

**PLANNING COMMISSION
REGULAR MEETING MINUTES
April 29, 2020
City Hall Council Chambers
6000 Main Street SW
Lakewood, WA 98499**

Call to Order

The telephone ZOOM meeting was called to order at 6:30 p.m. by Mr. Don Daniels, Chair.

Roll Call

Planning Commission Members Present: Don Daniels, Connie Coleman-Lacadie, Ryan Pearson, Paul Wagemann and James Guerrero

Planning Commission Members Excused: Nancy Hudson-Echols

Commission Members Absent: None

Staff Present: David Bugher, Assistant City Manager for Development Services; Tiffany Speir, Long Range & Strategic Planning Manager; Jeff Gumm, CDBG Program Manager; and Karen Devereaux, Administrative Assistant

Council Liaison: Councilmember Mr. Paul Bocchi (present)

Approval of Minutes

The minutes of the meeting held on March 4, 2020 were approved as written by voice vote M/S/P Pearson/Guerrero. The motion passed unanimously, 4-0.

Agenda Updates

Chair Daniels granted the staff request to move the presentation of the Review of the Draft CDBG 5-Year Consolidated Plan (2020-2025) and Annual Action Plan to just after the public comments segment.

Public Comments

This meeting was held over the computer as a ZOOM meeting to comply with Governor Inslee's Emergency Proclamation 20-25. Citizens were encouraged to virtually attend and to provide written comments prior to the meeting. Two responses were received by staff and provided to commissioners just before this meeting.

Mr. Jim Friedman, representative of Peace Cemetery Association located on Steilacoom Blvd, queried how his property would be affected by a proposed zoning amendment 2020-05. Staff replied explaining his parcel is within 300 feet of the proposed amendment however it will not be affected by any zoning change currently under review.

Mr. Claude Remy, property owner of Gravelly Lake Townhomes which he intends to expand, spoke in opposition of the proposed amendment 2020-05. The Planning Commission held a public hearing on these amendments on March 4, 2020. Mr. Remy was made aware he will have another opportunity for public comment in front of City Council during the public hearing scheduled for June 1, 2020.

Public Hearings

None

New Business

Review of the Draft CDBG 5-Year Consolidated Plan (2020-2025) and Annual Action Plan

Mr. Jeff Gumm, Program Manager of CDBG and HOME Programs, Community and Economic Development Department, explained that every five years the U.S. Department of Housing and Urban Development (HUD) requires state and local governments to produce a 5-Year Consolidated Plan, an Annual Action Plan, and Analysis of Impediments to Fair Housing to receive federal funding from the Community Development Block Grant (CDBG) and HOME Investment Partnership Program (HOME).

During the presentation Mr. Gumm explained the components of the plan which include Consultation and Citizen Participation, Housing and Homeless Needs Assessment, Housing Market Analysis, Assessment of Economic and Employment Conditions, Assessment of Available Resources, Five Year Strategic Plan, and Annual Action Plan.

Mr. Gumm described the different programs involved in assisting different population needs within the City. Noting the most common housing problem existing for Lakewood citizens, Mr. Gumm explained there are 6,824 cost-burdened renter households spending 31% to 50% of their income on rent. This reflects the fact that all types of housing are expensive in Western Washington and very few rental units are available at rent levels that are affordable for the lowest income populations. It was explained that Lakewood is part of the Tacoma-Lakewood Consortium and the passage of the Coronavirus Aid, Relief and Economic Security Act or CARES Act will add funds to current HUD programs that will affect Lakewood. Specific details to the use of these funds will be coming forward in the next 30 days and will have to be coordinated with Tacoma, the lead entity in the Consortium.

The proposed draft consolidated plan is currently in a citizen 30-day review and comment period concluding with a City Council public hearing scheduled for May 18, 2020. Both Tacoma and Lakewood City Councils are scheduled to adopt the plan and submit to HUD in the first week of June 2020.

Update on Lakewood Station District Subarea Plan

Ms. Tiffany Speir explained that in November 2019, the State Department of Commerce awarded Lakewood a grant to prepare a Lakewood Station District Subarea (LSDS) Plan, a SEPA-based planned action and a hybrid form-based code to implement the LSDS Plan. BERK and Associates has been hired to act as contractor to develop the package.

Ms. Speir provided a map and described the new boundaries as directed by Council in January 2020. The City hosted an LSDS stakeholder retreat on February 28, where transit, utility, neighborhood association, land owner and developer representatives provided BERK and City staff information about current issues and respective planned actions within the LSDS boundaries. A website, found at www.LakewoodStation.org, is being updated regularly throughout this process. The public outreach efforts for the LSDS have been altered due to COVID-19 protocols and continue to include the website, online surveys, and regular mailings to residents and businesses within and near the LSDS area. As COVID-19 protocols are ended in-person open houses and public meetings will be utilized. Next steps are mailing a postcard survey to residents and businesses in many languages to those within the LSDS area in the coming weeks.

Staff provided commissioners with several items that have been delivered to the WA Department of Commerce per the grant requirements: first, the existing zoning and regulation scheme; second, a situational assessment of the LSDS area that describes status quo of land use and housing; and third, a projected scheme for the hybrid form-based code.

Unfinished Business

Discussion about 2020 Comprehensive Plan and Zoning Map Amendments Docket

Ms. Tiffany Speir clarified that staff reviewed proposed amendments then updated several after public comment was heard at the March 4 public hearing. One was removed because it was a site-specific rezone subject to LMC 18A.30.680 and .690. In addition to combining several together for efficiency the total number of amendments has been reduced from 13 to 9 (two text and 7 map amendments). Staff provided and reviewed a summary table of reorganized and renumbered CPAs and ZOAs for the Planning Commission's consideration.

Commissioners were scheduled to take action at the next meeting to be held Wednesday, May 6 and forward their final recommendations to Council for consideration. City Council was scheduled to hold a public hearing on June 1 with adoption to follow.

Report from Council Liaison

Councilmember Mr. Paul Bocchi commented that City Council recently heard the Parks Legacy Plan and felt it was well received.

Councilmember Bocchi shared that the City had ended 2019 in great financial shape adding that most of the 2020 first quarter went very well. Noting that the City will clearly be affected by a decrease in sales, gambling and hotel tax revenues he closed commenting that Council has been made aware of four pieces of legislation meant to assist with aiding local small businesses relating to the COVID-19 setbacks.

Reports from Commission Members and Staff

City Council Actions

A Joint City Council and Planning Commission Study Session is scheduled for May 26, 2020.

Written Communications

None

Future Agenda Topics

None

Area-Wide Planning / Land Use Updates

None

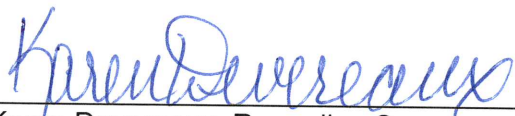
Commission Member Reports

Chair Daniels updated Commissioners that Mr. Christopher Webber has spent some time in the hospital in his health recovery which has forced him to give his resignation from the Planning Commission. Chair Daniels wanted to formally thank Mr. Webber for his many years of service to the City on the Citizen's Transportation Advisory Committee and the Planning Commission.

Next Regular Meeting: The next meeting will be held on May 6, 2020 via ZOOM per Emergency Proclamation by the Governor Amending Proclamation 20-05: 20-25 STAY HOME – STAY HEALTHY.

Meeting Adjourned at 8:13 p.m.


Don Daniels, Chair
Planning Commission 05/13/2020


Karen Devereaux, Recording Secretary
Planning Commission 05/13/2020