllp.com>]

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To: Richard Saunders <Richard@thesaunders.net>; Rachael Katz <rachaelkatz@gmail.com>; Mark Withers <pseudotsuga@yahoo.com>; Steve Morris <smorrislfp@gmail.com>; TJ Fudge <tjfudge@uw.edu>; Ira Gross <ira@ilgross.com>; 'Jon Lebo' <jonmlebo@gmail.com>

Cc: Maddy Larson <madlynlarson@gmail.com>; Stephen Bennett <SBennett@ci.lake-forest-park.wa.us>; tom french <tfrench@ci.lake-forest-park.wa.us>

Subject: TC Review and Planning Commission Process

Dear Planning Commissioners:

I wanted to provide this summary and proposed schedule in the hopes of preparing us to complete all our code work for the TC and its associated design guidelines. I have consulted with Maddy Larson on this, and it contains her good ideas (and edits!)

In order to bring our Town Center code review and recommendations to closure, we are hoping to streamline our discussions. Below is a summary of topics that present the larger recommendations for the proposed Stand-alone Parking Garage Code and Parking Garage Design Guidelines along with the other code sections we will tackle next.

I suggest that at our January 27 meeting, the key topics identified as #1 below be discussed as well as the parking garage design guidelines. We will also want to review the application and design review process code in its entirety. Given the amount of work there is to complete, it will always be essential for everyone to have reviewed the materials in advance, come with questions/concerns, and be prepared to come to some decisions on the larger matters.

Because we propose completing all of this work on the Parking Garage code recommendations, garage design guidelines, and the Application and Design Review Process by mid-February, we may also want to consider having a public hearing prior to our final decisions for these particular matters. I would like to suggest, provided we are on track after our January 27th meeting that we would hold this hearing from 6-7 on February 11th, just prior to our scheduled meeting. We can discuss this option at our upcoming meeting.

Further, provided we have all materials ready for review at least a week in advance of our February 11th meeting, I am proposing that we transmit our recommendation to the City Council within a week or two of that February 11th meeting. This will give us time to finalize our decisions in light of any feedback we may receive at a hearing. After transmittal of the parking and process elements, we can take up the recommendations regarding density and open space – as well as any other topics commissioners deem important.

Given that we have been working on these matters for months, I think it is important that the Planning Commission provide its recommendations to the City Council before the moratorium expires. Recall that we are on record requesting the moratorium. It is in that spirit that the process suggested below is offered.

If any of you have comments/concerns about this proposed agenda/work plan, please let Steve Bennett and Joel/Maddy know. **Please do not reply all to this communication.** In the order in which we'd like to proceed, here are the areas needing our attention:

1. Stand-alone Parking Garage Code. The PC needs to complete discussions on the following key issues:

A. Height –Final decisions need to be reached on the recommended height for both base and bonus options

B. Footprint -Discussions and final decisions regarding the total length and width - the mass of the proposed stand-alone Parking Garage. We also need to determine whether there are bonus opportunities.

C. Aesthetics – Planning Commission has already discussed some design elements for the garage. Complete discussions and make final recommendations for the design standards.

D. Base Requirements – Determine which, if any, base code provisions we'd recommend as non-negotiable in a development agreement

2. Other Parking Garage Code Matters. Other than the main features outlined above, any other issues and code language concerns must be finalized. For example, there have been discussions regarding whether the code should address other potential locations than adjacent to City Hall. Or, whether we include internal parking requirements. There are other areas that individual planning commissioners are concerned about. We are hopeful that those aspects will be refined through editing cycles of the code over the next few weeks. Where particular issues may arise that warrant discussion, we will want to discuss them at the meetings on either January 27 or February 11, 2020. Please email concerns you may have in advance so we can plan our time accordingly.

3. Application and Design Review Process. We are nearly complete with this portion of the code. There were discussions last meeting regarding Design Review Board elements. We will be looking to Steve to provide the entire code version for our review prior to our meeting next week.

4. Density. We are working with our staff to assemble materials that reflect our previous discussions regarding density. We are hoping to have these to the Planning Commission before the middle of February so we can be informed and up-to-date for this discussion. Commissioners have already spent a great deal of time on design guidelines for TC, we are hoping to gain the benefit of our prior work.

5. Open Space. The same comments apply here as they did for Density.

Lastly, it would be great if we reached consensus on all these matters. But, if we all do not agree that is okay too! I am hoping to drive us to completion, not any particular proposal. At this point, if we can provide as full a recommendation to the City Council as possible, with an opportunity for our citizens to review and weigh in, it will be up to the City Council to consider our recommendations as they make updates to these parts of our code. Note, communication of our recommendations to the City Council

may contain majority/minority discussions to better reflect the overall view of the Planning Commission. This process should honor the views each of you hold, and our work should reflect the care we all have taken to get the TC code and design guidelines aligned to the TC Vision and our city's values as we all see them.

Thanks for your attention to this lengthy email!

Best to you all,

Joel

[Joel R. Paisner](#)

Partner

Ascent Law Partners, LLP

719 Second Avenue, Suite 1150

Seattle, WA 98104

Direct: 206.420.4923 Mobile: 206.390.2376

joel@ascentllp.com | www.ascentllp.com



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