

1                               **City of Lake Forest Park – Planning Commission**  
2                               **Regular Meeting Minutes: May 13, 2025; 7:00-9:00pm**  
3                               **Hybrid Meeting Held in the City Council Chambers at City Hall and Virtually via Zoom**  
4

5 **Planning Commissioners present:** Chair Sam Castic, Vice Chair Janne Kaje, Cherie Finazzo (via  
6 Zoom), David Kleweno, Madlyn Larson, Meredith LaBonte, John Drew  
7

8 **Staff and others present:** Mark Hofman, Community Development Director; Matthew McLean,  
9 City Clerk; John Lebo, City Council liaison; Kirsten Petersen SCJ Alliance (via Zoom)  
10

11 **Members of the Public present:** Tara Jorgensen, Carol Werthen, Joshua Rosenau, Natt Hopper,  
12 Matt Muilenburg  
13

14 **Planning Commissioners absent:** Ashton Alvarez- McCartney, Melissa Cranmer  
15

16 **Call to order:** Chair Castic called the meeting to order at 7:00 PM  
17

18 **Land Acknowledgement:** Vice Chair Janne Kaje read the land acknowledgement.  
19

20 **Approval of Agenda:** Vice Chair Kaje made a motion to approve the agenda, Cmr. LaBonte  
21 seconded, and the motion to approve the agenda was carried unanimously.  
22

23 **Approval of Meeting Minutes:** Cmr. LaBonte made a motion to approve the March 11, 2025,  
24 Meeting Minutes, Vice Chair Kaje seconded and the motion to approve the minutes was carried  
25 unanimously.  
26

27 **Public Hearing:**

28 **Middle Housing and Accessory Dwelling Unit Code Amendments Noticed Public Hearing**  
29 **- Staff Presentation**

30 Ms. Petersen from SCJ Alliance gave an overview presentation of the Middle Housing Mandates

31 **- Questions from Planning Commission**

32 No questions from Planning Commissioners.

33 **- Open the public hearing for comments**

34 No public comments.

35 **- Staff address questions that may have been presented during public comments and from**  
36 **the Commission**

37 No public comments.

38 **- Close the public hearing**

39 Cmr. Larson made a motion to close the public hearing, Vice Chair Kaje seconded and the motion  
40 was carried unanimously.  
41

42 **Next meeting:** The next meeting occurs on Tuesday, June 10, 2025.  
43

44 **Public Comment:** Tara Jorgensen had a question on clarification on Tier 3 definition and what that  
45 means for Lake Forest Park.  
46

47 Ms. Petersen addressed and answered the question in that Tier 3 must allow for 4 out of the 9  
48 housing configurations.

1  
2 Carol Werthen had a question about whether building height will be increased with the new middle  
3 housing?  
4

5 The Planning Commissioners let her know that code amendments are still being considered and no  
6 formal action has been taken yet on that matter.  
7

8 **City Council Liaison Report:** City Council member Lebo gave an update on city resolutions that  
9 were passed to ensure that the City is an inclusive community. Council member Lebo also gave an  
10 update on the Sign Code and the continuation of the services of SafeBuilt.  
11

12 **Old Business:**

13 **Middle Housing & Accessory Dwelling Unit Development Regulations Amendments**  
14 **Recommendation to the City Council**

15 Ms. Petersen gave a presentation on proposed code amendments. The Planning Commissioners  
16 reviewed the code amendments and discussed suggestions and edits to the proposed code updates.  
17

18 Vice Chair Kaje made a motion to approve and send the recommendations to City Council the  
19 amendments with the edits from tonight's meetings, and Cmr. Larson seconded.  
20

21 **Prioritization of 2025 Work Plan Items**

22 Mr. Hofman informed the Planning Commission that the commission will soon receive the  
23 recommendation of the draft Climate Element from the Climate Policy Advisory Team.  
24

25 **Debrief discussion regarding affordable housing incentives**

26 Chair Castic recommended focusing on the Climate Element and then start the discussion on the  
27 affordable housing incentives on the later part of June's meeting.  
28

29 **New Business:**

30  
31 **Reports and Announcements:** Chair Castic welcomed and introduced the new Planning  
32 Commissioner. John Drew.  
33

34 **Agenda for Next Meeting:** Discussion on the Climate Element and affordable housing incentives.  
35

36 **Adjournment:** Cmr. Larson made a motion to adjourn the meeting, Cmr. LaBonte seconded, and  
37 the motion was carried unanimously. The meeting adjourned at 8:47 PM.  
38

39 APPROVED:



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42 Sam Castic, Planning Commission Chair