



CITY OF LAKE FOREST PARK PLANNING COMMISSION MEETING

Tuesday, August 13, 2024 at 7:00 PM

Meeting Location: In Person and Virtual / Zoom

City Council Chambers - 17425 Ballinger Way NE Lake Forest
Park, WA 98155

INSTRUCTIONS FOR ATTENDING THIS MEETING VIRTUALLY:

Join Zoom Webinar: <https://us06web.zoom.us/j/82487151825>

Call into Webinar: 253-215-8782 | Webinar ID: 824 8715 1825

The Planning Commission is providing opportunities for public comment by submitting a written comment or by attending the meeting in person to provide oral public comment.

HOW TO PARTICIPATE WITH ORAL COMMENTS:

If you are attending the meeting in person, there is a sign-in sheet located near the entrance to the room. Fill out the form and the presiding officer will call your name at the appropriate time. Oral comments are limited to 3:00 minutes per speaker. Oral comments are not being accepted via Zoom.

The meeting is being recorded.

HOW TO SUBMIT WRITTEN COMMENTS:

Written comments for public hearings will be submitted to Planning Commission if received by 5:00 p.m. on the date of the meeting; otherwise, they will be provided to the Planning Commission the next day. Because the City has implemented oral comments, written comments are no longer being read under Public Comments.

For up-to-date information on agendas, please visit the City's website.

AGENDA

1. **CALL TO ORDER: 7:00 P.M. (confirm recording start)**
2. **PLANNING COMMISSION'S LAND ACKNOWLEDGEMENT**

We'd like to acknowledge we are on the traditional land of a rich and diverse group of Native Peoples who have called this area home for more than 10,000 years. We honor, with gratitude, the land itself and the descendants of these Native Peoples who are still here today.

3. APPROVAL OF AGENDA

4. APPROVAL OF MEETING MINUTES

[A.](#) July 09, 2024 Minutes

5. MEETING DATES

6. PUBLIC HEARINGS

A. 2024 Periodic Update Draft of comprehensive Plan

7. PUBLIC COMMENTS

The Commission is not accepting online public comments. The Planning Commission accepts oral and written citizen comments during its regular meetings. Written comments are no longer being read during the meeting. Comments are limited to three (3) minutes.

8. REPORT FROM CITY COUNCIL LIAISON

9. OLD BUSINESS

A. Recap of Open House for update of Comprehensive Plan held on July 16, 2024

B. Discussion on comments and revisions to prepare a recommended draft Comprehensive Plan Update

10. NEW BUSINESS

A. Items of Planning Commission interest or concern - preparation for September meeting

11. REPORTS AND ANNOUNCEMENTS

12. ADDITIONAL CITIZEN COMMENTS

13. AGENDA FOR NEXT MEETING

14. ADJOURN

Any person requiring a disability accommodation should contact city hall at 206-368-5440 by 4:00 p.m. on the day of the meeting for more information.

1 City of Lake Forest Park – Planning Commission
2 Regular Meeting Minutes: July 09, 2024; 7:00-9:00pm
3 Hybrid Meeting Held in the Forest Room at City Hall and Virtually via Zoom
4

5 **Planning Commissioners present:** Chair Ashton Alvarez- McCartney; Melissa Cranmer, Meredith
6 LaBonte, Lois Lee, and Cherie Finazzo, and David Kleweno
7

8 **Staff and others present:** Mark Hofman, Community Development Director; Lorri Bodi, Council
9 Liaison, John Lebo, Council member; Cristina Haworth, SCJ Alliance
10

11 **Members of the Public present:** none
12

13 **Planning Commissioners absent:** Vice Chair Janne Kaje, Sam Castic, and Madlyn Larson
14

15 **Call to order:** Chair Alvarez-McCartney called the meeting to order at 7:03 PM
16

17 **Land Acknowledgement:** Cmr. Cramner read the land acknowledgement.
18

19 **Approval of Agenda:** Cmr. Cramner made a motion to approve the agenda, Cmr. Lee seconded,
20 and the motion to approve the agenda was carried unanimously.
21

22 **Approval of Minutes:** Cmr LaBonte requested to strike lines 40-47 from the June minutes.
23 Chair Alvarez-McCartney made a motion to approve the June 06 Special Meeting Minutes with the
24 edits, Cmr. Lee seconded and the motion to approve the minutes was carried unanimously.
25

26 **Public Comment:** No public comments.
27

28 **Next meeting:** The next meeting occurs on August 13, 2024.
29

30 **City Council Liaison Report:** Council liaison, Bodi, announced that she will be stepping down as
31 Council Liaison and that Council member John Lebo will be taking over the role. John Lebo
32 introduced himself and his experience as a previous commissioner and his work experience in Sound
33 Transit.
34

35 **Old Business:**

36 **Preparation for July 16, 2024 Comprehensive Plan Open House**

37 Council member Bodi discussed having the option of having two versions of the Comprehensive
38 Plan. One version having the strikethroughs and edits, and the other version having the current
39 clean version. Cmr. Finazzo suggested a QR code that can show the track-changes draft version.
40

41 The Open House dates were finalized for July 16 and August 13.
42

43 Ms. Haworth gave a presentation on the Open House format. Councilmember Bodi discussed that it
44 was important to have the survey results at the Open House. Ms. Haworth stated that the results are
45 ready and will be available to the public during the Open House in station 1. There will be a total of
46 5 stations at the Open House. Station 4, Economic Development, will also include an interactive
47 activity for feedback on neighborhood-serving commercial types. Station 5 will include information
48 on the next steps.

1
2 Two options of a photo collage or wishing tree that were discussed to engage the community. There
3 was an agreement to combine the two options to adhere to more age groups.
4

5 Logistics were also discussed for the event, including set up times and tasks.
6

7 **Comprehensive Plan Periodic Update Status**

8 Ms. Haworth provided an update on the status of the Comprehensive Plan. The photos and graphic
9 are currently being updated as well as formatting.
10

11 Cmr. Lee made a comment about possibly including more information on the tree permitting and
12 urban forest management in the parks element to provide more resources for residents.
13

14 **New Business:**

15 Not applicable.
16

17 **Reports and Announcements:**

18 None.
19

20 Citizen Comment:

21 None.
22

23 **Agenda for Next Meeting:** Additional discussion on comprehensive plan amendments.
24

25 **Adjournment:**

26 Chair Alvarez-McCartney made a motion to adjourn the meeting, Cmr. Lee seconded, and the
27 motion was carried unanimously. The meeting adjourned at 9:00 PM.
28

29 APPROVED:

30 _____
31 Ashton Alvarez-McCartney, Planning Commission Chair
32