



**Wednesday, May 7, 2025 @ 6:30 PM**

**HOW TO ATTEND**

- **In-person:** Council Chambers, Lakewood City Hall, 6000 Main St SW., Lakewood, WA 98499
- **Virtually:** Online or by phone.  
Online: <https://cityoflakewood-us.zoom.us/j/89827406560>  
Phone: (253) 215-8782 and enter meeting ID: 898 2740 6560
- **Livestream:** <https://YouTube.com/CityofLakewoodWA>

*Persons requesting special accommodation or language interpreters should call 253-983-7767 as soon as possible in advance of the meeting so that an attempt to provide special accommodation can be made.*

**PUBLIC COMMENT**

Public comments or testimony on public hearings are accepted by mail, email, or by in-person or virtual attendance. Mail comments to Karen Devereaux, Planning Commission Clerk, 6000 Main Street SW Lakewood, WA, 98499 or email [kdevereaux@cityoflakewood.us](mailto:kdevereaux@cityoflakewood.us). Comments received by noon on the day of the meeting will be provided to the commission electronically.

**IN-PERSON/VIRTUAL COMMENTS**

Each person has 3 minutes. Attendees are allowed to speak during public comments or public hearings only. Those attending in person will be called on by the Chair. Those attending via Zoom should use the "raise hand" function to indicate they wish to speak. Once the Chair calls your name, you will be unmuted. First, state your name and city of residence, and then provide your testimony.

**WELCOME/CALL TO ORDER**

**ROLL CALL**

**APPROVAL OF MEETING MINUTES** dated April 16, 2025

**AGENDA UPDATES**

**PUBLIC COMMENT**

**PUBLIC HEARINGS** None

**UNFINISHED BUSINESS** None

**NEW BUSINESS**

- 6-Year Transportation Improvement Plan (TIP) (Troy Pokswinski)
- Status Update on Natural Environment and Climate Change (NECC) Program
- Planning Commission Rules of Procedure

**NEXT STEPS**

- REPORTS FROM CITY COUNCIL LIAISON, CITY STAFF, PLANNING COMMISSION MEMBERS
- NEXT MEETINGS:
  - o MAY 12 (Monday) Joint Study Session with City Council
  - o JUNE 4
    - 2025 Annual Development Regulations (25ADRs) Package
    - Lakewood Empirical Parking Study Status

**Attachments**

- Staff Report: 6-Year Transportation Improvement Plan (TIP)
- Staff Report: Status Update on Natural Environment and Climate Change (NECC) Program
- Staff Report: Planning Commission Rules of Procedure



## **Lakewood Planning Commission April 16, 2025 Meeting Minutes**

### **WELCOME/CALL TO ORDER**

Phillip Combs, Chair, called the meeting to order at 6:30 p.m.

### **ROLL CALL**

**Planning Commission Members Present** Phillip Combs, Chair; Ellen Talbo, Vice Chair; Mark Herr; Linn Larsen; and Philip Lindholm

**Planning Commission Members Excused** Robert Estrada and Sharon Wallace

**Staff** Jeff Rimack, Director, PPW; Tiffany Speir, Planning Division Manager; Jeff Gumm, Housing Division Manager

### **Council Liaison**

### **APPROVAL OF MINUTES**

**MOTION:** For approval of April 2, 2025 meeting minutes as written.

**SECONDED. PASSED 5-0.**

### **AGENDA UPDATES**

### **PUBLIC COMMENT**

Cindy Gardner, resident, asked whether the City would consider that MFTE approvals not flow with the land when a property was sold.

### **PUBLIC HEARINGS** None

### **UNFINISHED BUSINESS**

**Multi-family Tax Exemption (MFTE) Program Updates and Residential Target Area (RTA) Boundary Updates**

Tiffany Speir summarized the legislative process to date and the content of proposed Resolution 2025-01 amending the current MFTE program and adjusting the RTA boundary in the Central Business District. Discussion ensued.

**MOTION:** To approve Resolution 2025-01.

**SECONDED. DISCUSSION.**

**MOTION:** To amend Resolution 2025-01 to remove LMC 3.64.020 (G) authorizing 12 year extensions of MFTE awards from the city code altogether.

**SECONDED. Yay:** Combs, Talbo, Lindholm; **Nay:** Herr, Larsen. **PASSED.**

**MOTION:** To amend Resolution 2025-01 to establish RTAs in Oakbrook and Tillicum and to expand the existing RTA in Springbrook per the maps provided at the March 5 public hearing.

**SECONDED. PASSED 5-0.**

**MOTION:** To amend Resolution 2025-01 to expand the RTA in the Central Business District by including only the area considered in the public hearing between 100<sup>th</sup> St SW and Lake Grove St SW.

**SECONDED. Yay:** Combs, Talbo, Herr, Lindholm; **Nay:** Larsen. **PASSED 4-1.**

**MOTION:** To approve Resolution 2025-01 as amended.

**SECONDED. PASSED 5-0.**

2025 Comprehensive Plan Amendments

Tiffany Speir provided a summary of the 13 draft Amendments to the Comprehensive Plan, Zoning Map, or development regulations that had been part of the Commission's public hearing on the docket. She introduced a new City-recommended amendment, 2025-14, to rezone all of parcel 2200000021 (Harry Todd Park) to Open Space & Recreation 1 (OSR1.)

Ms. Speir also described a City-recommended amendment to 2025-09: Amend Section 9 of the 2025-2029 Commute Trip Reduction (CTR) Plan to include the following CTR employers:

- Aero Precision
- City of Lakewood - City Hall
- Clover Park Technical College
- DSHS - Child Study and Treatment Center
- Greater Lakes Mental Healthcare
- Pierce College - Ft. Steilacoom Campus
- Pierce Transit
- Virginia Mason Franciscan Health - St. Clare Hospital
- Western State Hospital

**MOTION:** To approve Resolution 2025-02 recommending the 2025 Comprehensive Plan, Zoning Map, and Development Regulation amendments.

**SECONDED. DISCUSSION.**

**MOTION:** To add Amendment 2025-14 redesignating/rezoning all of parcel 2200000021 (Harry Todd Park) to Open Space & Recreation 1 (OSR1) to Resolution 2025-02.

**SECONDED. PASSED 5-0.**

**MOTION:** To amend Section 9 of the 2025-2029 Commute Trip Reduction (CTR) Plan to include the following CTR employers:

- Aero Precision
- City of Lakewood - City Hall
- Clover Park Technical College
- DSHS - Child Study and Treatment Center
- Greater Lakes Mental Healthcare
- Pierce College - Ft. Steilacoom Campus
- Pierce Transit
- Virginia Mason Franciscan Health - St. Clare Hospital
- Western State Hospital

**SECONDED. PASSED 5-0.**

**MOTION:** To approve Resolution 2025-02 as amended.

**SECONDED. PASSED 5-0.**

## **NEW BUSINESS**

### 2025-2029 5 Year CDBG/HOME Consolidated Plan

Mr. Jeff Gumm, Housing Division Manager, provided the Planning Commission with an update on the draft 5-year CDGB/Home Consolidated Plan developed in partnership with the City of Tacoma. The Lakewood City Council would hold a public hearing on the draft on April 21.

### Annual Shoreline Restoration Activities Presentation

Tiffany Speir provided a presentation on the shoreline restoration activities conducted by the City of Lakewood in 2024 and 2025 to date.

Dr. Derek Faust shared a presentation on behalf of the Chambers-Clover Creek Watershed Council (CCWC) regarding shoreline restoration activities conducted by volunteers in Lakewood during 2024 and also suggested actions and partnership the City could perform to continue shoreline restoration.

## **REPORTS**

### **City Council Liaison Comments**

None

### **City Staff Comments**

Ms. Speir provided the schedule of upcoming meetings: May 7 (regular meeting) and May 12 (joint study session with City Council.) There would be no meeting held on May 21.

### **Planning Commission Members**

None

**ADJOURNMENT** Meeting adjourned at 8:51 p.m.

---

Phillip Combs, Chair

---

Karen Devereaux, Clerk



City of  
**Lakewood**

**CITY OF LAKEWOOD**  
**AMENDED SIX-YEAR COMPREHENSIVE**  
**TRANSPORTATION IMPROVEMENT PROGRAM**  
**2026-2031**

# PREFACE

Chapters 35.77.010 of the Revised Code of Washington (RCW) provide that each city shall annually update its Six-Year Comprehensive Transportation Program (Program) and file a copy of the adopted Program with the Secretary of the Washington State Department of Transportation (WSDOT) by July 1 of each year. The Program is necessary to allow cities and counties to obtain State and Federal funding. For a project to obtain funding, it must appear in the agency's current Program.

The Program is based upon anticipated revenues versus desirable projects. There are always more projects than available revenues. Therefore, a primary objective of the Program is to integrate the two to produce a comprehensive, realistic program for the orderly development and preservation of our street system. It is also important to note that the adoption of the Program does not irreversibly commit the City of Lakewood to construct the projects. The Program may at any time be revised by a majority of the City Council, but only after a public hearing.

## CONSISTENCY WITH LAND USE MANAGEMENT PLAN

The State's Growth Management Act (GMA) requires local governments to develop and adopt comprehensive plans covering land use, housing, capital facilities, utilities, and transportation. These comprehensive plans must balance the demands of growth with the provision of public facilities and services and transportation facilities and services. The City of Lakewood was required to develop and adopt a comprehensive plan that is in conformance with the requirements of the GMA.

The City of Lakewood has, as part of its Comprehensive Plan, a Transportation Element with a Master Goal to "Ensure that the transportation and circulation system is safe, efficient and serves all segments of the population and reduces reliance on single-occupant vehicles and increase use of other modes of transportation."

Specific goals include the following.

1. To provide a safe, comfortable, and reliable transportation system.
2. To reduce consumption of energy through an efficient and convenient transportation system.
3. To enhance options for future improvements to the transportation system by taking advantage of advances in technology and transportation research.
4. To keep travel times for people and goods as low as possible.

5. To emphasize the movement of people and goods, rather than vehicles, in order to obtain the most efficient use of transportation facilities.
6. To establish a minimum level of adequacy for transportation facilities through the use of consistent and uniform standards.
7. To protect the capital investment in the transportation system through adequate maintenance and preservation of facilities.

The projects in the Six-Year Comprehensive Transportation Program are intended to conform to the goals within the City's Comprehensive Plan.

## **GRANT APPLICATIONS AND LEVERAGING LOCAL DOLLARS**

The need to leverage local dollars through grant applications is very important to the City, especially in light of the decrease in funding available for transportation related capital improvements. The intent of this Program is not only to list and program projects for funding, but to establish City Council approval to submit grant applications on those projects contained in the Program.

## **FUNDING SOURCES**

### **A. Motor Vehicle Fuel Tax Funds**

The Motor Vehicle Fuel Tax Funds have been programmed to provide matching funds for federal aid and urban arterial projects and for projects to be implemented with Motor Vehicle Fuel Tax Funds only.

By law, each city receives a proportionate share of the total state motor vehicle fuel tax. Money received is a monthly allocation based on population. The dollars shown in this year's Program reflect the revenues from this source expected to be received by the City of Lakewood.

### **B. Federal Aid Funding Programs**

Each of the Federal aid programs listed below has specific requirements a project must meet to qualify for funding under the individual program. For a project to receive funding from any of these sources it must compete with other public agency projects.

- RAISE/BUILD/TIGER – A federal program created in 2009 to improve surface transportation infrastructure throughout the country. This program has awarded \$17.5 billion since 2009 to agencies across the country. The annual allocations range between \$500 million and \$9.8 billion. The amount is determined by congressional legislation.

The 2025 Notice of Funding Opportunity process has been completed. It is unknown at the time of this publication whether congress will extend this program beyond 2025.

- On November 15, 2021, President Biden signed the Infrastructure Investment and Jobs Act (IIJA). The Act authorizes \$550 billion over fiscal years 2022 through 2026 in new Federal investment in infrastructure, including roads, bridges, and mass transit, water infrastructure, resilience and broadband. The ACT essentially continues with several specific funding programs that were funded under the previous Federal Transportation program (FAST Act). These include the following:
  1. STP     Surface Transportation Program: This is a regionally competitive program.
  2. CMAQ   Congestion Mitigation and Air Quality: This is a regionally competitive program intended for projects that significantly improve air quality.
  3. HSIP    Highway Safety Improvement Program: Statewide competition for federal funds targeted at safety improvements at high accident locations.
  4. TAP     Transportation Alternatives Program: This is a regionally competitive program and focuses on pedestrian and bicycle facilities (on and off road); safe routes to schools, etc.; and other non-highway focused programs.

Much of the above said Federal grant funds are funneled through the regional MPOs which for Lakewood that's Puget Sound Regional Council (PSRC). PSRC will request applications for eligible projects in 2026. The cumulative amount of funding for that call for projects has yet to be announced.

#### C. Washington State Transportation Improvement Board (TIB)

The TIB has several statewide competitive programs which use criteria developed by the TIB for prioritization of projects. The three TIB programs in which the City can compete are as follows:

1. UAP   Urban Arterial Program. This program is for arterial street construction with primary emphasis on safety and mobility.
2. Active Transportation Program. This program is for the improvement of pedestrian and bicycle safety, and to address pedestrian system continuity and connectivity.



3. Complete Streets. The Complete Streets Award is a funding opportunity for local governments that have adopted complete streets ordinance.

#### D. Community Development Block Grants (CDBG)

This is a program to provide physical improvements within low-income census tracts or to promote economic development within the City.

#### E. City Funding Sources

1. Real Estate Excise Tax (REET). This funding source comes from the two ¼% REET's charged by the City on the sale of real estate within the City limits. The City's REET is restricted to funding capital, including transportation and related debt service. Revenue from REET has averaged \$3,399,896 between 2020 and 2024, the REET is estimated at \$2.4 annually.
2. General Fund Transfer In. This funding source comes from several different sources that make up the General Fund revenue including property tax, sales tax, and utility tax and fees. The Street Capital Projects Fund is budgeted to receive approximately \$700,000 annually (on average) over the next 5 years in support of the pavement preservation program.
3. Transportation Benefit District (TBD). In 2014, the TBD Board implemented a \$20 per vehicle tab fee to provide funds toward a specific list of pavement preservation projects. The anticipated revenue is approximately \$835,000 per year. In 2021 the City Council authorized the use of this revenue stream to purchase bond funds in order to construct seven (7) projects eligible for TBD funding but unlikely to garner outside grant agency funding.
4. General Obligation bonds: A general obligation bond (GO) is a municipal bond backed by the credit and taxing power of the issuing jurisdiction.
5. Downtown Plan Trip Mitigation Fee Policy: All businesses in the subarea plan that generate new PM Peak Hour trips as determined by the most recent edition of the ITE Trip Generation Manual, will be charged a Transportation Mitigation Fee (TMF).

#### F. Washington State Department of Transportation

1. Pedestrian and Bicycle Program: This is a statewide competitive program specifically oriented toward the elimination of hazards to pedestrians and bicyclists. The program focus for "complete streets" is for "Main Street" urban arterials and corridors.

2. Safe Routes to Schools Program: This is a statewide competitive program specifically oriented toward pedestrian and bicycle safety near schools.

3. Surface Water Management Program:

The City's Surface Water Management (SWM) Program pays for all drainage facilities constructed in conjunction with street improvements. The revenue from SWM is directly related to the amount of capital improvement projects constructed.

## PROJECT NUMBERING SYSTEM

Project numbers were revised to match the City's CIP Budget 2021/2022 using City's BARS numbering system for consistency. Most sections of the Program will have non-sequential project numbering, as projects are completed and removed from the list. Projects carried forward from previous year(s) retain the same project numbers from the previous year(s). Some projects will have the same numbering if they are part of a larger project that hasn't been fully funded.

## BUDGET DOLLARS

Costs shown are planning level estimates and are reflected in each year as FY20xx dollars, with 4% inflation per year to year of anticipated expenditure with a base established previously for 2025.

2025	2026	2027	2028	2029	2030	2031
1.00	1.040	1.0816	1.1249	1.1699	1.2167	1.2653

**Note: Compounded Inflation Multiplier does not apply to grant amounts, these are fixed based upon the grant award.**

Amended Six Year Comprehensive Transportation Program: 2026 - 2031

PROJECT COSTS IN THOUSANDS OF DOLLARS										
EXPENDITURE PLAN										TOTAL FUNDS
NOTE: Bold & Italicized numbers denote grant secured										
SECTION 1	Description	Base Cost 2025	Sources	2026	2027	2028	2029	2030	2031	2026-2031
<b>ROADWAY IMPROVEMENTS</b>										
302.0073 150th Street Corridor Capacity - Murray Road to Woodbrook Drive	Provide capacity for Woodbrook Industrial development: widening of 150th Street; bike/pedestrian facilities; structural pavement section improvements		City							0
			Grant							0
		5	Other							0
		5	Total	0	0	0	0	0	0	0
302.0075 Mt Tacoma Dr. SW - Interlaaken to Whitman Ave SW	Provide curb and gutter, sidewalk and a shared travel/bike lane on one side of Mt. Tacoma Dr. SW and Motor Ave. SW.	3,950	City	3950						3,950
			Grant							0
			Other							0
		3,950	Total	3,950	0	0	0	0	0	3,950
302.0084 Interlaaken Drive SW Non-Motorized Improvements - Short Lane to Holly Hedge Ln. SW	Provide curb and gutter, sidewalk and a shared travel/bike lane on one side of Interlaaken Dr.		City							0
			Grant							0
		7,007	Other							0
		7,007	Total	0	0	0	0	0	0	0
302.0092 Steilacoom Blvd. - Custer Rd SW to Gravelly Lake Drive SW	Curbs, gutters, sidewalks, street lighting on both sides from BPW to Fairlawn. Overlay BPW to GLD.		City							0
			Grant							0
		5,780	Other							0
		5,780	Total	0	0	0	0	0	0	0
302.0096 Union Avenue - W. Thorne to Spruce Street	Widen to add turn lane, shared bike/travel lane, sidewalks, street lighting on north side of the road.	3,823	City							0
			Grant							0
			Other							0
		3,823	Total	0	0	0	0	0	0	0
302.0097 Lakewood Station - Non-Motorized Access Improvements (115th Ct. SW to Pedestrian Crossing at Kendrick St. SW)	Curb, gutters, sidewalks, and street lighting improvements per Lakewood's 2009 Non-Motorized Transportation Plan and Sound Transit Access Improvement Study.	1,622	City							0
			Grant		1,622					1,622
		-	Other							0
		1,622	Total	0	1,622	0	0	0	0	1,622
302.0109 Phillips Rd. Sidewalks and Bike Lanes - Agate to Steilacoom Blvd. (east side of roadway)	Provide for curb and gutter, sidewalk, street lighting, bike facilities, storm drainage, striping, and pavement overlay.		City							0
			Grant							0
		3,118	Other							0
		3,118	Total	0	0	0	0	0	0	0
302.0111 Kendrick from 111th St. SW to 108th St. SW Roadway Improvements	Provide for curb and gutter, sidewalk, street lighting, bike facilities, storm drainage, striping, and pavement rebuild. Sound Transit to Fund via Access Imp.	1,200	City							0
			Grant	<b>1200</b>						1,200
			Other							0
		1,200	Total	1,200	0	0	0	0	0	1,200
302.0113 Military Rd. SW - Edgewood Dr. SW to Farwest Dr.	curb, gutter, sidewalks, bike facilities, street lighting, drainage, overlay. Connects Military Rd. to sidewalks as part of development on Military Rd. and Farwest.	505	City		505					505
		3,235	Grant		3235					3,235
			Other							0
		3,740	Total	0	3740	0	0	0	0	3,740

Amended Six Year Comprehensive Transportation Program: 2026 - 2031

PROJECT COSTS IN THOUSANDS OF DOLLARS										
EXPENDITURE PLAN										TOTAL FUNDS
NOTE: Bold & Italicized numbers denote grant secured										
SECTION 1	Description	Base Cost 2025	Sources	2026	2027	2028	2029	2030	2031	2026-2031
<b>ROADWAY IMPROVEMENTS</b>										
302.0114 112th Sidewalks - Gravelly Lk. Dr. SW to Bridgeport Way SW	curb, gutter, sidewalks, bike lanes, street lighting, drainage, overlay. Sound Transit to Fund via Access Imp.		City							0
		2,645	Grant	<b>2645</b>						2,645
			Other							0
		2,645	Total	2645	0	0	0	0	0	2,645
302.0115 Davisson Rd. SW and Highland Ave SW - 112th St. SW to 108th St. SW	curb, gutter, sidewalks, bike facilities, street lighting, drainage, overlay. Sound Transit to Fund via Access Imp.		City							0
		1,881	Grant							0
			Other							0
		1,881	Total	0	0	0	0	0	0	0
302.0116 Custer Rd. SW - Bridgeport Way to Lakewood Dr. (East City Limits/74th St.)	curb, gutter, sidewalks, bike facilities, street lighting, drainage, road reconstruction, utility relocation	66	City	66						66
		3,653	Grant	<b>3,653</b>						3,653
			Other							0
		3,719	Total	3,719	0	0	0	0	0	3,719
302.0118 Lakewood Drive - Custer/74th to N. City Limits	Traffic signal replacement, ADA upgrades, new sidewalk, storm drainage upgrades, and hot mix asphalt paving		City							0
		1,328	Grant							0
			Other							0
		1,328	Total	0	0	0	0	0	0	0
302.0120 Tye Park School Sidewalks - Seminole Rd. SW	Intersection upgrades and sidewalks to school		City							0
		665	Grant							0
			Other							0
		665	Total	0	0	0	0	0	0	0
302.0121 112th Sidewalks - Farwest Dr. SW to Butte Dr. SW	curb, gutter, sidewalks, bike lanes, street lighting, drainage, overlay	141	City	141						141
		1,008	Grant	<b>1,008</b>						1,008
			Other							0
		1,149	Total	1,149	0	0	0	0	0	1,149
302.0122 47th Ave. SW Sidewalks - Clover Creek to Pacific Hwy. SW	curb, gutter, sidewalks, bike facilities, street lighting, drainage, overlay. Sound Transit to Fund via Access Imp.		City							0
		2,500	Grant		<b>2,500</b>					2,500
			Other							0
		2,500	Total	0	2,500	0	0	0	0	2,500
302.0131 Custer Rd. SW - Bridgeport Way SW to Steilacoom Blvd. SW	Curb, gutter, sidewalk, roadway widening, turn pockets, pedestrian ramps, signage, and striping.		City							0
		957	Grant	<b>957</b>						957
			Other							0
		3,059	Total	957	0	0	0	0	0	957
302.0136 100th - 59th Ave. to South Tacoma Way	Curb, gutter, sidewalks, bike facilities, street lighting, drainage, overlay.	659	City	30			629			659
		4,221	Grant	<b>125</b>			4,096			4,221
			Other							0
		4,880	Total	155	0	0	4,725	0	0	4,880
302.0141 104th St. SW - Short Ln. to Lake Louise Dr.	Curb, gutter, sidewalks, bike facilities, street lighting, drainage, overlay.		City							0
		5,040	Grant							0
			Other							0
		5,040	Total	0	0	0	0	0	0	0

Amended Six Year Comprehensive Transportation Program: 2026 - 2031

PROJECT COSTS IN THOUSANDS OF DOLLARS										
EXPENDITURE PLAN										TOTAL FUNDS
NOTE: Bold & Italicized numbers denote grant secured										
SECTION 1	Description	Base Cost 2025	Sources	2026	2027	2028	2029	2030	2031	2026-2031
<b>ROADWAY IMPROVEMENTS</b>										
302.0144 146th St. SW: Woodbrook Dr. SW to Murray Rd. SW Industrial Road Section	Curb, gutter, sidewalks, bike facilities, street lighting, drainage, overlay.		City							0
			Grant							0
		3,115	Other							0
		3,115	Total	0	0	0	0	0	0	0
302.0146 Downtown Plan - Green Street Loop - Gravelly Lake Dr., 59th Ave., Main St., Mt. Tacoma Dr., and Bridgeport Way	Downtown loop with full Green Street Amenities		City							0
			Grant							0
		25,301	Other							0
		25,301	Total	0	0	0	0	0	0	0
302.0147 59th Ave. SW and Towne Center Blvd. SW	Curb, gutter, sidewalks, street lighting, drainage, and paving		City							0
			Grant							0
		3,502	Other							0
		3,502	Total	0	0	0	0	0	0	0
302.0148 100th St. SW / Bridgeport Way SW - Add westbound right turn pocket	Curb, gutter, sidewalks, drainage, and paving		City							0
			Grant							0
		910	Other							0
		910	Total	0	0	0	0	0	0	0
302.0150 Lake Louise Loop Patching and Road Restoration - Lake Louise Dr. SW and 101st St. SW	Roadway patching and repair, sidewalk, signage, markings, and striping.		City							0
			Grant							0
		2,161	Other							0
		2,161	Total	0	0	0	0	0	0	0
302.0152 Oakbrook Non-Motorized Loop - Onyx Dr. SW/97th Ave SW to Zircon Dr. SW Zircon Dr. SW to Onyx Dr. SW/Phillips Rd. SW Coral Ln. SW/Amber Dr. SW: Onyx Dr. SW and Zircon Dr. SW	Curb, gutter, sidewalks, shared use path, turn lanes, street lighting, drainage, overlay. Total length 3.3 miles.		City							0
			Grant							0
		16,816	Other							0
		16,816	Total	0	0	0	0	0	0	0
302.0155 Edgewater Dr./Waverly Dr. SW - Steilacoom Blvd. SW to Mt. Tacoma Dr. SW	Curb, gutter, sidewalks, bike facilities, parking, street lighting, drainage, road rebuild. Total length 0.6 miles.		City							0
			Grant							0
		3,502	Other							0
		3,502	Total	0	0	0	0	0	0	0
302.0161: N. Thorne Ln. - Union Ave. SW to Portland Ave. SW	Curb, gutter, sidewalks, bike lanes, street lighting, drainage, pavement rebuild and widening. Total length 0.3 miles.		City							0
			Grant							0
		1,260	Other							0
		1,260	Total	0	0	0	0	0	0	0
302.0163 Butte Dr. SW - Vernon - 104th St. SW to Washington Blvd. SW	Curb, gutter, sidewalks, bike facilities, street lighting, drainage, overlay. Total length 1.1 miles.		City							0
			Grant							0
		5,536	Other							0
		5,536	Total	0	0	0	0	0	0	0

Amended Six Year Comprehensive Transportation Program: 2026 - 2031

PROJECT COSTS IN THOUSANDS OF DOLLARS										
EXPENDITURE PLAN										TOTAL FUNDS
NOTE: Bold & Italicized numbers denote grant secured										
SECTION 1	Description	Base Cost 2025	Sources	2026	2027	2028	2029	2030	2031	2026-2031
<b>ROADWAY IMPROVEMENTS</b>										
302.0165 Pine St. SW - 84th St. SW to 80th St. SW(City Limits)	Curb, gutter, sidewalks, street lighting, drainage, overlay. Total length 0.2 miles.		City							0
			Grant							0
		1,121	Other							0
		1,121	Total	0	0	0	0	0	0	0
302.0167 McChord Dr. SW - New York Ave SW: Pacific Hwy. SW to Bridgeport Way SW	Curb, gutter, sidewalk on one side. Street lighting, bike lanes, and drainage improvements both sides. Pavement widening, patching and overlay. Total length 0.73 miles. Sound Transit to Fund via Access Imp.		City							0
		3,800	Grant		3800					3,800
			Other							0
		3,800	Total	0	3,800	0	0	0	0	3,800
302.0168 McChord Dr. SW -A263 Bridgeport Way SW to 47th Ave. SW	Curb, gutter, sidewalk on one side. Street lighting, bike lanes, and drainage improvements both sides. Pavement widening, patching and overlay. Total length 0.11 miles. Sound Transit to Fund via Access Imp.		City							0
		300	Grant							0
			Other							0
		300	Total	0	0	0	0	0	0	0
302.0169 47th Ave. SW - McChord Dr SW to 127th St. SW	Curb, gutter, sidewalk on one side. Street lighting, bike lanes, and drainage improvements both sides. Pavement widening, patching and overlay. Total length 0.20 miles. Sound Transit to Fund via Access Imp.		City							0
		544	Grant							0
			Other							0
		544	Total	0	0	0	0	0	0	0
302.0170 Lincoln Ave. SW - McChord Dr. SW to San Francisco Ave. SW	Curb, gutter, sidewalks, street lighting, drainage, overlay. Total length 0.35 miles. Sound Transit to Fund via Access Imp.		City							0
		950	Grant			950				950
			Other							0
		950	Total	0	0	950	0	0	0	950
302.0171 Chicago Ave. SW - Spring Brook Ln. SW to McChord Dr. SW	Curb, gutter, sidewalks, street lighting, drainage, overlay. Total length 0.37 miles. Sound Transit to Fund via Access Imp.		City							0
		1,007	Grant							0
			Other							0
		1,007	Total	0	0	0	0	0	0	0
302.0172 San Francisco Ave. SW - Spring Brook Ln. SW to True Ln. SW	Curb, gutter, sidewalks, street lighting, drainage, overlay. Total length 0.22 miles. Sound Transit to Fund via Access Imp.		City							0
		598	Grant							0
			Other							0
		598	Total	0	0	0	0	0	0	0
302.0173 Clover Creek Dr. SW - Pacific Hwy. SW to Hillcrest Dr. SW *This does not include the work within the Sound Transit ROW	Curb, gutter, sidewalks, street lighting, drainage, overlay. Total length 0.06 miles. Sound Transit to Fund via Access Imp.		City							0
		490	Grant			490				490
			Other							0
		490	Total	0	0	490	0	0	0	490

Amended Six Year Comprehensive Transportation Program: 2026 - 2031

PROJECT COSTS IN THOUSANDS OF DOLLARS										
EXPENDITURE PLAN										TOTAL FUNDS
NOTE: Bold & Italicized numbers denote grant secured										
SECTION 1	Description	Base Cost 2025	Sources	2026	2027	2028	2029	2030	2031	2026-2031
ROADWAY IMPROVEMENTS										
302.0174 Boston Ave SW - I-5 to McChord Dr SW	Curb, gutter, sidewalks, street lighting, drainage, overlay. Total length 0.28 miles. Sound Transit to Fund via Access Imp.	389	City Grant Other							0 0 0
		389	Total	0	0	0	0	0	0	0
302.0175 John Dower Road - 78th Street SW to 75th Street	Curb, gutter, sidewalks, street lighting, drainage, overlay east side only. Total length 0.22 miles.	931	City Grant Other							0 0 0
		931	Total	0	0	0	0	0	0	0
302.0181 Gravelly Lake Drive - Pacific Highway to Nyanza	Sidewalks west side only. Total length 0.12 miles.	750	City Grant Other							0 0 0
		750	Total	0	0	0	0	0	0	0
302.0182 Nyanza Park Drive - Nyanza rd to Clover Creek Dr	Curb, gutter, sidewalks, street lighting, drainage, overlay east side only. Total length 0.57 miles.	2,275	City Grant Other							0 0 0
		2,275	Total	0	0	0	0	0	0	0
<b>TOTALS</b>										
		9,144	City	4,187	505	0	629	0	0	5,321
		31,000	Grant	9,588	11,157	1,440	4,096	0	0	26,281
		90,126	Other	0	0	0	0	0	0	0
		130,270	Total	13,775	11,662	1,440	4,725	0	0	31,602

PROJECT COSTS IN THOUSANDS OF DOLLARS										
EXPENDITURE PLAN										TOTAL FUNDS
NOTE: Bold & Italicized numbers denote grant secured										
SECTION 2 TRAFFIC SIGNALS	Description	Base Cost 2025	Sources	2026	2027	2028	2029	2030	2031	2026-2031
302.0059 Steilacoom / Durango New Traffic Signal	Signal needed with new development in area. Special concern with adjacent train crossing becoming active.		City							0
		1,172	Grant							0
			Other							0
		1,172	Total	0	0	0	0	0	0	0
302.0094 Gravelly Lake Drive / Avondale New Traffic Signal	Intersection meets warrants for traffic signal. Increased volumes in and around Towne Center. Increase in accidents.		City							0
		1,085	Grant							0
			Other							0
		1,085	Total	0	0	0	0	0	0	0
302.0123 Holden/Military Rd. New Traffic Signal	Increased volumes in and around Mann Middle School.		City							0
		771	Grant							0
			Other							0
		771	Total	0	0	0	0	0	0	0
302.0126 Custer Rd. and 88th Traffic Signal Replacement	Replace existing traffic signal with pole and mast arm signal.		City							0
		771	Grant							0
			Other							0
		771	Total	0	0	0	0	0	0	0
302.0166 Gravelly Lake Dr./112th St. SW Traffic Signal Replacement	Convert span wire signal to mast arm signal.		City							0
		1,085	Grant							0
			Other							0
		1,085	Total	0	0	0	0	0	0	0
302.0174 Pacific Hwy. SW/Sharondale SW New Traffic Signal	Traffic signal for future increased volumes related to the Lakewood Station District Plan. Will include pedestrian ramp modifications and minor roadway patching.		City							0
		1,054	Grant							0
			Other							0
		1,054	Total	0	0	0	0	0	0	0
302.0177 Signal Work at Western State Hosp. Traffic Signal Relocation	Install Temp signal and after WSH is ready install a new permanent signal and remove the temp and the existing signal at Circle Dr. Funded 100% by WSH.		City							0
		430	Grant		<b>430</b>					430
			Other							0
		430	Total	0	430	0	0	0	0	430
TOTALS		0	City	0	0	0	0	0	0	0
		430	Grant	0	430	0	0	0	0	430
		5,939	Other	0	0	0	0	0	0	0
		6,369	Total	0	430	0	0	0	0	430



PROJECT COSTS IN THOUSANDS OF DOLLARS										
EXPENDITURE PLAN										TOTAL FUNDS
<i>NOTE: Bold &amp; Italicized numbers denote grant secured</i>										
SECTION 3 TRANSPORTATION PLANNING	Description	Base Cost 2025	Sources	2026	2027	2028	2029	2030	2031	2026- 2031
101.0000 Pavement Management System Pavement Condition Index Rating	4-year cycle. Consultant to perform.	50/4/yr	City			50				50
			Grant							0
			Other							0
		13/yr	Total	0	0	50	0	0	0	50
TOTALS		50	City	0	0	50	0	0	0	50
			Grant	0	0	0	0	0	0	0
			Other	0	0	0	0	0	0	0
		50	Total	0	0	50	0	0	0	50

Amended Six Year Comprehensive Transportation Program: 2026 - 2031

PROJECT COSTS IN THOUSANDS OF DOLLARS										
EXPENDITURE PLAN										TOTAL FUNDS
<i>NOTE: Bold &amp; Italicized numbers denote grant secured</i>										
SECTION 5 BRIDGES	Description	Base Cost 2025	Sources	2026	2027	2028	2029	2030	2031	2026-2031
101.0000 Bridge Inspection	On-going biennial bridge inspection.	5	City		10		10		10	30
			Grant							0
			Other							0
		5	Total	0	10	0	10	0	10	30
302.0130 Structural Guardrail Replacement Clover Creek Gravelly Lake Drive SW - 112th SW to Nyanza Rd SW Includes structural analysis of the box culvert.	Design and replace the existing guard rail over the south side of the roadway where Gravelly Lake Drive crosses Clover Creek between Nyanza and 112th.		City							0
			Grant							0
			Other							0
		189	Total	0	0	0	0	0	0	0
TOTALS		10	City	0	10	0	10	0	10	30
			Grant	0	0	0	0	0	0	0
			Other	0	0	0	0	0	0	0
		194	Total	0	10	0	10	0	10	30

Amended Six Year Comprehensive Transportation Program: 2026 - 2031

PROJECT COSTS IN THOUSANDS OF DOLLARS										
EXPENDITURE PLAN										TOTAL FUNDS
<i>NOTE: Bold &amp; Italicized numbers denote grant secured</i>										
SECTION 6 ROADWAY RESTORATION PROJECTS	Description	Base Cost 2025	Sources	2026	2027	2028	2029	2030	2031	2026-2031
302.0004 Minor Capital Improvements	Roadway patching and repair, sidewalk, signage, markings, and striping.	270	City	270	270	270	270	270	270	1,620
			Grant							0
			Other							0
		270	Total	260	270	270	270	270	270	1,620
302.0005 Chip Seal Resurfacing Program	Projects in various locations may include pavement preservation contribution to planned utility projects to facilitate full roadway overlays.	400	City	400	420	420	440	440	440	2,560
			Grant							0
			Other							0
		400	Total	400	380	420	390	440	440	2,560
302.0145 150th St. SW Road Restoration - East City Limits to Woodbrook Drive SW	Roadway replacement, sidewalk, signage, markings, and striping.		City							
			Grant							
		420	Other							
		420	Total	0	0	0	0	0	0	0
302.0176 112th - South Tacoma Way to Steele St	Roadway patching and repair, overlay, signage, markings, and striping.	466	City	466						466
		707	Grant	<b>707</b>						707
			Other							
		1,173	Total	1,173	0	0	0	0	0	1,173
302.0180 112th - Pacific Highway SW - Rail Bridge to 108th St	Roadway patching and repair, overlay, signage, markings, and striping.	450	City							0
		750	Grant							0
			Other							
		1,200	Total	0	0	0	0	0	0	0
<b>TOTALS</b>		1,586	City	1,136	690	690	710	710	710	4,646
		1,457	Grant	707	0	0	0	0	0	707
		420	Other	0	0	0	0	0	0	0
		2,263	Total	1,833	650	690	660	710	710	5,353

PROJECT COSTS IN THOUSANDS OF DOLLARS										
EXPENDITURE PLAN										TOTAL FUNDS
<i>NOTE: Bold &amp; Italicized numbers denote grant secured</i>										
SECTION 7 NEIGHBORHOOD TRAFFIC MANAGEMENT	Description	Base Cost 2025	Sources	2026	2027	2028	2029	2030	2031	2026-2031
302.0003 Neighborhood Traffic Safety Traffic Calming Various Locations	May include speed humps, traffic circles, signage, radar feedback signs, etc.	27	City	27	30	30	30	30	30	177
			Grant							
			Other							
		27	Total	27	30	30	30	30	30	177
TOTALS		27	City	27	30	30	30	30	30	177
			Grant	0	0	0	0	0	0	0
			Other	0	0	0	0	0	0	0
		27	Total	27	30	30	30	30	30	177

Completed/Removed and Added Projects									
302.0076 Gravelly Lake Non-Motorized Trail - Phase 2 (Nyanza Road - GLD to GLD))	Provide non-motorized path around Gravelly Lake along Nyanza Drive. Existing roadway cross section shifted to outside and overlaid. Lighting.		City	Completed in 2025					0
			Grant						0
			Other						0
			Total	0	0	0	0	0	0
302.0078 South Tacoma Way/92nd Street Traffic Signal	New warranted signal, improvements include associated ADA upgrades and pavement patching.		City	Completed in 2025					0
			Grant						0
			Other						0
			Total	0	0	0	0	0	0
302.0151 S. Tacoma Way Road Restoration - 96th St. S to Steilacoom Blvd	Roadway patching and repair, overlay, signage, markings, and striping.		City	Completed in 2025					0
			Grant						0
			Other						0
			Total	0	0	0	0	0	0
302.0158 Interlaaken Dr. SW - 112th St. SW to Washington Blvd	Curb, gutter, sidewalks, shared use path, street lighting, drainage, pavement overlay and widening. Total length 0.5 miles.		City	Completed in 2025					0
			Grant						0
			Other						0
		-	Total	0	0	0	0	0	0
302.0180 112th - Pacific Highway SW - Rail Bridge to 108th St	Roadway patching and repair, overlay, signage, markings, and striping.	450	City	ADDED in 2025					0
		750	Grant						0
			Other						0
		1200	Total	0	0	0	0	0	0
302.0181 Gravelly Lake Drive - Pacific Highway to Nyanza	Sidewalks west side only. Total length 0.12 miles.		City	ADDED in 2025					0
			Grant						0
		750	Other						0
		750	Total	0	0	0	0	0	0
302.0182 Nyanza Park Drive - Nyanza rd to Clover Creek Dr	Curb, gutter, sidewalks, street lighting, drainage, overlay east side only. Total length 0.57 miles.		City	ADDED in 2025					0
			Grant						0
		2275	Other						0
		2275	Total	0	0	0	0	0	0

# Proposed Natural Environment & Climate Change (NECC) Program

May 7, 2025  
Planning Commission

Tiffany Speir, Planning Division Manager



## BACKGROUND

In recent years, Lakewood has taken a number of policy and regulatory steps to address various environmental concerns, including tree preservation, tree canopy increase, urban forestry, energy efficiency, and climate change preparation and resiliency (including hazard management planning.)

State law was also recently updated to require local governments to make more specific climate change-related changes to their policies and regulations by 2029.

## NEW CITY PROGRAM

In order to best integrate these efforts into an organized, resource-efficient, and cost-efficient body of work, the **City is replacing the 2022 Three Year Energy & Climate Change Work Plan with a “Natural Environment and Climate Change” (“NECC”) Program, which would include:**

- **compiled policy direction from existing City initiatives and priorities;**
- **a 10+ year Implementation Plan; and**
- **a 3-5 year Work Plan.**

## Status of Implementing the 2022 Three Year Energy & Climate Change Work Plan

**As of February 2025: 9 items are complete, 4 are ongoing, and 2 are not started.**

1	Establish (and regularly update) a new climate change chapter to the City's Comprehensive Plan.	Complete.
2	Develop a five-year plan for reducing greenhouse gas emissions.	Not started
3	Update the City's Non-motorized Transportation Plan (also referred to as Active Transportation Plan.)	Complete
4	Clover Creek Floodplain Engineering Alternatives Analysis.	Complete
5	Review, and as appropriate, update Lakewood Municipal Code (LMC) Title 14, Environmental Protections.	Complete.
6	Work with Pierce County and Pierce County municipalities to develop a regional approach and best practices to address climate change. One strategy: adopt revised climate change Pierce Countywide Planning Policies (CPPs.)	Ongoing
7	Develop a public engagement plan for climate change (and Comprehensive Plan periodic update.)	Complete
8	Incorporate an environmental justice assessment into the Energy & Climate Change Chapter work plan.	Complete
9	Lakewood, as a member of the South Sound Military Communities Partnership (SSMCP), advocate for improvements to the I-5 corridor the Nisqually Delta at both the state and federal levels.	Ongoing
10	Revise the Lakewood's tree preservation code.	Complete
11	Explore the feasibility of reducing the City hall footprint from three floors to two floors. (Potentially reducing energy consumption.)	Complete
12	Every two years, or as otherwise dictated by WA State, update LMC Title 15, Buildings and Construction Codes to address hazards resulting from climate change.	Ongoing
13	Support the implementation of the Tacoma-Pierce County Solid Waste Management Plan.	Complete
14	Coordinate a regional electric vehicle (EV) infrastructure strategy with neighboring cities, Pierce County and the State.	Not started
15	Develop/promote an urban forest management/ master reforestation plan.	Ongoing



## NATURAL ENVIRONMENT AND CLIMATE CHANGE PROGRAM (NECC)

**The NECC program is intended coordinate and consolidate existing required and voluntary actions that the City will conduct over the next 10+ years.**

### Existing Goals

#### I. Tree Canopy Increase and Maintenance

- Achieve 40% citywide tree canopy cover by 2050
- Partner with agencies/organizations to promote voluntary tree planting on private property

#### II. Urban Forestry Program Launch and Maintenance

- Create administrative capacity within the exiting City organizational structure to handle program budget, implementation and monitoring.

#### III. Climate Change & Resiliency Goals and Regulations

- Fully comply with E2SHB 1181 by 12/31/2029

#### IV. Greenhouse Gas Emissions Reduction

- Meet PSRC 4-part GHG emissions goals
- Meet State of WA GHG emissions goals

#### V. Energy Efficiency Improvements in City Operations and Community

- Increase energy efficiency in City buildings and operations
- Educate, encourage, and incentivize/require residential and commercial/industrial energy efficiency improvements

# Why a Natural Environment and Climate Change (NECC) Program?

Priorities, policies, data and action items from existing sources are the basis of the NECC program and are listed here in chronological order:

- 2022 Lakewood Tree Canopy Cover Analysis;
- 2022 Three Year Energy & Climate Work Plan;
- 2023 E2SHB 1181 (“Improving the state's response to climate change by updating the state's planning framework”);
- 2023 *Establishing the Roots of Urban Forestry in Lakewood, WA: An Implementation Guide*;
- 2024 Comprehensive Natural Environment (NE) and Energy & Climate Change (ECC) Elements;
- 2024 Lakewood Urban Forest Assessment Report;
- 2024 Pierce County Heat Watch Report; and
- 2024 Pierce County Canopy Analysis Report.



## Trees

Canopy Cover Increase,  
Urban Forestry Program



## Climate Change

HB 1181 Compliance in Land Use Planning  
Implementation of City Goals, Policies &  
Prior Work Plan Items



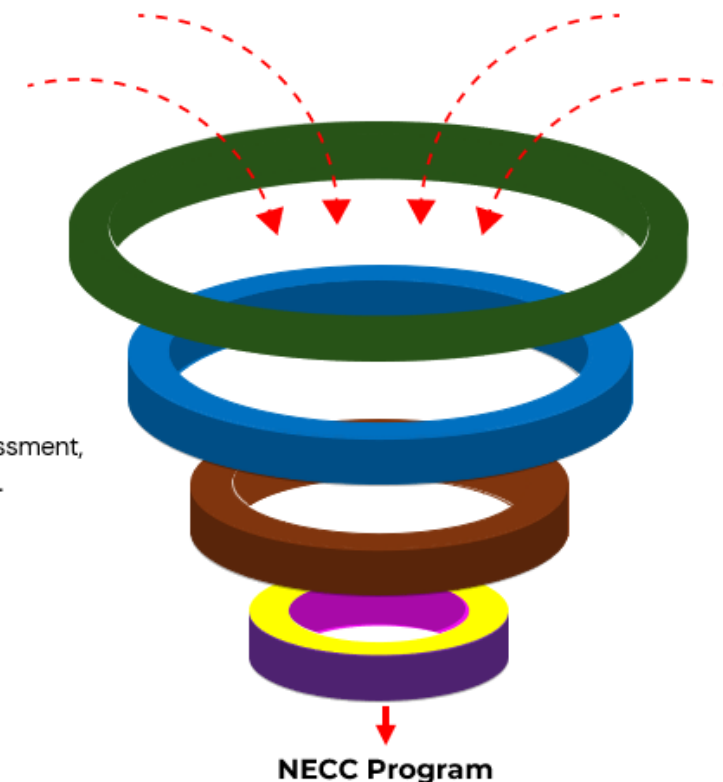
## Data

Equity Index, HEAL Mapping, Urban Forest Assessment,  
Heat Watch Report, Canopy Cover Analysis, etc.



## Climate Policy Advisory Team

Convene CPAT to gather input as NECC  
Program is developed and implemented



**Note: The recommended NECC program:**

- **would not propose new policies, strategies, or actions.** Rather, it would incorporate items from existing initiatives and priorities previously approved by the City Council and/or required by state law; and
- **would be cross-departmental**, meaning not only PPW, but also PRCS, Communications, Legal, and even LPD would be involved in implementing different parts of it over time.

**Note: Internal coordination will occur across departments** to ensure consistency with other planning efforts underway, such as the 2026 update to the Parks Legacy Plan and the development of the 2025-2029 Pierce County Hazard Mitigation Plan.

## NECC Program Funding

- City ARPA Funds: \$190,000 (must be spent by 12/1/26)
- WA Commerce: \$700,000\* (\$670,000 available starting 7/1/27 to be spent by 6/30/29)  
*\*awarded by State from 2023-2029. \$30,000 spent in 2023-2025 biennium*
- City Tree Fund as of 12/31/24: \$474,096.37

**TOTAL currently identified NECC Funds through 6/30/29: \$1,364,096.37**

## **Strategies for 10+ Year Implementation Plan and 3-5 Year Work Plan**

### From 2022 Three-Year Energy and Climate Work Plan

- Develop a five-year plan for reducing greenhouse gas emissions.
- Work with Pierce County and Pierce County municipalities to develop a regional approach and best practices to address climate change. One strategy: adopt revised climate change Pierce Countywide Planning Policies.
- Lakewood, as a member of the South Sound Military Communities Partnership (SSMCP), advocate for improvements to the I-5 corridor the Nisqually Delta at the state and federal levels.
- 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.
- Coordinate a regional electric vehicle (EV) infrastructure strategy with neighboring cities, Pierce County and the State\*
- Develop/promote an urban forest management/master reforestation plan.

## Strategies for 10+ Year Implementation Plan and 3-5 Year Work Plan

From E2SHB 1181 Requirements and Adopted City Policy and Work Plans

### **2025-2027**

- Establish a Climate Policy Advisory Team (CPAT) to help guide the NECC implementation process by providing perspectives and recommendations relating to community development, the environment, transit, education, business, and more. CPAT members will be engaged periodically to review and comment on work products and guide public engagement.
- Launch Lakewood Urban Forestry Program
- Track Tree Canopy Cover Increases
- Track Greenhouse Gas (GHG) Emission decreases via ICLIE/Google EIE Tools

## Strategies for 10+ Year Implementation Plan and 3-5 Year Work Plan

### From E2SHB 1181 Requirements

#### **2027-2029**

- Update the Lakewood Comprehensive Plan Climate Change and Resiliency Element to include a Greenhouse Gas (GHG) sub-element and climate resiliency sub-element consistent with E2SHB 1181:
  - develop a local emission inventory, conduct a Vehicle Miles Traveled Per Capita (VMT) study, and project emission reductions to inform the adopted Comprehensive Plan goals and policies; and
  - explore expected local climate impacts; audit existing plans and policies for climate resilience opportunities, gaps, and barriers; assess local assets' climate vulnerability and risk; and develop and prioritize science-based climate resilience goals and policies for Comprehensive Plans.
- Update the Land Use Element to:
  - include green spaces, urban and community forests. Give special consideration to achieving environmental justice in the element's goals and policies; and
  - reduce and mitigate the risk to lives and property posed by wildfires by using land use planning tools.

# Strategies for 10+ Year Implementation Plan and 3-5 Year Work Plan

From E2SHB 1181 Requirements

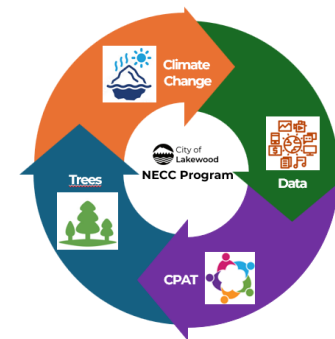
## **2027-2029**

- Update the Transportation Element Traffic Demand Forecast to:
  - address multimodal transportation demand forecasts and needs; and
  - address forecasts of traffic demands and needs outside of the City to inform an element that balances transportation system safety and convenience to accommodate all users of the transportation system to safely, reliably, and efficiently provide access and mobility to people and goods.
- Update the Transportation Element to:
  - include estimated multimodal level of service impacts, giving priority to inclusion of transportation facilities and services providing the greatest multimodal safety benefit to each category of roadway users for the context and speed of the facility;
  - include an inventory of active transportation facilities and multimodal level of service standards for all locally owned arterials, locally and regionally operated transit routes that serve urban growth areas, state-owned or operated transit routes that serve urban areas, and active transportation facilities; and
  - include an Americans with Disabilities Act (ADA) Transition Plan.
- Develop an Urban Heat Resilience Strategy.
- Develop Native & Climate-Resilient Planting Plans for Municipal Projects.
- Update the City's Urban Forest Management/Master Reforestation Plan.



## Next Steps (2025-2026)

- Compile various work plan, action plan, and other relevant items into an NECC 10+ Year Implementation Plan and 3-5 Year Work Plan
- Conduct Internal Administration to launch Urban Forestry Program
  - Include details in 2026 mid-biennial budget update
  - Establish partnerships with external groups for public education, plant and tree provision, etc.
- Stand-up of Climate Policy Advisory Team
- Engage in process for City Parks Legacy Plan Update



# Thank you!





TO: City of Lakewood Planning Commission  
FROM: Tiffany Speir, Planning Division Manager  
DATE: May 7, 2025  
SUBJECT: Natural Environment and Climate Change (NECC) Program,  
Implementation Plan, and Work Plan  
ATTACHMENTS: Summary of the sources for the NECC program (**Attachment A**);  
2021 Climate Change Action Items approved via Ordinance 756  
(**Attachment B**)

---

## **BACKGROUND**

In recent years, Lakewood has taken a number of policy and regulatory steps to address various environmental concerns, including tree preservation, tree canopy increase, urban forestry, energy efficiency, and climate change preparation and resiliency (including hazard management planning.) State law was also recently updated to require local governments to make more specific climate change-related changes to their policies and regulations by 2029.

## **RECOMMENDATION**

In order to best integrate these efforts into an organized, resource-efficient, and cost-efficient body of work, the City Council has approved the development of a "Natural Environment and Climate Change" ("NECC") Program, which would include policy direction, a 10+ year Implementation Plan, and a 3-5 year Work Plan. The NECC Program and Plans would replace the 2022 Three-Year Energy & Climate Change Work Plan adopted through Ordinance 776. A summary of the sources for the NECC program is included in **Attachment A**.

**Note:** The NECC program as recommended:

- would not propose new policies, strategies, or actions. Rather, it would incorporate items from existing initiatives and priorities previously approved by the City Council and/or required by state law.
- would be cross-departmental, meaning not only PPW, but also PRCS, Communications, Legal, and even LPD would be involved in implementing different parts of it over time.

## **DISCUSSION**

### 2024 Lakewood Comprehensive Plan Goals and Policies

During the 2024 Periodic Review, the City Council updated the Comprehensive Plan's Energy & Climate Change (ECC) Element and added a new Natural Environment (NE) Element to the Plan. The NE and ECC Elements include goals for improving the tree canopy and creating and maintaining an Urban Forestry Program (UFP):

**EC-5** Develop a Climate Resilient Community.

**EC-5.5** Improve the Urban Tree Canopy. Enhance the quality and sustainability of the urban forest and urban tree canopy to mitigate urban

heat island effects, address stormwater drainage concerns, and meet environmental quality goals.

**NE-6** Maintain an urban forestry program to preserve significant trees, promote tree health, and increase tree coverage citywide.

**NE-6.1** Maintain a comprehensive urban forestry program.

**NE-6.2** Encourage the planting and regular maintenance of street trees to enhance urban greenery.

**NE-6.3** Provide for the retention of significant trees and tree stands and the restoration of tree stands within the city.

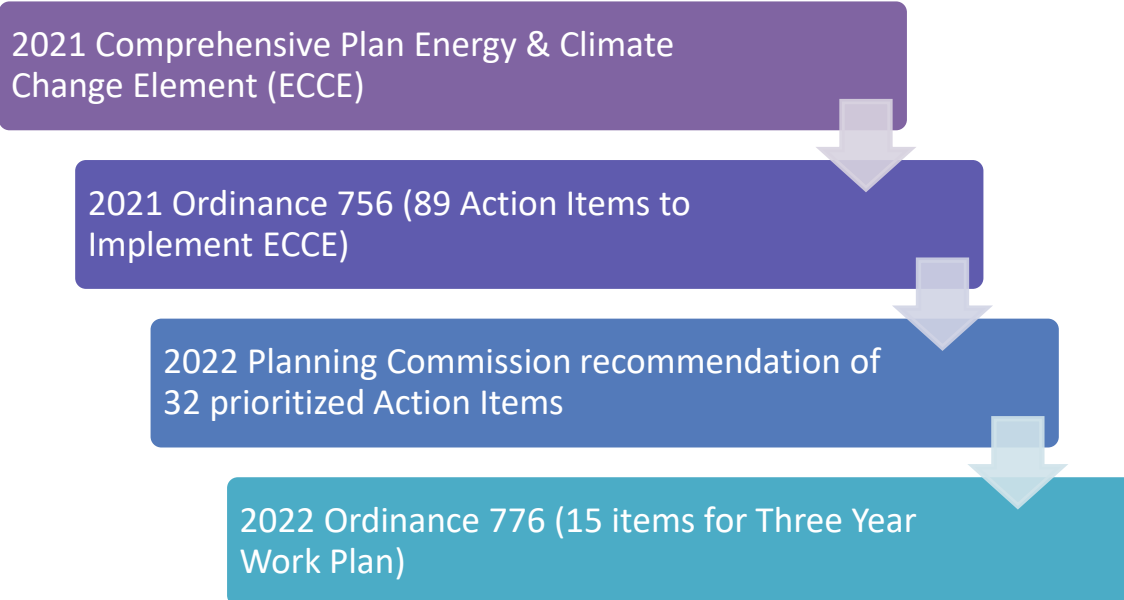
**NE-6.4** Maintain a city tree fund to preserve wooded areas, restore and enhance native trees, and provide for education and research.

**NE-6.5** Work towards a citywide goal of 40% tree canopy cover by the year 2050.

**NE-6.6** Consider opportunities to increase canopy and environmental equity when evaluating tree canopy distribution.

#### Status of Implementing Lakewood Energy & Climate Change Element Action Items

In 2021, the City Council adopted 89 Climate Change Action Items via Ordinance 756 to implement the Comprehensive Plan Energy & Climate Change Element. (See **Attachment B**.) The Planning Commission then prioritized 32 of the 89 items to focus on first. In 2022, the City Council further refined the list based on additional Planning Commission recommendations and adopted Ordinance 776 that created the Three-Year Energy & Climate Change Work Plan with 15 items.



The status of all 32 items prioritized by the Planning Commission is depicted below.

**Note:** A number of action items in the table below not included in the 2022 Three-Year Work Plan have nonetheless been completed or are ongoing.

As the City proceeds with the development of the 2025 Natural Environment and Climate Change (NECC) Program as discussed on February 10, 2025 with the City

Council, the remaining 57 Action Items will be incorporated into the NECC Implementation Plan, to be presented for Council review at a future date.

<b>Implementation Measure # (22WP = Item included in 2022 Three Year Work Plan)</b>	<b>Description</b>	<b>2/18/25 Status of Items</b>
1 - <b>22WP Item 2</b> (25 - not started)	<b>Develop a five-year plan for reducing greenhouse gas emissions.</b> The action plan shall include four-main topics: 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.	<b>Ongoing as updated Item per 2/10/25 CC approval to create a Natural Environment and Climate Change (NECC) Program with an Implementation Plan and a Work Plan.</b>  GHG planning not started (City waiting for state and regional guidance documents that are expected by end of 2025.)
2	<b>Inform City residents and businesses, the City Council, planning commission, staff, and other stakeholders of the City's GHG emission reduction targets and overall progress. Add targets and progress to the Lakewood dashboard.</b>	<b>Ongoing.</b> On 2/10/25, the City Council approved the development of a Natural Environment and Climate Change (NECC) Program to replace the 2022 Three-Year Energy & Climate Change Work Plan
3	<b>Proactively work with energy providers to market existing energy conservation programs with Lakewood property owners. Where appropriate propose new programs to better fit Lakewood's needs. Consider the use of HUD grants and low-interest loans to complement energy provider conservation programs.</b>	Not Started
4 - <b>22WP Item 8</b> (Complete)	<b>Incorporate an environmental justice assessment into the climate change work plan. (Dependent upon completion of climate perception study.)</b>	<b>Complete.</b> Climate Perception Study completed in 2023.
5 - <b>22WP Item 5</b> (Complete)	<b>Review, and as appropriate, update Lakewood Municipal Code (LMC) Title 14, Environmental Protections.</b>	<b>Complete.</b> City's Shoreline Master Program also incorporated into the City Code in LMC Title 16 as part of 2024 Periodic Review.
6 - <b>22WP Item 6</b> (Ongoing)	<b>Work with Pierce County and Pierce County municipalities to develop a regional approach and best practices to address climate change. One strategy: adopt revised climate change Pierce Countywide Planning Policies.</b>	<b>Ongoing.</b> Updated CPPs adopted in 2022. Lakewood is a founding and ongoing member of the Pierce County Climate Conversation (PCCC.)
7 - <b>22WP Item 3</b> (Complete)	<b>Update the City's non-motorized transportation plan - also referred to as active transportation plan</b>	<b>Completed</b> in 2023
8	<b>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.</b>	Not started
9	<b>Use a supplemental greenhouse gas (GHG)/climate change impact worksheet of climate change impacts and potential mitigation when conducting an environmental review process under the State Environmental Policy Act (SEPA.)</b>	Not started
10 - <b>22WP Item 9</b> (Ongoing)	<b>Lakewood, as a member of the South Sound Military Communities Partnership SSMCP), advocate at both the state and federal levels for improvements to the</b>	<b>Ongoing</b>

	<b>I-5 Nisqually Corridor.</b> Project has multiple challenges: Transportation alternatives for I-5 traffic congestion; Sea level rise leading to increased flood potential; Mitigating salmon habitat degradation; Military readiness and national security; Environmental remediation; Population growth; and Treaty rights of the Nisqually Tribe.	
11 - <b>22WP Item 7</b> (Complete)	<b>Develop a public engagement plan for climate change - was not part of implementation plan; however, integral to environmental justice.</b>	<b>Complete.</b> Conducted as part of the 2024 Periodic Review.
12	<b>Conduct a sustainability audit that evaluates existing plans, ordinances, and development standards to identify regulatory barriers to infill development. (fee waivers, density bonuses, development impact fee, tax benefits, etc.).</b>	Not started
13	<b>Establish a trip reduction policy that includes a remote work strategy, and appropriate technology. Consider incorporation into the City's land use and development code.</b>	<b>Ongoing.</b> City updating its Commute Trip Reduction (CTR) Plan in 2025
14	<b>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.</b>	Not started
15 - <b>22WP Item 15</b> (Ongoing)	<b>Develop an urban forest management plan (public properties only).</b>	<b>Ongoing.</b> <i>Establishing the Roots of Urban Forestry in Lakewood, WA: An Implementation Guide</i> completed in 2023; Lakewood urban forest assessment, Pierce County Heat Watch Report, and Pierce County Canopy Analysis Report completed in 2024.
16 - <b>22WP Item 10</b> (Complete)	<b>Revise the Lakewood's tree preservation code.</b>	<b>Completed</b> in 2022
17	<b>Examine City practices for opportunities to reduce paper consumption in the workplace. Implement a document management information system.</b>	<b>Ongoing</b>
18 - <b>22WP Item 4</b> (Complete)	<b>Clover Creek Floodplain Engineering Alternatives Analysis.</b>	<b>Completed</b> in 2023
19	<b>Amend/revise the City Council's goals 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.</b>	Not started
20 - <b>22WP Item 11</b> (complete)	<b>Explore the feasibility of reducing the City hall footprint from three floors to two floors. (Potentially reducing energy consumption.)</b>	<b>Complete</b>
21	<b>Review, and as appropriate, update the City's hazard mitigation plan to address climate change. The hazard mitigation and adaptation plan identifies and prioritizes potential and existing hazards across jurisdictional borders, including hazards that may be further amplified by climate change.</b>	<b>Ongoing.</b> 2025-2029 Pierce County Hazard Mitigation Plan being updated in 2025 with Lakewood participation.
22 - <b>22WP Item 1</b> (Complete)	<b>Establish (and regularly update) a new climate change chapter to the City's comprehensive plan.</b>	<b>Complete.</b> Updates to 2022 ECC Element and new Natural Environment Element adopted as part of 2024 Periodic Review.
23	<b>Regularly update the Downtown Subarea Plan and the Lakewood Station District as market conditions and climate conditions change.</b>	<b>Ongoing.</b> DSAP Biennial reviews conducted 2020, 2022, 2024; LSDS Biennial Review conducted 2024. Future reviews of both subarea plans to occur in conjunction with decennial

		Comprehensive Plan Periodic updates (2034, 2044, et seq.) and 5-year Implementation Progress reports (2029, 2039, et seq.)
24	<b>Enforce the Uniform Plumbing Code (IPC), which requires low-flow appliances and fixtures in all new development.</b>	<b>Ongoing</b>
25 - 22WP Item 12 (Ongoing)	<b>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.</b>	<b>Ongoing</b>
26	<b>Adopt and enforce the 2018 Washington State Energy Code.</b>	<b>Ongoing</b> as required by State law
27	<b>Support the creation of a Pierce Transit South Tacoma Way Bus Rapid Transit System (BRT) that connects Downtown Tacoma, Lakewood, and Joint Base Lewis McChord (JBLM.)</b>	<p><b>Ongoing.</b> April 2023 Pierce Transit BRT study included The technical evaluation implementation priorities:</p> <ul style="list-style-type: none"> <li>• Top priority: Corridor B (Lakewood to Tacoma Mall to downtown Tacoma) had the highest corridor prioritization score and is the top priority for implementation.</li> <li>• Next highest priority: Corridor A (Lakewood to Tacoma via Bridgeport Way and S. 19th Street).</li> </ul> <p>Routing length and termini would be determined in partnership with Sound Transit and local agencies at a later date through additional planning.</p>
28	<b>Enforce the 2018 International Building Code, Section 429, Electric Vehicle and Charging Infrastructure.</b> This code section also includes basic charging infrastructure for accessible parking spaces. Staff is expecting building codes to be modified with new standards in the very near future. There is the possibility of the City having to perform new assignments.	<b>Ongoing</b> as required by State law. December 2023 Pierce County <i>Public EV Charging Plan</i> identified Seeley Lake Park as 2 <sup>nd</sup> top location to install EV charging infrastructure. County EV installation project completion by 12/31/25 (see link below)
29	<b>Continue to support neighborhood events such as parks appreciation day, garage sales, and clean-up/recycling events.</b>	<b>Ongoing</b>
30 - 22WP Item 13 (Complete)	<b>Support the implementation of the Tacoma-Pierce County Solid Waste &amp; Hazardous Management Plan.</b>	<b>Complete</b>
31	<b>Map vulnerable community assets and disadvantaged neighborhoods.</b>	<b>Ongoing.</b> Lakewood Equity Index Map created as part of 2024 Periodic Review. City also tracking WA State HEAL Map and Program
32	<b>Implement water conservation efforts for households, businesses, industries, and public infrastructure. Include measures to encourage installation of drought-tolerant and native vegetation.</b>	Not started

<https://experience.arcgis.com/experience/5b19803ce6d946d39df911c319b37ae4>

### Funding for Individual Items proposed for NECC Program

- Urban Forestry Program: Through Motion 2023-55, the City Council approved the use of \$340,000 of ARPA funds for the launch of an urban forestry program. \$150,000 of the funds have been used to date for the 2024 Lakewood Urban Forest Assessment Report (**Attachment B**.) Other uses of the ARPA funds will be determined as the urban forestry program is further developed now that foundational data has been collected. The remaining \$190,000 must be expended (i.e., at least obligated through an executed contract) by 12/31/26.
- *Pending* - 2ESHB 1181 Implementation Funding through WA Department of Commerce: Lakewood is eligible for a total of \$700,000 in non-competitive grant funds through 2029 to implement the requirements adopted through 2ESHB 1181. Lakewood's rough schedule for implementation is as follows:

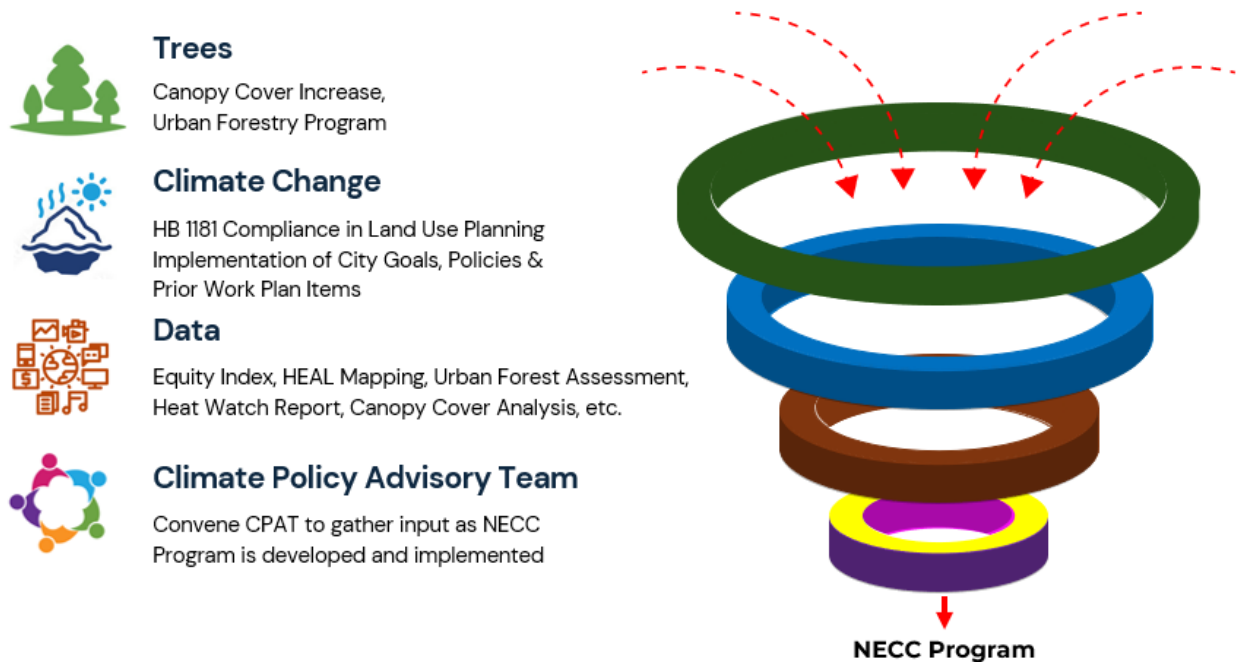
<b>NECC Program Deliverable Schedule</b>	<b>Commerce Funds</b>
<b>Current Biennium (7/1/2023 – 6/15/2025)</b>	
1. Initial updates to Energy & Climate Change Chapter (ECCC) to reflect intention to comply with 1181.	5,000
2. Draft Parks & Recreation Element per 1181.	5,000
3. Draft Utilities Element per 1181.	10,000
4. Draft Capital Facilities Element per 1181.	10,000
<b>Subtotal</b>	<b>\$30,000</b>
<b>2025-2027 Biennium (7/1/2025 – 6/15/2027)</b>	
5. Establish a <u>Climate Policy Advisory Team (CPAT)</u> to help guide the NECC implementation process	<b>(City Funds)</b>
6. Launch Lakewood Urban Forestry Program	
7. Track Tree Canopy Cover Increases	
8. Track Greenhouse Gas (GHG) Emission decreases via ICLIE/Google EIE Tools	
<b>Subtotal</b>	<b>\$0</b>
<b>Future Activities (7/1/2027 – 6/15/2029)</b>	
5. Draft updated ECCC including Climate Resiliency and GHG Sub-elements	200,000
6. Draft updated Land Use Element.	25,000
7. Draft updated Transportation Element.	250,000
8. Draft Electric Vehicle Infrastructure Plan.	35,000
9. Draft Urban Heat Resilience Strategy.	35,000
10. Draft Native & Climate-resilient Planting Plans for Municipal Projects.	25,000
11. Draft updated Urban Forest Management/ Master Reforestation Plan.	100,000
<b>Subtotal</b>	<b>\$670,000</b>
<b>TOTAL</b>	<b>\$700,000</b>

The Natural Environment and Climate Change (NECC) program is intended coordinate and consolidate existing required and voluntary actions that the City will conduct over the next 10+ years. Priorities, policies, data and action items from existing sources are the basis of the NECC program and are listed here in chronological order:

- 2022 Lakewood Tree Canopy Cover Analysis;
- 2022 Three Year Energy & Climate Work Plan;
- 2023 E2SHB 1181 ("Improving the state's response to climate change by updating the state's planning framework");



- 2023 *Establishing the Roots of Urban Forestry in Lakewood, WA: An Implementation Guide*;
- 2024 Comprehensive Natural Environment (NE) and Energy & Climate Change (ECC) Elements;
- 2024 Energy Efficiency Community Block Grant (EECBG) Program;
- 2024 Lakewood Urban Forest Assessment Report;
- 2024 Pierce County Heat Watch Report; and
- 2024 Pierce County Canopy Analysis Report



**Note: Internal coordination will occur across departments** to ensure consistency with other planning efforts underway, such as the 2026 update to the Parks Legacy Plan and the development of the 2025-2029 Pierce County Hazard Mitigation Plan.

### Next Steps (2025-2026)

- Compile various work plan, action plan, and other relevant items into an NECC 10+ Year Implementation Plan and 3-5 Year Work Plan
- Conduct Internal Administration to launch Urban Forestry Program
- Include details in 2026 mid-biennial budget update
- Establish partnerships with external groups for public education, plant and tree provision, etc.
- Stand-up of Climate Policy Advisory Team
- Engage in process for City Parks Legacy Plan Update

Included below are draft Lakewood NECC Program Goals, Strategies, 10+ year Implementation Plan items, and 3-5 Year Work Plan items.

## **NATURAL ENVIRONMENT AND CLIMATE CHANGE PROGRAM (NECC)**

**The purpose of the Lakewood NECC Program is to address City priorities and goals related to urban forestry management, tree canopy improvement and maintenance, climate change and resiliency, energy efficiency, and greenhouse gas emission reduction.**

### Goals and Strategies

#### I. Tree Canopy Increase and Maintenance

- Achieve 40% citywide tree canopy cover by 2050
- Partner with agencies/organizations to promote voluntary tree planting on private property

#### II. Urban Forestry Program Launch and Maintenance

- Create administrative capacity within the existing City organizational structure to handle program budget, implementation and monitoring.

#### III. Climate Change & Resiliency Goals and Regulations

- Comply with E2SHB 1181 by 12/31/2029

#### IV. Greenhouse Gas Emissions Reduction

- Meet PSRC 4-part GHG emissions goals
- Meet State of WA GHG emissions goals

#### V. Energy Efficiency Improvements in City Operations and Community

- Increase energy efficiency in City buildings and operations
- Educate, encourage, and incentivize/require residential and commercial/industrial energy efficiency improvements

### **Strategies for 10+ Year Implementation Plan and 3-5 Year Work Plan**

#### From 2022 Three year Energy and Climate Work Plan

- Develop a five-year plan for reducing greenhouse gas emissions.
- Work with Pierce County and Pierce County municipalities to develop a regional approach and best practices to address climate change. One strategy: adopt revised climate change Pierce Countywide Planning Policies.
- Lakewood, as a member of the South Sound Military Communities Partnership (SSMCP), advocate for improvements to the I-5 corridor the Nisqually Delta at both the state and federal levels.
- 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.
- Coordinate a regional electric vehicle (EV) infrastructure strategy with neighboring cities, Pierce County and the State\*
- Develop/promote an urban forest management/master reforestation plan.
- Establish a Climate Policy Advisory Team (CPAT) to help guide the NECC implementation process by providing perspectives and recommendations relating to community development, the environment, transit, education,

business, and more. CPAT members will be engaged periodically to review and comment on work products and guide public engagement.

#### From E2SHB 1181 Requirements

##### 2024-2025

- Update the Parks & Recreation Element to include a tree canopy evaluation.
- Update the Utilities Element to include the general location, proposed location, and capacity of all existing and proposed utilities, including electrical, telecommunications, and natural gas systems.
- Update the Capital Facilities Element inventory of existing capital facilities owned by public entities to include green infrastructure.

##### 2025-2027 (E2SHB 1181 actions pending state funding approval)

- Update the Lakewood Comprehensive Plan Climate Change and Resiliency Element to include a Greenhouse Gas (GHG) sub-element and climate resiliency sub-element consistent with E2SHB 1181:
  - develop a local emission inventory, conduct a Vehicle Miles Traveled Per Capita (VMT) study, and project emission reductions to inform the adopted Comprehensive Plan goals and policies; and
  - explore expected local climate impacts; audit existing plans and policies for climate resilience opportunities, gaps, and barriers; assess local assets' climate vulnerability and risk; and develop and prioritize science-based climate resilience goals and policies for Comprehensive Plans.
- Update the Land Use Element to:
  - include green spaces, urban and community forests. Give special consideration to achieving environmental justice in the element's goals and policies; and
  - reduce and mitigate the risk to lives and property posed by wildfires by using land use planning tools.

##### 2027-2029 (E2SHB 1181 actions pending state funding approval)

- Update the Transportation Element traffic demand forecast to:
  - address multimodal transportation demand forecasts and needs; and
  - address forecasts of traffic demands and needs outside of the City to inform an element that balances transportation system safety and convenience to accommodate all users of the transportation system to safely, reliably, and efficiently provide access and mobility to people and goods.
- Update the Transportation Element to:
  - include estimated multimodal level of service impacts, giving priority to inclusion of transportation facilities and services providing the greatest

multimodal safety benefit to each category of roadway users for the context and speed of the facility;

- include an inventory of active transportation facilities and multimodal level of service standards for all locally owned arterials, locally and regionally operated transit routes that serve urban growth areas, state-owned or operated transit routes that serve urban areas, and active transportation facilities; and
  - include an Americans with Disabilities Act (ADA) Transition Plan.
- Develop an Urban Heat Resilience Strategy.
  - Develop Native & Climate-Resilient Planting Plans for Municipal Projects.
  - Update the City's Urban Forest Management/Master Reforestation Plan.







## ATTACHMENT A

### Summary of Natural Environment and Climate Change (NECC) Program Sources

#### I. 2021 Energy & Climate Change Element and Plan

In 2021, the City Council adopted a new Energy & Climate Change (ECC) Comprehensive Plan Element. In 2022, the City Council adopted a 15-item Three-Year Energy & Climate Work Plan via Ordinance 776 to implement the ECC Element. As of now, 9 Work Plan items are completed, 4 items are ongoing, and 2 are not yet started:

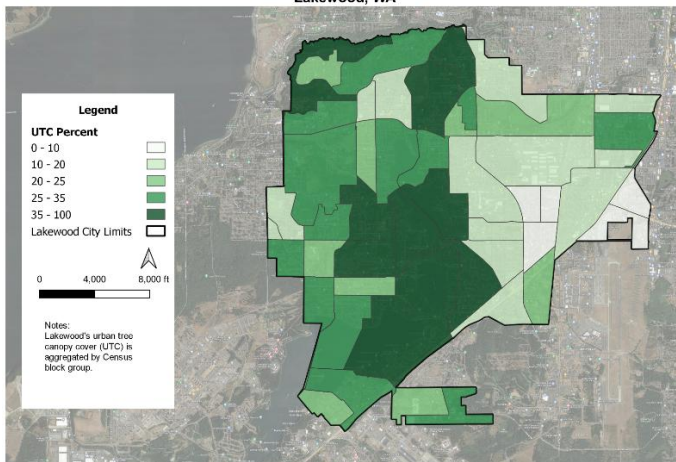
#### 2022 Energy & Climate Change Plan Unfinished Items

Item #	Measure	Status as of 2/5/25
2 	Develop a five-year plan for reducing greenhouse gas (GHG) emissions.	<b>Not started.</b> City waiting for targets and template guidance being developed at state & regional levels.
6 	Work with Pierce County and its cities to develop a regional approach and best practices to address climate change.	<b>Ongoing.</b> Updated Pierce Co. Countywide Planning Policies (CPPs) adopted in 2022. Lakewood a founding city of, and participating in, Pierce Co. Climate Conversation
9 	Advocate for improvements to the I-5 corridor the Nisqually Delta at both the state and federal levels.	<b>Ongoing.</b> Initial \$75M state funding secured, project scoping underway
12 	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.	<b>Ongoing</b>
14 	Coordinate a regional electric vehicle (EV) infrastructure strategy with neighboring cities, Pierce County, and the State.	<b>Not started.</b>
15 	Develop/promote an urban forest management/master reforestation plan (UFP.)	<b>Ongoing.</b> Guidance Report from UW Evans School competed in 2023; Lakewood tree inventory and urban heat island mapping conducted in 2024.

#### II. The City has been preparing to craft an urban forestry program by gathering data about the current tree canopy from three sources:

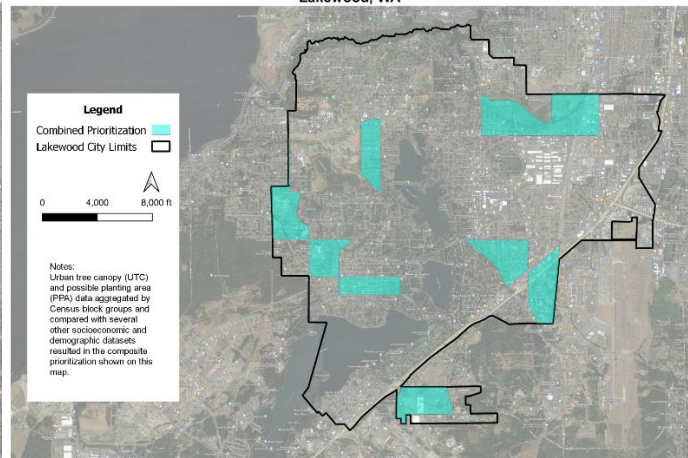
- Results from 2022 Tree Canopy Mapping for Code Updates
  - Calculation of current tree canopy cover
  - identification of prioritized planting areas

Urban Tree Canopy Cover Distribution  
Lakewood, WA



Lakewood, WA Tree Preservation Code Update 2022

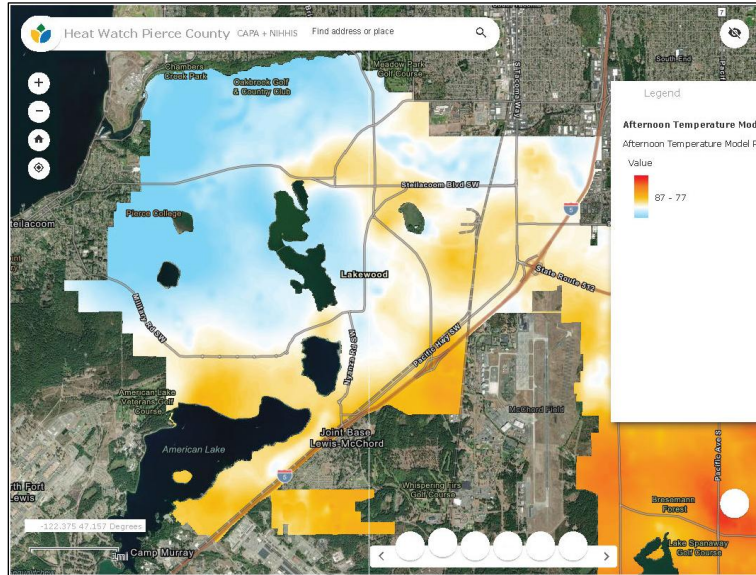
Tree Canopy Analysis: Prioritization of Census Block Groups  
Lakewood, WA



Lakewood, WA Tree Preservation Code Update 2022

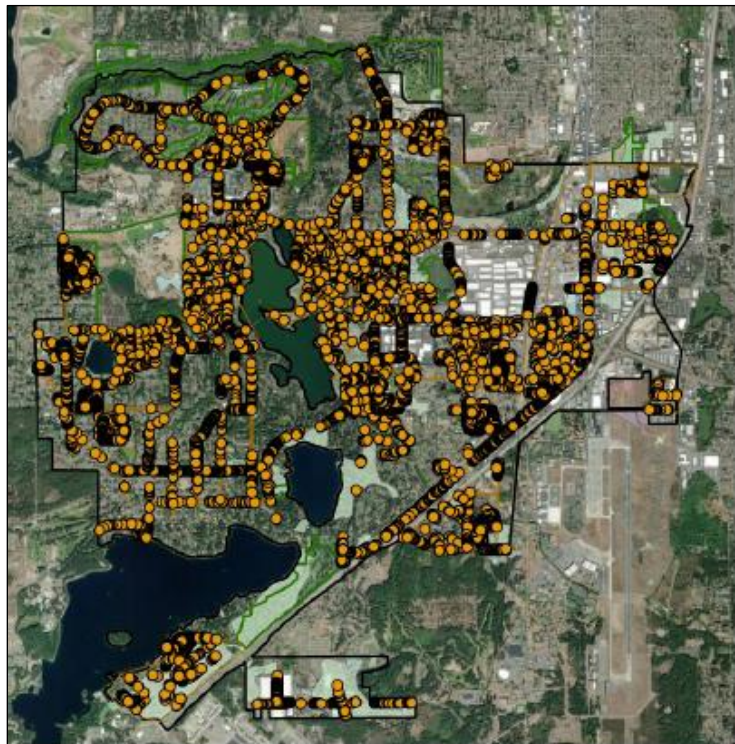


- Results from Lakewood 2024 “Heat Watch Pierce County” Report



- Results from Lakewood 2024 Tree Inventory

- Rights-of-way, particularly on arterials and in areas of Lakewood with an estimated canopy cover of less than 35%
- Parks, Open Spaces, and Natural Areas
- Clover Park Technical College
- Pierce College
- Western State Hospital
- St. Clare Hospital, and
- Clover Park School District schools



### **III. 2023 E2SHB 1181 (“Improving the state's response to climate change by updating the state's planning framework.”)**

E2SHB 1181 amended the GMA and added significant new requirements for regional land use plans as well as Lakewood’s Comprehensive Plan and development regulations, including:

- supporting state greenhouse gas (GHG) emissions reduction goals and per-capita vehicle miles traveled (VMT); and
- fostering resiliency to climate impacts and natural hazards, among other requirements.

As currently scheduled (but pending finalization of state grant funding for future biennia beyond 2025), Lakewood is planning to comply with HB 1181 through the following schedule:

#### 2024-2025

- Update the Parks & Recreation Element to include a tree canopy evaluation.
- Update the Utilities Element to include the general location, proposed location, and capacity of all existing and proposed utilities, including electrical, telecommunications, and natural gas systems.
- Update the Capital Facilities Element inventory of existing capital facilities owned by public entities to include green infrastructure.

#### 2025-2027 (actions pending state funding approval)

- Update the Lakewood Comprehensive Plan Climate Change and Resiliency Element to include a Greenhouse Gas (GHG) sub-element and climate resiliency sub-element consistent with E2SHB 1181:
  - develop a local emission inventory, conduct a Vehicle Miles Traveled Per Capita (VMT) study, and project emission reductions to inform the adopted Comprehensive Plan goals and policies; and
  - explore expected local climate impacts; audit existing plans and policies for climate resilience opportunities, gaps, and barriers; assess local assets’ climate vulnerability and risk; and develop and prioritize science-based climate resilience goals and policies for Comprehensive Plans.
- Update the Land Use Element to:
  - include green spaces, urban and community forests. Give special consideration to achieving environmental justice in the element’s goals and policies; and
  - reduce and mitigate the risk to lives and property posed by wildfires by using land use planning tools.

#### 2027-2029 (actions pending state funding approval)

- Update the Transportation Element traffic demand forecast to:
  - address multimodal transportation demand forecasts and needs; and

- address forecasts of traffic demands and needs outside of the City to inform an element that balances transportation system safety and convenience to accommodate all users of the transportation system to safely, reliably, and efficiently provide access and mobility to people and goods.
- Update the Transportation Element to:
  - include estimated multimodal level of service impacts, giving priority to inclusion of transportation facilities and services providing the greatest multimodal safety benefit to each category of roadway users for the context and speed of the facility;
  - include an inventory of active transportation facilities and multimodal level of service standards for all locally owned arterials, locally and regionally operated transit routes that serve urban growth areas, state-owned or operated transit routes that serve urban areas, and active transportation facilities; and
  - include an Americans with Disabilities Act (ADA) Transition Plan.
- Develop an Urban Heat Resilience Strategy.
- Develop Native & Climate-Resilient Planting Plans for Municipal Projects.
- Update the City's Urban Forest Management/Master Reforestation Plan.

Lakewood is also participating in the ongoing update to the Pierce County 2025-2029 Hazard Mitigation Plan to ensure that that plan reflects the City's work to prevent, minimize, and prepare for climate change-related hazards.

#### **IV. 2023 UW Evans School of Public Policy and Governance developed the *Establishing the Roots of Urban Forestry in Lakewood, WA: An Implementation Guide***

The *Implementation Guide* provides background research and recommendations on how to responsibly craft an urban forestry program (UFP.) It includes best practices, case studies, City resource and administrative capacity assessments, and community engagement recommendations. The guide also includes the following implementation recommendations:

- **Recommendation 1:** Develop a mission, vision and goals for an urban forestry program;
- **Recommendation 2:** Complete a comprehensive resource assessment and begin restoration practices in the City;
- **Recommendation 3:** Develop a comprehensive community engagement strategy; and
- **Recommendation 4:** Create administrative capacity within the exiting City organizational structure. This recommendation includes several budget templates, monitoring and evaluation guidance, and program evaluation guidance.



Table 12 from the *Implementation Guide* lays out a 5-year plan covering forest health, tree population expansion, community engagement, equitable access, and sustainability actions.

YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5
<b>Forest Health</b>				
<ul style="list-style-type: none"> <li>- Complete FLAT phases 2 and 3, which includes comprehensive tree assessment</li> <li>- Standardize tree maintenance practices</li> </ul>	<ul style="list-style-type: none"> <li>- Begin four-phase restoration on priority MUs.</li> </ul>	<ul style="list-style-type: none"> <li>- Continue four-phase restoration on priority MUs, incorporating new MUs as possible.</li> </ul>	<ul style="list-style-type: none"> <li>- Begin four-phase restoration on remaining MUs.</li> <li>- Hire an urban forester to lead restoration and maintenance efforts.</li> </ul>	<ul style="list-style-type: none"> <li>- Continue four-phase restoration on all MUs, including monitoring and ongoing invasives control.</li> </ul>
<b>Tree Population Expansion</b>				
<ul style="list-style-type: none"> <li>- Maintain 28% public UTC.</li> </ul>	<ul style="list-style-type: none"> <li>- Maintain 28% public UTC.</li> <li>- Begin planting new trees on publicly owned land guided by four-phase restoration.</li> </ul>	<ul style="list-style-type: none"> <li>- Maintain 28% public UTC.</li> <li>- Continue planting trees on publicly owned land guided by four-phase restoration.</li> </ul>	<ul style="list-style-type: none"> <li>- Maintain 28% public UTC.</li> <li>- Continue planting trees on publicly owned land guided by four-phase restoration.</li> </ul>	<ul style="list-style-type: none"> <li>- Maintain 28% public UTC.</li> <li>- Continue planting trees on publicly owned land guided by four-phase restoration.</li> <li>- Begin outreach to increase trees planted on privately owned land.</li> </ul>

## V. 2024 Periodic Review of the Lakewood Comprehensive Plan and Development Regulations (24CPPR)

The 24CPPR included updates to Comprehensive Plan's Energy & Climate Change (ECC) Element, added a new Natural Environment (NE) Element to the Plan, and significantly updated the City's development land use and environmental protection regulations.

The NE and ECC Elements include goals for improving the tree canopy and creating and maintaining an Urban Forestry Program (UFP):

### **EC-5** Develop a Climate Resilient Community.

**EC-5.5** Improve the Urban Tree Canopy. Enhance the quality and sustainability of the urban forest and urban tree canopy to mitigate urban heat island effects, address stormwater drainage concerns, and meet environmental quality goals.

### **NE-6** Maintain an urban forestry program to preserve significant trees, promote tree health, and increase tree coverage citywide.

**NE-6.1** Maintain a comprehensive urban forestry program.

**NE-6.2** Encourage the planting and regular maintenance of street trees to enhance urban greenery.

**NE-6.3** Provide for the retention of significant trees and tree stands and the restoration of tree stands within the city.

**NE-6.4** Maintain a city tree fund to preserve wooded areas, restore and enhance native trees, and provide for education and research.

**NE-6.5** Work towards a citywide goal of 40% tree canopy cover by the year 2050.

**NE-6.6** Consider opportunities to increase canopy and environmental equity when evaluating tree canopy distribution.

## **VI. 2024 application for a federal Energy Efficiency Community Block Grant (EECBG)**

If awarded, the EECBG would provide \$123,080 to:

- Update Lakewood, WA Comprehensive Plan Elements and Energy & Climate Change (ECC) Work Plan;
- Fund energy data collection to assist in reducing fossil fuel emissions, reducing total energy use, or improving energy efficiency;
- Develop an energy vision, goals, and strategies
- Conduct stakeholder outreach, engagement, and education; and
- Write, adopt, and publicize updated Comprehensive Plan elements and ECC Work Plan.

## ATTACHMENT B

### Approved Climate Action Plan Items per Ordinance 756, adopted July 26, 2021

The action items highlighted in yellow reflect the 32 actions initially recommended by the Planning Commission for the 2022 Three-Year Work Plan.

<b>PROVIDE LEADERSHIP &amp; ADVOCACY</b>
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.
<b>IMPROVE CLEAN AND EFFICIENT TRANSPORTATION OPTIONS</b>
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.
<b>INCREASE SUSTAINABLE &amp; ENERGY-EFFICIENT SYSTEMS</b>
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.
<b>ENCOURAGE SUSTAINABLE DEVELOPMENT</b>
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.
<b>DEVELOP A HAZARDS MANAGEMENT PLAN (developing a climate-resilient community)</b>
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.

## **CITY OF LAKEWOOD PLANNING COMMISSION**

### **Rules of Procedure, ~~Regulations, and By-Laws~~**

The Lakewood Planning Commission is established pursuant to City of Lakewood Ordinance No. 594, adopted September 15, 2014, and Lakewood Municipal Code (LMC) ~~Section~~ Chapter 02.90. The Lakewood Planning Commission shall consist of not more than seven (7) members, appointed by majority vote of the City Council, but a smaller number, not less than four (4) shall constitute a lawful Commission.

Pursuant to LMC 02.90.050, we, the members of the City of Lakewood Planning Commission do hereby adopt, publish, and declare the rules, ~~regulations, and of~~ procedures set forth herein. These rules ~~and procedures~~ shall govern the conduct of meetings, maintenance of order, and order of business at regular meetings. In the event of a conflict between these rules and ~~the express provisions of the municipal code, the municipal code shall prevail. RCW Chapter 35A.63 (Planning Agency), LMC Chapter 2.90 LMC (Planning Commission), and/or LMC Chapter 2.68 (Work Plan), the RCW and LMC provisions shall prevail.~~

#### **ARTICLE I - NAME**

The name of this board is and shall be the CITY OF LAKEWOOD PLANNING COMMISSION, hereinafter referred to as the "Planning Commission" or "Commission".

#### **ARTICLE II - OFFICERS AND DUTIES**

##### **SECTION 1 OFFICERS**

The Officers of the Planning Commission shall consist of a Chair and Vice-Chair. Officers shall be elected each year for a one-year term at the first regular meeting of each calendar year.

##### **SECTION 2 CHAIR**

The Chair shall preside over the meetings of the Planning Commission and exercise all the powers usually incident to the office, retaining, however, to himself/herself as a member of the Planning Commission, the full right to have his/her own vote recorded in all deliberations of the Commission. He/she shall enforce the by-laws and execute the will of the Commission. He/she shall appoint all committees and/or task force members.

##### **SECTION 3 VICE-CHAIR**

The Vice-Chair, in the absence of the Chair from any meeting, shall perform all the duties incumbent upon the Chair. In the absence of the Chair and Vice-Chair, the members present shall elect, for that meeting only, a Chair Pro-Tern who shall have full powers of the Chair. (See Section 4)

##### **SECTION 4 CHAIR PRO-TEM**



In the absence of the Chair and the Vice-Chair, a Chair pro-tern shall be elected informally by the members present to conduct the meeting.

#### **SECTION 5 ~~SECRETARY~~Planning Commission Clerk**

A ~~Secretary Clerk~~ shall be provided by the ~~Community Development and Economic~~ Department of Planning and Public Works (PPW) to prepare minutes and keep such records, attend to correspondence of the Commission, and perform such other duties as may be deemed necessary, including but not limited to:

- A. Take roll at regular, special and public meetings and hearings;
- B. Keep a record of all correspondence;
- C. Preserve all manuscripts and records;
- D. Keep a current roster of all members.
- E. Prepare and circulate the monthly agenda and staff reports regarding Planning Commission business;
- F. Record, transcribe and publish the minutes of all meetings of the Planning Commission; and
- G. Publish public notice of meetings.

#### **SECTION 6 SPECIAL ELECTION OF OFFICERS**

Should any officer resign, be removed, or otherwise vacate his office, his/her term shall be filled by result of an election at the next regular meeting or as soon as possible.

#### **SECTION 7 TASK FORCES**

- A. The Planning Commission may establish special task forces to investigate community issues within the scope of its authority. The Commission may initiate a task force on their own or at the direction of the City Council.
- B. Task forces will be composed of five (5) members. A maximum of three (3) members shall be from the Planning Commission.
- C. Task forces shall operate under the following Sections of the Planning Commission by-laws:

Article II Section 2	Chair
Article II Section 3	Vice-Chair
Article II Section 4	Chair Pro-Tem
Article II Section 5	<del>Secretary Clerk</del>
Article II Section 5	Attendance
Article II Section 6	Rules of Meeting
Article II Section 7	Voting/Parliamentary Procedures & Motions
Article II Section 11	Meeting Decorum
Article II Section 12	Debates

D. Task forces are charged with researching the basic topic, identifying issues, gathering information from experts, proponents, opponents, and the general public either in work sessions or public meetings.

E. Task forces will make a clear, concise written report that includes alternatives and recommendations to the Planning Commission.

## **SECTION 8 STANDING OR TEMPORARY COMMITTEES**

The Chair shall have full power to create standing or temporary committees of one or more members, charged with such duties of examination, investigation, and inquiry relative to one or more subjects of interest to the Commission, and within the scope of its authority.

No standing or temporary committee shall have the power to commit the Commission to the endorsement of any plan or program prior to its submission to, and approved by the Planning Commission. Committee reports should be very brief, giving subject matter and date(s) during which the subject was discussed.

Standing and temporary committees shall use the same rules and regulations of the Commission in their deliberations.

## **ARTICLE III — MEETING SCHEDULE**

### **SECTION 1 REGULAR MEETINGS**

Regular meetings of the Planning Commission shall be held the first and third Wednesday of each month at 6:30 p.m. in Lakewood City Hall Council Chambers or at such other place as the Commission may determine. Any regular meeting may be canceled or rescheduled by the Chair, or in his absence, by the Vice-Chair. If in any given month there is no business which requires Commission action, the regular meeting will be canceled. Every effort will be made to conduct each meeting as efficiently as possible in order to adjourn the meeting no later than ~~7~~10 p.m.

### **SECTION 2 LEGAL HOLIDAYS**

If a regular meeting falls on a legal holiday, that meeting shall be rescheduled or canceled by the Chair.

### **SECTION 3 SPECIAL MEETINGS**

Special meetings of the Planning Commission may be called by any of the following: Chair, or in his absence, by the Vice-Chair; or by a majority vote of the Commission members. The scheduling and holding of all Planning Commission meetings is to be done in accordance with Washington State Law.

Every effort shall be made to set up work sessions or special meetings with City of Lakewood City Council and other Advisory Boards in order to create effective communication between these bodies.

## **SECTION 4 QUORUM**

A majority of the current membership of the Planning Commission shall constitute a quorum for the transaction of business. Any action taken by a majority of those present, when those present constitute a quorum, at any regular or special meeting of the Planning Commission shall be deemed the official action of the Commission.

## **SECTION 5 ATTENDANCE**

Attendance at regular and special meetings is expected of all Planning Commission members. Any member anticipating absence from a meeting should notify the Chair or the ~~Community Economic Development~~PPW Department in advance of any meeting.

If a member shall miss three consecutive meetings without there being reasonable cause, the Commission may recommend to the City Council the removal of the member.

## **SECTION 6 RULES OF MEETINGS**

A. Participation. In keeping with Parliamentary Procedures, discussion by the members should be concise, to the point, and relevant to the business pending before the Commission.

B. Staff Participation. The Chair may call on a City employee, qualified to give expert testimony and/or a presentation on a matter, to address the Planning Commission.

C. Public Participation. The Rules of Procedure for Public Participation are identified in Section 11. Time limits for the maximum duration of Audience Comments and Public Hearings at any one meeting may be imposed, if necessary, at the discretion of the Chair.

D. Robert's Rules of Order, Newly Revised, shall govern the deliberations of the Commission; ~~except when in~~ there is a conflict with any of the rules contained herein, Robert's Rules of Order shall prevail.

## **SECTION 7 VOTING/PARLIAMENTARY PROCEDURES AND MOTIONS**

### **VOTING:**

A. Each member present has a duty and obligation to vote on all questions put before the Commission unless that member has a conflict of interest or an appearance of fairness concern in the case of quasi-judicial matters. If a member does not vote on a question before the Commission (without a conflict of interest or appearance of fairness exclusion), the vote of such member shall be counted as a vote with the prevailing side. It is provided, however, that a new member to the Commission who is attending his or her first or second meeting may, at the member's discretion, be excused from voting on issues if the member believes he or she does not have sufficient information or

background on the question to make an informed vote.

B. Any time a member of the Planning Commission believes he or she may have a conflict of interest or appearance of fairness concern which should or may disqualify that member from voting on a particular issue shall apprise the Chair of such potential conflict of interest or appearance of fairness concern, and the Chair shall determine whether or not the member is entitled to vote, provided that the decision of the Chair may be overruled by a majority of the remaining members of the Commission (excluding the member whose vote is subject of the decision).

C. In advance of any quasi-judicial matter coming before the Planning Commission, the Chair shall request of the members present whether any of them believe they have an appearance of fairness concern or a conflict of interest which would disqualify them from participating in the quasi-judicial matter. Additionally, the Chair shall inquire of people in attendance of the quasi-judicial hearing whether any member of the public in attendance believes that a member of the Commission has a conflict of interest or an appearance of fairness concern which would disqualify such member from voting on the quasi-judicial matter. If any concerns or questions are raised regarding the eligibility of a member to vote, the decision shall be made on the member's eligibility to vote as set forth in Paragraph B, above.

#### **PARLIAMENTARY PROCEDURES AND MOTIONS:**

A. If a motion does not receive a second, it dies. Matters that do not constitute a motion include nominations, withdrawal of motion by the person making the motion, request for a roll call vote, and point of order or privilege, therefore a second is not needed.

B. A motion that receives a tie vote is deemed to have failed.

C. When making motions, be clear and concise and not include arguments for the motion within the motion.

D. After a motion has been made and seconded, the Commission members may discuss their opinions on the issue prior to the vote.

E. A motion may be withdrawn by the maker of the motion with agreement of the second prior to the calling of the question without the consent of the Commission.

F. A motion to table is non-debatable and shall preclude all amendments or debates of the issue under consideration. A motion to table is to be used in instances where circumstances or situations arise which necessitate the interruption of the Planning Commission members' consideration of the matter then before them. A motion to table, if passed, shall cause the subject matter to be tabled until the interrupting circumstances or situations have been resolved, or until a time certain, if specified in the motion to table. To remove an item from the table in advance of the time certain requires a two-thirds' majority vote.

G. A motion to postpone to a certain time is debatable, is amendable and may be reconsidered at the same meeting. The question being postponed may be considered at a later time at the same meeting, or to a time certain at a future regular or special Planning Commission meeting.

H. A motion to postpone indefinitely is debatable, is not amendable, and may be reconsidered at the same meeting only if it received an affirmative vote.

I. A motion to call for the questions shall close debate on the main motion and is undebatable. This motion must receive a second and fails without a two-thirds' vote; debate is reopened if the motion fails.

J. A motion to amend is defined as amending a motion that is on the floor and has been seconded, by inserting or adding, striking out, striking out and inserting, or substituting.

K. Motions that cannot be amended include: Motion to adjourn, lay on the table, roll call vote, reconsideration and take from the table. A motion to amend an amendment is not in order.

L. Amendments are voted on first, then the main motion as amended (if the amendment received an affirmative vote).

M. Debate of the motion only occurs after the motion has been moved and seconded.

N. The Chair's ~~Secretary-Clerk~~ should repeat the motion prior to voting.

O. The ~~Secretary-Clerk~~ will take a roll call vote, if requested by the Chair, a Planning Commission member, or as required by law.

P. When a question has been decided, any Commission member who voted in the majority may move for reconsideration, but no motion for reconsideration of a vote shall be made until the next Regular Planning Commission meeting.

Q. A representative from the ~~Community and Economic Development~~PPW Department and/or the City Attorney shall act as the Commission's parliamentarian and shall decide all questions of interpretation of these rules which may arise at a Planning Commission meeting.

## **SECTION 8 AGENDA AND STAFF REPORTS**

LMC 2.90 identifies the jurisdiction, powers and authority of the Planning Commission. In addition, the City Council may, from time to time, grant to the Planning Commission such other jurisdiction, powers, duties and authority as City Council deems appropriate and consistent with state and City law. The Planning Commission shall work in accordance with a work plan adopted by the City Council as detailed in Chapter 2.68 LMC.

An agenda for every regular meeting shall be prepared and distributed by the ~~Community and Economic Development~~PPW Department to each

Commission member not less than five (5) days prior to the date of the meeting at which such agenda is to be considered. The agenda shall be accompanied with a complete copy of the unapproved minutes of the previous meeting, staff reports, and such other material, illustrations, petitions, etc., as may pertain to the agenda.

## **SECTION 9 ORDER OF BUSINESS**

A. The order of business for each regular meeting of the Planning Commission shall be as follows:

1. Call to order.
2. Roll Call.
3. Approval of minutes of the preceding meeting.
4. Agenda Update.
5. Public Comments.

Members of the audience may comment on items relating to any matter related to the Commission's business under the "Public Comments" period. Comments are limited to three (3) minutes per person. ~~Groups who have at least three members present at the meeting may designate a speaker who may have a total of ten (10) minutes to speak on behalf of the group.~~ The Chair shall determine the overall amount of time set for "Public Comments." Public comments sign-up forms will be available at each meeting for use of those citizens-residents wishing to address the Commission. The Secretary-Clerk shall serve as timekeeper.

In addressing the Commission, each person should stand, and after recognition, move to the podium, give his/her name, and unless further time is given by the presiding officer, shall limit his/her comments to three minutes. All remarks shall be made to the Commission as a body and not to any individual member.

No person shall be permitted to enter into any discussion from the floor without first being recognized by the presiding officer.

### **6. Public Hearings.**

The public hearings section of the agenda allows for local citizens-residents to submit testimony on projects where public notice provisions are required pursuant to the Lakewood Municipal Code. Testimony shall be received in the same manner for each project duly noticed and as outlined above under the public comments section.

### **7. Business Items.**

The business items section deals with matters before the Planning Commission that do not require a Public Hearing.

### **8. Reports.**

- a. City Council Actions: Staff will report on actions taken by the City Council that followed Planning Commission actions and other matters of interest.
- b. Written Communications: Staff will review pertinent written communication on planning related topics.
- c. Future Agenda(s): Planning Commission members may request items to be placed on future agendas. Staff may report on items planned for future agendas.
- d. Area Wide Planning/Land Use Updates: Staff will report on actions taken by the Growth Management Coordinating Committee (GMCC), the Pierce County Regional Council (PCRC), the Pierce County Council, or the Puget Sound Regional Council (PSRC), on any planning or land use issues affecting Lakewood.
- e. Other: Staff will report on other topics relevant to the Planning Commission.

9. Reports of Standing or Temporary Committees.

10. Adjournment.

B. Recess - The foregoing agenda may be interrupted for a stated time as called by the Chair to recess for any reason.

## **SECTION 10 MEETINGS OPEN TO THE PUBLIC**

Any regular or special meeting of the Planning Commission shall be appropriately noticed per Washington State Statute, and be open to the public.

## **SECTION 11 MEETING DECORUM**

To provide a fair and efficient form for the conduct of business at Planning Commission meetings, the following rules of decorum shall be observed:

- A. No person including Planning Commission members shall address the Commission or a presenter without first obtaining recognition from the Chair.
- B. The order of business shall be as prescribed on the agenda. Changes to the agenda order shall be approved by the Chair or by majority vote of Commission members present.
- C. In instances where a written staff report has been prepared, the staff representative, upon recognition by the Chair, shall present the staff report.
- D. Following the presentation of the staff report, the Commission shall be afforded the opportunity to question the staff regarding the material in the report.
- E. After questioning of the staff is completed, the Chair may recognize

the applicant or proponent of that item to speak, if any. Following the proponent's remarks, any other person wishing to speak on the matter may be recognized by the Chair.

F. Once any person has spoken in regard to a specific matter before the Planning Commission, he or she shall not be recognized to speak again until all persons wishing to speak have been given the first opportunity to do so.

## **SECTION 12 DEBATES**

A. Speaking to the Motion - No member of the Planning Commission, including the Chair, shall speak more than twice on the same motion except by consent of the majority of the Planning Commission members present at the time the motion is before the Commission.

B. Interruption - No member of the Commission, including the Chair, shall interrupt or argue with any other member while such member has the floor, other than the Chair's duty to preserve order during meetings.

C. Courtesy - All speakers, including all members of the Commission, in the discussion, comments, or debate of any matter or issue shall address their remarks to the Chair, be courteous in their language and deportment, and shall not engage in or discuss or comment on personalities, or indulge in derogatory remarks or insinuations in respect to any other member of the Planning Commission, or any member of the staff or the public, but shall at all times confine their remarks to those facts which are germane and relevant to the question or matter under discussion.

D. Transgression - If a member of the Planning Commission shall transgress these rules on debates, the Chair shall call such member to order, in which case such member shall be silent except to explain or continue in order. If the Chair shall transgress these rules on debate or fail to call such member to order, any other member of the Commission may, under a point of order, call the Chair or such other member to order, in which case the Chair or such member, as the case may be, shall be silent except to explain or continue in order.

E. Challenge to Ruling – Any member of the Planning Commission, including the Chair, shall have the right to challenge any action or ruling of the Chair, or member, as the case may be, in which case the decision of the majority of the Commission present, including the Chair, shall govern.

## **ARTICLE IV - REPORTS**

### **SECTION 1 PLANNING COMMISSION REPORTS**

Reports of official Planning Commission reviews or official recommendations based on public hearing shall be considered the majority report of the Commission. All Planning Commission reports shall include a finding of facts.



The reports will be prepared by the ~~Secretary-Clerk~~ of the Planning Commission and approved and forwarded to the City Council.

## SECTION 2 ANNUAL REPORTS

In the first quarter of the calendar year, the Planning Commission shall prepare a written report to be forwarded to the Mayor and City Council containing, but not limited to:

- A. A comparison of the adopted annual work program, objectives, and activities with actual or anticipated accomplishments.
- B. The extent to which unforeseen problems and opportunities have occurred.
- C. Proposals for any new short- or long-range programs to implement the policies of the Comprehensive Plan.

## ARTICLE V - AMENDMENTS

These rules and regulations may be amended by a majority vote at a regular or special meeting.

The foregoing rules and regulations were approved and adopted at a regular meeting of the Planning Commission held on the 19<sup>6</sup>~~th~~ day of ~~October~~April, 20~~25~~16.

Lakewood Planning Commission	
	<u>1-9-17</u>
Chair	Date
	<u>1.9.17</u>
Secretary	Date

Lakewood Planning Commission

\_\_\_\_\_  
Chair Date

\_\_\_\_\_  
Clerk Date