

**PLANNING COMMISSION  
SPECIAL MEETING MINUTES  
July 13, 2022  
Hybrid In-Person/Virtual Meeting via ZOOM  
6000 Main Street SW, Lakewood, WA 98499**

**Call to Order**

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

**Roll Call**

Planning Commission Members Present: Don Daniels, Chair; Ryan Pearson, Vice-Chair; Paul Wagemann, Brian Parsons, Phillip Combs, and Robert Estrada

Planning Commission Members Excused: Linn Larsen

Commission Members Absent: None

Staff Present: Tiffany Speir, Long Range & Strategic Planning Manager; Courtney Brunell, Planning Manager; and Karen Devereaux, Administrative Assistant

Council Liaison: Paul Bocchi (not present)

**Approval of Minutes**

The minutes of the meeting held on July 6, 2022 were approved as written by voice vote M/S/C Wagemann/Parsons. The motion carried, 5 - 0. (Phillip Combs arrived after vote.)

**Agenda Updates**

None.

**Public Comments**

No other public comments were made or received.

**Public Hearings**

Downtown Subarea Plan Biennial Review.

No public comments were received. Don Daniels, Chair, closed the public hearing.

**Unfinished Business**

Discussion re Downtown Subarea Plan Biennial Review

After discussion, the Planning Commission considered taking action on draft Resolution 2022-05 to forward its recommendation to the City Council regarding the 2022 biennial review, recommending that:

1. Issues regarding the Downtown Subarea Plan, its development regulations in LMC Title 18B, its SEPA Planned Action Ordinance, and its transportation mitigation fee be reviewed as part of the City's 2024 required Comprehensive Plan periodic update process;
2. The frequency for the periodic review of the Downtown Subarea Plan, Planned Action Ordinance and implementing development regulations be changed from at least every two years to at least every five years after the 2024 Periodic Update. If this were approved, the next periodic review of the DSAP package would occur in 2029; and
3. If urgent, time sensitive issues are identified in the future, it is recommended that they be considered within the City's annual Comprehensive Plan, development regulations, and fee schedule amendment cycles.

**MOTION (Wagemann/Pearson):** To adopt Resolution 2022-05 and forward it to the City Council.

**SECONDED. PASSED, 6-0.**

Discussion re Tree Preservation Code Update

Ms. Courtney Brunell and Alex Hancock (PlanIT Geo) provided a summary of the proposed changes to the draft tree preservation code amendments following the July 6 public hearing and the Planning Commission's discussion that followed it. City responses to Public Hearing comments would be provided before the July 20 Commission meeting.

Ms. Brunell provided options of potential amendments to the version of the tree code amendments that had been subject of the July 6 public hearing. She and Ms. Hancock also provided information regarding a potential City urban forestry program and tree inventory. Following discussion by the Commission, Ms. Brunell stated she would prepare a draft Resolution 2022-07 for the Commission's review and potential action on July 20.

Discussion re Energy & Climate Change Chapter Implementation Plan

Ms. Tiffany Speir reviewed the draft Energy & Climate Change Chapter (ECCC) Implementation Plan as provided to the Commission on May 18 by CED Director Dave Bugher. The Commission did not propose any edits to the draft initial Implementation Plan. Ms. Speir would prepare materials, and Mr. Bugher would be present at the July 20 Planning Commission meeting where draft Resolution 2022-06 recommending approval of the implementation plan would be reviewed and possibly acted upon.

**New Business**

None

**Report from Council Liaison**

None

**Reports from Commission Members and Staff**

Ms. Tiffany Speir reviewed the following topics slated for discussion at future meetings:

Future Planning Commission Agenda Topics

**07/20/2022:** Action on Tree Preservation Code; Action on Climate Change Implementation Plan


The next scheduled meeting would be September 21, 2022

**Next Regular Meeting** would be held as a hybrid in-person/ZOOM meeting on July 20, 2022.

**Meeting Adjourned** at 8:15 p.m.

  
Don Daniels, Chair  
Planning Commission

07/20/2022

  
Karen Devereaux, Recording Secretary  
Planning Commission

07/20/2022