



**Lakewood Planning Commission
July 10, 2024 Meeting Minutes**

WELCOME/CALL TO ORDER

Robert Estrada, Chair, called the meeting to order at 6:30 p.m.

ROLL CALL

Planning Commission Members Present Robert Estrada, Chair; Phillip Combs, Vice Chair; Philip Lindholm, Mark Herr, Ellen Talbo, Sharon Wallace, and Linn Larsen

Planning Commission Members Excused/Absent None

Staff Tiffany Speir, Planning Division Manager

Youth Council Liaison None assigned at this time

Council Liaison Councilmember Paul Bocchi

APPROVAL OF MINUTES

MOTION: Approval of the June 26, 2024 meeting as written.

SECONDED. PASSED 6-0 (Combs not yet in attendance for vote.)

AGENDA UPDATES None

PUBLIC COMMENT None

PUBLIC HEARING None

UNFINISHED BUSINESS

Action on 2024 Comprehensive Plan Periodic Review (24CPPR)

Tiffany Speir provided a summary of the content of Resolutions 2024-03, 2024-04, and 2024-05. The full 24CPPR package includes:

- Completely reorganized and updated 2024 Comprehensive Plan;
- 2024 Tillicum-Woodbrook Subarea Plan;
- Updated 2018 Downtown Subarea Plan to reflect new boundaries;
- Updated 2021 Lakewood Station District Subarea Plan to reflect removal of Lakewood Landing;
- Updated LMC Title 14, Environmental Protection (the City's Critical Area Ordinance (CAO));
- New LMC Title 16 incorporating the City's Shoreline Master Program
- Amendments to LMC Chapter 17.02 and a new LMC Chapter 17.24 regarding Unit Lot Subdivisions; and
- Updates to development regulations contained in LMC Titles 18A, 18B, and 18C.

Resolution 2024-03 includes:

- Adopting the 2024 City of Lakewood Comprehensive Plan;
- Replacing the 2011 Tillicum Neighborhood Plan with the 2024 Tillicum-Woodbrook Subarea Plan as an optional element of the Comprehensive Plan;
- Amending the 2018 Downtown Subarea Plan to incorporate parcels rezoned in 2023 to Central Business District;
- Amending the 2021 Station District Subarea Plan to remove reference to the Lakewood Landing Development;
- Rezoning parcel 0320311063 from Commercial 2 (C2) to Open Space Recreation 1 (OSR1) for inclusion in Wards Lake Park;

Resolution 2024-03 also includes several findings of fact based on discussions had by the Planning Commission, including:

- Recommending that the City Council implement Comprehensive Plan Policy SA-1.2, “Develop and implement redevelopment and subarea plans for other areas such as the Springbrook [area]”;
- Recommending that the City implement Comprehensive Plan Urban Design Strategy UD-B, “Develop an individual identity for the International District [primarily along the South Tacoma Way corridor] through branding, visitor engagement, and city-sponsored events” via the development of a subarea plan;
- Recommending that the City Council amend the Downtown Transportation Mitigation Fee (TMF) program and direct the Planning & Public Works Department to amend its related administrative policy in order to ensure that the program is collecting the funds it was designed to collect for subarea transportation improvements; and
- Recommending that the City Council consider updating residential street design standard plans, as well as capital funding policies and practices, in order to successfully identify grants and other funds to mitigate impacts over time of the state-required housing densification in Lakewood’s historically single-family areas.

Resolution 2024-04 recommends approval of the proposed 24CPPR development regulation amendments to:

- LMC Title 14 (Environmental Protection), or the City’s Critical Areas Ordinance¹;
- A new LMC Title 16, incorporating the Lakewood Shoreline Master Program (LMA Chapter 16.10) and Shoreline Restoration Plan (LMC Chapter 16.20);

¹ As discussed at the June 26, 2024 Planning Commission meeting, a separate locally-initiated update to the City’s Shoreline Master Program (SMP) that will be strictly limited to updates related to the 2024 changes to the CAO being adopted per state law in the 24CPPR package will be presented for review and action to the Planning Commission in the fall of 2024. A separate set of CAO amendments will also be presented to clarify options for riparian buffer alterations.

- Amendments to LMC Chapter 17.02 and a new LMC Chapter 17.24 regarding Unit Lot Subdivisions;
- LMC Title 18A, Land Use and Development Code;
- LMC Title 18B, Downtown Development Code; and
- LMC Title 18C, Station District Development Code.

Resolution 2024-05 recommends approval of changes to the Downtown Subarea development code at LMC 18B.700.720 related to the applicable areas and required minimum acreage for master planned developments.

First, the option to use a master planned development is expanded from just the Towne Center District to all areas of the Downtown Subarea. Second, the minimum threshold for master planned developments is reduced from ten (10) acres to five (5) acres.

These recommended changes are based on the results of the 3rd Biennial Review of the Downtown Plan and its pace of implementation as well as the City Council's identification of economic development in, and the revitalization of, the Downtown as top priorities of the City; expanding where master planned developments can be done, as well as reducing their minimum acreage, will incentivize more, and more rapid, development and redevelopment in the Downtown.

The draft amendments to the Downtown Subarea regulatory code (LMC Title 18B) are included below as well as in Resolution 2024-05.

~~18B.700.720 Master Planned Development – Town Center Incentive Overlay.~~

A. *Purpose.* The purpose of a master planned development in the Downtown ~~District~~ Subarea is to provide the developer and the City the opportunity to implement the ~~d~~Downtown pPlan in way that could not be achieved through strict application of the standards in this chapter. It also allows for the development of larger, more complex, and multi-phased projects to develop with certainty.

B. *Applicability.* Development within the ~~Town Center Incentive Overlay~~ Downtown Subarea may apply for a master plan for the development of ~~10~~ five (5) or more acres.

Resolution 2024-05 also includes a “global update” for the Lakewood Municipal Code’s Development Regulations to replace all references to:

- the Public Works Engineering Department (PWE) or its Director; and
- the Community & Economic Development Department (CED) or its Director

with reference to the Planning & Public Works Department (PPW) or its Director. Effective July 1, 2024, the PWE and CED departments were combined into the PPW department under a single Director.

Ms. Speir also reviewed the specific topics the Council had asked the Planning Commission to provide recommendations about in addition to the 24CPPR package:

- Should the City Council direct the amendment or replacement of the Downtown Subarea Transportation Mitigation Fee (TMF) Program;
- Should the City Council consider the use of the current Transportation Mitigation Fee (TMF) balance toward the cost to install a signal at the intersection of Gravelly Lake Drive and Avondale Road SW? (The total cost of this signal was estimated in 2018 to be \$1,178,000.)

Resolution 2024-03:

MOTION (Herr/Larsen): To remove the two Findings of Fact referring to Comprehensive Plan Policy SA-1.2 and Urban Design Strategy UD-B from draft Resolution 2024-03 for future and separate discussion by the Planning Commission.
SECONDED. Discussion. PASSED 7-0.

MOTION (Combs/Larsen): To approve Resolution 2024-03 as amended.
SECONDED. Discussion. PASSED 7-0.

Resolution 2024-04:

MOTION: To amend draft 2024-04 to remove the prohibition of short-term rentals (STRs) in accessory dwelling units (ADUs).
SECONDED. Discussion. PASSED 5-2 (Estrada, Wallace opposed).

MOTION (Wallace/Larsen): To approve amended Resolution 2024-04.
SECONDED. Discussion. PASSED 6-1 (Combs opposed due to 100 ft buffer width on “unclassified” water bodies included in LMC Title 14).

Resolution 2024-05:

MOTION (Herr/Talbo): To approve Resolution 2024-05 as presented.
SECONDED. Discussion. PASSED 7-0.

Additional Recommendations to City Council:

MOTION: To recommend use of existing Downtown transportation mitigation fee (TMF) funds on transportation signalization at Gravelly Lake Drive and Avondale.
SECONDED. Discussion. PASSED 7-0.

MOTION: To recommend the termination of the current Downtown Transportation Mitigation Fee (TMF) and replace it with a different transportation funding tool (i.e., explore either a different version of a TMF program or a different funding mechanism.)
SECONDED. Discussion. PASSED 7-0.

NEW BUSINESS None

REPORTS

Council Liaison Comments None

City Staff Comments None

NEXT MEETING September 4, 2024.

ADJOURNMENT Meeting adjourned at 7:55 p.m.

Robert Estrada

Robert Estrada (Sep 17, 2024 16:12 PDT)

Robert Estrada, Chair

KD

Karen Devereaux (Sep 18, 2024 07:51 PDT)

Karen Devereaux, Clerk