



6/9/2015



Planning Commission 2014 Annual Report

City of Lake Forest Park



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Ande Flower

Introduction

This report summarizing the work conducted by the Planning Commission for calendar year 2014 as well as the current commissioner term status and work for the upcoming year and beyond.

- 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	Active
Ray Holmdahl (*)	2/28/18	Active (Re-appointed)
Jon Lebo (**)	2/28/16	Active
Richard Saunders	2/28/16	Active
Connie Holloway	2/28/16	Active
Joel Paisner	2/28/16	Active
Semra Riddle	2/28/17	Active
Jean Maixner	2/28/17	Active
Rocky Oliver	2/28/17	Active

* *Chair*

** *Vice-Chair*

Planning Staff & Council Liaison

Staff Member	Title
Steve Bennett	Planning Director
Andrea Flower	Assistant Planner

City Council Liaison	Title
Catherine Stanford	Mayor Pro Tem

2012-2014 Work Plan Summary

- 1. State-mandated Comprehensive Plan Update**
 - Visioning and Prioritization
 - Working with LFP Commissions
 - Public Engagement
 - Communications with Council
 - Comprehensive Plan Research, Analysis, and Review
 - Comprehensive Plan Update Process

Highlights and Summary

- Continued work on the Comprehensive Plan update to be complete in 2015
- City Council adopted work plan and budget for Comprehensive Plan update
- Developed selection process for consultant

Chronological Summary

Date	Event/Topic	Description
January 7, 2014	Historic Preservation Program	Presentation from King County on its Historic Preservation Program through its Certified Local Government Program.
	Comprehensive Plan Update	Update on the consultant selection. A briefing on the GIS work by UW students and the schedule of activities for the next 60-120 days.
February 4, 2014	Comprehensive Plan Update	Discussion of City Council approval of the Scope of Work/Request for Proposal for the Comprehensive Plan consultant.
March 4, 2014	Comprehensive Plan Update	Discussion of proposal submittals and pending selection process for consultants. Liaisons reported updates from other Commissions.
	Southern Gateway Village	Update – Open House discussion by Pulte Group.
	Election of officers	Elected Ray Holmdahl, Chair, and Jon Lebo, Chair
April 1, 2014	Comprehensive Plan Update	Brief discussion of consultant review process. Liaisons reported updates from other Commissions.
May 6, 2014	Comprehensive Plan Update	Presentation from 3MW, Comprehensive Plan consultants, and discussion of draft schedule
	Comprehensive Plan Update	Discussion for the possibility of grants to assist in Comprehensive Plan update and budget for the work.

June 3, 2014	Comprehensive Plan Update	Joint discussion with the Environmental Quality Commission on its recommended environmental goals and polices for the comprehensive plan update
June 17, 2014	Comprehensive Plan Update	Reviewed and discussed Land Use Background Memo from Studio 3MW. Discussed first Farmer's Market Visioning Activities on June 8.
July 1, 2014	Comprehensive Plan Update	Reviewed and discussed Housing Background Data Memo from Studio 3MW.
July 15, 2014	Comprehensive Plan Update	Presentation from WSDOT to discuss role of WSDOT Urban Planning Office, focused on planning for improved compatibility along SR 522 and SR 104, as well as impacts from regional transportation projects in surrounding communities.
	Southern Gateway Update	Demolition almost complete to make way for residential development named "12 Degrees North"
August 19, 2014	Comprehensive Plan Update	Reviewed and discussed Housing Element and draft Policies and Goals for Housing memo from Studio 3MW Discussed and reviewed outreach activities
	Retail Marijuana Sales Regulations	Reviewed and discussed background information regarding retail marijuana sales
September 2, 2014	Comprehensive Plan Update	Reviewed and discussed draft Policies and Goals for Land Use Elements as developed by Studio 3MW
	Retail Marijuana Sales Regulations	Reviewed and discussed possible changes to where retail marijuana sales may operate
September 16, 2014	Comprehensive Plan Update	Reviewed and discussed Initial Economic Findings presented by Planning Analyst for Community Attributes (sub-consultant to Studio 3MW)

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	AG's Office - Open Public Meetings Act	Discussed the requirements for training to meet the requirements of the Open Public Meeting Act for Commission members
October 7, 2014	Comprehensive Plan Update	Reviewed and discussed the draft Recreation and Open Space Policies and Goals Updates on the outreach activities and report on October 4, Visioning Wrap-up event.
	Retail Marijuana Sales Regulations	Reviewed and discussed Planning Commission recommendation to the council regarding possible changes to where retail marijuana sales may operate
October 21, 2014	Comprehensive Plan Update	Reviewed and discussed the draft Human Services Policies and Goals
November 4, 2014	Comprehensive Plan Update	Reviewed and discussed additional Economic Analysis, presented by Planning Analyst for Community Attributes (sub-consultant to Studio 3MW)
December 2, 2014	Comprehensive Plan Update	Reviewed and discussed revised Policy and Goals recommendations from the Environmental Quality Commission
	Zoning Text Amendment Review	Reviewed and discussed a proposed zoning code amendment to create criteria for an Affordable Elderly Housing conditional use.
December 16, 2014	Comprehensive Plan Update	Reviewed and discussed recommendations for the Transportation Element, led by FEHR & PEERS consulting firm, (sub-consultant to Studio 3MW)

Short Term Work Plan

MEETING DATE	TOPIC	NOTES
May 6	PROJECT KICK-OFF Overview, schedule, citizen participation	
PART 1 - REVIEW: NATURAL ENVIRONMENT, LAND USE, HOUSING		
June 3	NATURAL ENVIRONMENT STUDY SESSION #1 Natural environment review, policy discussion	Consider joint meeting with Environmental Quality Commission
June 17	LAND USE STUDY SESSION #1 Land use review, policy discussion	
July 1	HOUSING STUDY SESSION #1 Housing review, policy discussion	
July 15	NATURAL ENVIRONMENT STUDY SESSION #2 WSDOT URBAN PLANNING OFFICE DIALOG	
August 19	HOUSING STUDY SESSION #2 Draft goals and policies	
September 2	LAND USE STUDY SESSION #2 Draft goals and policies	
PART 2 - REVIEW: ECONOMIC DEVELOPMENT, RECREATION AND OPEN SPACE; HUMAN SERVICES		
September 16	ECONOMIC DEVELOPMENT STUDY SESSION #1 Economic development review/policy development	Consider joint meeting with Economic Development Commission Alternate date: September 17
October 7	RECREATION AND OPEN SPACE STUDY SESSION #1 Parks review, policy update	
October 21	HUMAN SERVICES STUDY SESSION #1 Human services review, policy update	
November 4	ECONOMIC DEVELOPMENT STUDY SESSION #2 Draft goals and policies	Consider joint meeting with Economic Development Commission Alternate date: November 5
November 18	RECREATION AND OPEN SPACE STUDY SESSION #2 Draft goals and policies	Meeting Cancelled
December 2	HUMAN SERVICES STUDY SESSION #2 Draft goals and policies	
PART 3 - REVIEW: TRANSPORTATION, UTILITIES, CAPITAL FACILITIES		
December 16	TRANSPORTATION STUDY SESSION #1 Transportation review, policy update	Consider joint meeting with Transportation Commission Alternative Dates December 2, or; January 5, 2015