



A G E N D A

PLANNING COMMISSION

Connie Coleman-Lacadie • Don Daniels • Robert Estrada • James Guerrero • Robert Pourpasand • Paul Wagemann • Christopher Webber

Regular Meeting

Wednesday, August 19, 2015, at 6:30 pm

City Hall, Council Chambers

6000 Main Street SW, Lakewood, Washington

- 1. Call to Order**
- 2. Roll Call**
- 3. Approval of Minutes from July 15, 2015**
- 4. Public Comments**

(Members of the audience may comment on items that are not included on the agenda. Each person will be allowed 3 minutes to speak, to a total of 15 minutes per topic. Groups with a designated speaker may have a total of 10 minutes to speak.)
- 5. Public Hearings**
 - None
- 6. Unfinished Business**
 - None
- 7. New Business**
 - Vice Chair Request to Step Down
 - Critical Areas and Flood Hazard Areas Ordinance Updates
 - Economic Development Update
- 8. Reports from Commission Members & Staff**

(Planning Commission members and staff may make committee reports and announcements relating to items not on the agenda.)

Enclosures: July 15, 2015 Draft Minutes
Staff Report re: Critical Areas and Flood Hazard Areas

Members Only:

Please call Karen Devereaux at 253.983.7767 by Tuesday, August 18, 2015, if you are unable to attend. Thank you.

The next meeting is tentatively scheduled for September 2, 2015



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

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

Roll Call

Planning Commission Members Present: Don Daniels, Chair; Robert Pourpasand, Vice-Chair; Robert Estrada, James Guerrero, Paul Wagemann and Christopher Webber

Planning Commission Members Excused: None

Planning Commission Members Absent: Connie Coleman-Lacadie

Staff Present: David Bugher, Planning Director; Dan Catron, Principal Planner; and Desiree Winkler, Transportation Division Manager; and Karen Devereaux, Recording Secretary

Council Liaison: Councilmember Paul Bocchi

Acceptance of Agenda

Mr. Dan Catron requested adding the commission's recommendation of 6-Yr TIP (2016-2021) Final Draft to the unfinished business section of the agenda.

Approval of Minutes

Chairman Mr. Don Daniels opened the floor for discussion of the draft minutes. Mr. James Guerrero noted a comment was attributed to him on page 3, paragraph 3, and he believes it was made by someone else because his general thoughts are to have flexibility with cottage housing requirements, with less parking in certain conditions.

Minutes of the meeting held on June 17, 2015, were approved, with the one suggested revision, by a unanimous voice vote, M/S/C Wagemann/Webber.

Public Comments

Mr. Glen Spieth, Lakewood resident, commented the meeting packet Transportation Background Report chart noting existing traffic control needed to update locations of roundabouts existing on Fairlawn & 59th Avenue and in front of the City Hall on Main St SW and 59th Avenue. Ms. Desiree Winkler, Transportation Division Manager, agreed the list needed to be updated.

Public Hearing

None.

Unfinished Business

Cottage Housing Regulations

Mr. Dan Catron explained that in response to the last meeting's discussion staff made a few changes now allowing basements of up to 400 sq. ft. and added language regarding the use of fencing as a design standard within cottage housing projects.

Mr. Catron shared that he'd met with the Master Builders Association to discuss the proposed ordinance and MBA members did not believe cottage housing would be a very popular product at this time. MBA members thought the 1200 sq. ft. limit would be too small for the current market. The process requiring a conditional use permit and design review was going to be too onerous for the return they might get on this kind of a product. They felt if the City wanted to see increased densities to consider re-designating the zoning on existing parcels or making changes within the development standard for each individual zone such as minimum lot size and maximum densities.

Mr. Catron explained that among the zoning code requirements for amending the zoning code, the main finding that is required would be for the Planning Commission to find the amendments to be consistent with the Comprehensive Plan, and there is very explicit language in the Comp Plan directing the City to develop a cottage housing ordinance.

Mr. David Bugher noted that with this ordinance the Commission is providing for another type of housing product that is not available in Lakewood and would allow use by a wide variety of age groups. Mr. Bugher commented that much of the literature about cottage housing suggests once they take action on an ordinance they may want to go back within a year or two and evaluate if it is having the desired affect and if not continue to make adjustments to the code. Often the adjustments have to do with issues related to density. Mr. Bugher explained to commissioners that adopting this ordinance does not take away any of their flexibility and it is up to the commission and council to strike a balance as to what they think are most appropriate based on community needs and values.

The Planning Commission adopts the resolution providing a recommendation that Council adopt the Cottage Housing Ordinance by a unanimous roll call vote. M/S/C Pourpasand/Estrada.

Recommendation of 6-Year Transportation Improvement Program (2016-2021)

Ms. Desiree Winkler explained she is here to request the Planning Commission make a recommendation to the Council to adopt the final draft of the 6-Yr TIP. Commissioners had reviewed background information and the first two drafts at their May 6 and May 20, 2015 meetings. The TIP was presented to Council on May 25, 2015 and a public hearing was held on July 6, 2015. Copies of the 6-Yr TIP were sent to various stakeholders and a copy was placed on the City website. No comments were received from stakeholders or public that required any modifications. It was explained that staff and Council had made a few modifications since the last draft review done by commissioners. Those project recommendations made by Council needed to be added

to the list. Those were summarized in the staff report included in agenda packets as follows:

2.83 Gravelly Lake Dr. –Pacific Hwy to Nyanza (South)

Curb, gutter, sidewalk, bikeway, street lighting and pavement rehab

2.84 Lakewood Dr. –Steilacoom Blvd to 74th Street

Add turn lanes, curb, gutter, sidewalk, bike way and street lighting

5.7 Motor Avenue – Whitman to Gravelly Lake Dr.

Provide non-motorized path including lighting and landscaping

9.15 Lakewood Drive – Flett Creek to N. City Limits

Pavement Rehabilitation

The Planning Commission recommends that Council adopt the 6 Year Transportation Improvement Program (2016-2021) Final Draft dated July 10, 2015 by a unanimous voice vote. M/S/C Pourpasand/Wagemann.

New Business

2015 Comprehensive Plan Update Review

The commissioners were provided updates on the following chapters of the Comprehensive Plan:

Chapter 6 –Transportation

Ms. Desiree Winkler shared with commissioners staff has been working with their consultant, Transpo Group, in updating the transportation element of the Comprehensive Plan. Two major efforts included: 1) evaluating the current transportation system operations and determining if the current and planned transportation improvements are adequate to serve future land use to an adopted level of service standard; and 2) updating the goals and policies to be consistent with current state, regional, and local regulations and the City of Lakewood vision.

Ms. Winkler provided an overview of the transportation background report findings and proposed edits to the transportation element. The background report is an outline of the existing conditions of our transportation system via the travel demand model which was developed with the I-5 studies. The model allows staff to look at land uses and employment data and see how that correlates with the functioning of heavily used intersections. It was explained these measurements are based on a level of service standard (LOS) which is graded from A to F levels. A grade of “A” meaning there is free flowing traffic and you never have to stop, an “F” grade meaning some delays in roadway traffic at intersections. The City is required to adopt a level of service standard. The current standard on many roadways is “D” during peak hour traffic, which is acceptable. If a roadway is already built out and unable to improve facilities any wider or any larger, the City then accepts the lower standard. Typically these are in shorter stretches of roadway. In some instances turn lanes have been added or extended and

configurations changed which actually improves the LOS from a future “E” back down to a “D”. These types of improvements are easily implemented when cost effective.

Ms. Winkler clarified that actual physical counts are done every four years. The travel demand model looked at various intersections and roadways through 2030 and has identified a couple areas that need to be looked at. An example was the “F” grade to Washington Blvd SW & Interlaaken in 2030. Staff is looking at ways to improve the intersection with signalization.

Mr. Bugher reminded commissioners this information will be brought to them again for further review in study sessions and public hearings in September.

The comprehensive plan is the goals and policies and a summary of levels of service standards including a list of projects they propose to follow through on. The biggest change in goals and policies has to do with sustainability and greenhouse gas emissions. The City must note for the state and regional requirements how they are going to be sustainable and address those two items.

Chapter 8 – Public Services

Mr. Bugher provided a draft of the chapter that was last amended in 2004. The chapter outlines City policy in the following areas: fire protection; emergency medical services; police; emergency management; schools and higher education; library services; health and human services; and housing and community development programs.

Mr. Bugher explained at this time the chapter is being provided to the Commission for informational purposes. Staff has initiated review of these draft policies to various City boards/committees and outside agencies. Mr. Bugher commented that he expects a lot of feedback and discussion over how the City uses its human services funds. It was noted the City doesn’t actually get involved in providing human services *per se*, but it allocates money, determines what the City’s needs are, and it works with partners to move it forward.

Comments and recommendations from these groups will be submitted to the Commission throughout August and September. The Commission will be asked to provide recommendations to Council after a public hearing is held. The hearing has been tentatively scheduled for September 16.

Reports from Commission Members and Staff None provided.

Next Meeting: August 19, 2015, at 6:30 p.m. in Council Chambers

Meeting Adjourned at 7:34 p.m.

Don Daniels, Chair
Planning Commission 8/19/2015

Karen Devereaux, Recording Secretary
Planning Commission 8/19/2015



COMMUNITY DEVELOPMENT DEPARTMENT STAFF REPORT

TO: PLANNING COMMISSION

FROM: FRANK FIORI, PLANNING MANAGER

MEETING DATE: AUGUST 19, 2015

AGENDA ITEM:

**SUBJECT: FLOODPLAIN MANAGEMENT AND CRITICAL AREAS ORDINANCE
AMENDMENTS**

BACKGROUND:

The Washington State Growth Management Act (GMA) requires that cities periodically review and update their Critical Area Ordinances (CAO) to ensure that they are in compliance with current regulations and legislative changes that may have occurred. The City of Lakewood is scheduled to have reviewed and made necessary updates to their CAO in June of 2015. City staff has been working with staff from the Department of Ecology and have prepared draft amendments to the Lakewood Municipal Code (LMC) Title 18A and Title 14A which are believed will bring the City's CAO into compliance.

As a participating jurisdiction in the National Flood Insurance Program (NFIP), the City of Lakewood is required to maintain a floodplain management program and associated ordinances that meet the requirements of the NFIP as established by the Federal Emergency Management Agency (FEMA). The City is currently in compliance with NFIP requirements, however, two actions since the City last updated the codes associated with their floodplain management program will require the City to review their codes and make amendments as necessary.

1. The Federal Emergency Management Agency (FEMA) has recently completed a new preliminary Flood Insurance Study and the creation of new Flood Insurance Rate Maps (FIRM) for Pierce County.
2. The National Marine Fisheries Service (NMFS) filed legal action against FEMA over the implementation of the NFIP in the Puget Sound Basin. The NMFS prevailed in the action and as a result a Biological Opinion (BiOp) was prepared that provided guidance to FEMA regarding the implementation of the NFIP.

In order to continue participation in the NFIP local jurisdictions within the Puget Sound Basin must meet the procedural and substantive requirements of the BiOp. It is the responsibility of FEMA to review the codes of local jurisdictions and determine whether or not they meet the requirements of the BiOp. City staff has been preparing amendments to both LMC Title 18A and Tile 14A using materials provided by FEMA and Ecology in determining what amendments may be necessary to meet the requirements of the BiOp as well as the requirements of the NFIP.

PROPOSED AMENDMENTS/ UPDATES:

Summary of amendments to Lakewood Municipal Code (LMC) Title 18A and Title 14A to bring City code into compliance with the National Flood Insurance Program (NFIP), Environmental Species Act (ESA) Biological Opinion (BiOp) and State requirements for periodic review of Critical Area Ordinances as required by the Growth Management Act.

Proposed Amendments to comply with NFIP

18A.40.110 – Purpose: Language added in regard to qualifying Lakewood to participate in the flood insurance program and maintaining the quality of water.

18A.40.130 – Administration – Flood Hazard Overlay: Language added in regard to the requirement for a floodplain development permit. Added language in regard to certificates of occupancy and final inspections.

18A.40.140.B – Added language in regard to vegetation within an altered or relocated watercourse.

18A.40.170.A.3.c Utilities: Added language requiring a habitat impact assessment as a condition of approval for a septic system in the floodplain.

18A.40.170.6 – Added language in regard to repairs, replacement, reconstruction or improvements within floodways.

18A.40.170.B.8 – Recreational Vehicle (RV) Parks; Added language in regard to requirements for recreational vehicles in RV parks.

18A.40.180 – Allowable Activities Within the Regulatory Floodplain: New section clarifying the types of activities that can occur without a floodplain development permit.

18A.40.190 – Definitions: Added language stating that definitions found in 14A.165 also apply.

Proposed Amendments to comply with the Endangered Species Act (ESA) Biological Opinion

18A.40.110 – Purpose: Language added in regard to retaining natural channel, shoreline and floodplain creation processes. Preventing or minimizing loss of hydraulic, geomorphic and ecological functions of floodplains and stream channels.

18A.40.130 – Administration – Flood Hazard Overlay: Language added in regard to certificates of occupancy and final inspections, and the information required when submitting an application for a floodplain development permit.

18A.40.150 – Interpretation of FIRM Boundaries: Language added in regard to requests for map amendments, Conditional Letters of Map Revision, ability of an applicant to request map amendments and consideration of cumulative effects of anticipated future land use changes.

18A.40.170.A.5 – Provisions for Floodplain Reduction: Added language requiring a note on subdivision plats in reference to floodplains.

18A.40.170.B.9 – Added language in regard to the location of structures on buildable sites, the use of low impact development techniques and the amount of impervious surface.

18A.40.170.B.10 – Added language in regard to hazardous materials in the floodplain.

14A.154.050.A – Added language in regard to removal of vegetation within buffers and listed buffer widths based on the State typing of streams.

14A.154.050.B – Added language in regard to the requirements of a Habitat Impact Assessment.

14A.154.050.C – Added language in regard to the requirements for a habitat Mitigation Plan.

14A.154.050.E – Added language in regard to providing compensatory storage if necessary.

14A.165.010 – Definitions: Added or amended definitions as necessary.

Proposed Amendments to Comply with WAC 173-22-035, Wetland Identification and Delineation

14A.162.020 - Designation of Wetland Areas – Amended and updated the method for identifying and delineating wetlands based on federal wetlands delineation methods.

14A.162.030 - Wetland Categories – Amended the point system for categorizing wetlands based on changes to the State Wetland Rating System.

General Amendments

14A.154.020 – Designation of Critical Fish and Wildlife Habitat Areas: Deleted language referencing Appendix B. References are already included for CFR and WAC.

DISCUSSION:

The proposed updated FIRM will increase the amount of land within the City that is classified as being in a special flood hazard area, in particular lands along Clover Creek in the Racquet Club Estates and Springbrook neighborhoods.

DRAFT UPDATES:

Proposed amendments to Title 18A and 14A have been submitted to FEMA and Ecology for review and comment.