	PLANNING COMMISSION **REGULAR MEETING** **WEDNESDAY, March 4, 2015** **Council Chambers** **6000 Main Street SW** **Lakewood, WA 98499**

Call to Order
Mr. Robert Estrada made the motion to elect Ms. Connie Coleman-Lacadie as Chair Pro Tem. for the duration of this meeting. The motion was seconded by Mr. James Guerrero. A voice vote was taken and the motion carried unanimously. The meeting was called to order at 6:30 p.m. by Ms. Connie Coleman-Lacadie, Chair Pro Tem.

Roll Call
Planning Commission Members Present: Connie Coleman-Lacadie, Chair Pro Tem.; Robert Estrada, James Guerrero, Paul Wagemann, and Christopher Webber
Planning Commission Members Excused: Don Daniels, Chair; and Robert Pourpasand, Vice-Chair
Planning Commission Members Absent: None
Staff Present: Dave Bugher, Assistant City Manager-Development; Dan Catron, Planning Manager, Karen Devereaux, Recording Secretary
Council Liaison: Councilmember Paul Bocchi

Acceptance of Agenda
No changes were requested.

Approval of Minutes
Minutes of the meeting held on February 4, 2015, were approved as written by a unanimous voice vote, M/S/C Wagemann/Guerrero.

Public Comments
None

Public Hearing
None

Unfinished Business
Election of Chair and Vice Chair
Commissioners agreed to defer until all seven commissioners are present at the next full meeting.

Community Visioning Update

Mr. Dan Catron, Planning Manager, advised the Commissioners that staff has received the first version of the community visioning document and is in the process of making initial edits. Mr. Catron commented that the background appendix was very interesting in it contains all the summary of comments received from the community survey and outreach performed by the consultant.

Mr. Catron shared that the vison plan distills themes that came from the survey and listed the five community values identified in the document as follows: 1) A friendly and welcoming community, 2) High quality public services; parks and facilities, 3) Connected community places unique to City of Lakewood, building a sense of place and creating identity within the City, 4) Building a strong local economy, and 5) Using sustainable and responsible practices. The plan then identifies a number of actions to take to pursue these values; there are over 60 actions identified together with timeframe and performance measures to gauge progress.

Mr. Bugher noted this document will be shared with the visioning committee then presented to City Council on Monday, April 13, 2015. The Planning Commission will view the document after that date. Many aspects of this document will come up for review in the Comprehensive Plan Update.

Comprehensive Plan Update

Mr. Dan Catron noted staff continues to work on getting the checklist together for the Puget Sound Regional Council (PSRC) and the State Department of Commerce (DOC). The 2014 Comprehensive Plan Amendments (CPA) was submitted to DOC, of which they verified receipt and have not responded with any comments.

Mr. Dave Bugher commented that staff is working on additional critical areas of gathering information for the update to the Capital Facilities element of the CPA. The Transportation element will be available for the commission to view in May. PSRC Questionnaire is tied to the Transportation funding dollars and must be completed in the same timeframe.

New Business

Introduction to Cottage Housing

Mr. Dan Catron informed the group that staff has been asked by Council to work on a cottage housing program to provide alternatives within single-family districts throughout the City. During his introduction he provided two workups of development sites explaining that cottage housing is defined as a multi-unit housing development consisting of small detached units (650-1,100 sq. ft.) arranged around a commonly owned open space or garden with a congregate parking area.

In this introduction, Mr. Catron noted he borrowed heavily from surrounding jurisdictions and how they have introduced cottage housing concepts into their neighborhoods.

Mr. Dave Bugher ran through a work plan draft and overview of the steps the commissioners will go through in developing a draft ordinance. The process will include the development of a draft ordinance, environmental review under SEPA, notifications to the State, and likely public hearings in June. It is expected that comprehensive plan amendments will get very intense from August to October before this project is completed.

R1/R2 Map Amendments
Mr. Dave Bugher informed the group the community and economic development staff has been tasked to examine methods to increase housing production in the City's R1 and R2 zones. Amendments to the City's land use and development regulations will be necessary.

Mr. Bugher's detailed presentation provided information regarding current comprehensive plan designation and zoning classifications, identified vacant and underutilized properties, reviewed existing conditions and development patterns, and showed constraints to development. In future meetings, recommendations will follow for initiating amendments to the comprehensive plan and zoning maps.

Councilmember Paul Bocchi addressed the commissioners discussing numbers for population growth targets for each City and County and how Lakewood may be affected. Mr. Dave Bugher noted the census is every 7 years and we are beginning to plan for the population growth target of 72,000 people by 2030 with the means to provide quality, livable housing.

Ms. Connie Coleman-Lacadie commented on the exciting opportunity to help make Lakewood more livable and more attractive.

Reports from Commission Members and Staff
Mr. Dave Bugher informed the group of other issues that will come before the commission including community gardens. Council is considering bringing back some stricter rules to food truck permitting, however, this won't hit the commission's agenda until 2016.

Mr. Dave Bugher shared that on Monday, March 2, Council received a "Complete Streets" concept for Motor Avenue. The proposal would represent a big change for the area and would use the space differently.

Mr. Dan Catron invited all commissioners to attend *A Short Course on Local Planning* seminar being presented by the Washington State Department of Commerce and hosted at the City of Lakewood Council Chambers on April 2, 2015, from 6:15 p.m. to 9:15 p.m.

Next Meeting: The next Planning Commission meeting will be held**, March 18,** 2015, at 6:30 p.m. in Council Chambers.

Meeting Adjourned at 8:09 p.m. Chair Pro Tem. Ms. Connie Coleman-Lacadie no longer possesses authority over the meeting.

Don Daniels, Chair
Planning Advisory Board 3/18/2015

Karen Devereaux, Secretary
Planning Commission 3/18/2015