

Lake Forest Park City Council

Agenda Cover Sheet

Meeting Date 11/9/2017 and 11/16/2017

Title Resolution 1655/Adopting Advisory Group for LFP Central Subarea Plan and Resolution 1656/Adopting Study Area Regarding LFP Central Subarea Plan

Item Type

- | | |
|---|--|
| <input type="checkbox"/> Work Session | <input checked="" type="checkbox"/> Ordinances & Resolutions |
| <input type="checkbox"/> Proclamation | <input type="checkbox"/> Introduction/Referral |
| <input type="checkbox"/> Special Presentation | <input type="checkbox"/> Council Discussion |
| <input type="checkbox"/> Public Hearing | <input checked="" type="checkbox"/> Action |
| <input type="checkbox"/> Consent Calendar | <input type="checkbox"/> Council Discussion/Action |
| <input type="checkbox"/> Final Confirmation | |

Originating Department Executive

Contact Person Pete Rose, City Administrator

Legislative History

- First Presentation 10/22/2017 Meet with Citizens
- Second Presentation 10/26/2017
- Action 11/9/2017

Attachments:

1. Resolution No. 1655; Adopting Advisory Group for Central Subarea
2. ~~Resolution No. 1656; Central Subarea Study Boundaries~~ This was adopted 11/9/2017
3. ~~Exhibit A: Central Subarea Study Boundaries~~ This was adopted 11/9/2017

Executive Summary: This report responds to the tasks directed by the approved motion on October 26, 2017 regarding the Central Subarea. It provides: 1) a revised study area map that includes only the commercial zoning; it includes 2) a contract amendment to the *Safe Streets* study and it includes 3) a proposed structure of a task force to provide a citizen group to advise the City Council on the Central Subarea study.

Background: This section of the report divides the motion into three work areas, identifies the operative portion and provides a description of the attached work product for each work area.

- *Motion Section A 1): Direct the Interbranch Steering Committee (ISC) to revise the scope of work for town center subarea planning by excluding single family residential zoned properties; and limiting any discussions of rezoning to the commercially zoned properties that are commonly referred to as Town Center; to*

be identified on a map, published on the City web site and to be considered on the November 9, 2017 City Council agenda.

The staff has prepared a map that has been reviewed by the ISC. It identifies as the reduced planning area those parcels that are within the dotted border that are zoned as Town Centre Zone; Corridor Commercial Zone and Neighborhood Business Zone. It has been included as Exhibit A to Attachment 1, which is an adopting resolution.

- Motion Section A 2): *Remove the study of the connections and corridors between the neighborhoods and the Town Center from the subarea planning scope and instead include it in the Safe Highways and Safe Streets discussions that will result in prioritized connections and design criteria for non-motorized and transit connections to/from the area commonly and collectively referred to as Town Center.*

The motion referred to a scope amendments document developed by the ISC to use for negotiations with the second-place planning firm from the July Central Subarea interviews. Those items were:

Connections: FEHR & PEERS

- a. Evaluate current walking/biking/driving/transit access points to Town Center
- b. Identify unsafe routes used now
- c. Identify opportunities for improved safety and access to Town Center from surrounding streets and neighborhoods.
- d. Provide report and recommendations.

These are community mobility scope elements that are relevant even if there is not a subarea planning process underway (although more relevant if there is one.) The City Attorney felt *Safe Streets* scope was the better match. Further, it provides an intentional opportunity to link *Safe Streets* and *Safe Highways* to the confluence of travel corridors at the study area in a hub and spokes, two-way approach. The amendment to the *Safe Streets* contract has been negotiated with Fehr & Peers and is offered for action on a separate agenda item.

- Motion Section B: *Request, by 11/9, that the Mayor and Administration recommend the form, and structure of a community advisory group that includes balance community representation. The community advisory group should be tasked with advising the City Council on community perspectives related to products of the subarea discussion.*

The task described in the motion can be successfully carried out by the existing municipal code that provides for Task Forces.

LFPMP 2.22.020 C. Task forces or committees (hereafter "task forces") may be created on a temporary or indefinite basis to deal with a specific policy area or issue. Such task forces may be created jointly by the mayor and the council. Scopes of work for task forces shall be subject to council approval. Task forces shall be disbanded when their

purpose has been achieved or terminated. Task force members shall be subject to the appointment and confirmation processes in LFPMC [2.22.070](#)(B). The qualification requirements will be determined jointly by the council and the mayor and will reflect the needs specific to accomplishing the scope of work. Removal of task force members will be in accordance with LFPMC [2.22.070](#)(J).

Creation: Enabling Resolution No. 1655 included as Attachment 2.

Members: Five to Seven (5-7). Recruited City-wide for capabilities as judged by Mayor and Council. Appointed by Mayor and confirmed by City Council. The City Council and Planning Commission will each appoint a liaison to the Task Force who will function in an *ex-officio* capacity.

Mission: Central Subarea Plan policy advice: “...with advising the City Council on community perspectives related to products of the subarea discussion.”

Term: There are two phases of the subarea planning process that would achieve the purpose of the Task Force; creation of the framework vision and the development of the subarea plan. At that point, the plan goes into code development, review of which is the province of the Planning Commission.

Governance: Consensus. Staff understanding of the effort is to give mainly input to the consultant and/or City Council on ideas, proposals, options, incentives, etc., that will go into the vision framework and then the subarea plan.

Staffing: Planning Department or Project Manager.

Fiscal & Policy Implications

There is limited fiscal impact on the City budget, possibly some staff overtime. The Central Subarea study is the development of a policy document to provide options for the future commercial area development in central Lake Forest Park.

Alternatives

<i>Options</i>	<i>Results</i>
<ul style="list-style-type: none"> • Approve 	The two attached resolutions reflect the intent of the October 26 Council motion
<ul style="list-style-type: none"> • Do not approve 	The resolutions do not reflect the intent and staff is directed to make changes.

Staff Recommendation

Move to adopt Resolution 1655, a resolution adopting an advisory task force for the Central Subarea Study. Move to adopt Resolution 1656, a resolution adopting revised boundaries for the Central Subarea Study.

Legal Review

Type of Document	Title of Document	Date Reviewed by Legal Counsel
<i>Resolutions</i>	<i>Resolution 1655 and 1656</i>	<i>11/02/2017</i>

ATTACHMENT 1

RESOLUTION NO. 1655

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAKE FOREST PARK, WASHINGTON, CREATING A CENTRAL SUBAREA PLAN TASK FORCE.

WHEREAS, the City of Lake Forest Park is preparing a long range plan for its central business district to consider possible changes in land use and mobility, in part as the result of the recent passage of the mass transit package called ST3; and

WHEREAS, the City of Lake Forest Park values the input of citizens in considering an appropriate vision and land use for the area; and

WHEREAS, the City code provides for the formation of a task force for policy advice on tasks of limited scope or duration; and

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Lake Forest Park, as follows:

Section 1. TASK FORCE. A Central Subarea Study Task Force will be created to advise the City Council on community perspectives related to products of the subarea discussion.

Section 2. CORRECTIONS. The City Clerk is authorized to make necessary corrections to this resolution including, but not limited to, the correction of scrivener's/clerical errors, references, ordinance numbering, section/subsection numbers and any references thereto.

PASSED BY A MAJORITY VOTE of the members of the Lake Forest Park City Council this ~~2nd~~ day of November, 2017.

APPROVED:

Jeff Johnson
Mayor

ATTEST/AUTHENTICATED:

Evelyn Jahed
City Clerk

FILED WITH THE CITY CLERK: November 3, 2017
PASSED BY THE CITY COUNCIL:
RESOLUTION NO.: 1655