PLANNING COMMISSION
REGULAR MEETING
WEDNESDAY, April 15, 2015
Council Chambers
6000 Main Street SW
Lakewood, WA 98499

Call to Order
The meeting was called to order at 6:30 p.m. by Mr. Don Daniels.

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

Acceptance of Agenda
Mr. David Bugher was granted permission to move the new business item, iPads Training, forward on the agenda to allow staff to train the commissioners.

Approval of Minutes
Minutes of the meeting held on March 18, 2015, were approved as written by a unanimous voice vote, M/S/C Wagemann/Guerrero.

Public Comments
None

Public Hearing
None

New Business
iPad Training
Planning commissioners were issued new iPads to use while conducting official business. This purchase was approved by City Council to increase efficiency with providing large volume meeting packet information and allow accessibility to research topics on next agenda. Staff member Mr. Tyler Wells provided training and answered basic questions. Keyboards and protective cases will be issued once received.

Unfinished Business

Cottage Housing Regulations

Mr. Dan Catron led a discussion noting some of the policy issues the Commission may want to consider in the formulation of a cottage housing program.

The specific issues identified for early discussion included:

- Maximum allowable lot coverage
- Maximum number of units allowed in a cottage housing development
- Use and ownership of cottage units
- Inclusion of garages
- Should garages be allowed to count toward parking requirements, and
- Design standards

In order to facilitate the Commission's consideration of a cottage housing program, a draft resolution was provided for review and discussed.

R1 and R2 Map Amendments

Based on commissioner's comments to-date regarding possible comprehensive plan and zoning map changes, Mr. Dave Bugher submitted five proposals (Map 1 through Map 5) for further review and study. The group considered possible changes in and around Interlaaken Dr SW, and in the vicinity of Veterans Dr SW and Gravelly Lk Dr SW. A Resolution was examined that outlined a proposed City-initiated amendment for 2015. The Resolution proposes to change the zoning for the properties designated on Map 1 from R1 to R2, and to amend the Comprehensive Plan designation from "Residential Estate" to "Single Family"; and change the zoning classification for two properties located at the southwesterly corner of Gravelly Lk Dr SW and Veterans Dr SW from R1 to R3, as depicted on Map 4 contained in the department staff report to the Lakewood Planning Commission dated April 15, 2015.

Commissioner Ms. Connie Coleman-Lacadie made the motion to adopt the Resolution of Intent. Commissioner Mr. James Guerrero seconded the motion. With no opposition being heard in a voice vote the motion carried unanimously.

The next steps would be an environmental review process initiated in late May/early June, followed by notification to affected property owners, culminating in a public hearing in September 2015.

Reports from Commission Members and Staff

Mr. Dave Bugher shared the following project updates:

The draft *Community Visioning* document has been received. The next steps with the document are review by the City Manager, the Visioning Committee, and ultimately, City Council.

Staff has been drafting a *Cost Recovery Analysis* that will be shared with the commissioners after presentation to Council in May 2015.

In early June 2015 Council will be presented with the *Multi-Family Tax Analysis*.

Planning staff continue to work at updating the *2015 Comprehensive Plan* with a deadline of June 2015.

The *City's new website* is launching on Monday, April 20, 2015, with drop-down menus and quick buttons to enhance the user experience. Permit Central with online permitting, tip sheets and more upgrades are planned for department pages.

Mr. James Guerrero requested all *past meeting agenda packets* be pushed to the iPads for commissioners to have access.

Community and Economic Development staff will be hosting the City of Lakewood *Developers Forum on June 11*, 2015 in Council Chambers.

A *Joint Council Meeting with the Planning Commission* is scheduled for Tuesday, May 26, 2015, at 7:00 p.m. in the Council Chambers.

Next Meeting: May 6, 2015, at 6:30 p.m. in Council Chambers
Agenda items include:

- Review Background Data and 1st Draft of 2016-2021 Six-Year TIP

Meeting Adjourned at 8:08 p.m.

Don Daniels
Planning Commission 5/6/2015

Karen Devereaux, Recording Secretary
Planning Commission 5/6/2015