



AGENDA

PLANNING COMMISSION

Don Daniels • Ryan Pearson • Paul Wagemann
Phillip Combs • Linn Larsen • Brian Parsons • Robert Estrada

Wednesday, January 4, 2023 at 6:30 pm
Hybrid Meeting: In-Person & Virtual via ZOOM
City Council Chambers (6000 Main St. SW, Lakewood 1st floor)

Per the Lakewood City Council, the Planning Commission will meet in a hybrid in-person and virtual format.

Residents can attend in person at the Lakewood City Council Chambers; they can also attend virtually 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: 864 2883 6136

To Submit 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 by noon on the day of the meeting will be provided to the Planning Commission electronically.

Live Virtual Public Participation: To provide live virtual 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: 864 2883 6136 or by going online at <https://us06web.zoom.us/j/86428836136>. 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/86428836136> 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.

1.	Call to Order
2.	Election of Chair and Vice-Chair
3.	Roll Call
4.	Approval of Minutes from December 7, 2022
5.	Agenda Updates
6.	Public Comments
7.	Public Hearings <ul style="list-style-type: none">• None
8.	Unfinished Business <ul style="list-style-type: none">• None
9.	New Business <ul style="list-style-type: none">• Review of Planning Commission 2023 Work Plan• 2024 Comprehensive Plan Periodic Review Process – Economic Development Element
10.	Reports from Council Liaison, City Staff & Commission Members <ul style="list-style-type: none">• City Council Updates/Actions• City Staff Updates• Next meeting January 18, 2023

Meeting materials will be distributed and published no later than 24 hours prior to the meeting

1. Draft Meeting Minutes from December 7, 2022
2. Annual Planning Commission Chair Selection Process
3. 2023 Planning Commission Work Plan
4. Staff Report: 2024 Comprehensive Plan Periodic Review Process – Economic Development Element

Members Only

Please email kdevereaux@cityoflakewood.us or call Karen Devereaux at 253.983.7767 no later than Tuesday, January 3, 2023 at noon if you are unable to attend. Thank you.



TO: Lakewood Planning Commission

FROM: David Bugher, Assistant City Manager for Development Services

DATE: January 4, 2023

SUBJECT: Election of Chair and Vice-Chair

I. Background

The Planning Commission Bylaws, Section 1, states that the Chair and Vice-Chair shall be elected each year for a one-year term at the first regular meeting of each calendar year.

II. Process for Making Nominations

1. The presiding officer opens the floor for nominations.
2. A Commissioner makes a nomination for a specific office.
3. Nominations do not require a second (and it is not out of order for members to second a nomination to signal their endorsement).
4. A Commissioner can nominate himself/herself.
5. A Commissioner should not offer more than one nomination until all other Commissioners have had the opportunity to make nominations.
6. The presiding officer can continue presiding, even if he/she is one of the nominees for the office.
7. A Commissioner can decline the nomination during the nomination process.
8. After each nomination, the presiding officer repeats the name of the nominee to the Commission and public.
9. Nominations are taken for successive offices in the order they are listed in the bylaws (Chair and Vice-Chair).
10. Motions to close nominations are unnecessary because the nomination process simply continues until no one wishes to make further nominations.



**PLANNING COMMISSION
MEETING MINUTES
December 7, 2022
Hybrid In-Person/Virtual Meeting via ZOOM
6000 Main Street SW, Lakewood, WA 98499**

Call to Order

Mr. Ryan Pearson, Vice-Chair called the hybrid ZOOM meeting to order at 6:30 p.m.

Roll Call

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

Planning Commission Members Excused: Don Daniels, Chair; and Brian Parsons

Commission Members Absent: Linn Larsen

Staff Present: Tiffany Speir, Long Range & Strategic Planning Manager; Mr. Paul Bucich, Public Works Director; and Karen Devereaux, Administrative Assistant

Council Liaison: Paul Bocchi (not present)

Approval of Minutes

The minutes of the meeting held on November 02, 2022 were approved as written by voice vote M/S/C Wagemann/Combs. The motion carried unanimously, 4- 0.

Agenda Updates

None

Public Comments

No participants were online or in-person wishing to comment.

Public Hearings

None

Unfinished Business

None

New Business

2024 Comprehensive Plan Periodic Review Process – Transportation

Ms. Liz Underwood-Bultmann, Puget Sound Regional Council, Principal Planner, presented information to the commission regarding the Growth Management Act & Regional Planning Requirements. A list of helpful resources was provided.

Mr. Paul Bucich, City of Lakewood Public Works Engineering Director, provided information on transportation activities in Lakewood covering the past 72 transportation improvement projects valued at over \$103M throughout the city. The 2022/2023 planned and proposed projects including sanitary sewer connections and the Clover Creek predicted 100-year flood were discussed.

Ms. Tiffany Speir, City of Lakewood Long Range & Strategic Planning Manager, tied together the information from the two presentations and explained how the City's transportation system is described in the Comprehensive Plan Transportation Element, which has 21 Goals and 106 Policies. Ms. Speir noted that Lakewood hosts major facilities for both Pierce Transit and Sound Transit and the City will be coordinating its review of the Transportation Element with representatives of both agencies.

The Planning Commission began review of the 2024 Comprehensive Plan Periodic Review (24CPPR) process on September 21, 2022. The Commission is holding a series of study sessions focusing on parts of the required 24 CPPR into early 2023.

2023:

January 4 Economic Development
January 18 Utilities
February 1 Urban Design & Community Character, Land Use Element & Maps
February 15 Racially Disparate Impacts & Equity Analysis of all Elements

Report from Council Liaison

None

Reports from Commission Members and Staff

None

The Next Regular Meeting would be held as a hybrid in-person/ZOOM meeting on Wednesday, January 4, 2023.

Meeting Adjourned at 8:33 p.m.

Don Daniels, Chair
Planning Commission 01/04/2023

Karen Devereaux, Recording Secretary
Planning Commission 01/04/2023



**CITY OF LAKEWOOD
PLANNING COMMISSION
2023 ANNUAL WORK PLAN AND MEETING SCHEDULE**

Members (2023 Chair and Vice Chair TBD):

Phillip Combs
Don Daniels
Robert Estrada
Linn Larsen

Brian Parsons
Ryan Pearson
Paul Wagemann

City Council Liaison (2023 TBD):

2023:

City Staff Support:

Dave Bugher, Assistant City Manager for Development Services
Tiffany Speir, Long Range & Strategic Planning Manager
Karen Devereaux, Administrative Assistant

Meeting Schedule:

First and third Wednesdays, 6:30 PM; occasional special meetings

2023 Planning Commission Work Plan:

Work Plan Topic	1 st Qtr	2 nd Qtr	3 rd Qtr	4 th Qtr
Election of 2023 Chair and Vice-Chair	X			
Review of 2023 Planning Commission Work Plan	X			
Review of City Council 2021-2024 Goals	X			
Review of 2023 Annual Housing Action Plan	X			
Multi Family Tax Exemption (MFTE) code update	X	X		
Shoreline Restoration Activities and Plan Review	X	X		
Tree Code Implementation	X	X		
2023 Comprehensive Plan Amendment Docket, including: <ul style="list-style-type: none"> - Three private rezone applications; - City rezone request to expand Ward's Park; - allow permanent supportive housing (PSH) and transitional housing (TH) within the Commercial 1, 2, and 3 zones; - edit Comprehensive language related to funding to use for residential relocations; - update Comprehensive Plan to reflect adoption of Western State Hospital Master Plan 	X	X	X	
2024 Periodic Review of Comprehensive Plan Maps and Text, Development Regulations, and Critical Areas Ordinance	X	X	X	X→

Work Plan Topic	1 st Qtr	2 nd Qtr	3 rd Qtr	4 th Qtr
<i>(This is a major initiative for the City and will be discussed at every Planning Commission meeting in 2023 and also carry forward into the first half of 2024.)</i>				
2023-2028 6 Year Transportation Improvement Program (TIP)		X		
Urban Forestry Program		X	X	
Climate Change Work Plan Implementation		X	X	X
Review and development of recommendations on the applications for 2024 Comprehensive Plan docket			X	X
Review and development of recommendations on annual development regulation amendment package (technical edits to LMC Titles 18A – 18C, etc.)			X	X

Role of the Planning Commission:

The role of the Planning Commission is to assist the City Council in the following areas:

General Planning Issues:

- Review and provide recommendation to the City Council on the Draft CDBG 5-Year Consolidated Plan and Annual Action Plan;
- Receipt of Annual Housing Report;
- Assists City personnel in preparing and updating a Comprehensive Plan for the City in accordance with state law to be submitted to the City Council for consideration of adoption;
- Recommends new and amended land use and zoning regulations and other development regulations as deemed necessary and/or appropriate;
- Act as the research and fact finding agency of the City in regard to land uses, housing, capital facilities, utilities, transportation, and in regard to classification of lands as agriculture, forest, mineral lands, critical areas, wetlands and geologically hazardous areas;
- Undertakes surveys, analyses, research and reports as may be generally authorized or requested by the City Council;
- Cooperates with planning agencies of other cities and counties, to include regional planning agencies, in furtherance of such research and planning; and
- Annually provides to the City Council a report on progress made in implementing the goals and requirements of State law and on the status of land use policies and procedures within the city.

Redevelopment:

- Facilitate cooperation and coordination between various business groups and impacted neighborhoods on business issues;
- Facilitate the formation of specific neighborhood commercial business groups to assist in the enhancement of various existing commercial areas, aid in stabilizing and retaining commercial enterprises within these areas to maintain viability as a commercial area, and help in identifying specific needs of businesses within various commercial areas;

- Make recommendations to the City Council and to City staff for programs in which the City could or should participate to enhance commercial development opportunities in the City, which programs may be in cooperation with any appropriate private, public, civic or community agency, group or association of or in the City, county, state or federal government;
- Recommend ways and means of obtaining private, local, county, state or federal funds and other participation for the promotion of business development projects within the City, especially those of an incubator type;
- Work with City of Lakewood staff, City Council, task forces and other City/community based groups, as directed by the City Council, on relevant issues and projects; and
- Assist in data base development for the creation and maintenance of a community profile.

Transportation:

- Facilitate cooperation and coordination with the Public Works Department of the City on street, public works and transportation and infrastructure related projects and plans;
- Identify, evaluate and recommend to the City Council, City Manager and/or City staff policies and projects for the City, annual update of its Six-Year Transportation Plan, and for other transportation and infrastructure planning purpose of the City;
- Recommend ways and means of obtaining private, local county, state or federal funds for promotion of transportation and infrastructure facilities of the City;
- Advise the City Council on acquisition, replacement and maintenance of transportation and infrastructure facilities of the City;
- Advise the City as to the manner that public information on street related projects can best be disseminated, given the nature and/or scope of the projects; and
- Advise the City Council regarding transportation related facilities, needs and programs of the City, as may be referred by the City Council.



TO: Planning Commission
FROM: Tiffany Speir, Long Range & Strategic Planning Manager
DATE: January 4, 2023
SUBJECT: 2024 Lakewood Comprehensive Plan and Development Regulations Periodic Review Process – Economic Development
ATTACHMENTS: Compilation of Current Comprehensive Plan Economic Development Goals, Policies and Maps (**Attachment A**)

BACKGROUND

The Planning Commission began review of the 2024 Comprehensive Plan Periodic Review (24CPPR) process on September 21. The Commission is holding a series of study sessions focusing on the required 24CPPR evaluation during fall 2022 and into early 2023. The subject for January 4 is Economic Development.

DISCUSSION

Economic Development Element Policy Review Criteria

Although included in RCW 36.70A.070 “mandatory elements,” an economic development element is not currently required because funding was not provided to assist in developing local elements when this element was added to the GMA. However, provisions for economic growth, vitality, and a high quality of life are important, and supporting strategies should be integrated with the land use, housing, utilities, and transportation elements.

Lakewood does have an Economic Development element within the City’s Plan, and in addition the concept is integrated into many sections of the Plan and the Lakewood Municipal Code. The City will conduct a review of the current Economic Development Element’s content to update any obsolete information (maps or text) as well as to verify consistency with state, regional and countywide requirements.

APPENDIX A

4.0 ECONOMIC DEVELOPMENT

GOAL LU-16: Strengthen Lakewood's and the region's economy by supporting existing businesses and by attracting new uses and businesses.

Policies:

LU-16.1: Ensure that commercial development and redevelopment contributes to Lakewood as a community and to the vitality of individual commercial areas within the City.

LU-16.2: Establish functional and distinct commercial districts and corridors within the City.

GOAL LU-17: Concentrate commercial development within appropriate commercial areas and clarify the different types of commercial lands.

Policies:

LU-17.1: Address each type of commercial land with unique development standards appropriate to each.

LU-17.2: Promote the Downtown as the primary location for businesses serving a Citywide market.

LU-17.3: Promote the Lakewood Station district as the primary location for medical-related and other businesses serving a regional market, as well as neighborhood serving businesses in support of higher density housing. Take advantage of the area's visual and physical access to Interstate 5.

LU-17.4: Promote the corridor commercial areas as the primary locations for larger scale, auto-oriented businesses serving a regional market.

LU-17.5: Promote the neighborhood business districts as limited commercial nodes supporting a concentrated mix of small scale retail, service commercial, and office development serving the daily needs of residents in the immediate neighborhood at a scale compatible with surrounding neighborhoods.

GOAL LU-18: Promote, within commercial districts and corridors, the infill of vacant lands, redevelopment of underutilized sites, and intensification of existing sites.

Policies:

LU-18.1: Concentrate commercial development within existing commercial areas.

LU-18.2: At the time of development or redevelopment of a site, promote planning for future intensification of the site. Such considerations may include phased intensification of portions of a site such as parking lots and single-story buildings.

LU-18.3: Encourage assembly of lands for redevelopment, particularly where undersized parcels contribute to siting problems.

LU-18.4: Discourage the piecemeal expansion of commercial areas, especially through conversion of lands from residential to commercial; encourage large commercial sites to be developed as a whole.

LU-18.5: Work to reinvigorate economically blighted areas in Lakewood by establishing Community Renewal Areas with associated renewal plans.

GOAL LU-29: Promote a healthier business investment climate by considering methods of addressing and reducing the deteriorated parts of the commercial landscape.

Policies:

LU-29.1: Develop an outreach program for the ethnic business community located along the I-5 Corridor.

LU-29.2: Work with property owners and local businesses to develop a Corridor Plan for South Tacoma Way and Pacific Highway SW.

GOAL LU-30: Encourage industrial development and redevelopment that strengthen the economy of Lakewood and the region through the support of existing industrial uses and the attraction of new complementary uses and businesses.

Policies:

LU-30.1: Provide industrial lands for regional research, manufacturing, warehousing, concentrated business/employment parks, large-scale sales of general merchandise, or other major regional employment uses.

LU-30.2: Support development and redevelopment of industrial lands that make positive contributions to the economy and physical environment of Lakewood and individual land areas. Discourage uses that seek to locate in the City's industrial areas just because the use is unsightly or is expected to have adverse impacts on adjacent properties.

LU-30.3: Protect prime industrial sites (especially those near rail lines) from encroachment by incompatible uses such as housing and unrelated, small-scale retail activity.

LU-30.4: Expand the number and type of industrial uses in the City by more intensive use of existing industrial lands.

LU-30.5 Use finance and redevelopment tools and other resources to assemble industrial properties currently under separate ownerships into large parcels suitable for employment generating uses.

GOAL LU-31: Promote environmentally responsible industrial redevelopment, development, and operations.

Policies:

LU-31.1: Facilitate the integration and/or buffering of industrial development with adjacent nonindustrial areas.

LU-31.2: Ensure that industrial operations are compatible with City and regional freight mobility and multi-modal transportation assets.

LU-31.3: Encourage employment densities sufficient to support alternatives to single-occupant vehicle (SOV) use.

LU-31.4: Apply design techniques aimed at crime prevention and continue the close working relationship between land-use and public safety officials to reduce crime opportunities.

GOAL LU-32: Facilitate the development of industrial uses in Woodbrook.

Policies:

LU-32.1: Facilitate the rest of the industrial area, actively seeking high employment generating land uses that can capitalize on proximity to regional transportation and markets and nearby military installations.

LU-32.2: Facilitate the provision of adequate infrastructure concurrent with redevelopment.

LU-32.3: Encourage assembly of lands for redevelopment, particularly where undersized parcels contribute to siting problems.

LU-32.4: In consultation with the Clover Park School District, state education officials, and the City of Lakewood, facilitate a plan to close and demolish Woodbrook Middle School.

LU-32.5: Reduce land-use conflicts between industrial and other land uses through the provision of industrial buffers, setbacks, and screening devices, as well as enforcement of noise and air quality laws.

LU-32.6: 150th Street SW is designated as the principal truck route through Woodbrook.

GOAL ED-1: Maintain a strong, proactive position toward economic development that promotes a positive civic image.

Policies:

- ED-1.1: Increase the retail sales tax base of the City.
- ED-1.2: Encourage public-private partnerships which further public goals while advancing economic development opportunities.
- ED-1.3: Promote partnerships with the State, Pierce County, Joint Base Lewis McChord, other cities and organizations to advance regional competitiveness and mutual economic development goals.
- ED-1.4: Review and respond to emerging issues, pending legislation, and provide guidance with regards to special projects and economic development initiatives.
- ED-1.5: Encourage development or maintenance of business recruitment programs.
- ED-1.6: Encourage development or maintenance of business expansion and retention programs.
- ED-1.7: Where feasible and appropriate, assist the business community in the collection of data relative to economic development.
- ED-1.8: Increase Lakewood's leadership, role and influence in local and regional forums in order to advance the City's economic development goals.
- ED-1.9: Continue to pursue aggressive public safety programs designed to protect residents, businesses, and their investments.
- ED-1.10: Maintain working partnerships with Pierce College and Clover Park technical College in order to encourage and support their expansion and further integration within the Lakewood economy, as well as to identify and exploit increasing opportunities for economic development.
- ED-1.11: Consider opportunities to partner with local human service organizations to assist in providing human services resource development programs for the unemployed or under-employed.

Permitting

GOAL ED-2: Ensure a responsive and efficient business licensing and building permitting process.

Policies:

- ED-2.1: Establish a permit process system that is fair and timely while promoting the public health, safety, and general welfare.
- ED-2.2: Work with adjacent cities and Pierce County on consistency among regulatory codes.

ED-2.3: Encourage predictability and consistency in the City's land use regulations, while also allowing for flexibility and creativity in the site development process.

ED-2.4: Promote a results-oriented permit process, which consolidates review timelines, eliminates unnecessary steps, and maintains a strong customer service approach.

ED-2.5: Provide targeted assistance to businesses that may be unsophisticated in permitting and licensing requirements.

ED-2.6: Allocate sufficient resources to process development projects quickly and efficiently.

Infrastructure

GOAL ED-4: Leverage public infrastructure for private investment.

Policies:

ED-4.1: Where public costs will be recouped from increased revenue resulting from private investment, invest in infrastructure to stimulate and generate private investment for economic development and redevelopment projects.

ED-4.2: Consider public financing techniques such as the use of local improvement districts, public-private partnerships, and grants in targeted areas to accomplish specific economic development needs.

ED-4.3: Work with community development on signage and frontage improvements and regulations that enhance the community and promote economic development.

ED-4.4: Use HUD programs (CDBG allocations and the Section 108 loan program) to help fund infrastructure improvements.

Focused Redevelopment Emphasis

GOAL ED-5: Promote the revitalization/redevelopment of the following areas within Lakewood:

- 1) the Downtown Subarea;
- 2) the South Tacoma Way & Pacific Highway Corridors;
- 3) Springbrook;
- 4) Tillicum/Woodbrook;
- 5) the Lakewood Station District Subarea; and
- 6) Lake City.

Policies:

ED-5.1: Where appropriate, develop and maintain public-private partnerships for revitalization.

ED-5.2: Pursue regional capital improvement opportunities within these specific areas.

- ED-5.3: Promote the concentration of commercial uses and cultural activities in the Downtown with the intent of increasing and maintaining the vitality of the community.
- ED-5.4: Promote industrial land development at the Woodbrook Business Park.
- ED-5.5: Continue existing programs to expand sewers throughout Tillicum and Woodbrook.
- ED-5.6: Expand commercial development along Pacific Highway SW by converting lands designated Public/Institutional into commercial uses.
- ED-5.7: Expand housing ownership opportunities.
- ED-5.8: Identify and implement strategies to foster small business development and expansion.
- ED-5.9: Aggressively market the Downtown as a place to live, shop, and do business.
- ED-5.10: Encourage mixed use developments within the Downtown and Lakeview.
- ED-5.11: Remove blighted buildings from residential neighborhoods.
- ED-5.12: Promote single family development in Lake City and Tillicum.
- ED-5.13: Develop and implement a sub-area plan for Springbrook.
- ED-5.14: Consider establishing a local development government corporation and an equity investment approach for land assembly within a designated target area. Under this model, landowners contribute their land (and improvements) as “shares” to the corporation and receive a portion of the distribution from cash flow generated by redevelopment.

Manufacturing/Industrial Areas

GOAL ED-6: Ensure the logistical functions of Lakewood’s industrial districts are not impaired by conflicts with other transportation system users.

Policies:

- ED-6.1: Where feasible and appropriate, promote freight mobility through grade separation of rail traffic from street traffic and improvement of existing Lakewood road connections.
- ED-6.2: Pursue regional capital improvement opportunities that will benefit Lakewood’s industrial districts.

ED-6.3: Coordinate with the Capital Improvement Program and Six-Year Transportation Improvement Plan to ensure the maintenance and expansion of infrastructure to support Lakewood's industrial districts.