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City of Lake Forest Park - Planning Commission
Regular Meeting Minutes: May 12, 2020
Virtual (Zoom) Meeting

Planning Commissioners present: Chair Joel Paisner, Richard Saunders, Steve Morris, Rachel Katz, Jon Lebo, T.J. Fudge; Ira Gross, Vice Chair Maddy Larson

Staff and others present: Tom French, Councilmember; Steve Bennett, Planning Director; Nick Holland, Senior Planner; Cristina Haworth, Otak, Rhonda Siner, City IT Programs Manager, Kim Adams-Pratt, City Attorney

Planning Commissioners absent: none

Call to order: 7:00PM

Approval of Agenda:

Cmr. Paisner asked for a motion to approve the agenda. Cmr. Gross moved to approve the agenda and the motion was seconded by Cmr. Fudge. Cmr. Paisner asked for any additions, changes, or discussions. Cmr. Fudge moved to amend the agenda to add an item to discuss potentially adding signage to be put up at Town Center to support businesses. Chair Paisner asked for any additional changes to the agenda. Chair Paisner proposed to put the item under new business, but Cmr. Fudge objected because he said that the Commission rarely has time to discuss new business. Cmr. Paisner suggested that the item would be addressed after public comments. Chair Paisner asked for a vote on the agenda and proposed changes and it passed unanimously.

Approval of Meeting Minutes:

Cmr. Paisner called for a motion to approve the minutes from April 14, 2020. Cmr. Gross moved to approve the meeting minutes from April 14, 2020. Cmr. Saunders seconded and Cmr. Paisner asked for any changes to the content.

Cmr. Saunders noted that a correction to the minutes was needed on page 1, line 32-33. He suggested that the word “move” replace “more.” There were no objections to the change. The motion to approve the minutes carried unanimously.

Meeting Dates:

The next regular meeting is scheduled for June 9, 2020. Cmr. Paisner suggested the schedule be discussed later in the meeting.

Reading of Written Citizen Comments:

Director Bennett, staff and Commissioners took turns reading several emails of citizen comments submitted prior to the meeting. The full contents of each comment is included below:

Comment 1

From: Barbara Sharkey <barbsharkey@comcast.net>

Sent: Monday, May 11, 2020 10:59:57 AM

To: Stephen Bennett; Stephen Bennett

Subject: comments for Planning Commission Meeting May 12

Dear Mr. Bennett,

Please read these comments at the next Planning Commission meeting on May 12.

1
2 As a resident of Lake Forest Park, I have followed the Town Center Development with great interest.
3 I have just learned that code is being worked on by our consultant Otak and Mr. Bennett, with an August
4 timeline in mind.
5 I believe that citizens might be surprised, as I was, to know the coding is moving forward at this rate,
6 with little opportunity for citizen involvement due to the COVID-19 restrictions on gathering as well as
7 the planning moratorium.
8 I know that my neighbors and many others have concerns about the development and expressed
9 themselves through the various VISION processes.
10 The inability to have public meetings shouldn't result in residents being left out of important
11 conversations and opportunities to express their opinions.
12 Is there any way to keep the citizens updated on a regular basis, at a minimum monthly, as to where you
13 are in the process? It seems as if there must be at least one email group list that has been established,
14 as email addresses were collected at almost every open house/meeting that occurred.
15 Thank you.
16 Sincerely,
17 Barbara Sharkey

18
19 **Comment 2**

20 **From:** Nancy Johnson <islandgirlnancyjo@gmail.com>
21 **Sent:** Monday, May 11, 2020 11:55 AM
22 **To:** Stephen Bennett; Stephen Bennett
23 **Subject:** Comments for Planning Commission Meeting - May 12, 2020

24
25 Dear Mr. Bennett,

26
27 We are residents of Sheridan Beach in Lake Forest Park and have been following the proposed
28 redevelopment of the Town Center for some time now.
29 We were distressed to learn that the code is being worked on and is moving forward toward an
30 August timeline with little or no citizen input due to the pandemic.
31 It is inexcusable to leave residents out of crucial planning meetings regarding the moratorium
32 and other processes when we have attended and voiced concerns at other meetings in the past.
33 We would appreciate being updated as to timing of the process and being given a way to make
34 ourselves heard.
35 After all, we're all in this together.

36
37 Stay safe.
38 Thank you for your time,
39 Nancy and Howard Johnson
40 206-235-5400/206-919-3639
41 islandgirlnancyjo@gmail.com
42 hojoav8@gmail.com

43
44 **Comment 3**

45 **From:** David Shneidman <davidsh@gmail.com>
46 **Sent:** Monday, May 11, 2020 5:22 PM

1 **To:** Stephen Bennett
2 **Subject:** May 12 meeting public comment

3
4 Dear Mr. Bennett:

5
6 I am a 30 year resident of Lake Forest Park.
7 My career has been in pathology, the study of human disease.

8
9 In this moment of COVID pandemic the elective creation of multistory New York style high
10 density housing could be a public health danger to the community around it.
11 These plans should be put on pause until the current situation is resolved.

12
13 I would like this comment read as a Lake Forest Park resident public comment at the May 12
14 meeting of Town Center Vision Implementation Planning Commission.

15
16 Thank you very much.

17
18 Sincerely,
19 David Shneidman MD

20
21 **Comment 4**

22 **From:** Place/Anderson <bigfun4@comcast.net>
23 **Sent:** Monday, May 11, 2020 7:14 PM
24 **To:** Stephen Bennett
25 **Subject:** Slow down Town Center density upgrades

26
27 It makes me nervous when a contentious program like the Town Center density
28 upgrade progresses while we are being told to take a pause. Massive changes like
29 these need to be made in the open by elected representatives and the people that live
30 in LFP-not by for-profit corporations operating under the cover of the pandemic
31 shutdown.

32
33 Slow down. It can wait. Do it right.

34
35 Greg Anderson
36 LFP resident

37
38
39 **Comment 5**

40 **From:** Tom Hoffmann <tomh@cardinalheating.com>
41 **Sent:** Monday, May 11, 2020 7:16 PM
42 **To:** Stephen Bennett
43 **Subject:** Town center code

44
45 No critical decisions should be allowed without public input as is usual in normal circumstances.
46 It should not be discovered that city officials or consultants have taken advantage of the the general publics rights

1 to comment and transparency of city planning being restricted as a result of the COVID-19 shut down.

2
3 message sent from my phone - sorry about brevity or typos
4
5
6

7 **Comment 6**

8 **From:** Connie Keith-Kerns <nightingalecare@gmail.com>

9 **Sent:** Monday, May 11, 2020 8:34 PM

10 **To:** Stephen Bennett

11 **Subject:** Please postpone these decisions

12
13 Can we please hold off on the new Town Center planning for now? This is certainly not the time
14 to be plowing ahead with such a huge project like this in light of what is going on in the world
15 right now. Your meeting tomorrow (Tues) was just brought to my attention and it's surprising as
16 folks in the community are not there to weigh in on such important matters.

17 Thanks!

18 Connie Keith-Kerns

19 LFP resident since 1987 and small business owner here since 2004.
20

21 **Comment 7**

22 **From:** Terri Cote <terriscote@icloud.com>

23 **Sent:** Monday, May 11, 2020 10:20 PM

24 **To:** Stephen Bennett; Evelyn Jahed

25 **Subject:** Writing of Town Center Code?

26
27 Attention Steve Bennet

28
29 Steve,
30

31 My husband and I have heard that the Town Center Code is being written while we are sheltering in place with
32 Covid 19. If this is true, we are shocked and so disappointed that this could even happen after massive public
33 comment last year. Our city representatives promised to listen to the LFP community and represented that they
34 would not be making big changes in the current zoning. We are under a development moratorium and a pandemic
35 emergency!

36 The future of the Town Center needs to be shaped by its elected government and with involvement of its
37 citizens! There is no opportunity for an in-person public meeting.
38

39 Slow down! Wait for our emergency to be over!
40

41 Who is making the critical decisions for the Town Center code based on the Town Center Vision and EIS?
42

43 How can this even happen when we are under a government emergency with no real public meeting?
44

45 Where are the checks and balances with elected officials?
46

47 Are city council members holding to their campaign promises of no more than 300 dwelling units?
48
49

1 Thank you,
2
3 Terri and Dale Cote
4 Lake Forest Park resident
5

6 **Comment 8**

7 **From:** catherine broom <c.broombosley@gmail.com>

8 **Sent:** Tuesday, May 12, 2020 7:48 AM

9 **To:** Stephen Bennett; Evelyn Jahed

10 **Subject:** Urgent re Town Center Development.

11
12 Mr Bennett,

13 It has come to my attention that activity is in process on new codes regarding development of
14 our Town Center with a target completion date of August 2020. In 2019, City Representatives
15 indicated that they would listen to public input from the community.

16 I am writing to ask that you uphold this commitment throughout the process.

17
18 The LFP website regarding Covid 19 as updated on 05/07/2020 indicates that Work sessions
19 related to City Council meetings are canceled for the immediate future. In accordance with our
20 Governor's orders, public meetings have been suspended. Furthermore, the City remains
21 under a Development Moratorium.

22
23 The LFP Planning Department mission includes "creating policies and regulations that will
24 facilitate community visions". A stated objective is to "Be responsive to citizens who are
25 concerned about development projects proposed by others by facilitating access to project
26 application materials and providing clear and informative responses to their questions about
27 proposed projects and the City's regulations."

28
29 The Planning Commission, which is required by law, has been working in good faith to provide
30 input regarding development of the Towne Center. The Planning Commission's role is to
31 provide "recommendations to the Mayor and City Council for changes and updates to the
32 Comprehensive Plan, zoning code, and land use policies. As citizen representatives,
33 commissioners recommend programs and policies according to the needs and values of the
34 community."

35
36 Your commitment must be to the community, not to the consultants. While Otak Consultants
37 may be able to work during this pandemic emergency, public meetings cannot move forward. I
38

39 The Planning Commission and Public input from LFP citizens are crucial to development
40 decisions that reflect our community vision. Citizen input is crucial to development in this small
41 community.

42
43 The Planning Commission is one part of the checks and balances process. They must be
44 involved in drafting zoning codes and in shaping the next development phase.

45
46 Movement forward must include LFP citizen input. I urge you to pause during this time when
47 citizen involvement is curtailed by our pandemic emergency.

48
49 I appreciate your attention to this matter. I watch for you, the Planning Department and the City
50 Council to be mindful and responsive to its obligation to the citizens of our community.

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Respectfully,
Catherine Broom
19201 46th Av NE. LFP 98155

Comment 9
From: Jack Tonkin <jacklfp67@gmail.com>
Sent: Tuesday, May 12, 2020 8:00 AM
To: Stephen Bennett
Cc: Evelyn Jahed
Subject: Planning Commission Meeting May 12

Dear Steve,
If I understand correctly, you and the consultant, Otak, are in the process of writing the new draft code now as it will apply to the Town Center development. This code will include the elements of height, density, amenities, etc., and it is scheduled to be presented to Council by August.

If true, I find this a very disturbing action on your part given we have both a development moratorium and government emergency ruling shutting down public meetings. This pandemic has also shuttered most businesses causing major unemployment and shelter in place demands for residents.

As Planning Director, your duties are to work in partnership with the Planning Commission to ferret out the development issues facing the Town Center development, not holding private meetings with Otak making code decisions without public review of the process and without the contributions of the Planning Commission.

The more prudent action you can take in today's (Tuesday) meeting is to engage the Planning Commission to continue developing a code that retains the elements of LFP citizens, not the radical elements created by Otak in early public meeting. Then, once this pandemic relaxes and public meetings are in play once again, you can draft your proposal and submit it for Council and public comment.

Respectfully, Jack Tonkin

Comment 10
From: michele hausman <familyhausman@gmail.com>
Sent: Tuesday, May 12, 2020 10:52 AM
To: Stephen Bennett
Subject: LFP Towne Center

To Steve,

It has come to my attention that the Planning Commission may be making critical decisions about the Towne Center without any public meetings. This concerns me greatly. You need to slow down. Who is making the critical decisions about what should be changed and what should go into the new Town Center code based on the Town Center Vision and EIS?

1 Where are the 'checks-&-balances' with elected officials; Planning Commission and City
2 Council? Are City Council members holding to their campaign promises of no more than 300
3 dwelling units?

4
5 Best,
6 Michele and Eric Hausman
7

8 **Comment 11**

9 **From:** Katherine Comeau <katherinecomeau@yahoo.com>
10 **Sent:** Tuesday, May 12, 2020 11:23 AM
11 **To:** Stephen Bennett
12 **Cc:** Shary Van
13 **Subject:** Please read at tonight, May 22th's meeting. Thx
14

15 Regarding the current pace of the planning for Merlone Geier's apartments at Lake Forest
16 Park Town Center.
17 During the current world pandemic, could we please press pause on this project?
18 Communication sources for this project have their glitches that prevent full participation by the
19 public. The pandemic itself has taken precedent over our concern for this project. The public is
20 not aware of the present active planning in the development for the Town Center.
21 This is not the time for this project.
22 Thank you.
23

24 **Comment 12**

25 **From:** myragamburg@comcast.net <myragamburg@comcast.net>
26 **Sent:** Tuesday, May 12, 2020 11:25 AM
27 **To:** 'Jack Tonkin'; Stephen Bennett
28 **Cc:** Evelyn Jahed
29 **Subject:** RE: Planning Commission Meeting May 12
30

31 Attention Steve,
32 Re: Development of Town Center draft code:
33

34 With due respect that everyone is doing their best to keep the city's governmental obligations alive and
35 well in these challenging times, I agree with Jack Tonkin that we must protect the public process and
36 not sacrifice it or take short cuts in order to move ahead. I agree very heavily with Jack Tonkin's
37 recommendations in the letter below, both in the reminder about your duties as Planning Director and
38 in aiming for ultimate public meetings reviews conditions when health conditions allow.
39

40 Respectfully,
41
42 Myra Gamburg
43

44 **Comment 13**

1 **From:** maystork@aol.com <maystork@aol.com>
2 **Sent:** Tuesday, May 12, 2020 3:39 PM
3 **To:** Stephen Bennett <SBennett@ci.lake-forest-park.wa.us>
4 **Cc:** Evelyn Jahed <evelyn@ci.lake-forest-park.wa.us>
5 **Subject:** Town Center code changes - please wait for public to come out of sheltering

6
7 Hello Steve and Evelyn,

8
9 Can you please forward this letter to the City Council and Planning Commission members? I would
10 appreciate that gesture on your parts.

11
12 With so many citizens of Lake Forest Park being of the age of vulnerability to this Covid-19 virus, most
13 are still sheltering in place, and having to devote time to figuring out safe ways to get groceries, medicine,
14 health care, and all the everyday tasks plus extra cleaning and care with everything.

15
16 The shutdown of City Hall and meetings should also apply to the rewriting of codes that the public will
17 have little or no time to understand and comment upon.

18
19 We are under a MORATORIUM and a nationwide PANDEMIC emergency. Washington state will be one
20 of the last to open after being about the first to shut down. And then there must be safe ways for the
21 public to attend commission and council meetings. All of this will take time.

22
23 Please allow citizen input from those who do live here and use the Town Center for their daily needs and
24 activities. There is enough chaos and disruption in our lives without having a code change that will turn
25 the heart of our city into something we don't want!

26
27 Most of us do want the ACE Hardware and landscaping products to remain. What happens to all of that
28 during construction of the parking garage, and other site changes? That is the one place we CAN shop
29 right now, and the variety of items helps us avoid car trips other places farther away and where people
30 are not as careful about keeping distance and wearing masks.

31
32 We need to be safe in these times. We need the farmers' market in these times. We need to be able to
33 live without further disruption, and this virus is going to be with us for months more if not years.

34
35 Please continue with the moratorium and think of the safety of we citizens as we navigate and try to keep
36 well.

37
38 Respectfully submitted,

39
40 Stephanie and Emile Ninaud, resident since 1970.
41

42 **Comment 14**

43 -----Original Message-----

44 From: Michelle <shellnew@yahoo.com>

45 Sent: Tuesday, May 12, 2020 4:08 PM

46 To: Stephen Bennett <SBennett@ci.lake-forest-park.wa.us>; Evelyn Jahed <evelyn@ci.lake-forest-park.wa.us>

47 Subject: LFP Town Center

48
49
50 I'm writing to stress that work on the Town Center code should not continue until a time when the
51 Planning Commission and community members can once again participate.

52 Regards,

1 Michelle Newman
2

3 **Comment 15**

4 **From:** Randi Sibonga <randi.sibonga@gmail.com>

5 **Sent:** Tuesday, May 12, 2020 4:57 PM

6 **To:** Evelyn Jahed <evelyn@ci.lake-forest-park.wa.us>

7 **Subject:** COMMENT FOR PLANNING COMMISSION MEETING - TUESDAY, MAY 12, 2020
8

9 Good evening, Commissioners,
10

11 My name is Randi Sibonga and my address is 17410-44th Ave NE, LFP 98155.
12

13 I could not have anticipated the urgent need to address you tonight, in the midst of a global
14 pandemic, when city hall is closed, our city government is all but shut-down and all of us are
15 living in isolation. But I'm deeply concerned that tonight, contrary to my understanding and all
16 of my neighbors, you may be initiating a work plan of major and longstanding significance for
17 this community and the future of Lake Forest Park. And that your massive work assignment of
18 finalizing recommendations for nearly an entire chapter of our city code, requires wrapping it up
19 within the inexplicable timeline of a couple of months. Which means that over the course of
20 four meetings, totaling less than ten hours of discussion, without the benefit of public hearings,
21 and working from draft regulations that none of us had set eyes on until a day or two ago,
22 you're expected to produce comprehensive regulations that will inform development of our
23 town center, the central hub of our community. All of this during an unprecedented global
24 emergency.
25

26 Please resist this timeline and resume your important responsibilities when we are all able to
27 fully engage in shaping the future of our City.
28

29 Thank you.
30

31 Ms. Randi Maya Sibonga

32 Cell: (206) 579-2834
33

34 **Comment 16**

35 May 12, 2020
36

37 TO Steve Bennet, Lake Forest Park Planning Director

38 FROM Julian Andersen

39 residing at 3377 NE 178th St, Lake Forest Park WA
40

41 RE Public Comment for May 12, 2020, meeting of Planning Commission

42 SUBJECT Old Business, Implementation of Town Center Vision
43

44 Commissioners, good evening.
45

46 I write to you tonight because of the urgency you feel from the Council's schedule and the delivery of
47 drafts from the Planning Department and from OTAK. I especially write because of the rising tension
48 between this urgency and the reduced public participation due to the CoVid-19 pandemic and the
49 necessary public health measures under which we live.
50

1 Because of the wide spread public dissatisfaction with the Town Center EIS and FEIS and with some of
2 the replacement and revisions proposed for sections of the existing Municipal Code, there is another
3 possibility of public objection blocking rapid action by the Council.
4

5 Commissioners, you have worked diligently on your task of recreating and rewriting significant portions
6 of the Municipal Code. Everyone who knows of your work should be very appreciative. Of course, the
7 final community judgement will be on your work product and on the development of Town Center that
8 results.
9

10 The review, by the public, of your final drafts deserve more time than your current schedule allows.
11 Letting this critical step be short changed by persisting with this schedule, risks the success of the whole
12 project. I would urge you to prevail on the City Council to create additional time for public review of
13 your final draft, so that when you do deliver your work product to the Council it can be supported by
14 well-informed, appreciative citizens.
15

16 Your principle advisors, the Lake Forest Park Planning Director and the OTAK consultants, are well
17 staffed and resourced. They bring to you polished work for your consideration. I hope that the strength of
18 what the advisors bring to you does not risk flipping your relative roles upside down.
19

20 As always, thanks to each of you for your time, experience, expertise, and devotion to Lake Forest Park.
21
22

23 **Discussion of the public comments**

24

25 Cmr. Morris noted that all comments indicated that code revisions should be delayed. Cmr. Saunders said
26 that there are no active projects proposed in town center and that these amendments are not new items on
27 the Planning Commission's agenda. He said that the Commission is finally working through the actual
28 details of the code changes, which should not a surprise at this point. Cmr. Larson agreed with Cmr.
29 Saunders. She said that stress could be a contributor to people's participation levels. Cmr. Fudge said he
30 was surprised at the scope of the code changes. He said he felt that the changes were not necessary to talk
31 about at this point with current directives from the State. Cmr. Larson asked if there were any rules
32 against entertaining the proposed Town Center regulations. Chair Paisner said he understands the
33 concerns and indicated that he would ask City Attorney Pratt to respond on that question. He concluded
34 by saying he agrees with Cmr. Saunders and Cmr. Larson and that he felt these changes are necessary and
35 routine. Ms. Pratt said she thinks that the City should determine what type of work is considered
36 necessary and routine, and indicated that there are all types of decisions and directions agencies are taking
37 during this period. She said that, if public hearings cannot be held, there would be a danger in not
38 finishing adoption of the regulations on schedule. She said that the Growth Management Act (GMA)
39 requires hearings, and that they could be held virtually, but LFP has not elected to hold online hearings.
40 She said she does not feel that what is on the Planning Commission's agenda now constitutes a violation
41 of state law. Cmr. Fudge said that he is not comfortable entertaining or providing a recommendation on
42 the proposed code changes given the public comments/interest and because of the pandemic. Cmr. Larson
43 said that she wanted to establish a schedule so that the Commission has some direction for their
44 recommendations to the Council.
45

46 Chair Paisner said that that this online form of meeting is arguably more accessible and convenient than a
47 live meeting. He turned the floor over to Cmr. Fudge.
48

49 **Discussion of Additional Signage in the Town Center**

50

1 Cmr. Fudge said that he has been enjoying biking with his kids to Town Center during this time. He said
2 he wants to help businesses in Town Center. He shared a photo, which appeared on the screen. Cmr.
3 Fudge talked about signage in Town Center and said that views to upper level businesses don't exist, and
4 he said he would like to contact Merlone Geier (property owner) to see if they have ideas on improving
5 signage, which would need to be code compliant. He asked for people with expertise to weigh in on the
6 idea. He said that changes could be made without visual impact that most would notice. Cmr.. Saunders
7 said he really liked the idea and that past owners at the site have asked for additional signage. Cmr. Gross
8 agreed with the proposal for additional signage at Town Center. Chair Paisner asked Director Bennett
9 about the suggestion.

10
11 Director Bennett said that he had previously looked into the issue of potential code changes for Town
12 Center signage to facilitate more options for interior businesses. He suggested that the Commission could
13 recommend something to the Council. Ms. Pratt said that a public hearing is required for changes to
14 development regulations. She said that the existing problem is compounded by the virus, but that the
15 Mayor could do an emergency order to enact the code change. She said that staff and the Mayor could
16 get it done without the Planning Commission having to recommend the action. Cmr. Gross agreed that
17 action was needed now. Councilmember French said that he agrees with having emergency action by the
18 Mayor and staff for this code change. Cmr. Lebo offered his support for the issue and suggested banner
19 signs as a possible program to increase signage at Town Center. Councilmember French said that there
20 could be federal dollars that could be accessed for the program. Cmr. Lebo moved to recommend that
21 City Council support emergency action to help interior businesses in Town Center by allowing temporary
22 banners for those business. The motion was seconded by Cmr. Gross and passed unanimously.

23 24 25 **Report from City Council Liaison**

26
27 City Council Liaison Tom French said that all the comments read earlier in the meeting had been
28 thoughtful. He said that the public process is important to the Council and that they are looking to make
29 it as affective as possible. He noted that some may not have internet access now, with their financial
30 situation in flux. Most cities are not conducting new business online because of the inherent participation
31 issues that are perceived. He said that some are very unhappy with the current public process. He
32 mentioned that a schedule for Town Center has been created in the past and said that he personally does
33 not want to see anything move forward that isn't informational in nature and that no decision making
34 should occur. He indicated he would like to see a very robust public process and that he wants to see
35 input from the public on the type of public process that they would like to see on these types of issues.
36 He said that he Commission should proceed how they see best. He said that the Council won't take
37 action on anything until a normal public process meeting without social distancing can occur. He
38 indicated that decisions could occur if the state re-evaluates the required public process so that citizens
39 and individual rights are maintained. He indicated that he would like the community to move forward at
40 a measured pace and that a moratorium cannot stop progress. He believes that progress can mean
41 discussion and not actions or recommendations and asked City Attorney Pratt to weigh in.

42
43 Ms. Pratt said that the Council needs to document what has occurred so that they can demonstrate it
44 through findings, if an extension of the moratorium is going to be considered. Councilmember French
45 said he agreed with that statement.

46
47 Cmr. Saunders asked if Sound Transit had an update because the Planning Commission's
48 recommendations on the Town Center included scenarios for the 522 corridor. Councilmember French
49 said that all Cities are in the same boat with regard to working with Sound Transit. Chair Paisner said
50 that he is frustrated that the Commission has been directed to not make decisions. He asked for
51 clarifications on what the expectations should be. He said that the timeline on the moratorium and the

1 pandemic are in direct conflict and suggested that the discussion move to the approach and schedule for
2 additional recommendations on Town Center code changes.

3
4 Cristina Haworth introduced the memorandum regarding the proposed schedule and approach on Phase 2
5 code amendments. She said that code sections 18.42.010-080 will be the first to be discussed and that the
6 schedule was based on the moratorium expiration date in September and that it was created with that
7 timeline in mind. She noted that comments from citizens were generally in opposition to the compacted
8 schedule. She went onto describe some of the specific code amendments and how they relate to the topics
9 of discussion for future meetings. She concluded by explaining how related code and design guidelines
10 would be presented together.

11
12 Cmr Lebo said that the Commission is very deliberative and that robust discussions often occur on any
13 topic the Commission evaluates. He said that the past work plan schedules haven't really been met, but
14 that he feels like more time should be spent in discussion on each topic. Cmr. Katz said that the public
15 comments indicated that decisions shouldn't be made and that she agrees with extending the moratorium.
16 She said that she is in favor of discussions on the topics presented. Cmr. Katz said that public input
17 should be provided with each draft of code changes. She said that she would rather make code changes in
18 a regular setting and, that due to the pandemic currently occurring, opportunity for additional study on the
19 issues most important to Town Center development can occur.

20
21 Cmr. Saunders agrees with Cmr. Katz and said that the schedule is too aggressive and that these issues
22 need more public outreach. Cmr. Gross agreed that the schedule is too aggressive and that the meetings
23 are presently not efficient. Cmr. Morris said that he is against non-regular meetings. Cmr. Larson said
24 she would like to make good use of this time. She said that density is the key issue for Town Center. She
25 said that the modeling around density limits should be studied. Cmr. Fudge said that public input should
26 occur prior to any decision making and as soon as possible. He said he is unclear about what strategies
27 will be used to set densities. Chair Paisner said he thought everyone is on the same page regarding the
28 schedule and approach.

29
30 Director Bennett said he was hearing that the Commission wanted take some of the more challenging
31 issues like height and density and explore what the ramifications are of increases and decreases. Cmr.
32 Larson asked about the spreadsheet the Commissioners had contributed to earlier and asked if they could
33 revisit that work. Director Bennett said that it can be brought back and noted that it had been useful in
34 drafting design guidelines. He mentioned the possibility of conditional setback regulations. Cmr.
35 Saunders indicated that he agreed with the direction. Cmr. Fudge said that outreach to the public is very
36 important. Director Bennett suggested that a memorandum from staff to the Commission be posted in
37 advance regarding each meeting's topics. Cmr. Katz said that City staff could also help with the
38 announcements and potential press releases regarding the direction of the Commission during this time.
39 Chair Paisner said that he agrees with Cmr. Katz's statement.

40
41 Cmr. Larson said that she would like to understand the legal implications of potential regulation changes.
42 Chair Paisner suggested the Commission discuss what they would like to talk about at the June meeting.
43 Cmr. Larson said that the topics for each future meeting should be published for the public. She
44 mentioned building massing as a potential topic of discussion and said that Cmr. Gross's model could be
45 made to utilize and illustrate possibilities. Cmr. Fudge said that he would like to discuss regulating
46 density. He said that building height may not be the best method to regulate density. Director Bennett
47 summarized the conversation and offered to move efforts towards that direction. He asked the
48 Commission for concepts to discuss in the coming months. Cmr. Larson would like to explore a strategy
49 to regulate density, open space, building height, and impervious surfaces. Ms. Pratt summarized what she
50 understood as the topics for future meetings and said that the summer should be used as a study time for
51 the important topics. Cmr. Saunders said that visual aids will make a huge difference. Director Bennett

1 said that he would prepare some ideas and get back to the Commission with some suggested discussion
2 topics to analyze. Cmr. Fudge asked if they would like input on how to involve others in addition to the
3 Planning Commission. He offered to write a narrative to share with the community.
4

5 Cmr. Larson said she would like to see an official document from the City that discusses how decisions
6 are being made. Councilmember French agreed with that idea and said that he has been discussing items
7 like that type of communication with other staff and Council. He said that a statement could be made and
8 appreciates Cmr. Fudge's offer to write the copy. Chair Paisner said that they made a decision this
9 evening to take the Town Center process slower and be more deliberate because of the pandemic. He
10 emphasized that the code presented to this point will only be a beginning point from which the
11 Commission can start. Councilmember French acknowledged everyone's hard work on this process.
12 Cmr Larson asked why the repeal and replace method of code change still appears in the agenda as a
13 strategy, while some have offered negative public comment on the issue because it is confusing. She
14 asked for input. Cmr. Katz said that the term and strategy has gotten a bad reputation, wherever it has
15 been used. She suggested calling the proposed changes an update. Chair Paisner offered his opinion and
16 agreed with Cmr. Katz. Ms. Pratt said that the ordinance format will clearly show what is being deleted
17 and what language is being added when it is forwarded for adoption. She said that the community should
18 be able to clearly see the differences but that the Commission doesn't always use that format, which may
19 be a source of confusion. Ms. Haworth indicated that the repeal and replace method of presenting code
20 changes would not be used in the future.
21

22 Chair Paisner said that he felt that the agenda for next meeting was covered earlier. He said that some
23 public comments were directed towards individuals, but that he appreciates the work that staff does and
24 what the consultants are doing. He said that he views the work as important and he said he feels like all
25 have had a chance to participate. Director Bennett thanked Rhonda Siner for her help in hosting the
26 meeting. Cmr Paisner said that elections of officers should be on the next agenda. He mentioned that he
27 will be stepping down as Chair. Cmr. Larson and Cmr. Saunders also said that staff should be
28 commended.
29

30 **New Business**

31 None.
32

33 Cmr. Katz provided information on how to access a high school performance.
34

35 **Reports and Announcements**

36 None.
37

38 **Agenda for Next Meeting:** Similar to this agenda.
39

40 Cmr. Larson moved to adjourn the meeting, Cmr. Fudge seconded, and motion carried unanimously.
41

42 **Adjournment:** 8:59pm
43

APPROVED:



Joel Paisner, Vice Chair

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45
46