



CITY OF LAKE FOREST PARK SPECIAL PLANNING COMMISSION MEETING

Tuesday, January 13, 2026 at 8:00 PM

Meeting Location: In Person and Virtual / Zoom

17425 Ballinger Way NE Lake Forest Park, WA 98155

INSTRUCTIONS FOR ATTENDING THIS MEETING VIRTUALLY:

Join Zoom Webinar: <https://us06web.zoom.us/j/89040176232>

Call into Webinar: 253-215-8782 | Webinar ID: 890 4017 6232

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 at www.cityoflfp.gov.

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. Approval of Meeting Minutes of December 9, 2025 Regular Meeting

5. MEETING DATES

6. PUBLIC HEARINGS

7. PUBLIC COMMENTS

The Commission is not accepting online public comments. This portion of the agenda is set aside for the public to address the Commission on agenda items. However, the Commission may not respond to comments from the public. If the comments are of a nature that the Commission does not have influence over, then the Chair or presiding officer may request the speaker suspend their comments. Comments are limited to a three (3) minute time limit.

8. REPORT FROM CITY COUNCIL LIAISON

9. OLD BUSINESS

A. Planning Commission 2026 Work Plan Discussion

B. Planning Commission Meeting Frequency Discussion

10. NEW BUSINESS

11. REPORTS AND ANNOUNCEMENTS

12. ADDITIONAL PUBLIC COMMENTS

13. AGENDA FOR NEXT MEETING

A. Next regular meeting scheduled for Tuesday, February 10, 2026

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.

City of Lake Forest Park – Planning Commission
Regular Meeting Minutes: December 09, 2025, 2025; 7:00-9:00pm
Hybrid Meeting Held in the Forest Room at City Hall and Virtually via Zoom

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

Staff and others present: Mark Hofman, Community Development Director; Jon Lebo, City Council Liaison

Members of the Public present: No members of the public present.

Planning Commissioners absent: Arthur Lachman

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

Land Acknowledgement: Cmr. Larson read the land acknowledgement.

Approval of Agenda: Cmr. Larson moved to approve the agenda. Cmr. Finazzo seconded, and the motion to approve the agenda was carried unanimously.

Approval of Meeting Minutes: Mr. Hofman provided an edit for attendance. Cmr. Larson made a motion to approve the November 18, 2025, Meeting Minutes as amended, Cmr. Kleweno seconded and the motion to approve the minutes was carried unanimously.

Public Hearing: No public hearing.

Next meeting: The next meeting occurs on Tuesday, January 13, 2026

Public Comment: No public comments.

City Council Liaison Report: No city council report.

Old Business:

Continued discussion for potential development regulation amendments- minimum street frontage requirements: Problem statements framing amendment purpose(s)

Mr. Hofman reviewed a basic analysis that he conducted about street frontage. The Planning Commissioners discussed the analysis and the possible framework and implications of removing street frontage requirements.

Continued discussion on questions regarding development community and affordable housing community guests invited to provide feedback to the Planning Commission

The commissioners reviewed the questions provided by commissioners and members of the public regarding affordable housing. Commissioners brought up the issue of scale and the framework that cheaper equals smaller and the issue of affordability.

1 **Planning Commission 2026 Work Plan for February 2026 City Council**

2 Chair Castic reviewed the items in the draft 2026 Work Plan and the commissioners reviewed all
3 items in the work plan to discuss how they can achieve the items in the plan during the 2026 year
4 and any items that should be redrafted or removed from the work plan. The commissioners also
5 discussed how to tackle issues and the possibility of grants and consultants to move items forward.

6

7 **Shared housing discussion**

8 The commissioners discussed affordability within the city and the resources available for students
9 and seniors in the community for affordable housing. Cmr. Drew discussed the potential of seniors
10 working with students and younger adults to provide younger adults with housing and seniors with
11 the ability to keep their homes.

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13 **New Business:**

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15 **Reports and Announcements:** No reports and announcements.

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17 **Agenda for Next Meeting:** Discussion on minimum street frontage, 2026 Work Plan, and 2026
18 calendar meetings.

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20 **Adjournment:** Vice Chair Kaje made a motion to adjourn the meeting, Cmr. Larson seconded, and
21 the motion was carried unanimously. Chair Castic adjourned at 9:02 PM.

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23 APPROVED:

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Sam Castic, Planning Commission Chair



City of Lake Forest Park

Planning Commission Work Plan—PC prep. for 2026

Project Summary	Focus as a % of estimated time that will be devoted to each project in 2025.
<p>1. 2025 Middle Housing and Accessory Dwelling Unit Development Regulations Amendments to LFPMC required by the WA State Legislature</p> <ul style="list-style-type: none"> • Review of SCJ Alliance and Leland Consulting Group (Planning Consultants) drafts of potential Middle Housing and Accessory Dwelling Unit amendments to LFPMC and background materials • Public hearing • Recommend development regulation amendments to the City Council (for adoption by June 30, 2025) 	40% (Completed)
<p>2. 2025 Climate Element Comprehensive Plan Amendment</p> <ul style="list-style-type: none"> • Review of Cascadia (Planning Consultant) policy audit, vulnerability assessment, community survey, public engagement plan, GHG inventory, resiliency sub-element policy, drafts of Comprehensive Plan amendments, and background materials • Review of Climate Policy Advisory Team (CPAT) materials and recommendation • Public hearing • Recommend amendments of the Comprehensive Plan to the City Council (CPAT draft by June 15, 2025 to Commerce) 	30% (Completed)
<p>3. Tools and incentives for middle housing affordability</p> <ul style="list-style-type: none"> • Review, explore, and discuss opportunities • Recommend methods and potential amendments to the City Council • Review Min. Lot Size Regulations • Review Min. Frontage Regulations in LFPMC Residential • Consider consolidation of similar Zoning Districts • ADU options for applicability to Duplex Residential 	30% (as time permits) Started in Fall 2025 and ongoing in discussion into 2026

Review of additional City issues for future consideration: Parking Lot Items

Potential 2026 Comprehensive Plan Docketing Amendment (Voluntary 3rd year amendment, not GMA mandated. GMA Periodic Update completed on time December of 2024. Climate Element completed December of 2025, four years early.)

- Implementation Chapter addition with the 2025 Comprehensive Plan Amendment.
- King County Housing Authority 2025 comments review re: housing policy and implementation items.
- PSRC Transportation Certification comments- Council Resolution with Work Plan to PSRC. Then PSRC Cert. by Dec. 2026.
- Climate Element implementation chapter, with items for new Climate Coordinator/Manager.

Major Development Regulation Item Updates

- Critical Areas Ordinance Mandatory Update to LFPMC. (Mandatory, Dec. 2025)
- Shoreline Master Plan Mandatory Update. (Mandatory, June 2019 and then June 2027; WAC 173.26.090.1 and RCW 90.58.080.4.B.i)
- Subdivision Code Amendments to LFPMC- including Short Plat Expiration Regulation. (Voluntary but could become mandatory in 2026/2027)
- Wireless Facilities Ordinance Amendments to LFPMC. (Voluntary but needed)
- Development regulations for co-living, emergency shelters, transitional housing, and permanent supportive housing. See Ordinance 1227, and Ord. 24-1302? (Mandatory but completed or partially completed in 2025 Middle Housing Ord.)

Potential Parking Regulations and Transit Oriented Development (Voluntary but could become mandatory in 2026/2027)

- HB 1235 Parking Requirements Amendments to LFPMC
- SSB 6015 Parking Requirements Amendments to LFPMC
- HB 1491 Transit Oriented Development Parking and Floor Area Ratio Amendments to LFPMC
- Review range of parking ratios from Low Density Residential to Apartments to Multi-Family
- Review potential for no parking requirements, at City Council direction, if directed

Other Land Use Items (Voluntary)

- Lot Split LSPMC Amendments- re: HB 1096
- Tree Regulations Amendments to LFPMC (Tree Board tree list and DBH criteria)
- Economic development, business assistance for small businesses and mixed use (House Bill 1175 proposed in 2025/2026 WA Legislative Session).
- Expand commercial base, with feedback from business representatives.
- Reasonable Use Exceptions (RUEs), revisit and end user guide.
- Housing in Southern Gateway, potential incentives.
- Tree Canopy Report, update w/Tree Board. (SFI Grant in 2026/2027)
- Parks, Recreations, Open Space, & Trails (PROST) Plan update.
- Safe Streets, sidewalks, etc.
- Education on/of development regulations.
- Perkins Way and 40th Place impacts, traffic calming and safety, light rail.