



**City of Shoreline
Planning
Commission**

Donna Moss, Chair

Cynthia Esselman,
Vice Chair

Easton Craft

David Maul

William Montero

Keith Scully

Michelle Wagner

April 22, 2013

Dear Mayor McGlashan and Members of the City Council,

The purpose of this letter is to note the past year's Planning Commission highlights, report on the Commission's projects, share Commissioners' activities outside regular meetings, and provide input for future work items. Since our last annual report to the City Council, the Commission reviewed and advised the Council on several major legislative projects.

In March 2012, the City Council selected four new members for the Planning Commission: Easton Craft, David Maul, William Montero, and Keith Scully. Commissioner Craft was sworn in March 1 to fill the vacancy created when former Commissioner Kaje moved outside the city, and the remaining commissioners were sworn in April 5. Following a brief orientation from City staff, they attended parliamentary procedure training where they met existing commissioners who attended the parliamentary training as a refresher. From the day they were sworn in, each of them dove right in to work collaboratively with the rest of the Commission.

We began work on the Comprehensive Plan Major Update in January, 2012. The work plan for the update was ambitious, and over the next ten months we dedicated a total of thirteen study sessions to reviewing draft amendments and potential policy additions for each Element. The Commission reviewed a complete copy of the Draft Comprehensive Plan in September, and held public hearings on October 18 and November 15 before forwarding recommendations to City Council. The Commission is very proud of the final product and the entirety of the work that went into its creation. The Commission acknowledges the efforts of City staff, particularly Miranda Redinger, who kept the process on track and responded efficiently and effectively to all our questions and suggestions.

In November 2012, Economic Development Manager, Dan Eernisse, provided an overview on the Community Renewal Area for Aurora Square. The Commission asked questions and offered feedback on the proposed draft CRA Plan. The importance of transparency and engagement with various community and stakeholder groups that may be affected by the CRA was a key recommendation of the Commission. When Mr. Eernisse provided an update to us in March, we were pleased to see our feedback incorporated into the process.

Along with the aforementioned accomplishments, the Commission completed other items on our agenda which included sending the Shoreline Master Plan to Council for approval in 2012, and recommending several Development Code Amendments: regulating development in floodplains, consolidating Commercial Design Standards & Zoning, adopting revised rules for SEPA, adding new code language for green building, and updating the tree code.

The Commission formed committees for two significant future projects:

- Light Rail Station Area Planning: Commissioners Craft, Maul, and Scully volunteered to sit on this Committee. They hold monthly public meetings, generally on the third Friday of the month, with City staff to develop criteria for station area boundaries, identify opportunities, and coordinate efforts with Sound Transit, consultant, and citizen groups. When the Committee reports to the full Commission each month as a regular agenda item, public comment is encouraged.
- Point Wells: With BSRE moving forward with its vested Snohomish County permits, the Commission believed it was important to form a committee to monitor the permitting progress, and attend neighborhood meetings to keep abreast of community efforts. Vice-Chair Esselman and Commissioner Montero volunteered to sit on this Committee.

Commissioners attended several events this past year. In addition to Anne McFarlane's parliamentary procedure training, each of us attended one or more of the Speaker Series presentations hosted by the City. In October, Commissioner Maul and I attended a Growing Transit Communities (GTC) Implementation Strategies Workshop hosted by PSRC.

I also attended the American Planning Association Washington Chapter Conference, and joined Planning Manager, Paul Cohen, to accept the APA/PAW Physical Plans for Large Cities & Counties Award for Town Center. Governor Gregoire also awarded the Planning Commission a Smart Communities Award for work on Town Center.

As the Commission deliberates on items that come before us for a recommendation, often questions arise or issues are pointed out about aspects not directly related to the topic under review. Also, during public comment, questions and concerns are frequently raised that are outside the immediate scope of the meeting. In some cases we place the issue on the "parking lot", which is a list of items the Commission would like staff to study and bring back to us at a future date. When the item is significant enough, we need the Council's approval for it to be placed on our work plan. The following are parking lot items that we want to discuss with Council at our May 2 joint meeting:

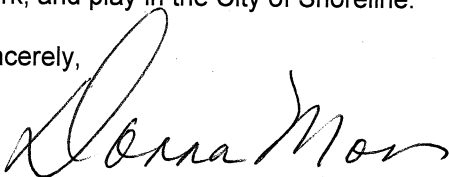
Housing and Neighborhood Compatibility - Over the years, the Commission discussed various aspects of neighborhood compatibility as we reviewed amendments and updated the Comprehensive Plan. The Housing Element of the 2012 Comprehensive Plan includes updated goals and policies, and provides a foundation to create a housing-specific Development Code Amendment. Specific issues on this topic include:

- Lot-size to structure ratio
- Design review process and Director's discretion
- Exemptions for Affordable Housing that require more specific criteria to implement the concept yet remain sensitive to residential transition areas
- Does the City have the ability to impose a minimum density requirement for residential properties, and if so, what is the appropriate process to do so

Parking - During discussions for the Town Center Subarea, the Southeast Subarea, home based businesses, accessory dwelling units, affordable and special needs housing, various Development Code Amendments, and the Comprehensive Plan update, public comment often related to parking. Given the broad nature of the topic, the Commission did not address parking beyond the scope of the agenda. However, there appears to be interest by many community members in the Commission evaluating this as citywide issue.

We look forward to another productive year addressing the items on our work plan by working collaboratively with staff to develop recommendations for Council that are beneficial to all people who live, work, and play in the City of Shoreline.

Sincerely,



Donna Moss, 2012-13 Planning Commission Chair