



A G E N D A

PLANNING COMMISSION

Don Daniels • Connie Coleman-Lacadie • Ryan Pearson
• Paul Wagemann • Phillip Combs • Linn Larsen

Wednesday, October 20, 2021 at 6:30 pm
City Council Chambers, 1st floor,
6000 Main St. SW, Lakewood WA 98499

Per the Lakewood City Council, the Planning Commission will meet virtually. Residents can virtually attend Planning Commission meetings by watching them live on the City's YouTube channel @ <https://www.youtube.com/user/cityoflakewoodwa> or by calling in to listen by telephone at +1 (253) 215- 8782 and by entering meeting ID: 831 8240 9850.

To Submit in Public Comment and/or Public Hearing Testimony Prior to Meeting: Send comments by mail or email to Karen Devereaux, Planning Commission Clerk, at kdevereaux@cityoflakewood.us or 6000 Main Street SW Lakewood, WA 98499. Comments received up to one hour before the meeting will be provided to the Planning Commission electronically.

Live Public Participation: To provide live Public Comments or Public Hearing Testimony during the meeting, join the Zoom meeting as an attendee by calling by telephone Dial +1(253) 215- 8782 and enter participant ID: 831 8240 9859 or by going online at <https://us06web.zoom.us/j/83182409850>. Each speaker will be allowed (3) three minutes to speak during the Public Comment and during each Public Hearing. Outside of Public Comments and Public Hearings, attendees will not be acknowledged and their microphone will remain muted.

By Phone: For those participating by calling in by phone to testify, the Chair will call on you during the Public Comment and/or Public Hearings portions of the agenda. When you are unmuted, please provide your name and city of residence.

Online: For those using the ZOOM link <https://us06web.zoom.us/j/83182409850> to testify, upon entering the meeting, please enter your name or other chosen identifier. Use the "Raise Hand" feature to be called upon by the Chair during the Public Comments and/or Public Hearings portions of the agenda. When you are unmuted, please provide your name and city of residence.

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|-----------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1. | Call to Order |
| 2. | Roll Call |
| 3. | Approval of Minutes from October 6, 2021 |
| 4. | Agenda Updates |
| 5. | Public Comments |
| 6. | Public Hearings: None |
| 7. | Unfinished Business <ul style="list-style-type: none">• None |
| 8. | New Business <ul style="list-style-type: none">• Drafting 5 Year Implementation Plan for Energy & Climate Change Comprehensive Plan Chapter |
| 9. | Reports from Staff & Commission Members & Council Liaison <ul style="list-style-type: none">• City Council Updates/Actions• Written Communications• Future Agenda Topics |

Enclosures

1. Draft Meeting Minutes from October 6, 2021
2. Staff Report: Drafting 5 Year Implementation Plan for Energy & Climate Change Comprehensive Plan Chapter

Members Only

Please email kdevereaux@cityoflakewood.us or call Karen Devereaux at 253.983.7767 no later than Tuesday, October 19, 2021 at noon if you are unable to attend. Thank you.



**PLANNING COMMISSION
REGULAR MEETING MINUTES
October 6, 2021
Virtual Meeting via ZOOM
6000 Main Street SW, Lakewood, WA 98499**

Call to Order

Mr. Don Daniels, Chair called the virtual meeting to order at 6:30 p.m.

Roll Call

Planning Commission Members Present: Don Daniels, Chair; Connie Coleman-Lacadie, Ryan Pearson and Linn Larsen.

Planning Commission Members Excused: Paul Wagemann and Phillip Combs

Commission Members Absent: None

Staff Present: David Bugher, Assistant City Manager, Development Services; Tiffany Speir, Long Range & Strategic Planning Manager; and Karen Devereaux, Administrative Assistant
Council Liaison: Paul Bocchi (not present)

Approval of Minutes

The minutes of the meeting held on September 15, 2021 were approved as written by voice vote M/S/C Pearson/Larsen. The motion passed unanimously, 4 - 0.

Agenda Updates None

Public Comments

This meeting was held as a virtual-only meeting. Citizens were encouraged to attend and/or to provide written comments prior to the meeting. No virtual public or written comments were received.

Public Hearings

Continuation of the 2022 Comprehensive Plan Docket List Hearing

Ms. Tiffany Speir briefly reviewed each of the proposed amendments.

The following proposed amendments are included within the 2022 Comprehensive Plan and Zoning Map amendment cycle:

City-Initiated 2022 Text and Designation/Zone Applications

- 2022-01** Review and update of Zoning, Policies and Code related to Tree Preservation, including the redesignation and rezoning zone of acreage hosting Garry Oaks near St. Clare Hospital from Public Institutional (PI) to Open Space & Recreation 1 (OSR1)
- 2022-02** Update of Tillicum Neighborhood Plan and Tillicum Center of Local Importance (CoLI)
- 2022-03** Review and update of Housing Chapter and related amendments to LMC Title 18A development regulations
- 2022-04** Review of Zoning, Policies and Code related to Adult Family Homes (focus on potential allowance of AFHs in Air Corridor 1 (AC1) and Air Corridor 2 (AC2) zones)
- 2022-05** Update sections of the Comprehensive Plan to reflect the adoption of VISION 2050 by the Puget Sound Regional Council (see, e.g., Section 1.6.7.1)
- 2022-06** Update Comprehensive Plan Figures 3-5, 3-6, and 3-8 to reflect adoption of the 2020 Parks Legacy Plan; update Figure 4.1 with an updated Urban Focus Area

2022-07 map depicting the Downtown and Lakewood Station District Subareas, the Tillicum Neighborhood, and the City Landmarks listed in Section 4.4 text Parking Requirements in LMC Chapters 18A.80 and in 18C.600 (Lakewood Station District Subarea Plan)

Chair Don Daniels opened the floor for public hearing comments. No public were attending the virtual meeting and no one had submitted any additional written comments. Chair Don Daniels closed the floor for public hearing comments.

Ms. Connie Coleman-Lacadie made the motion to approve Resolution 2021-04 as written recommending the docket list for the 2022 Comprehensive Plan Amendment Cycle. Mr. Linn Larsen seconded. The motion passed unanimously, 4-0.

Unfinished Business None

New Business

Adult Family Homes in Air Corridor 1 (AC1) and Air Corridor 2 (AC2)

Mr. David Bugher informed the commissioners of scheduled meetings to discuss this topic with JBLM management and the South Sound Military and Communities Partnership (SSMCP) Executive Leadership Team and Steering Committee. Once all feedback had been received from these meetings, Mr. Bugher would resume the discussion with Planning Commission.

Report from Council Liaison None

Reports from Commission Members and Staff

Future Planning Commission Agenda Topics

11/3/21: Public hearing on 5 Year Energy & Climate Change Implementation Plan (*tentative*)

11/17/21: Finalize 5 Year Energy & Climate Change Implementation Plan recommendations (*tentative*); American Rescue Plan Act (ARPA) Housing and Business Assistance Updates

Next Regular Meeting The next regular meeting would be held on November 3, 2021.

Meeting Adjourned at 6:52 p.m.

Don Daniels, Chair
Planning Commission 10/20/2021

Devereaux, Recording Secretary
Planning Commission 10/20/2021



MEMORANDUM

TO: Lakewood Planning Commission

FROM: Dave Bugher, Assistant City Manager/Community & Economic Development Director

MEETING DATE: October 20, 2021

SUBJECT: Developing a Two-Year Work Plan on Climate Change

Introduction: The purpose of this memorandum is to begin the process of developing a work plan based around the adoption of the recent climate change chapter of the comprehensive plan. This new chapter contained an action plan that listed 89 +/- action items to address climate change. The task before the planning commission is to cull the actions down into a reasonable number of annual work plans items based on current city resources. City staff would like the commission to come up with a two-year work plan.

It is recognized that the commission has a difficult task, and at the moment, may be suffering from choice overload¹. It is easy to become overwhelmed when presented with a large number of options to choose from. While the tendency is to assume that the more choices we have is a good thing, but people have a harder time choosing from a larger array of options.

What's the best way to start? First, take some time to browse the list of action items. The action items are listed in an attachment to this memorandum, which begins on page 3. Browsing is the act of looking through a set of information quickly, without a specific sense of purpose. There are 89 action items listed under five separate headings. Also, commissioners should not make any final decisions. Another word to describe this exercise would be to "ponder", to consider or examine attentively or deliberately. Ponder implies a careful weighing of a problem or, often, prolonged inconclusive thinking about a matter.

Now, after commissioners have finished browsing or pondering, make a maximum of 10 choices and treat them as nonreversible. Do not establish a hierarchy, just pick 10. Commissioners are also asked to NOT edit or modify the action items.

Okay, so you've chosen 10. What's next? Before the upcoming meeting, October 20, commissioners should send their 10 choices to me via email (dbugher@cityoflakewood.us). I would ask that I receive

¹ The term "choice overload" was coined by the American writer Alvin Toffler, in his 1970 book Future Shock. The book was about how people were, at that point, grappling with "too much change in too short a period of time," and Toffler predicted that, as industrialization intensified, the people of the future (which is to say, us) would suffer from a "paralyzing surfeit" of choice (surfeit means an excessive amount of something).

them by 5:00 PM, Monday, October 18. Please, do not send your choices to other commissioners. The results will be tabulated prior to the meeting and shared with the group.

Something commissioners should know! To make this process easier, of the 89 action items, 18 are already underway in some form. These have been highlighted in yellow in the attached document. Commissioners do not have to choose any of these 18 as priorities if they do not want to.

Let's assume the commission agrees on 10 actions items, what's next? If we can get to a "general consensus", the next charge will be to assign these over a two-year period. If the commission wants to take on more than 10 action items, that's within the commission's purview. *Starting off*, this assignment will not be that difficult. For 2022, based on the proposed city budget, and anticipated projects, certain action items are already beginning to fall into place:

- Updating the city council's strategic plan to address climate change;
- Establishing a new climate change division within the community & economic development department;
- Monitoring the city's two subarea plans;
- Revising the city's tree preservation code; and
- Updating the city's nonmotorized transportation plan.

If these five action items are accomplished in 2022, this in itself would be a good starting point on addressing climate change.

Anything else? One final note, the city has submitted a proposal to the Evans School of Management to develop a city-wide climate change risk and resilience public perception study. Purpose of the study is three fold:

1. Obtain results that will help Lakewood guide public policy development and implementation, as well as to strengthen the processes of public education and awareness related to natural hazards.
2. Improve the ability to more effectively communicate local hazards and risks, and provide guidance and decision support tools to stakeholders.
3. Better understand the risks to economic, ecological, and social systems arising from climate change and to help transform the ways in which local residents manage them.

The department expects to hear back from the Evans School in December 2021. This proposal fits nicely into Action Item No. 10.

Next Steps: If there is no consensus, the subject will return on November 3. However, if there is consensus, staff will assemble the 10 action items (or more), and, again, return the matter to the commission for a second round of review and comment.

Attachments:

Approved climate change action items

RFP Evans School of Public Policy Climate Change Risk and Resilience Public Perception Study

Approved Climate Change Action Plan Items

PROVIDE LEADERSHIP & ADVOCACY

1. Develop a five-year plan for reducing greenhouse gas emissions. The action plan shall include five-main topics:
 - Incorporation of an environmental justice assessment into the five (5)-year action plan;
 - A comprehensive greenhouse gas emissions inventory and forecast;
 - Emissions reduction target(s);
 - Carbon sequestration targets; &
 - A program for monitoring and reporting out the implementation tasks found in this document.

Since this is a new program for the city, start with easy-to-accomplish tasks, or easy to-solve problems.

Also, consider the impact of the end-user, recognizing that that the more stringent the implementation targets, the higher the mitigation costs, although delays, in the long-term, result in net increases in mitigation costs. As the city matures in its efforts to address climate change, move forward with more challenging action items.

2. Inform city residents and businesses, the city council, planning commission, staff, and other stakeholders of the city's emission reduction targets and overall progress. Add targets and progress to the Lakewood dashboard.
3. Where feasible, enter into formal interlocal cooperation agreements with utility providers to reduce waste, promote water conservation, and improve energy efficiencies.
4. Collaborate with Pierce Transit, Sound Transit, WSDOT Rail Division, Amtrak and major employers in Lakewood to promote greater transit opportunities and use.
5. Amend/revise the current strategic plan that will help guide and focus city resources and program initiatives to: reduce greenhouse gas production and the carbon footprint of city government and the Lakewood community; and, reduce and minimize the potential risks of climate change.
6. Collaborate with neighboring jurisdictions to share best practices and implement regional programs to help residents and businesses meet regional demand reduction targets.
7. Work with energy providers (Puget Sound Energy, Lakeview Light & Power, and city of Tacoma Power) to develop strategies that will reduce energy demand and promote energy conservation.
8. Collaborate with local workforce development programs so that city of Lakewood can lead Pierce County in green jobs.

9. If warranted, if enabling legislation is in place, and as a means to meet carbon-cutting targets, participate in Washington State's cap-and-trade program. (Program does not go into effect until January 2023, and provided there is a new, approved transportation-spending funding package.)
10. Develop a Request for Proposal whose primary objective is to raise the community's awareness about sources of greenhouse gas emissions and mitigation through climate change action identified in policy documents with the intended result of changing behaviors. Three primary tasks are envisioned: a) Identifying behavior solutions to reducing GHG emissions; b) development and implementation of a community education, engagement and activation guide; and c) development of public facing tools. Project to include an equity screening exercise. Successful engagement with historically under-served groups would be a priority.

IMPROVE CLEAN AND EFFICIENT TRANSPORTATION OPTIONS

11. Develop fleet electrification plan including necessary charging infrastructure and implement electric first policy when purchasing replacement vehicles and other fuel burning equipment. When electric vehicle options are inappropriate, hybrid vehicles should be the second choice.
12. Work with Clover Park School District to promote an anti-idling program for school buses. Encourage the District to educate parents and transportation providers to avoid idling during pick-up/drop-off times.
13. Continue to collaborate with Pierce Transit, Sound Transit, Washington Department of Transportation (WDOT), and major employers in Lakewood that provide shuttle services, to explore the potential for expanding transit in the evenings for people with special needs. This includes:
 - Exploring the potential to enhance Lakewood's paratransit service.
 - Collaborate with regional transportation agencies to maintain and enhance service within the city and region.
 - Explore strategies to address affordability, access and safety.
14. Coordinate and partner with transit partners to develop an incentives program to expand transit use among residents and employees in Lakewood.

This includes exploring the potential for supporting fare-free transit zones in major commercial areas, free or very low-cost bus passes for target groups, pre-tax passes, rebates to employees who give up use of employer parking facilities, and online tools for providing real time information to transit riders. Expand outreach and information programs to promote transit use.
15. Coordinate with both Pierce Transit and Sound Transit to expand service, increase affordability and accessibility for seniors, youth, and low-income households. Ensure that all transit stations and routes to and from these stations are safe.
16. Coordinate with both Pierce Transit and Sound Transit to ensure public transit service connects major destinations in Lakewood including education institutions, community facilities, employment centers, regional open space areas, and major commercial corridors to serve a greater number of

riders and reduce commuter vehicle miles. Encourage development of a bus rapid transit system that connects Downtown Tacoma to Lakewood.

17. Work with both Pierce Transit and Sound Transit to develop a non-motorized connectivity study specific to Lakewood.
18. Update the city's non-motorized transportation plan to make Lakewood a more pedestrian and bicycle-friendly city. This includes identifying gaps in the network and explore developing potential pedestrian and bicycle priority areas or districts.
19. Collaborate with Pierce County, University Place, the Town of Steilacoom, Tacoma, and WSDOT to ensure links to a regional commuter trail network.
20. As part of the non-motorized transportation plan update, explore bicycle-sharing programs.
21. Encourage new businesses, schools and residential developments, install and maintain secured bicycle parking facilities.
22. As part of the non-motorized transportation plan update, review design guidelines and standards for bicycle and pedestrian facilities and amenities that meet local, state and federal standards. Include a uniform citywide signage plan and comply with all Americans with Disabilities Act (ADA) and Washington State accessibility requirements.
23. As feasible and appropriate, the city shall require new development and redevelopment to provide pedestrian connections and safety improvements to foster use of non-motorized transportation. This includes connections between retail, living, and working places and transit connections and facilities. It includes traffic calming and other safety-related improvements; development of new sidewalks and trails; and new pedestrian and bicycle amenities.
24. Pursue grant funding to plan and construct missing pedestrian and bicycle connections between major destinations, such as, parks, opens spaces, civic facilities, employment centers, retail, and recreation areas.
25. Coordinate and partner with the Clover Park School District and Safe Routes to Schools to expand educational programs and events to encourage and promote walking and biking, including a Bike to School Day, walking school bus, and sidewalk painting for safe routes.
26. Coordinate with Washington State Department of Transportation, Sound Transit, and Amtrak about adding an Amtrak Cascades stop within the city.
27. Work with Sound Transit to provide for extended hours of operations at the Sound Transit Lakewood Station and to expand the existing parking garage.

28. Work with Sound Transit to require parking permits and associated fees for commuters who use the Lakewood Station parking garage, but who reside outside the Sound Transit district area boundary.
29. Coordinate with Lakewood Chamber of Commerce to inform local employers on the options for and benefits of compressed work weeks, telecommuting, and other schedule adjustments that reduce commute trips.

INCREASE SUSTAINABLE & ENERGY-EFFICIENT SYSTEMS

30. Encourage and support the generation, transmission and use of locally distributed renewable energy. Advocate at the regional and state level for upgrades to the existing power grid so that it can support renewable energy production and transmission.
31. Evaluate incentives that promote the inclusion of solar power with commercial, industrial, and residential development.
32. Establish a Green Energy and Building Fund to provide incentives to increase building electrification conversions and battery storage.
33. Reduce the City Hall footprint from three floors to two floors.
34. Work with all utility providers to raise awareness about existing rebate and assistance programs that will increase energy conservation.
35. Work with utilities to explore strategies to reduce GHG emissions in multifamily housing.
36. If necessary, consider financially subsidizing the RHSP to promote energy conservation for rental properties. Alternatively, increase rental housing licensing fees.
37. Support the implementation of the Tacoma-Pierce County Solid Waste Management Plan.
38. Develop a comprehensive recycling and composting program for all city-owned facilities.
39. Work with Pierce County Conservation District to provide residential and business education regarding composting and natural yard care.
40. Continue to support neighborhood events such as garage sales and clean-up/recycling events.
41. Support tool libraries, repair cafes, and other collaborative consumption projects.
42. Require that all commercial entities participate in recycling and a green waste program, once established.
43. Implement water conservation efforts for households, businesses, industries and public infrastructure. Include measures such as the following:

- Enforce the Uniform Plumbing Code (IPC), which requires low-flow appliances and fixtures in all new development;
- Work with the Lakewood Water District to create an incentives program that encourages retrofitting existing development district-wide with low-flow water fixtures;
- Require new development and landscaped public areas to use state-of-the-art irrigation systems that reduce water consumption including graywater systems and rainwater catchment; and
- Encourage use of drought-tolerant and native vegetation.

44. Install hydration stations in all municipal facilities to allow refills of reusable water
45. Require hydration stations all new development that includes private and public parks
46. Establish a trip reduction policy that includes a remote work strategy, and appropriate technology.
47. Conduct a feasibility study on using treated greywater and rainwater harvesting for non-potable water needs at city facilities
48. Work with energy partnerships to develop and implement an electrification action plan for all city facilities. In new and existing buildings, incorporate strategies to address electricity storage, and focus on highlighting any hurdles or solutions that would be applicable to the broader community
49. Develop a city-wide environmentally preferable purchasing policy (EPP). Consider life-cycle costing as one of the decision-making tools in the process and promote purchasing of local products.
50. Replace all non-energy star office equipment and appliances at their end of their life cycle with energy and water efficiency as a primary consideration for all future purchasing decisions.
51. Examine city practices for opportunities to reduce paper consumption in the workplace. Implement a document management information system.

ENCOURAGE SUSTAINABLE DEVELOPMENT

52. Regularly update the Downtown Subarea Plan and the Lakewood Station District as market conditions and climate conditions change.
53. Develop plans for key commercial corridors in the city to guide redevelopment of these areas into mixed-use, pedestrian and transit-oriented corridors and nodes. Possible corridors include South Tacoma Way, Steilacoom Boulevard SW, Bridgeport Way, and Union Avenue SW. Include development standards and urban design guidelines.
54. Continue to incentivize mixed-use and infill development (fee waivers, density bonuses, development impact fee, tax benefits, etc.)

55. Continue to expand and enhance open space lands throughout the city through property acquisition.
56. Conduct a sustainability audit that evaluates existing plans, ordinances, and development standards to identify regulatory barriers to infill development.
57. Conduct a feasibility study to determine how best to allow alternative uses and designs within vacant low-density residential areas. Provide outreach in identified neighborhoods.
58. Consider the use of incentives for new construction projects that exceed energy efficiency standards with a focus on affordable and multifamily housing.
59. Using the data from the Carbon Sequestration Analysis, complete an analysis and findings of forested landscapes, ecological function and ecosystem processes, including carbon sequestration, into land use decisions. The city shall keep statistics from each land use decision for a biannual report.
60. Review and if appropriate, update the city's street design standards so that they support public transit, and non-motorized transportation policies. The updated standards should be consistent with and tailored to street or trail function and adjacent land use type.
- Update street design standards based on recommendation from the updated non-motorized transportation plan.
 - Identify on a case-by-case basis priority thoroughfares for developing new green streets in the city to implement a natural systems approach for stormwater management and to expand urban greenery.
61. Evaluate the feasibility of reducing the number or width of travel lanes on future, key mixed-use streets that may have excess capacity and using the capacity and/or regained width for wider sidewalks and bicycle lanes.
62. Ensure that roadway medians include native plants and trees and are wide enough to support their long-term viability with the least demand for irrigation and maintenance.
63. Continue to prioritize the use of locally propagated native drought-tolerant vegetation and discourage the use of invasive non-native species in home landscaping.
64. Develop and promote an urban forest management/master reforestation plan.
65. Evaluate the feasibility of expanding tree planting within the city, including an evaluation of potential carbon sequestration as well as GHG emissions. Specific task includes:

- Provide information to the public, including landscape companies, gardeners, and nurseries, on carbon sequestration rates, drought tolerance, and fire resistance of different tree species.
66. Evaluate the benefits and tradeoffs of regulations that require all-electric buildings. Potential tools to require all-electric buildings include city mandates, building code updates, or ordinances. Ideally, these regulations would cover new construction and major renovations.
 67. Install energy efficient appliances; where appropriate consider the conversion of power to all electricity, and upgrade structures to improve energy conservation.
 68. Beginning in 2021, adopt and enforce the 2018 Washington State Energy Code.
 69. Enforce the 2018 International Building Code, Section 429, Electric Vehicle and Charging Infrastructure. This section includes charging infrastructure for accessible parking spaces.
 70. Develop a new program to encourage the installation of public electric vehicle charging infrastructure in public spaces.
 71. Consider local amendments to the building codes to allow for, encourage, or require integration of passive solar design, green roofs, active solar, and other renewable energy sources.
 72. Support the addition of performance-based alternatives to energy codes and appropriate sections of the building code.
 73. Evaluate the feasibility of incorporating Washington State Department of Commerce Incentivizing Low-impact Development report into the development code and as a resource for developers.
 74. Evaluate the feasibility of creating a sustainable site planning score to evaluate a development.
 75. Assess opportunities for sustainable Urban Agriculture.

Work with non-profits and regulatory agencies to explore the potential for creating, expanding and sustaining local urban agriculture, including community gardens, orchards and farmers' markets. The assessment should explore the feasibility of implementing the following strategies:

- Developing a site inventory and a management plan to administer the use of potential urban agricultural sites;
- Expanding the number and frequency of farmer's markets throughout Lakewood;
- Promoting urban agriculture as a desirable civic activity that improves the quality of urban life, food security, neighborhood safety and environmental stewardship;
- Establishing a community-based support system for urban growers such as tool banks, shared processing facilities, farmers' markets, community supported agriculture ventures, funding streams and technical service providers;

- Offering locally grown food to local schools, hospitals, nursing homes, food banks, daycare centers, correction facilities and businesses such as restaurants, while creating economic opportunities for urban growers and related industries;
- Creating training programs for unemployed people to work in urban food-related businesses as a source of jobs;
- Working with representatives of community gardening and urban farming organizations to meet needs unique to urban farm enterprises;
- Ensuring long-term land commitment for community gardens, entrepreneurial farms and other urban agriculture ventures;
- Updating building codes to encourage rooftop gardening.

76. Coordinate with Clover Park School District in developing school-based programs that integrate nutrition and gardening in order to raise awareness about the connection between healthy food choices and locally grown fresh produce and the environmental benefits of urban agriculture.

DEVELOP A HAZARDS MANAGEMENT PLAN (developing a climate-resilient community)

77. Perform a climate change assessment report for the community's lakes.

78. Develop a community wildfire protection plan using community assistance grants.

79. Review, and as appropriate, update Lakewood Municipal Code based on Community Wildfire Protection Plan recommendations and best management practices.

80. Review, and as appropriate, update Lakewood Municipal Code (LMC) Title 14, Environmental Protections. Title 14 provides regulations for geologic hazard areas, flood hazard areas, and critical lands and natural resources. Climate change impacts may require that new regulations be inserted into this chapter.

81. Review, and as appropriate update the city's hazard mitigation plan to address climate change.

82. Every two years, or as otherwise dictated by Washington State, update LMC Title 15, Buildings and Construction Codes to address hazards resulting from climate change.

83. Analyze climate risks and benefits of resilience measures to property value and city revenue streams.

84. Map vulnerable community assets and disadvantaged neighborhoods.

85. Include resilience requirements in local building and zoning codes.

86. Communicate climate risks and resilience activities to the public.

87. Engage economic development organizations in city resilience planning efforts.

88. Update city budget process to ensure equitable resource allocation.

89. Address household financial and climate vulnerability in a holistic manner by coordinating complementary programs.

Name of the Organization: City of Lakewood, WA.

Project Title: The city of Lakewood is seeking a proposal from Evans School of Management to develop a city-wide Climate Change Risk and Resilience Public Perception Study.

Main Objectives: Increase community knowledge about the risk perception, attitudes and public opinions of the residents of Lakewood regarding potential risks, whether "natural" or caused by human action, of the results from climate change, and the development or use of the areas in which they reside.

- Obtain results that will help Lakewood guide public policy development and implementation, as well as to strengthen the processes of public education and awareness related to natural hazards.
- Improve the ability to more effectively communicate local hazards and risks, and provide guidance and decision support tools to stakeholders.
- Better understand the risks to economic, ecological, and social systems arising from climate change and to help transform the ways in which local residents manage them.

Phase 1 – Discovery:

Organize a kick-off meeting with the Community & Economic Development (CED) staff to review project objectives, activities, timelines and discuss the approach for working together throughout the five-month process. Kick-off meeting would also include a roundtable discussion as part of a joint meeting with the Planning Commission and the Parks and Recreation Advisory Board.

Following the launch meeting, set up recurring weekly meetings with the city-appointed project manager.

Stakeholder interviews: Meet with CED staff and human services staff to discuss the stakeholders that must be engaged in developing and implementing a public-engagement plan. Identify roughly 20 representatives to interview that reflect the range of stakeholders to gain insights on how to talk about and engage different groups across Lakewood on climate change. The aim is to hear a diversity of perspectives through the interviews, with at least 20 percent of interviewees being people from BIPOC communities. Interviews will be 60 minutes.

Deliverable 1: Audience Analysis Summary, a report distilling input from the kick-off meeting, and stakeholder interviews.

Phase 2 – Plan Development:

Message and Strategy Development: Draw from Audience Analysis for messages to test, including an overarching framework for how to talk about climate change in Lakewood and tailored messaging for different stakeholders.

Include engagement strategies for the stakeholder groups as well. Meet with the Planning Commission and Parks and Recreation Advisory Board to discuss and revise strategies based on input.

Testing: Share the draft messages and strategies with the list of interviewees and revise based on their feedback. Test the messages via social media.

Plan Creation: Draw from the above to outline campaign goals, target audiences, key messages for each audience, communication channels, materials needed, engagement strategies and evaluation metrics. Meet with the Planning Commission and Parks and Recreation Advisory Board to discuss and revise based on input.

Deliverable 2: Public Engagement Plan.

Phase 3 – Plan Implementation

Informational documents:

Deliverable 3: Produce a set of materials and content to support implementation of the Public Engagement Plan. The planning process outlined above will provide insights on what to create. Include short summaries of climate risks, government action underway and action toolkits that make it easy for community members to identify the most impactful steps they can take to support climate goals that can also save money, improve health and well-being, prioritize equity and deliver other benefits.

Website:

Deliverable 4: Create a content strategy and information architecture that supports the overall campaign messaging and strategy, and incorporates learnings from the joint meetings of the planning commission and the parks and recreation advisory board, and stakeholder interviews.

Deliverable 5: Write copy for key areas of the city website such as the home page or important landing pages. Apply a visual storytelling approach that tightly connects the text with the design and visuals to create a more engaging experience, simplifying complex concepts.

Deliverable 6: Create an Action Dashboard for people visiting the website to access a menu of actions to take, click on what they want to do, and find the information they need to take the action. Include a way to share their action on social media to encourage their friends and family to join in.

Design of the website would incorporate assistance from city staff.

Schedule:

| Tasks | Jan | Feb | Mar | Apr | May |
|--------------------------------------------------------------------------------------------------------------|-----|-----|-----|-----|-----|
| Discovery | | | | | |
| Kick-off meeting | X | | | | |
| Roundtable discussion (joint meeting with the planning commission, and parks and recreation advisory board). | X | | | | |

| Tasks | Jan | Feb | Mar | Apr | May |
|-------------------------------------------------------------------------------------------------------------|-----|-----|-----|-----|-----|
| Identify stakeholders. | X | | | | |
| Interview stakeholders. | X | X | | | |
| <i>Deliverable 1 - Audience Analysis Summary</i> | | X | | | |
| | | | | | |
| Plan development | | | | | |
| Message and strategy development | | X | X | | |
| Testing | | | X | | |
| Plan creation | | | | X | |
| <i>Deliverable 2 - Public Engagement Plan</i> | | | | X | |
| | | | | | |
| Plan implementation | | | | | |
| Informational | | | | | |
| <i>Deliverable 3 - Informational documents based on Public Engagement Plan.</i> | | | | X | X |
| Website | | | | | |
| <i>Deliverable 4 - Create a content strategy that supports the overall campaign messaging and strategy.</i> | | | | X | X |
| <i>Deliverable 5 - Write copy for key areas; apply a visual storytelling approach.</i> | | | | X | X |
| <i>Deliverable 6 – Create an “action dashboard.”</i> | | | | X | X |
| | | | | | |
| Campaign launch | | | | | X |