



AGENDA

SHORELINE CITY COUNCIL SPECIAL MEETING

Monday, March 20, 2017
5:30 p.m.

City Hall Lobby · Shoreline City Hall
17500 Midvale Avenue North

TOPIC/GUESTS: Citywise Celebration

SHORELINE CITY COUNCIL REGULAR MEETING

Monday, March 20, 2017
7:00 p.m.

Council Chamber · Shoreline City Hall
17500 Midvale Avenue North

	<u>Page</u>	<u>Estimated Time</u>
1. CALL TO ORDER		7:00
2. FLAG SALUTE/ROLL CALL		
3. REPORT OF THE CITY MANAGER		
4. COUNCIL REPORTS		
5. PUBLIC COMMENT		
<i>Members of the public may address the City Council on agenda items or any other topic for three minutes or less, depending on the number of people wishing to speak. The total public comment period will be no more than 30 minutes. If more than 10 people are signed up to speak, each speaker will be allocated 2 minutes. Please be advised that each speaker's testimony is being recorded. Speakers are asked to sign up prior to the start of the Public Comment period. Individuals wishing to speak to agenda items will be called to speak first, generally in the order in which they have signed. If time remains, the Presiding Officer will call individuals wishing to speak to topics not listed on the agenda generally in the order in which they have signed. If time is available, the Presiding Officer may call for additional unsigned speakers.</i>		
6. APPROVAL OF THE AGENDA		7:20
7. CONSENT CALENDAR		7:20
(a) Approving Minutes of Workshop Dinner Meeting of February 13, 2017	<u>7a1-1</u>	
Approving Minutes of Special Meeting of February 27, 2017	<u>7a2-1</u>	
(b) Authorizing the City Manager to Execute the 2017/18 King County Solid Waste Division Waste Reduction and Recycling Grant	<u>7b-1</u>	
8. ACTION ITEMS		
(a) Adopting Ordinance. No. 762 – Amending the Shoreline Municipal Code for Transitional Encampments	<u>8a-1</u>	7:20
(b) Adopting the 2017 Comprehensive Plan Amendment Docket	<u>8b-1</u>	7:40
• Staff Report		
• Public Comment		
• Council Discussion and Action		
9. STUDY ITEMS		

- | | | |
|---|-------------|------|
| (a) Discussing Ordinance. No. 776 – Designating Light Rail Station Subareas for Property Tax Exemption (PTE); Sponsored by Deputy Mayor Winstead and Councilmember Scully | <u>9a-1</u> | 8:00 |
| (b) Discussing the Puget Sound Drainage Basins Plan | <u>9b-1</u> | 8:30 |

10. ADJOURNMENT 9:15

The Council meeting is wheelchair accessible. Any person requiring a disability accommodation should contact the City Clerk's Office at 801-2231 in advance for more information. For TTY service, call 546-0457. For up-to-date information on future agendas, call 801-2236 or see the web page at www.shorelinewa.gov. Council meetings are shown on Comcast Cable Services Channel 21 and Verizon Cable Services Channel 37 on Tuesdays at 12 noon and 8 p.m., and Wednesday through Sunday at 6 a.m., 12 noon and 8 p.m. Online Council meetings can also be viewed on the City's Web site at <http://shorelinewa.gov>.

CITY OF SHORELINE
SHORELINE CITY COUNCIL
SUMMARY MINUTES OF SPECIAL MEETING

Monday, February 13, 2017
5:45 p.m.

Conference Room 104 - Shoreline City Hall
17500 Midvale Avenue North

PRESENT: Mayor Roberts, Deputy Mayor Winstead, Councilmembers McGlashan, Scully, Hall, and McConnell

ABSENT: Councilmember Salomon

STAFF: Debbie Tarry, City Manager; John Norris, Assistant City Manager; and Bonita Roznos, Deputy City Clerk

GUESTS: Allegra Calder, Principal, Berk Consulting

At 5:54 p.m., the meeting was called to order by Mayor Roberts.

Council Strategic Planning Workshop Agenda Review

Councilmembers reviewed the Council Strategic Planning Workshop Agenda scheduled for March 3 and 4, 2017, and approved the topics listed for discussion. Mr. Norris shared that the Leadership Team and the Planning Commission have been invited to participate in the developer panel. Ms. Calder shared that the topics for the developer panel are a little robust to cover in the allotted time, and asked Council to prioritize the most important items that they would like for the panel to address. Councilmembers shared they would like the panel to discuss property tax exemptions in the Light Rail Station areas; if there are building codes or permitting processes that hinder development in Shoreline; unforeseen consequences of the transportation and park impact fees; identifying utility services that the City should collaborate with to make the connectivity process easier; and regional development trends that can be used Shoreline.

Mr. Norris stated the Workshop Agenda Packet will be uploaded to iLegislate on February 27th and that meeting binders can be requested through Heidi Costello later in the week.

Council Operations

Councilmembers discussed rules of procedures for public comment, agreed that a motion is required to move the comment period beyond the 30 minutes allotted in the Council Rules and Procedures, and that Action Items requiring public comment will follow the same protocol. They agreed that members of the audience will be encouraged to sign in on the speaker signup sheet to speak. It was suggested that the City Clerk be the time keeper for the comment period and inform the Mayor when the 30 minute period has concluded.

Councilmembers requested to be informed when potentially controversial agenda items are being placed on the agenda, and that a study session be provided to allow for public comment prior to the date the item is scheduled for adoption. They agreed that those items can continue to be vetted between the Mayor, Deputy Mayor, City Manager, and Assistant City Manager.

Councilmembers agreed that a strong nexus should exist between a federal political issue and the City of Shoreline for Council to take action on it.

Councilmembers reviewed the Agenda Planner, and Ms. Tarry announced that the Executive Session scheduled for February 27, 2017 has been removed.

Mayor Roberts shared that he along with Deputy Mayor Winstead and Councilmember Salomon have been appointed to the City Council Subcommittee to conduct interviews for the Parks, Recreation and Cultural Service/Tree Board. Councilmember McGlashan and Scully volunteered to participate on the committee if needed.

At 6:51 p.m., Mayor Roberts adjourned the meeting.

Bonita Roznos, Deputy City Clerk

CITY OF SHORELINE
SHORELINE CITY COUNCIL
SUMMARY MINUTES OF SPECIAL MEETING

Monday, February 27, 2017
5:45 p.m.

Conference Room 303 - Shoreline City Hall
17500 Midvale Avenue North

PRESENT: Mayor Roberts, Deputy Mayor Winstead, Councilmembers McGlashan, Scully, Hall, McConnell, and Salomon

ABSENT: None

STAFF: Debbie Tarry, City Manager; John Norris, Assistant City Manager; Juniper Nammi, Sound Transit Project Coordinator; Scott MacColl, Intergovernmental Program Manager; Nytasha Sowers, Transportation Manager; Randy Witt, Public Works Director; Margaret King, City Attorney; and Bonita Roznos, Deputy City Clerk

GUESTS: Peter Rogoff, Sound Transit (ST) CEO; Rod Kempkes, ST Executive Project Director; Patrice Hardy, ST Government Relations Manager; John Evans, ST Lynnwood Link Extension Project Manager; and Kathy Leotta, ST Transportation Planner

At 5:48 p.m., the meeting was called to order by Mayor Roberts.

Ms. Tarry expressed the City's excitement about the two Light Rail Stations coming to Shoreline and the ST3 Projects that will have a positive impact on the City. She shared about the good working relationship with Sound Transit (ST) to move the Station project through the design process, and asked for recommendations on improving the partnership.

Mr. Rogoff shared that he has served as ST's Chief Executive Officer for 14 months, and prior to this position, worked as Undersecretary for Policy for the U.S. Department of Transportation, the Federal Transit Administrator during President Obama's Administration, and served for 22 years on the Senate Appropriation Committee, including 14 years as the Democratic Staff Director of the Transportation Subcommittee. He said he arrived at ST during ST3 planning and the opening of the University of Washington Station, (where ridership has exceeded expectations), and the Angle Lake Station. He identified ST challenges are to open 37 stations and two major transit lines, a shortage of rail cars, and the demand to deliver services to the public sooner rather than later. He shared that ST ballot measures allocates money to maintain the system, but does not support adding to it. He stated congestion in the area is expected to double in five years and can happen before the system is built out. He said the Agency's focus is to deliver services as quickly and efficiently as possible. He shared his vision for ST includes improved internal communications, better organization of projects with collocated teams, and improved partnerships to get elected officials and senior leadership involved in projects sooner to develop a

collective vision for staff implementation. He commended Shoreline for having a dedicated staff person overseeing the Light Rail Project. He shared that they are currently working on their Project Implementation Plan with plans to execute against it in the next few months. He stated he is recommending streamlining the National Environmental Policy Act (NEPA) and the State Environment Policy Act (SEPA) processes, and talked about ST's \$100 Million Access Fund.

Councilmembers asked if ST has changed the model to run projections based on increased ridership; if demand projections can be determined by the expected increase in density anticipated from transit oriented development (TOD); and about ST's commitment to the environment. They provided past examples on how the City has successfully worked with ST. They inquired about the Board's philosophy of access improvements and what the community can expect from ST to get people to the Stations. They asked about ST funding support to build a non-motorize bridge across I-5 to safely get people to the 145th Street Station, and shared that a bridge will open up TOD west of the interstate. They recommended coordinating the construction of the Light Rail Station with SR 522/523 improvements. Mr. Rogoff responded that a range is used to run ridership projections, and stressed that good decisions have to be made to address ridership. He explained that streamlining the NEPA and SEPA processes, is not to circumvent the processes, but to improve efficiencies, and get people to the table early to identify issues that will result in the development of three, instead of eight preferred alternatives. He stressed they are an inherently environmental friendly agency. He said Access Fund distribution has not been identified, but he envisions it will be a competitive process based on things like a critical mass of ridership, or something that causes a change in trajectory, and provided examples. He shared that ST is adding a Corridor Director Position to better coordinate and manage intersecting projects. He advised that building a bridge will probably not happen without the support Washington State Department of Transportation (WSDOT).

Scott MacColl, Intergovernmental Program Manager, addressed the challenges accompanied with fixing the 145th Street Corridor to make it work effectively when the City does not own it. Ms. Tarry shared that the City, ST, and WSDOT have formed partnerships to address Light Rail, Access, and other transportation related issues.

At 6:55 p.m., Mayor Roberts adjourned the meeting.

Bonita Roznos, Deputy City Clerk

CITY COUNCIL AGENDA ITEM
CITY OF SHORELINE, WASHINGTON

AGENDA TITLE:	Authorize the City Manager to execute the 2017/18 King County Solid Waste Division Waste Reduction and Recycling Grant
DEPARTMENT:	Public Works
PRESENTED BY:	Uki Dele, Surface Water & Environmental Services Manager
ACTION:	<input type="checkbox"/> Ordinance <input type="checkbox"/> Resolution <input checked="" type="checkbox"/> Motion <input type="checkbox"/> Discussion <input type="checkbox"/> Public Hearing

PROBLEM/ISSUE STATEMENT:

King County's Solid Waste Division manages the collection and disposal of solid waste in suburban cities and unincorporated areas of the county. It is primarily funded by commercial companies and self-haulers who pay the County transfer stations to dispose of their waste at the one remaining County landfill, Cedar Hills Regional landfill.

King County anticipates that when the Cedar Hills landfill closes in approximately 2030, the County will initiate solid waste export, and County residents and businesses will likely see their solid waste collection costs rise. In order to promote sustainable practices that reduce waste and minimize the cost of waste disposal, King County offers grant funds to cities to implement these waste reduction actions.

Shoreline was awarded a 2017/18 King County Waste Reduction and Recycling (WRR) grant of \$68,994, which will be used to support a RecycleFest event, two Earth Day events, and the year-round Household Battery Collection Program.

RESOURCE/FINANCIAL IMPACT:

By executing this WRR grant agreement contract, \$68,994 will be provided as revenue to support the City's 2017/18 Environmental Services budget.

RECOMMENDATION

Staff recommends that Council authorize the City Manager to execute the 2017/18 King County Waste Reduction and Recycling Grant Contract for \$68,994.

Approved By: City Manager **DT** City Attorney **MK**

CITY COUNCIL AGENDA ITEM
CITY OF SHORELINE, WASHINGTON

AGENDA TITLE:	Adoption of Ordinance No. 762 – Amending the Shoreline Municipal Code for Transitional Encampments
DEPARTMENT:	Planning & Community Development
PRESENTED BY:	Paul Cohen, Planning Manager Kim Lehmborg, Associate Planner Rachael Markle, AICP, Director
ACTION:	<input checked="" type="checkbox"/> Ordinance <input type="checkbox"/> Resolution <input type="checkbox"/> Motion <input type="checkbox"/> Discussion <input type="checkbox"/> Public Hearing

PROBLEM/ISSUE STATEMENT:

On December 15, 2016, the Planning unanimously recommended amendments to the City’s Transitional Encampment regulations as reflected in proposed Ordinance No. 762 (Attachment A, Exhibit A). Council discussed the proposed regulations at the January 30, 2017 City Council meeting and directed staff to formulate some alternatives, specifically to the 20-foot setback requirement. Council again discussed the proposed regulations with staff alternatives on February 27, 2017. Council directed staff to prepare a substitute ordinance for Council’s consideration incorporating all of the proposed staff recommended changes to the Planning Commission recommendation, except for definitions for Host and Managing Agency. Council requested that staff continue to develop an alternative definition for Managing Agency.

Tonight Council is scheduled to adopt Ordinance No. 762. Staff has also prepared a substitute Ordinance No. 762 (Attachment B.) Exhibit A to Substitute Ordinance No. 762 incorporates all of the staff recommended changes discussed by the City Council on February 27, 2017, except adding a definition of Host Agency and a modified definition for Managing Agency.

RESOURCE/FINANCIAL IMPACT:

If adopted as proposed, the City would not receive fees for Temporary Use Permits (TUP) for Transitional Encampments. In the past, an average of 1.2 camps per year have applied for TUPs. Given the current fee for a TUP of \$1,500, the lost revenue would average approximately \$1,800 per year.

RECOMMENDATION

Staff recommends that Council adopt substitute Ordinance No. 762 (as shown in Attachment B) as amended by Council. Staff further recommends that Council amend Ordinance No. 762 to include a definition for Host Agency and replace the definition of Managing Agency as recommended by staff in this report.

Approved By: City Manager **DT** City Attorney **JA-T**

INTRODUCTION

Shoreline Municipal Code (SMC) Section 20.30.070 describes the process and procedures for Type L, Legislative decisions. Amendments to the Development Code are Type L decisions that include a public hearing before the Planning Commission, recommendation by the Planning Commission, and adoption by the City Council.

Development Code Amendment Criteria (SMC 20.30.350)

The following criteria are to be met for approval of amendments to the Development Code:

1. The amendment is in accordance with the Comprehensive Plan; and
2. The amendment will not adversely affect the public health, safety or general welfare; and
3. The amendment is not contrary to the best interest of the citizens and property owners of the City of Shoreline.

Relevant Comprehensive Plan Housing goal and policies that support the amendments are as follows:

Goal H VII: “Collaborate with other jurisdictions and organizations to meet housing needs and address solutions that cross jurisdictional boundaries.”

Policy #H19: “Encourage, assist, and support non-profit agencies that construct, manage, and provide services for affordable housing and homelessness programs within the city.”

Policy #H25: “Encourage, assist, and support social and health service organizations that offer housing programs for targeted populations.”

Policy #H29: “Support the development of public and private, short-term and long-term housing and services for Shoreline’s population of people who are homeless.”

Policy #H31: “Partner with private and not-for-profit developers, social and health service agencies, funding institutions, and all levels of government to identify and address regional housing needs.”

BACKGROUND

On December 15, 2016, the Planning unanimously recommended amendments to the City’s Transitional Encampment regulations as reflected in Ordinance No. 762, Attachment A, Exhibit A. Council discussed the proposed regulations at the January 30, 2017 City Council meeting and directed staff to formulate some alternatives, specifically to the 20-foot setback requirement.

A link to the January 30, 2017 staff report is here:

<http://cosweb.ci.shoreline.wa.us/uploads/attachments/cck/council/staffreports/2017/staffreport013017-8a.pdf>.

Staff met with several former host agencies on February 15th to further discuss the Planning Commission recommendation and to follow up on public comment received at the January 30th Council meeting. To address these comments along with the Council's direction, staff proposed reduced setbacks, a minimum usable space area for Transitional Encampments, an additional definition for Host Agency and a revised definition for Managing Agency.

Adding the Host Agency definition was originally intended to clarify that the host and managing agency could be either the same or different agencies. Historically the hosting agency has been a separate entity from the agency actually managing encampments within Shoreline.

Council again discussed the proposed regulations with staff alternatives on February 27, 2017.

A link to the February 27, 2017 staff report is here:

<http://cosweb.ci.shoreline.wa.us/uploads/attachments/cck/council/staffreports/2017/staffreport022717-9a.pdf>

At the February 27th City Council meeting, Council directed staff to prepare a substitute ordinance for Council's consideration incorporating all of the proposed staff recommended changes to the Planning Commission recommendation, except for definitions for Host and Managing Agency. Council requested that staff continue to develop an alternative definition for Managing Agency.

DISCUSSION

Substitute Ordinance No. 762 (Attachment B) incorporates the following major changes to the Planning Commission recommendation (Attachment A). These changes are in SMC 20.30.295(D):

- Revised setback requirements, reducing minimum setbacks to 10 feet and adding Director's discretion to reduce to five feet based on specific site conditions;
- Restricting camp size to 100 persons; and,
- Minimum camp area requirement of 7500 square feet for the first 50 residents, plus 150 square feet for each additional resident.

The following section provides information on three outstanding items from Council's February 27th discussion of transitional encampments: the definition of Host Agency, the definition of Managing Agency, the intent of 'intervening structure'.

Host Agency Definition

Staff is recommending that the following language be added as the definition of Host Agency:

20.20.024 H definitions.

Host agency: Host agency means a religious or not for profit organization that invites a transitional encampment to reside on the land that they own or lease.

Councilmember Scully was open to including the potential for a private individual to host a transitional encampment. Mayor Roberts and Councilmember Scully both were interested in adding “commercial or business ” to the definition. Councilmember Scully suggested the following definition:

Host agency: Host agency means a property owner or lessee that invites a transitional encampment to reside on the land that they own or lease.

Staff does not recommend that Council use the definition suggested by Councilmember Scully. Although a property owner or lessee would need to meet the remaining transitional encampment regulations, staff believes that this definition would increase the potential that a private individual could host a transitional encampment on private property on any zoned property, including properties in lower density zones such as R-4 or R-6.

Managing Agency Definition

Council’s discussion on February 27th included asking staff to better define Managing Agency. Specifically, Councilmembers were interested in better defining “City recognized non-profit” and the ability of transitional encampments to be self-managed. As a result of this discussion, staff recommends that the definition of Managing Agency be amended to the following:

20.20.034 M definitions.

Managing agency: Managing agency means an organization that has the capacity to organize and manage a transitional encampment. A Managing Agency must be a State of Washington registered non-profit corporation; a federally recognized tax exempt 501(c)(3) organization; a religious organization as defined in RCW 35A.21.360; or a self-managed homeless community. A Managing Agency may be the same organization as the Host Agency.

The proposed definition is more specific and includes the RCW definition of non-profit. The definition is also more inclusive with organizations that have managed transitional encampments but do not meet the definition of other listed agencies or organizations. Self-managed homeless communities would include all the various organizers of Shoreline’s transitional encampments. The definition also allows the Host Agency and Managing agency to be the same organization.

Intervening Structures

Also during the discussion on February 27th, the Mayor asked about “intervening structures” in section 20.30.295(D)(7.b.2) of the proposed code language. The intent of “intervening structures” is to address any structure that could screen the view of the encampment from the neighboring property, and which could be taken into consideration by the Director if being asked to reduce the setback of the encampment from a neighboring property from the required 10 feet to five (5) feet. Though intentionally general, an intervening structure would likely mean a solid structure that is at least as tall as the encampment between the neighbors and the tents. Typical examples of intervening structures that would fit within the five feet of the encampment area and the property line are sheds and fences. Also, it is unclear if the setback reduction would apply only to the extent (width) of the intervening structure or the entire

side of the encampment area that the structure is on. Therefore, staff suggests the following changes to the proposed language:

20.30.295 Temporary use.

D. Additional Criteria for Transitional Encampment.

7. Site Requirements

a. *Tents and supporting facilities within an encampment must meet 10-foot setbacks from neighboring property lines, not including right-of-way lines or properties under the same ownership as the host agency. Setback from rights-of-way must be a minimum of five feet. Additional setback from rights-of-way may be imposed based on the City's Traffic Engineer's analysis of what is required for safety. Setbacks to neighboring property lines may be reduced by the Director to a minimum of five feet if it can be determined that the reduction will result in no adverse impact on the neighboring properties, taking into account site conditions that extend along the entire encampment area, including but not limited to:*

1. *Topography changes from adjoining property*
2. *Visually solid, minimum 6-foot height, intervening structures*
3. *Distance from nearest structure on neighboring property*
4. *Vegetation that creates a visual screen*

Process for Adoption of Ordinance No. 762

As has been Council's practice, Attachment A, Ordinance No. 762, Exhibit A, which are the Planning Commission's recommended Transitional Encampment regulations, are included unchanged for Council's consideration. For ease of looking at the Council directed and staff's recommended changes to the Planning Commission's recommendation as outlined in this staff report, staff has included a substitute Ordinance No. 762 as Attachment B. The substitute Ordinance starts with the Planning Commission's recommendation and incorporates amendments as directed by the Council at the January 30th and February 27th meetings.

Council can move substitute Ordinance No. 762 (Attachment B) and make amendments to this ordinance. Staff recommends the following three amendments:

1. Add a definition of Host Agency to SMC 20.20.024:
Host agency: Host agency means a religious or not for profit organization that invites a transitional encampment to reside on the land that they own or lease.
2. Replace the Planning Commission's recommended Managing Agency definition in SMC 20.20.034 with the following:
Managing Agency: Managing agency means an organization that has the capacity to organize and manage a transitional encampment. A Managing Agency must be a State of Washington registered non-profit corporation; a federally recognized tax exempt 501(c)(3) organization; a religious organization as defined in RCW 35A.21.360; or a self-managed homeless community. A Managing Agency may be the same organization as the Host Agency.

3. Add the following language to the site requirements in SMC 20.30.295(D)(7.b):
 - b. *Tents and supporting facilities within an encampment must meet 10-foot setbacks from neighboring property lines, not including right-of-way lines or properties under the same ownership as the host agency. Setback from rights-of-way must be a minimum of five feet. Additional setback from rights-of-way may be imposed based on the City's Traffic Engineer's analysis of what is required for safety. Setbacks to neighboring property lines may be reduced by the Director to a minimum of five feet if it can be determined that the reduction will result in no adverse impact on the neighboring properties, taking into account site conditions that extend along the entire encampment area, including but not limited to:*
 1. *Topography changes from adjoining property*
 2. *Visually solid, minimum 6-foot height, intervening structures*
 3. *Distance from nearest structure on neighboring property*
 4. *Vegetation that creates a visual screen*

RESOURCE/FINANCIAL IMPACT

If adopted as proposed, the City would not receive fees for Temporary Use Permits (TUP) for Transitional Encampments. In the past, an average of 1.2 camps per year have applied for TUPs. Given the current fee for a TUP of \$1,500, the lost revenue would average approximately \$1,800 per year.

RECOMMENDATION

Staff recommends that Council adopt substitute Ordinance No. 762 (as shown in Attachment B) as amended by Council. Staff further recommends that Council amend Ordinance No. 762 to include a definition for Host Agency and replace the definition of Managing Agency as recommended by staff in this report.

ATTACHMENTS

- Attachment A: Ordinance No. 762
- Attachment A, Exhibit A: Planning Commission Recommended Transitional Encampment Code Amendments
- Attachment B: Substitute Ordinance No. 762
- Attachment B, Exhibit A: Revised Recommended Transitional Encampment Code Amendments as Directed by the City Council

ATTACHMENT A

ORDINANCE NO. 762

AN ORDINANCE OF THE CITY OF SHORELINE, WASHINGTON AMENDING CERTAIN SECTIONS OF THE SHORELINE MUNICIPAL CODE TITLE 20, THE UNIFIED DEVELOPMENT CODE, TO ADDRESS TRANSITIONAL ENCAMPMENTS.

WHEREAS, the City of Shoreline is a non-charter optional municipal code city as provided in Title 35A RCW, incorporated under the laws of the state of Washington, and planning pursuant to the Growth Management Act, Title 36.70A RCW; and

WHEREAS, the City has traditionally permitted transitional (homeless) encampments through the issuance of a Temporary Use Permit; and

WHEREAS, the application process for a Temporary Use Permit has been considered burdensome by the hosts of such encampments, churches and human service organizations; and

WHEREAS, via the adoption of Resolution No. 379, the City Council directed staff to review policies and development code provisions that may create barriers for those experiencing homelessness; and

WHEREAS, staff worked with interested members of the public, churches, and human service organizations in addition to reviewing regulations of other municipalities; and

WHEREAS, on September 15, 2016, the City of Shoreline Planning Commission reviewed the proposed Development Code amendments; and

WHEREAS, on October 20, 2016, the City of Shoreline Planning Commission held a public hearing on the proposed Development Code amendments so as to receive public testimony; and

WHEREAS, the Planning Commission continued the public hearing so as to allow the staff time to respond to public and commission questions and concerns; and

WHEREAS, on December 15, 2016, at the continued public hearing, the Planning Commission considered revisions to the proposed Development Code amendments and, at the conclusion of public hearing, the Planning Commission, after adopting several revisions to the proposal submitted by staff, recommended approval of the amendments to the City Council; and

WHEREAS, on January 30 and February 27, 2017, the City Council considered the Planning Commission's recommendation on the proposed Development Code amendments; and

ATTACHMENT A

WHEREAS, the City Council has considered the entire public record, public comments, written and oral, and the Planning Commission's recommendation; and

WHEREAS, the City provided public notice of the amendments and the public hearing as provided in SMC 20.30.070; and

WHEREAS, the environmental impacts of the proposed amendments resulted in the issuance of a Determination of Non-Significance (DNS) on October 13, 2016, and

WHEREAS, pursuant to RCW 36.70A.370, the City has utilized the process established by the Washington State Attorney General so as to assure the protection of private property rights; and

WHEREAS, pursuant to RCW 36.70A.106, the City has provided the Washington State Department of Commerce with a 60-day notice of its intent to adopt the amendment(s) to its Unified Development Code; and

WHEREAS, the City Council has determined that the amendments are consistent with and implement the Shoreline Comprehensive Plan and serves the purpose of the Unified Development Code as set forth in SMC 20.10.020;

THEREFORE, THE CITY COUNCIL OF THE CITY OF SHORELINE, WASHINGTON DO ORDAIN AS FOLLOWS:

Section 1. Amendment. Title 20 of the Shoreline Municipal Code, Unified Development Code, is amended as set forth in Exhibit A to this Ordinance.

Section 2. Corrections by City Clerk or Code Reviser. Upon approval of the City Attorney, the City Clerk and/or the Code Reviser are authorized to make necessary corrections to this ordinance, including the corrections of scrivener or clerical errors; references to other local, state, or federal laws, codes, rules, or regulations; or ordinance numbering and section/subsection numbering and references.

Section 3. Severability. Should any section, subsection, paragraph, sentence, clause, or phrase of this ordinance or its application to any person or situation be declared unconstitutional or invalid for any reason, such decision shall not affect the validity of the remaining portions of this ordinance or its application to any person or situation.

Section 4. Publication and Effective Date. A summary of this Ordinance consisting of the title shall be published in the official newspaper. This Ordinance shall take effect five days after publication.

ATTACHMENT A

PASSED BY THE CITY COUNCIL ON MARCH 20, 2017.

Mayor Christopher Roberts

ATTEST:

APPROVED AS TO FORM:

Jessica Simulcik-Smith
City Clerk

Margaret King
City Attorney

Date of Publication: , 2017

Effective Date: , 2017

20.20.034 M definitions.

Managing agency: Managing agency means a religious or City-recognized non-profit organization that manages a transitional encampment.

20.20.048 T definitions.

Transitional Encampments: Temporary campsites for the homeless, organized by a managing agency.

20.30.045 Neighborhood meeting for certain Type A proposals. 

1. A neighborhood meeting is required for Temporary Use Permits for Transitional Encampment proposals.

2. A neighborhood meeting shall be conducted by the applicant for developments consisting of more than one single-family detached dwelling unit on a single parcel in the R-4 or R-6 zones. This requirement does not apply to accessory dwelling units (ADUs). This neighborhood meeting will satisfy the neighborhood meeting requirements when and if an applicant applies for a subdivision (refer to SMC [20.30.090](#) for meeting requirements). (Ord. 695 § 1 (Exh. A), 2014).

20.30.295 Temporary use. 

A. A temporary use permit is a mechanism by which the City may permit a use to locate within the City (on private property or on the public rights-of-way) on an interim basis, without requiring full compliance with the Development Code standards or by which the City may permit seasonal or transient uses not otherwise permitted.

B. The Director may approve or modify and approve an application for a temporary use permit if:

1. The temporary use will not be materially detrimental to public health, safety, or welfare, nor injurious to property and improvements in the immediate vicinity of the subject temporary use;
2. The temporary use is not incompatible in intensity and appearance with existing land uses in the immediate vicinity of the temporary use;
3. Adequate parking is provided for the temporary use and, if applicable, the temporary use does not create a parking shortage for the existing uses on the site;
4. Hours of operation of the temporary use are specified;
5. The temporary use will not create noise, light, or glare which would adversely impact surrounding uses and properties; and
6. The temporary use is not in conflict with the standards of the critical areas regulations, Chapter [20.80](#) SMC, Critical Areas, and is located outside the shoreline jurisdiction regulated by the Shoreline Master Program, SMC Title [20](#), Division II.

C. Except for Transitional Encampments, a temporary use permit is valid for up to 60 calendar days from the effective date of the permit, except that the Director may establish a

shorter time frame or extend a temporary use permit for up to one year. (Ord. 724 § 1 (Exh. A), 2015; Ord. 425 § 1, 2006).

D. Additional Criteria for Transitional Encampment. 

1. The site must be owned or leased by a Managing Agency.
2. The application fee for a Temporary Use Permit (TUP) for a transitional encampment is waived.
3. Prior to application submittal, the applicant is required to hold a neighborhood meeting and provide a written summary as set forth in SMC 20.30.045 and [20.30.090](#).
4. The applicant shall utilize only government-issued identification such as a State or tribal issued identification card, driver's license, military identification card, or passport from prospective encampment residents to develop a list for the purpose of obtaining sex offender and warrant checks. The applicant shall submit the identification list to the King County Sheriff's Office Communications Center.
5. The applicant shall have a code of conduct that articulates the rules and regulation of the encampment. These rules shall include, at a minimum, prohibitions against alcohol and/or drug use and violence; and exclusion of sex offenders. The applicant shall keep a cumulative list of all residents who stay overnight in the encampment, including names and dates. The list shall be kept on site for the duration of the encampment. The applicant shall provide an affidavit of assurance with the permit submittal package that this procedure is being met and will continue to be updated during the duration of the encampment.
6. Site requirements:
 - a. Tents and supporting facilities within encampments must meet 20-foot setbacks from neighboring property lines. Setbacks may be modified by the Director based on site conditions or in order to bring the site into compliance with the criteria.
 - b. Screening is required for mitigation of visual appearance to the street and neighboring properties. There shall be screening fence installed wherever the camp is visible from streets or residential properties. The color of the screening shall not be black.
 - c. A fire permit is required for all tents over 400 square feet. Fire permit fees are waived.
 - d. All tents must be made of fire resistant materials and labeled as such.
 - e. Provide adequate number of 2A-10BC rated fire extinguishers so that they are not more than 75 feet travel distance from any portion of the complex. Recommend additional extinguishers in cooking area & approved smoking area.
 - f. Smoking in designated areas only; these areas must be a minimum of 25 feet from any neighboring residential property. Provide ash trays in areas approved for smoking.

- g. Emergency vehicle access to the site must be maintained at all times.
- h. Security personnel shall monitor entry points at all times. A working telephone shall be available to security personnel at all times.
- i. Provide adequate sanitary facilities.

7. The encampment shall permit inspections by City, King County Health Department, and Fire Department inspectors at reasonable times during the permit period without prior notice to ensure compliance with the conditions of the permit.

8. The encampment shall allow for an inspection by the Shoreline Fire Department during the initial week of the encampment's occupancy. Encampments may be allowed to stay under the Temporary Use Permit for up to 90 days. A TUP extension may be granted for a total of 180 days, on sites where agencies in good standing have shown to be compliant with all regulations and requirements of the TUP process, with no record of rules violations. The extension request must be made to the City, but does not require an additional neighborhood meeting or additional application materials or fees.

10. Managing Agencies may not host a transitional encampment on the same site within 180 days of the expiration date of the TUP for a transitional encampment.

11. At expiration of the permit, the Managing Agency shall restore the property to the same or similar condition as at permit issuance.

Table 20.40.120 Residential Uses

NAICS #	SPECIFIC LAND USE	R4- R6	R8- R12	R18- R48	TC-4	NB	CB	MB	TC-1, 2 & 3
RESIDENTIAL GENERAL									
	Accessory Dwelling Unit	P-i	P-i	P-i	P-i	P-i	P-i	P-i	P-i
	Affordable Housing	P-i	P-i	P-i	P-i	P-i	P-i	P-i	P-i
	Apartment		C	P	P	P	P	P	P
	Duplex	P-i	P-i	P-i	P-i	P-i			

Table 20.40.120 Residential Uses

NAICS #	SPECIFIC LAND USE	R4- R6	R8- R12	R18- R48	TC-4	NB	CB	MB	TC-1, 2 & 3
	Home Occupation	P-i	P-i	P-i	P-i	P-i	P-i	P-i	P-i
	Manufactured Home	P-i	P-i	P-i	P-i				
	Mobile Home Park	P-i	P-i	P-i	P-i				
	Single-Family Attached	P-i	P	P	P	P			
	Single-Family Detached	P	P	P	P				
GROUP RESIDENCES									
	Boarding House	C-i	C-i	P-i	P-i	P-i	P-i	P-i	P-i
	Community Residential Facility-I	C	C	P	P	P	P	P	P
	Community Residential Facility-II		C	P-i	P-i	P-i	P-i	P-i	P-i
721310	Dormitory		C-i	P-i	P-i	P-i	P-i	P-i	P-i
TEMPORARY LODGING									
721191	Bed and Breakfasts	P-i	P-i	P-i	P-i	P-i	P-i	P-i	P-i
72111	Hotel/Motel						P	P	P
	Recreational Vehicle	P-i	P-i	P-i	P-i	P-i	P-i	P-i	
	Transitional Encampment	P-i	P-i	P-i	P-i	P-i	P-i	P-i	
MISCELLANEOUS									

Table 20.40.120 Residential Uses

NAICS #	SPECIFIC LAND USE	R4- R6	R8- R12	R18- R48	TC-4	NB	CB	MB	TC-1, 2 & 3
	Animals, Small, Keeping and Raising	P-i	P-i	P-i	P-i	P-i	P-i	P-i	P-i

P = Permitted Use	S = Special Use
C = Conditional Use	-i = Indexed Supplemental Criteria

(Ord. 731 § 1 (Exh. A), 2015; Ord. 669 § 1 (Exh. A), 2013; Ord. 654 § 1 (Exh. 1), 2013; Ord. 560 § 3 (Exh. A), 2009; Ord. 408 § 2, 2006; Ord. 368 § 1, 2005; Ord. 352 § 1, 2004; Ord. 301 § 1, 2002; Ord. 299 § 1, 2002; Ord. 281 § 6, 2001; Ord. 238 Ch. IV § 2(B, Table 1), 2000).

20.40.150 Campus uses. 

NAICS #	SPECIFIC LAND USE	CCZ	FCZ	PHZ	SCZ
513	Broadcasting and Telecommunications	P-m			P-m
	Bus Base	P-m			P-m
	Child and Adult Care Services	P-m	P-m		P-m
	Churches, Synagogue, Temple	P-m	P-m		
6113	College and University				P-m
	Conference Center	P-m			P-m

NAICS #	SPECIFIC LAND USE	CCZ	FCZ	PHZ	SCZ
6111	Elementary School, Middle/Junior, High School	P-m			
	Food Storage, Repackaging, Warehousing and Distribution		P-m		
	Fueling for On-Site Use Only		P-m		P-m
	Home Occupation	P-i	P-i		
	Housing for Disabled Persons	P-m	P-m		
	Library	P-m		P-m	P-m
	Light Manufacturing		P-m		P-m
	Maintenance Facilities for On-Site Maintenance	P-m	P-m	P-m	P-m
	Medical-Related Office or Clinic (including personal care facility, training facilities, and outpatient clinic)	P-m	P-m	P-m	P-m
	State Owned/Operated Office or Laboratory		P-m	P-m	P-m
	Outdoor Performance Center	P-m			P-m
623	Nursing and Personal Care Facilities	P-m	P-m		P-m
	Performing Arts Companies/Theater	P-m			P-m
	Personal Services (including laundry, dry cleaning, barber and beauty shop, shoe repair, massage therapy/health spa)	P-m	P-m		P-m
	Power Plant for Site Use Power Generation Only		P-	P-	P-

NAICS #	SPECIFIC LAND USE	CCZ	FCZ	PHZ	SCZ
			m	m	m
	Recreational Facility	P-m	P-m		P-m
	Recreation Vehicle	P-i			
	Research Development and Testing		P-m	P-m	P-m
	Residential Habilitation Center and Support Facilities	P-m	P-m		
6111	Secondary or High School	P-m			P-m
	Senior Housing (apartments, duplexes, attached and detached single-family)	P-m			
	Social Service Providers		P-m		P-m
6116	Specialized Instruction School	P-m	P-m		P-m
	Support Uses and Services for the Institution On Site (including dental hygiene clinic, theater, restaurant, book and video stores and conference rooms)	P-m	P-m	P-m	P-m
-	Tent City	P-i	-	-	-
	Wireless Telecommunication Facility	P-i			P-i
P = Permitted Use P-i = Permitted Use with Indexed Supplemental Criteria P-m = Permitted Use with approved Master Development Plan					

Note: Other uses not listed in Table 20.40.150 existing within the campus zone as of the effective date of Ordinance No. 507 may be permitted as P-m through a Code interpretation. (Ord. 731 § 1 (Exh. A), 2015; Ord. 507 § 4, 2008).

Table 20.40.160 Station Area Uses

NAICS #	SPECIFIC LAND USE	MUR-35'	MUR-45'	MUR-70'
RESIDENTIAL				
	Accessory Dwelling Unit	P-i	P-i	P-i
	Affordable Housing	P-i	P-i	P-i
	Apartment	P	P	P
	Bed and Breakfast	P-i	P-i	P-i
	Boarding House	P-i	P-i	P-i
	Duplex, Townhouse, Rowhouse	P-i	P-i	
	Home Occupation	P-i	P-i	P-i
	Hotel/Motel			P
	Live/Work	P (Adjacent to Arterial Street)	P	P
	Microhousing			
	Single-Family Attached	P-i	P-i	
	Single-Family Detached	P-i		
-	Tent City	P-i	P-i	P-i

20.40.535 Transitional encampment. 

A. Allowed only by temporary use permit.

B. Prior to application submittal, the applicant is required to hold a neighborhood meeting as set forth in SMC [20.30.090](#). A neighborhood meeting report will be required for submittal.

C. The applicant shall utilize only government-issued identification such as a State or tribal issued identification card, driver's license, military identification card, or passport from prospective encampment residents to develop a list for the purpose of obtaining sex offender

~~and warrant checks. The applicant shall submit the identification list to the King County Sheriff's Office Communications Center.~~

~~D.—The applicant shall have a code of conduct that articulates the rules and regulation of the encampment.~~

~~E.—The applicant shall keep a cumulative list of all residents who stay overnight in the encampment, including names and dates. The list shall be kept on site for the duration of the encampment. The applicant shall provide an affidavit of assurance with the permit submittal package that this procedure is being met and will continue to be updated during the duration of the encampment. (Ord. 731 § 1 (Exh. A), 2015; Ord. 368 § 2, 2005).~~

ATTACHMENT B
Substitute Ordinance No. 762

ORDINANCE NO. 762

**AN ORDINANCE OF THE CITY OF SHORELINE, WASHINGTON
AMENDING CERTAIN SECTIONS OF THE SHORELINE MUNICIPAL
CODE TITLE 20, THE UNIFIED DEVELOPMENT CODE, TO ADDRESS
TRANSITIONAL ENCAMPMENTS.**

WHEREAS, the City of Shoreline is a non-charter optional municipal code city as provided in Title 35A RCW, incorporated under the laws of the state of Washington, and planning pursuant to the Growth Management Act, Title 36.70A RCW; and

WHEREAS, the City has traditionally permitted transitional (homeless) encampments through the issuance of a Temporary Use Permit; and

WHEREAS, the application process for a Temporary Use Permit has been considered burdensome by the hosts of such encampments, churches and human service organizations; and

WHEREAS, via the adoption of Resolution No. 379, the City Council directed staff to review policies and development code provisions that may create barriers for those experiencing homelessness; and

WHEREAS, staff worked with interested members of the public, churches, and human service organizations in addition to reviewing regulations of other municipalities; and

WHEREAS, on September 15, 2016, the City of Shoreline Planning Commission reviewed the proposed Development Code amendments; and

WHEREAS, on October 20, 2016, the City of Shoreline Planning Commission held a public hearing on the proposed Development Code amendments so as to receive public testimony; and

WHEREAS, the Planning Commission continued the public hearing so as to allow the staff time to respond to public and commission questions and concerns; and

WHEREAS, on December 15, 2016, at the continued public hearing, the Planning Commission considered revisions to the proposed Development Code amendments and, at the conclusion of public hearing, the Planning Commission, after adopting several revisions to the proposal submitted by staff, recommended approval of the amendments to the City Council; and

WHEREAS, on January 30 and February 27, 2017, the City Council considered the Planning Commission's recommendation on the proposed Development Code amendments; and

ATTACHMENT B
Substitute Ordinance No. 762

WHEREAS, the City Council has considered the entire public record, public comments, written and oral, and the Planning Commission's recommendation; and

WHEREAS, the City provided public notice of the amendments and the public hearing as provided in SMC 20.30.070; and

WHEREAS, the environmental impacts of the proposed amendments resulted in the issuance of a Determination of Non-Significance (DNS) on October 13, 2016, and

WHEREAS, pursuant to RCW 36.70A.370, the City has utilized the process established by the Washington State Attorney General so as to assure the protection of private property rights; and

WHEREAS, pursuant to RCW 36.70A.106, the City has provided the Washington State Department of Commerce with a 60-day notice of its intent to adopt the amendment(s) to its Unified Development Code; and

WHEREAS, the City Council has determined that the amendments are consistent with and implement the Shoreline Comprehensive Plan and serves the purpose of the Unified Development Code as set forth in SMC 20.10.020;

THEREFORE, THE CITY COUNCIL OF THE CITY OF SHORELINE, WASHINGTON DO ORDAIN AS FOLLOWS:

Section 1. Amendment. Title 20 of the Shoreline Municipal Code, Unified Development Code, is amended as set forth in Exhibit A to this Ordinance.

Section 2. Corrections by City Clerk or Code Reviser. Upon approval of the City Attorney, the City Clerk and/or the Code Reviser are authorized to make necessary corrections to this ordinance, including the corrections of scrivener or clerical errors; references to other local, state, or federal laws, codes, rules, or regulations; or ordinance numbering and section/subsection numbering and references.

Section 3. Severability. Should any section, subsection, paragraph, sentence, clause, or phrase of this ordinance or its application to any person or situation be declared unconstitutional or invalid for any reason, such decision shall not affect the validity of the remaining portions of this ordinance or its application to any person or situation.

Section 4. Publication and Effective Date. A summary of this Ordinance consisting of the title shall be published in the official newspaper. This Ordinance shall take effect five days after publication.

ATTACHMENT B
Substitute Ordinance No. 762

PASSED BY THE CITY COUNCIL ON MARCH 20, 2017.

Mayor Christopher Roberts

ATTEST:

APPROVED AS TO FORM:

Jessica Simulcik-Smith
City Clerk

Margaret King
City Attorney

Date of Publication: , 2017
Effective Date: , 2017

20.20.034 M definitions.

Managing agency: Managing agency means a religious or City-recognized non-profit organization that manages a transitional encampment.

20.20.048 T definitions.

Transitional Encampments: Temporary campsites for the homeless organized by a managing agency.

20.30.045 Neighborhood meeting for certain Type A proposals.

1. A neighborhood meeting shall be conducted by the applicant for Temporary Use Permits for Transitional Encampment proposals.

2. A neighborhood meeting shall be conducted by the applicant for developments consisting of more than one single-family detached dwelling unit on a single parcel in the R-4 or R-6 zones. This requirement does not apply to accessory dwelling units (ADUs). This neighborhood meeting will satisfy the neighborhood meeting requirements when and if an applicant applies for a subdivision (refer to SMC [20.30.090](#) for meeting requirements). (Ord. 695 § 1 (Exh. A), 2014).

20.30.295 Temporary use.

A. A temporary use permit is a mechanism by which the City may permit a use to locate within the City (on private property or on the public rights-of-way) on an interim basis, without requiring full compliance with the Development Code standards or by which the City may permit seasonal or transient uses not otherwise permitted.

B. The Director may approve or modify and approve an application for a temporary use permit if:

1. The temporary use will not be materially detrimental to public health, safety, or welfare, nor injurious to property and improvements in the immediate vicinity of the subject temporary use;
2. The temporary use is not incompatible in intensity and appearance with existing land uses in the immediate vicinity of the temporary use;
3. Adequate parking is provided for the temporary use and, if applicable, the temporary use does not create a parking shortage for the existing uses on the site;
4. Hours of operation of the temporary use are specified;
5. The temporary use will not create noise, light, or glare which would adversely impact surrounding uses and properties; and
6. The temporary use is not in conflict with the standards of the critical areas regulations, Chapter [20.80](#) SMC, Critical Areas, and is located outside the shoreline jurisdiction regulated by the Shoreline Master Program, SMC Title [20](#), Division II.

C. Except for Transitional Encampments, a temporary use permit is valid for up to 60 calendar days from the effective date of the permit, except that the Director may establish a shorter time frame or extend a temporary use permit for up to one year. (Ord. 724 § 1 (Exh. A), 2015; Ord. 425 § 1, 2006).

D. Additional Criteria for Transitional Encampment.

1. The site must be owned or leased by either a Host or Managing Agency.
2. The application fee for a Temporary Use Permit (TUP) for a transitional encampment is waived.
3. Prior to application submittal, the applicant is required to hold a neighborhood meeting and provide a written summary as set forth in SMC 20.30.045 and 20.30.090.
4. The applicant shall utilize only government-issued identification such as a State or tribal issued identification card, driver's license, military identification card, or passport from prospective encampment residents to develop a list for the purpose of obtaining sex offender and warrant checks. The applicant shall submit the identification list to the King County Sheriff's Office Communications Center.
5. The applicant shall have a code of conduct that articulates the rules and regulation of the encampment. These rules shall include, at a minimum, prohibitions against alcohol and/or drug use and violence; and exclusion of sex offenders. The applicant shall keep a cumulative list of all residents who stay overnight in the encampment, including names and dates. The list shall be kept on site for the duration of the encampment. The applicant shall provide an affidavit of assurance with the permit submittal package that this procedure is being met and will continue to be updated during the duration of the encampment.
6. The maximum number of residents at a transitional encampment site shall be determined taking into consideration site conditions, but shall in no case be greater than 100 residents at any one time. Any proposed site shall meet the site requirements in 20.30.295(D)(7) and be of sufficient size to support the activities of the transitional encampment without overcrowding of residents.
7. Site requirements:
 - a. The minimum useable site area for a transitional encampment shall be: 7,500 square feet for the first 50 residents, plus 150 square feet for each additional resident, up to the maximum allowable of 100 residents. The useable site area may be a combination of contiguous parcels in the same ownership of the host or managing agency.
 - b. Tents and supporting facilities within an encampment must meet 10-foot setbacks from neighboring property lines, not including right-of-way lines or properties under the same ownership as the host agency. Setback from rights-of-way must be a minimum of five feet. Additional setback from rights-of-way may be imposed based on the City's Traffic Engineer's analysis of what is required for safety. Setbacks to neighboring property

lines may be reduced by the Director to a minimum of five feet if it can be determined that the reduction will result in no adverse impact on the neighboring properties, taking into account site conditions, including but not limited to:

- 1 Topography changes from adjoining property
 - 2 Intervening structures
 - 3 Distance from nearest structure on neighboring property
 - 4 Vegetation that creates a visual screen
- c. The transitional encampment shall be screened. The screening shall meet setbacks except screening or structures that act as screening that are already in existence. The color of the screening shall not be black.
- d. A fire permit is required for all tents over 400 square feet. Fire permit fees are waived.
- e. All tents must be made of fire resistant materials and labeled as such.
- f. Provide adequate number of 2A-10BC rated fire extinguishers so that they are not more than 75 feet travel distance from any portion of the complex. Recommend additional extinguishers in cooking area & approved smoking area.
- g. Smoking in designated areas only; these areas must be a minimum of 25 feet from any neighboring residential property. Provide ash trays in areas approved for smoking.
- h. Emergency vehicle access to the site must be maintained at all times.
- i. Members of the transitional encampment shall monitor entry points at all times. A working telephone shall be available to ensure the safety and security of the transitional encampment at all times.
- j. Provide adequate sanitary facilities.

8. The encampment shall permit inspections by City, King County Health Department, and Fire Department inspectors at reasonable times during the permit period without prior notice to ensure compliance with the conditions of the permit.

9. The encampment shall allow for an inspection by the Shoreline Fire Department during the initial week of the encampment's occupancy.

10. Encampments may be allowed to stay under the Temporary Use Permit for up to 90 days. A TUP extension may be granted for a total of 180 days, on sites where agencies in good standing have shown to be compliant with all regulations and requirements of the TUP process, with no record of rules violations. The extension request must be made to the City, but does not require an additional neighborhood meeting or additional application materials or fees.

11. Host or Managing Agencies may not host a transitional encampment on the same site within 180 days of the expiration date of the TUP for a transitional encampment.

12. At expiration of the permit, the Host or Managing Agency shall restore the property to the same or similar condition as at permit issuance.

Table 20.40.120 Residential Uses

NAICS #	SPECIFIC LAND USE	R4- R6	R8- R12	R18- R48	TC-4	NB	CB	MB	TC-1, 2 & 3
RESIDENTIAL GENERAL									
	Accessory Dwelling Unit	P-i	P-i	P-i	P-i	P-i	P-i	P-i	P-i
	Affordable Housing	P-i	P-i	P-i	P-i	P-i	P-i	P-i	P-i
	Apartment		C	P	P	P	P	P	P
	Duplex	P-i	P-i	P-i	P-i	P-i			
	Home Occupation	P-i	P-i	P-i	P-i	P-i	P-i	P-i	P-i
	Manufactured Home	P-i	P-i	P-i	P-i				
	Mobile Home Park	P-i	P-i	P-i	P-i				
	Single-Family Attached	P-i	P	P	P	P			
	Single-Family Detached	P	P	P	P				
GROUP RESIDENCES									
	Boarding House	C-i	C-i	P-i	P-i	P-i	P-i	P-i	P-i
	Community Residential Facility-I	C	C	P	P	P	P	P	P
	Community Residential Facility-II		C	P-i	P-i	P-i	P-i	P-i	P-i
721310	Dormitory		C-i	P-i	P-i	P-i	P-i	P-i	P-i
TEMPORARY LODGING									
721191	Bed and Breakfasts	P-i	P-i	P-i	P-i	P-i	P-i	P-i	P-i
72111	Hotel/Motel						P	P	P
	Recreational Vehicle	P-i	P-i	P-i	P-i	P-i	P-i	P-i	

Table 20.40.120 Residential Uses

NAICS #	SPECIFIC LAND USE	R4- R6	R8- R12	R18- R48	TC-4	NB	CB	MB	TC-1, 2 & 3
-	Transitional Encampment	P-i	P-i	P-i	P-i	P-i	P-i	P-i	-
MISCELLANEOUS									
	Animals, Small, Keeping and Raising	P-i	P-i	P-i	P-i	P-i	P-i	P-i	P-i

P = Permitted Use	S = Special Use
C = Conditional Use	-i = Indexed Supplemental Criteria

(Ord. 731 § 1 (Exh. A), 2015; Ord. 669 § 1 (Exh. A), 2013; Ord. 654 § 1 (Exh. 1), 2013; Ord. 560 § 3 (Exh. A), 2009; Ord. 408 § 2, 2006; Ord. 368 § 1, 2005; Ord. 352 § 1, 2004; Ord. 301 § 1, 2002; Ord. 299 § 1, 2002; Ord. 281 § 6, 2001; Ord. 238 Ch. IV § 2(B, Table 1), 2000).

20.40.150 Campus uses.

NAICS #	SPECIFIC LAND USE	CCZ	FCZ	PHZ	SCZ
513	Broadcasting and Telecommunications	P-m			P-m
	Bus Base	P-m			P-m
	Child and Adult Care Services	P-m	P-m		P-m
	Churches, Synagogue, Temple	P-m	P-m		
6113	College and University				P-m
	Conference Center	P-m			P-m
6111	Elementary School, Middle/Junior, High School	P-m			
	Food Storage, Repackaging, Warehousing and Distribution		P-m		
	Fueling for On-Site Use Only		P-m		P-m

NAICS #	SPECIFIC LAND USE	CCZ	FCZ	PHZ	SCZ
	Home Occupation	P-i	P-i		
	Housing for Disabled Persons	P-m	P-m		
	Library	P-m		P-m	P-m
	Light Manufacturing		P-m		P-m
	Maintenance Facilities for On-Site Maintenance	P-m	P-m	P-m	P-m
	Medical-Related Office or Clinic (including personal care facility, training facilities, and outpatient clinic)	P-m	P-m	P-m	P-m
	State Owned/Operated Office or Laboratory		P-m	P-m	P-m
	Outdoor Performance Center	P-m			P-m
623	Nursing and Personal Care Facilities	P-m	P-m		P-m
	Performing Arts Companies/Theater	P-m			P-m
	Personal Services (including laundry, dry cleaning, barber and beauty shop, shoe repair, massage therapy/health spa)	P-m	P-m		P-m
	Power Plant for Site Use Power Generation Only		P-m	P-m	P-m
	Recreational Facility	P-m	P-m		P-m
	Recreation Vehicle	P-i			
	Research Development and Testing		P-m	P-m	P-m
	Residential Habilitation Center and Support Facilities	P-m	P-m		
6111	Secondary or High School	P-m			P-m
	Senior Housing (apartments, duplexes, attached and detached single-family)	P-m			
	Social Service Providers		P-m		P-m
6116	Specialized Instruction School	P-m	P-m		P-m
	Support Uses and Services for the Institution On Site (including dental hygiene clinic, theater, restaurant, book and video stores)	P-m	P-m	P-m	P-m

NAICS #	SPECIFIC LAND USE	CCZ	FCZ	PHZ	SCZ
	and conference rooms)				
-	Tent City	P-i	-	-	-
	Wireless Telecommunication Facility	P-i			P-i
P = Permitted Use P-i = Permitted Use with Indexed Supplemental Criteria P-m = Permitted Use with approved Master Development Plan					

Note: Other uses not listed in Table 20.40.150 existing within the campus zone as of the effective date of Ordinance No. 507 may be permitted as P-m through a Code interpretation.

(Ord. 731 § 1 (Exh. A), 2015; Ord. 507 § 4, 2008).

20.40.160 Station area uses.

Table 20.40.160 Station Area Uses

NAICS #	SPECIFIC LAND USE	MUR-35'	MUR-45'	MUR-70'
RESIDENTIAL				
	Accessory Dwelling Unit	P-i	P-i	P-i
	Affordable Housing	P-i	P-i	P-i
	Apartment	P	P	P
	Bed and Breakfast	P-i	P-i	P-i
	Boarding House	P-i	P-i	P-i
	Duplex, Townhouse, Rowhouse	P-i	P-i	
	Home Occupation	P-i	P-i	P-i
	Hotel/Motel			P
	Live/Work	P (Adjacent to Arterial Street)	P	P
	Microhousing			

Table 20.40.160 Station Area Uses

NAICS #	SPECIFIC LAND USE	MUR-35'	MUR-45'	MUR-70'
	Single-Family Attached	P-i	P-i	
	Single-Family Detached	P-i		
-	Tent City	P-i	P-i	P-i

...

20.40.535 Transitional encampment. 

A.— Allowed only by temporary use permit —.

B.— Prior to application submittal, the applicant is required to hold a neighborhood meeting as set forth in SMC [20.30.090](#). A neighborhood meeting report will be required for submittal.

C.— The applicant shall utilize only government-issued identification such as a State or tribal issued identification card, driver’s license, military identification card, or passport from prospective encampment residents to develop a list for the purpose of obtaining sex offender and warrant checks. The applicant shall submit the identification list to the King County Sheriff’s Office Communications Center.

D.— The applicant shall have a code of conduct that articulates the rules and regulation of the encampment.

E.— The applicant shall keep a cumulative list of all residents who stay overnight in the encampment, including names and dates. The list shall be kept on site for the duration of the encampment. The applicant shall provide an affidavit of assurance with the permit submittal package that this procedure is being met and will continue to be updated during the duration of the encampment. (Ord. 731 § 1 (Exh. A), 2015; Ord. 368 § 2, 2005).

CITY COUNCIL AGENDA ITEM
CITY OF SHORELINE, WASHINGTON

AGENDA TITLE:	Motion to Adopt the 2017 Comprehensive Plan Amendment Docket
DEPARTMENT:	Planning & Community Development
PRESENTED BY:	Steven Szafran, AICP, Senior Planner Rachael Markle, AICP, Director
ACTION:	<input type="checkbox"/> Ordinance <input type="checkbox"/> Resolution <input checked="" type="checkbox"/> Motion <input type="checkbox"/> Discussion <input type="checkbox"/> Public Hearing

PROBLEM/ISSUE STATEMENT:

The City is limited by state law and the City’s adopted procedures to processing Comprehensive Plan amendments once a year, with exceptions only in limited situations. Proposed amendments are collected throughout a given year with a deadline of December 1st for public and staff submissions of suggested amendments to be considered in the following year.

The “Docket” establishes the amendments that will be reviewed and studied during the year by Staff and the Planning Commission prior to a recommendation to the City Council for final approval in amending the Comprehensive Plan. This year’s proposed Docket (Attachment A) contains several amendments, all of which, with the exception of the Fire Department’s, are City-initiated.

The Docket presented to Planning Commission contained six (6) city-initiated amendments. However, since its approval, two additional amendments have been proposed – Amendment #7 and Amendment #8.

Staff is requesting that Council add Amendment #7 to the Planning Commission-recommended Docket that changes all references to Ronald Wastewater District to the City of Shoreline so as to reflect the upcoming assumption of the District. The King County Boundary Review Board has already approved the assumption of the District within King County and a Notice of Intent to Assume the District is currently pending with the Snohomish County Boundary Review Board.

Staff is also requesting, at the Shoreline Fire Department’s request, that Council add Amendment #8 to the Planning Commission-recommended Docket so as to include reference to the Fire Department’s Capital Facilities and Equipment Plan. The inclusion of the Fire Department’s Plan is a required first step to the imposition of fire impact fees as provided in RCW 82.02.

RESOURCE/FINANCIAL IMPACT:

Amendment #3 (park impact fee) and Amendment #8 (fire impact fee) have the potential to add new impact fees for new development within the City of Shoreline.

RECOMMENDATION

Staff recommends that the Council move to approve the 2017 Comprehensive Plan Amendment Docket with the inclusion of Amendment #7 that changes “Ronald Wastewater District” to “City of Shoreline” throughout the Comprehensive Plan and the inclusion of Amendment #8 that incorporates the Shoreline Fire Department’s Capital Facilities and Equipment Plan.

Approved By: City Manager ***DT*** City Attorney ***JA-T***.

INTRODUCTION

The State Growth Management Act, RCW 36.70A, limits consideration of proposed Comprehensive Plan amendments to no more than once a year. To ensure that the public can view the proposals within a concurrent, city-wide context, the Growth Management Act directs cities to create a docket that lists the amendments to be considered in this “once a year” review process.

BACKGROUND

In June 2016, Council established the 2016 Comprehensive Plan Final Docket. Prior to the adoption of the 2016 Docket via Ordinance No. 766 on December 12, 2016, which adopted some, but not all, of the 2016 docketed amendments, the Council carried over two items from the 2016 Docket to the 2017 Docket. Those “carried-over” amendments are:

1. Consider amendments to the Comprehensive Plan related to the annexation of 145th Street (SR523), including amendments for all applicable maps.
2. Consider amendments to the Point Wells Subarea Plan and other elements of the Comprehensive Plan that may have applicability to reflect the outcomes of the Richmond Beach Traffic Corridor Study as described in Policy PW-9. Based on the outcome of the corridor study, it is expected that proposed amendments would include text changes to the Subarea Plan discussing the study, increasing the vehicle trips per day from a 4,000 trip maximum as described in Policy PW-12 and adding identified mitigation projects and associated funding needed to raise the maximum daily trip count while maintaining adopted Levels of Service to the Capital Facilities Element. Also, consider amendments to the Comprehensive Plan that could result from the development of Interlocal Agreements as described in Policy PW-13.

Comprehensive Plan amendments usually take two forms: Privately-initiated amendments and City-initiated amendments. This year, the Planning Commission was presented with six City-initiated amendments, which include the two amendments carried over by Council from 2016 (noted above). The Planning Commission recommendation is the draft Docket and the City Council is now tasked with establishing the Final Docket which will direct Staff’s preparation of amendments that will be adopted later this year.

DISCUSSION

Planning Commission Recommendation

The Planning Commission considered the draft Comprehensive Plan Docket on February 16, 2017, and voted to forward the proposed 2017 Comprehensive Plan Amendments to the City Council on the same evening. The Planning Commission meeting minutes from February 16 are included as Attachment B to this staff report. The City did not receive any public comments regarding the proposed 2017 Comprehensive Plan Docket.

A description and the Planning Commission's recommendation for each of the six (6) proposed Comprehensive Plan Amendments are shown below:

Amendment #1 (2016 Carry-Over)

Amend the Comprehensive Plan for 145th Street annexation and all applicable maps.

Analysis:

This amendment was carried over from the 2016 Final Docket.

This amendment will amend Policy LU47 which states, "Consider annexation of 145th Street adjacent to the existing southern border of the City". The City is currently engaged in the 145th Street Corridor Study and is working towards annexation of 145th Street.

There are some maps contained in the Comprehensive Plan that do not include 145th Street. If the City annexes 145th Street, all of the maps in the Comprehensive must be amended to include 145th Street as a street within the City of Shoreline.

On April 11, 2016, the City Council adopted a preferred design concept for the corridor. The eastern portion of the corridor (SR 522 to the 145th light rail station) is included in the Sound Transit 3 package for capital improvements that will facilitate Bus Rapid Transit services. The City has received grant funds to help fund design of I-5 interchange improvements and is currently working with partner agencies to develop agreements on how to move forward with construction and funding of the improvements. The corridor west of the I-5 interchange will require partnership with other agencies to move the adopted preferred design concept forward.

Given that none of the corridor is under the ownership of the City of Shoreline, completion of the corridor improvements will require intergovernmental cooperation, especially with King County and the City of Seattle, the two current owners of the corridor. Future ownership of the corridor could be a matter of consideration as agreements are reached regarding the implementation of the City's preferred design concept.

Planning Commission and Staff Recommendation:

The Planning Commission recommends that this amendment be placed on the 2017 Comprehensive Plan Docket.

Amendment #2 (2016 Carry-Over)

Consider amendments to the Point Wells Subarea Plan and other elements of the Comprehensive Plan that may have applicability to reflect the outcomes of the Richmond Beach Traffic Corridor Study as described in Policy PW-9. Based on the outcome of the corridor study, it is expected that proposed amendments would include text changes to the Subarea Plan discussing the study, increasing the vehicle trips per day from a 4,000 trip maximum as described in Policy PW-12 and adding identified mitigation projects and associated funding needed to raise the maximum daily trip count while maintaining adopted Levels of Service to the Capital Facilities Element. Also,

consider amendments to the Comprehensive Plan that could result from the development of Interlocal Agreements as described in Policy PW-13.

Analysis:

This amendment has been carried-over since 2013.

The City anticipated that the Transportation Corridor Study (TCS) on mitigating adverse impacts from BSRE's proposed development of Point Wells would be completed in 2013 and every subsequent year since. Staff does not anticipate that the Richmond Beach TCS will be completed in 2017 and therefore any recommendations coming out of the study will not be considered by the City Council until at least 2018. However, in the event the TCS is completed this year, maintaining it on the docket will ensure its consideration.

Planning Commission Discussion:

This proposed amendment to the Comprehensive Plan was the only amendment that generated discussion at the February 2017 Commission meeting. The Commission was concerned that the language in the docketed item construes a foregone conclusion that the Average Daily Trips (ADT) on Richmond Beach Drive NW will increase with the completion of the TCS.

The Commission voiced concern that the wording in Amendment 2 implies that, based on the Richmond Beach TCS, the Point Wells Subarea Plan would be amended to increase the maximum vehicle trips allowed per day beyond the 4,000 described in Policy PW-12. The Commission suggested that the wording be more neutral since the maximum number of vehicle trips allowed per day remains to be determined by the future TCS update. The Commission's intent is to remove the implication that the City expects the current cap to be lifted based on the TCS.

The amendment proposed by the Commission strikes language that refers to potential outcomes of the TCS and leaves the general amendment. The first sentence of the amendment informs the reader that changes will come to the Point Wells Subarea Plan based on the outcome of the TCS. The last sentence also informs the reader that additional changes to the Comprehensive Plan may result from the development of an Interlocal Agreement as described in Policy PW-13.

Planning Commission Recommendation:

The Planning Commission recommends that this amendment be placed on the 2017 Comprehensive Plan Docket with the changes shown in Attachment A.

Amendment #3

Consider amendments to the Parks, Recreation, and Open Space Element Goals and Policies and update of the Parks, Recreation, and Open Space Master Plan.

Analysis:

The City has begun the update of the Shoreline Parks, Recreation and Cultural Services (PROS) Plan. The Plan is a document that creates a 20-year vision and framework

providing for Shoreline's recreation and cultural programs and facilities, and for maintaining and investing in park and open spaces.

The purpose of the Comprehensive Plan amendment is to amend the City's Park Element based on the analysis completed during the update of the PROS Plan. The PROS Plan largely contains the supporting analysis required by the Growth Management Act (GMA) for the Parks and Recreation Element of the City's Comprehensive Plan. The required items that must be in the Comprehensive Plan are:

- A Park and Recreation Element that implements, and is consistent with, the Capital Facilities Plan Element as it relates to park and recreation facilities.
- The element shall include: (a) estimates of park and recreation demand for at least a ten-year period; (b) an evaluation of facilities and service needs; and (c) an evaluation of intergovernmental coordination opportunities to provide regional approaches for meeting park and recreational demand.

The updated PROS Plan is intended to replace the current 2011-2017 PROS Plan that underlies the City's Park and Recreation Element. The Parks Department anticipates completion of the updated PROS Plan in the summer of 2017.

Planning Commission and Staff Recommendation:

The Planning Commission and staff recommends that this amendment be added to the 2017 Comprehensive Plan Docket.

Amendment #4

Consider amendments to the Capital Facilities Element Goals and Policies and update of the Surface Water Master Plan, an underlying component of the Capital Facilities Element.

Analysis:

The City's Public Works Department is currently in the process of updating the Surface Water Master Plan and the Capital Facilities Element of the Comprehensive Plan.

The proposed 2017 Surface Water Master Plan will address drainage and water quality problems associated with population and development growth, increasing regulations, and aging infrastructure within the City. The 2017 Surface Water Master Plan will consolidate information from several different technical manuals and plans in order to develop a plan that will guide the utility for the next five to 10 years.

The 2017 Surface Water Master Plan will help the City develop:

- Levels of Service definition;
- Prioritized asset management improvement strategy;
- Requirements to comply with the 2018-2022 National Pollutant Discharge Elimination System (NPDES) Phase II permit;
- Recommendations for Capital Improvement Projects (CIP);
- Rate structure and financial planning recommendations;

- Policy recommendations for Council consideration;
- Condition Assessment Plan;
- Technical drainage capacity issues memo; and
- Operations and Maintenance Manual.

Planning Commission and Staff Recommendation:

The Planning Commission and staff are recommending that this amendment be added to the 2017 Comprehensive Plan Docket.

Amendment #5

Consider amendments to the Master Street Plan of the Transportation Master Plan (Transportation Element of the Comprehensive Plan).

Analysis:

The City’s Public Works Department is proposing various amendments to the City’s Master Street Plan which is Appendix D of the Transportation Master Plan. The proposed changes include:

- Requirements for amenity zones along bridges;
- Required right-of-way along N. 185th Street; and
- Required curb-to-curb width along N. 185th Street.

The proposed changes to the Master Street Plan will reflect the vision and design of the 185th Street Multimodal Corridor Strategy that will begin in 2017.

Planning Commission and Staff Recommendation:

The Planning Commission and staff recommend that this amendment be placed on the 2017 Comprehensive Plan Docket.

Amendment #6

185th Street Station Subarea Plan – Delete duplicate utility policy; “Consider the use of alternative energy in all new government facilities”.

Analysis:

The City’s Planning & Community Development Department is proposing a change to the 185th Street Station Subarea Plan. The amendment will delete a duplicate utility policy from the Plan. The policy that is duplicated reads:

“Consider the use of alternative energy in all new government facilities”.

Planning Commission and staff Recommendation:

The Planning Commission and staff recommend that this amendment be added to the final 2017 Comprehensive Plan Docket.

Potential Amendments to the Planning Commission Recommendation

Per SMC 20.30.340(c), the City Council may submit amendments for the docket at any time before the final docket is set. Following are two additional docket items that have come to Staff's attention that were not considered by the Planning Commission. To add either of these amendments to the 2017 Comprehensive Plan Docket, a Councilmember would need to move to amend the Planning Commission's recommendation and the Council would need to approve adding the item to the docket.

Amendment #7

Staff is requesting that Council add an Amendment #7 that changes all references to Ronald Wastewater District to the City of Shoreline.

Analysis:

The Council authorized the filing of a Notices of Intent to assume Ronald Wastewater District located within King and Snohomish Counties. The assumption process is defined by RCW 35.13.A.030 and includes the assumption of all assets and liabilities held by the District on the date of assumption and transfer of it the entire sanitary sewer of Ronald. That portion of Ronald in King County has been approved for assumption,; the portion in Snohomish County is still pending approval. The date of transfer to the City is anticipated to be October 23, 2017 and will include transition steps included in the 2002 Operating Agreement with Ronald Wastewater District.

Staff Recommendation:

Staff recommends that the following amendment be added to the final 2017 Comprehensive Plan Docket:

Amendment #7

Change Ronald Wastewater District to City of Shoreline throughout the Comprehensive Plan as the City's wastewater provider.

Amendment #8

The Shoreline Fire District has requested Council add Amendment #8 that incorporates the Shoreline Fire Department's Capital Facilities and Equipment Plan in the Capital Facilities Element. The Fire District intends to update their plans over the summer in order to establish a fire impact fee.

Analysis:

RCW 82.02 authorizes the collection of impact fees for public facilities to serve new growth and development, including fire protection facilities. Impact Fees may only be collected if the facilities are addressed in the capital facilities plan of a comprehensive plan. The Shoreline Fire Department, a special purpose district, that provides fire protection services to the City, has requested a fire impact fee on new development. The amendment would incorporate the Fire Department's document so as to facilitate the collection of fire impact fees.

Staff Recommendation:

Staff recommends that the following amendment be added to the final 2017 Comprehensive Plan Docket:

Amendment #8

Update the Comprehensive Plan by amending the Capital Facilities Element to incorporate by reference the Shoreline Fire District's Capital Facilities and Equipment Plan so as to support the imposition of fire impact fees as authorized by RCW 82.02.

RESOURCE/FINANCIAL IMPACT

Amendment #3 (park impact fee) and Amendment #8 (fire impact fee) have the potential to add new impact fees for new development within the City of Shoreline.

RECOMMENDATION

Staff recommends that the Council move to approve the 2017 Comprehensive Plan Amendment Docket with the inclusion of Amendment #7 that changes "Ronald Wastewater District" to "City of Shoreline" throughout the Comprehensive Plan and the inclusion of Amendment #8 that incorporates the Shoreline Fire Department's Capital Facilities and Equipment Plan.

ATTACHMENTS

- Attachment A – Planning Commission Recommended Proposed 2017 Comprehensive Plan Amendment Docket
- Attachment B – February 16, 2017 Planning Commission Meeting Minutes



PLANNING COMMISSION RECOMMENDATION 2017 COMPREHNSIVE PLAN AMENDMENT DOCKET

The State Growth Management Act generally limits the City to amending its Comprehensive Plan once a year and requires that it create a Docket (or list) of the amendments to be reviewed.

Proposed 2017 Comprehensive Plan Amendments

1. Amend the Comprehensive Plan for 145th Street annexation and all applicable maps.
2. Consider amendments to the Point Wells Subarea Plan and other elements of the Comprehensive Plan that may have applicability to reflect the outcomes of the Richmond Beach Transportation Corridor Study as described in Policy PW-9. ~~Based on the outcome of the corridor study, it is expected that proposed amendments would include text changes to the Subarea Plan discussing the study, increasing the vehicle trips per day from a 4,000 trip maximum as described in Policy PW-12 and adding identified mitigation projects and associated funding needed to raise the maximum daily trip count while maintaining adopted Levels of Service to the Capital Facilities Element.~~ Also, consider amendments to the Comprehensive Plan that could result from the development of Interlocal Agreements as described in Policy PW-13.
3. Consider amendments to the Parks, Recreation, and Open Space Element Goals and Policies and update of the Parks, Recreation, and Open Space Master Plan.
4. Consider amendments to the Capital Facilities Element Goals and Policies and update of the Surface Water Master Plan.
5. Consider amendments to the Master Street Plan of the Transportation Master Plan.
6. 185th Street Station Subarea Plan – Delete duplicate utility policy; “Consider the use of alternative energy in all new government facilities”.

Estimated timeframe for Council review/adoption: December 2017.

DRAFT

CITY OF SHORELINE

**SHORELINE PLANNING COMMISSION
MINUTES OF REGULAR MEETING**

February 16, 2017
7:00 P.M.

Shoreline City Hall
Council Chamber

Commissioners Present

Chair Craft
Vice Chair Montero
Commissioner Chang
Commissioner Maul
Commissioner Malek
Commissioner Mork

Staff Present

Rachael Markle, Director, Planning and Community Development
Paul Cohen, Planning Manager, Planning and Community Development
Steve Szafran, Senior Planner, Planning and Community Development
Carla Hoekzema, Planning Commission Clerk

Commissioners Absent

Commissioner Thomas

CALL TO ORDER

Chair Craft called the regular meeting of the Shoreline Planning Commission to order at 7:00 p.m.

ROLL CALL

Upon roll call by the Commission Clerk the following Commissioners were present: Chair Craft, Vice Chair Montero, and Commissioners Chang, Maul, Malek and Mork. Commissioner Thomas was absent.

APPROVAL OF AGENDA

The agenda was accepted as presented.

APPROVAL OF MINUTES

The minutes of January 19, 2017 were adopted as submitted.

GENERAL PUBLIC COMMENT

There was no one in the audience.

COMPREHENSIVE PLAN AMENDMENT DOCKET

Mr. Szafran reminded the Commission that the State Growth Management Act (GMA) limits the review of proposed Comprehensive Plan amendments to no more than once a year. To ensure that the public can view the proposals in a citywide context, the GMA directs cities to create a docket that lists the amendments to be considered. This year, there are six proposed amendments, as well as an additional potential amendment. He reviewed the proposed amendments as follows:

- **Proposed Amendment 1** is a carryover from the 2016 Comprehensive Plan Amendment Docket. As proposed, it would amend Policy LU47, which considers annexation of 145th Street adjacent to the southern border of the City. The City is currently engaged in the 145th Street Route Development Plan, which includes design and environmental review for certain sections of the corridor. At this time, the City is still pursuing annexation of the street.
- **Proposed Amendment 2** is also a carryover from the 2016 Comprehensive Plan Amendment Docket. As proposed, it calls for the City to consider amendments to the Point Wells Subarea Plan and other elements of the Comprehensive Plan that may have applicability to reflect the outcomes of the Richmond Beach Traffic Corridor Study. The City anticipated that the study on mitigating adverse impacts from BRSE's proposed development of Point Wells would be completed in 2016, but it was not.
- **Proposed Amendment 3** would amend the Parks, Recreation and Open Space (PROS) Plan to keep it separate from the GMA required parks components in order to meet the Recreation and Conservation Office (RCO) grant eligibility requirements. The City has begun the update of the PROS Plan, which creates a 20-year vision and framework for the City's recreation and cultural programs and facilities and for maintaining and investing in park and open spaces. The Parks Department will work with the Parks Board and the community to determine the process of locating new park space, establishing a means to fund new park space (i.e. park impact fee), and any other park issues that arise. The Parks Department anticipates completion of the PROS Plan update in the summer of 2017. The Commission will conduct at least two study sessions (March and May) to review the PROS Plan.
- **Proposed Amendment 4** would amend the Surface Water Master Plan to address drainage and water-quality problems associated with population and development growth, increasing regulations, and aging infrastructure. The Public Works Department is currently in the process of updating the plan, and the intent is to consolidate information from several different technical manuals and plans in order to develop a plan that will guide the utility for the next 5 to 10 years.
- **Proposed Amendment 5** would update portions of the Street Master Plan, which is Appendix D of the Transportation Master Plan. The minor changes include requirements for amenity zones along bridges, rights-of-way along North 185th Street, and curb-to-curb width along North 185th Street.
- **Proposed Amendment 6** would delete a duplicate utility policy from the 185th Street Station Subarea Plan.

- **New Proposed Amendment 7** is related to the Ronald Wastewater District (RWD), which the City is assuming at the end of 2017. When it assumes the utility, the City will likely take on the RWD's Capital Sewer Plan until the City has created its own wastewater plan in the next few years. The proposed amendment would change all references to "Ronald Wastewater District" to "City of Shoreline." While the amendment cannot be added to the docket at this time, the Commission could recommend that the City Council do so at a later time.

Mr. Szafran clarified that, at this time, staff is asking the Commission to make a recommendation to the City Council relative to the proposed amendments that should be included on the 2017 docket. They are not being asked to debate the merits or make any decisions on the proposed amendments at this time. Staff is recommending that all of the amendments be included on the final docket.

Commissioner Chang voiced concern that the wording in Amendment 2 implies that, based on the Richmond Beach Transportation Corridor Study, the Point Wells Subarea Plan would be amended to increase the maximum vehicle trips allowed per day beyond the 4,000 described in Policy PW-12. She suggested that the wording be more generic since the maximum number of vehicle trips allowed per day is still up for debate. She is hesitant to imply the cap would be lifted before the study has even been completed. Mr. Szafran explained that this amendment has been carried over for the past several years, and the language has not been altered. Commissioner Malek read Policy PW-12 for the Commission's information.

Questions were raised about whether or not the Commission could alter the proposed amendments before recommending them to the City Council for inclusion on the 2017 docket. Ms. Markle answered that the Commission could recommend changes, and the City Council would make the final decision whether to accept them or not.

VICE CHAIR MONTERO MOVED THAT THE COMMISSION FORWARD A RECOMMENDATION TO THE CITY COUNCIL TO ACCEPT THE 2017 COMPREHENSIVE PLAN AMENDMENT DOCKET (PROPOSED AMENDMENTS 1-6) AS PRESENTED BY STAFF. COMMISSIONER MALEK SECONDED THE MOTION.

COMMISSIONER CHANG MOVED TO AMEND THE MOTION TO CHANGE PROPOSED AMENDMENT 2 TO REMOVE THE IMPLICATION THAT THERE WOULD BE AN INCREASE IN THE 4,000 VEHICLE TRIP PER DAY MAXIMUM. COMMISSIONER MALEK SECONDED THE MOTION.

Commissioner Malek said he supports the amendment, which would retain the current cap of 4,000. Commissioner Chang said the intent is to remove the implication that the City expects the current cap to be lifted based on the Transportation Corridor Study. Commissioner Mork asked if the proposed amendment would create problems if the Transportation Corridor Study indicates that the 4,000 cap is too high, and Commissioner Chang said that is not the intent.

Commissioner Maul expressed his belief that including the language, as currently proposed by staff, would get the public thinking about the potential increase. Commissioner Chang commented that the

public is already very concerned out potential increases in traffic, and she is concerned that, as written, the proposed amendment implies that the decision has already been made.

THE MOTION TO AMEND WAS UNANIMOUSLY APPROVED.

Specifically, the Commission agreed that the sub-motion would change the second sentence to read, *“Based on the outcome of the corridor study, it is expected that the proposed amendments would include text changes to the Subarea Plan discussing the study as described in Policy PW-12 and adding identified mitigation projects . . .”*

THE MAIN MOTION WAS UNANIMOUSLY APPROVED AS AMENDED.

VICE CHAIR MONTERO MOVED THAT THE COMMISSION RECOMMEND TO CITY COUNCIL THAT PROPOSED AMENDMENT 7, WHICH WOULD AMEND THE COMPREHENSIVE SEWER PLAN BY CHANGING “RONALD WASTEWATER DISTRICT” TO “CITY OF SHORELINE,” BE ADDED TO THE 2017 COMPREHENSIVE PLAN AMENDMENT DOCKET AS PROPOSED BY STAFF. COMMISSIONER MALEK SECONDED THE MOTION, WHICH CARRIED UNANIMOUSLY.

DIRECTOR’S REPORT

Director Markle asked which Commissioners would be attending the Joint City Council/Planning Commission meeting on March 3rd from 12:15 to 2:45 p.m. The topic of discussion will be economic development. All Commissioners in attendance indicated their plan to participate in the meeting. Details about the meeting and directions to the meeting location would be forwarded to Commissioners by Ms. Hoekzema.

UNFINISHED BUSINESS

There was no unfinished business.

NEW BUSINESS

There was no new business.

REPORTS OF COMMITTEES AND COMMISSIONERS/ANNOUNCEMENTS

There were no reports or announcements.

AGENDA FOR NEXT MEETING

Mr. Szafran advised that representatives from LEED and Built Green would be present at the March 2nd meeting to discuss their green building programs. Mr. Cohen added that staff would provide more details about the Salmon Safe and Net Zero Programs on March 16th. The Project Manager for the Parks, Recreation and Open Space (PROS) Plan would also provide an update on March 16th. Mr.

Szafran advised that study sessions for the proposed Comprehensive Plan Amendments would be scheduled throughout the year. The amendments would be combined for a single public hearing at the end of the year.

ADJOURNMENT

The meeting was adjourned at 7:35 p.m.

Easton Craft
Chair, Planning Commission

Carla Hoekzema
Clerk, Planning Commission

CITY COUNCIL AGENDA ITEM
CITY OF SHORELINE, WASHINGTON

AGENDA TITLE:	Discussing Ordinance No. 776 – Designating Light Rail Station Subareas for Property Tax Exemption (PTE); Sponsored by Deputy Mayor Winstead and Councilmember Scully
DEPARTMENT:	City Manager’s Office
PRESENTED BY:	Dan Eernisse, Economic Development Manager
ACTION:	<input type="checkbox"/> Ordinance <input type="checkbox"/> Resolution <input type="checkbox"/> Motion <input checked="" type="checkbox"/> Discussion <input type="checkbox"/> Public Hearing

PROBLEM/ISSUE STATEMENT:

Deputy Mayor Winstead and Councilmember Scully have requested that the City Council discuss designating the 145th and 185th station sub-areas, MUR-45 and MUR-70 zones, as residential targeted areas eligible for the City’s Property Tax Exemption (PTE) program. Proposed Ordinance No. 776 (Attachment A) would provide for this designation.

The City currently has seven designated residential targeted areas that are eligible for PTE for multifamily housing. The purpose of the designation, per SMC 3.27.010 is to:

- Encourage increased residential opportunities within the residential targeted area;
- Stimulate new construction or rehabilitation of existing vacant and underutilized buildings for revitalization of the designated targeted areas;
- Assist in directing future population growth to the residential targeted area, thereby reducing development pressure on single-family residential neighborhoods; and
- Achieve development densities that stimulate a health economic base and are more conducive to transit use in the designated residential targeted area.

Eligibility requirements for the City’s current PTE program includes that at least 20 percent of a project’s housing units be affordable housing as defined in SMC 3.27.020. Within the Station Subareas, in the MUR-70 and MUR-45 zones, affordable housing is mandatory (SMC 20.40.235, Attachment B). The affordable housing requirements in these zones are dependent on income levels and style/number of bedrooms and are as follows:

- Studio/1 Bedroom: 20% of rental units shall be affordable to households making 70% or less of the median income for King County adjusted for household size; or 10% of rental units shall be affordable to households making 60% or less of the median income for King County adjusted for household size

- 2+Bedrooms: 20% of the rental units shall be affordable to households making 80% or less of the median income for King County adjusted for household size; or 10% of the rental units shall be affordable to households making 70% or less of the median income for King County adjusted for household size.

RESOURCE/FINANCIAL IMPACT:

The PTE program provides an exemption to the owner for the *ad valorem* property tax of the value of new or rehabilitated multifamily housing for the duration of the exemption period, currently 12 years. When a PTE project is built, the value of the building improvements are not added to the City's assessed value until after the exemption period ends; therefore, while no tax burden is shifted to other tax payers, the City does not receive the property tax revenues of the project improvements for the duration of the program. The City does continue to receive property tax on the value of the land which the project is built on. In addition, staff time is required to process applications, file annual reports to the State and King County, and to monitor compliance with affordable housing requirements.

RECOMMENDATION

No action is required by Council this evening, but staff is seeking Council direction on whether to bring forward proposed Ordinance No. 776 for consideration of adoption to designate the 145th and 185th station subareas as eligible for PTE. Staff would recommend that Council do so.

Approved By: City Manager **DT** City Attorney **MK**

INTRODUCTION

Deputy Mayor Winstead and Councilmember Scully have requested that Council discuss designating the 145th and 185th light rail station sub-areas, MUR-45 and MUR-70 zones, as eligible areas for the City's property tax exemption (PTE) program. The City currently has seven designated residential targeted areas that are eligible for PTE for multifamily housing.

The purpose of the PTE designation, per SMC 3.27.010, is to:

- Encourage increased residential opportunities within the residential targeted area;
- Stimulate new construction or rehabilitation of existing vacant and underutilized buildings for revitalization of the designated targeted areas;
- Assist in directing future population growth to the residential targeted area, thereby reducing development pressure on single-family residential neighborhoods; and
- Achieve development densities that stimulate a health economic base and are more conducive to transit use in the designated residential targeted area.

Eligibility requirements for the City's PTE program include that at least 20 percent of a project's housing units be affordable housing as defined in SMC 3.27.020.

The multifamily PTE Program is an effective financial incentive available to the City to encourage multifamily construction that provides both affordable and market-rate units. From the developer's perspective, PTE increases the net operating income of the project by lowering annual expenses, thereby making projects financially feasible by offsetting low rents or high land, construction, or entitlement costs. The incentive is allowed under Washington State law which finds specifically:

That planning solutions to solve the problems of urban sprawl often lack incentive and implementation techniques needed to encourage residential redevelopment in those urban centers lacking a sufficient variety of residential opportunities, and it is in the public interest and will benefit, provide, and promote the public health, safety, and welfare to stimulate new or enhanced residential opportunities, including affordable housing opportunities, within urban centers through a tax incentive as provided by this chapter. (RCW 84.14.005(3))

Tonight's discussion will deal with the policy ramifications of designating – or not designating – the station subareas as areas eligible for PTE. Proposed Ordinance No. 776 (Attachment A) would provide for this designation. While proposed Ordinance No. 776 includes a reference to Exhibit A, which are the maps of the proposed designated target areas for 145th and 185th Street Station Subareas, staff did not produce this Exhibit for this Council discussion. If Council is interested in further considering proposed Ordinance No. 776, Exhibit A to the ordinance will be produced and provided to Council.

BACKGROUND

The PTE program was instituted and subsequently updated by the Washington State legislature under RCW 84.14 to provide incentives to construct multifamily housing as well as affordable housing. According to the conclusions of the Growth Management Act and the State Legislature, multifamily housing and affordable housing are needed throughout the Puget Sound metropolitan area to combat the negative environmental impacts population growth places on the region.

In November 2002, the City Council designated the North City Business District as eligible for the PTE. In March 2008, the City Council expanded the PTE program to three portions of the Ridgecrest Commercial Planned Area (CPA) and to residential areas designated R-18 and R-24 adjacent to those portions of the Ridgecrest CPA. In December 2011, the City Council further expanded the PTE program to five (5) additional areas within the City. These areas are: the Aurora Avenue North Corridor, including a portion of Westminster Way North; the Ballinger Way NE commercial area; the Hillwood commercial area; the Richmond Beach commercial area; and the commercial area associated with the intersection of NE 145th Street with Bothell Way NE and 15th Avenue NE.

Shoreline's PTE program, codified as SMC 3.27, was most recently updated and streamlined through the adoption of Ordinance No. 694 in September of 2014 and amended in February of 2017. The current Shoreline PTE program requires that at least 20% of the project be affordable and provides a qualified project 12 years of exemption to the owner. Property owners are required to maintain 20% of the units at the affordable thresholds for the 12 years that they are participating in the PTE program.

Within the Station Subareas, in the MUR-70 and MUR-45 zones, affordable housing is mandatory (SMC 20.40.235, Attachment B). The affordable housing requirements in these zones are dependent on income threshold and style/number of bedrooms as follows:

- Studio/1 Bedroom: 20% of rental units shall be affordable to households making 70% or less of the median income for King County adjusted for household size; or 10% of rental units shall be affordable to households making 60% or less of the median income for King County adjusted for household size
- 2+Bedrooms: 20% of the rental units shall be affordable to households making 80% or less of the median income for King County adjusted for household size; or 10% of the rental units shall be affordable to households making 70% or less of the median income for King County adjusted for household size

Unlike the PTE program in the other seven designated areas, the mixed use residential zones (MUR) require that affordable housing units remain affordable for a minimum of 99 years from the date of initial occupancy, significantly longer than required in the other qualifying areas. SMC 20.40.235 states that although the affordable housing is mandatory, that projects may be eligible for 12-year property tax exemption (PTE) upon authorization by City Council.

DISCUSSION

PTE Program and Market Dynamics

As previously stated, Shoreline currently offers a 12-year Affordable Housing PTE program in seven areas: Aurora Ave N Corridor including a portion of Westminster Way N, Ballinger Way NE Commercial Area, Hillwood Commercial Area, Richmond Beach Commercial Area, Southeast Neighborhoods Commercial Area, North City Business District, and Ridgecrest Commercial Area.

From conversations with the development community, strong support continues to exist for offering Shoreline's current PTE program. Based on feedback from the development community, no other incentive compares with the effectiveness of the PTE program in offsetting low rents or high costs. At Council's recent Strategic Planning Workshop, held March 3 and 4, 2017, members of a Developer Panel that spoke to the Council reaffirmed the power of the PTE program. The panel was clear that the PTE program can be influential in decision making, and stated that the multi-family tax exemption program is the most influential tool in Seattle. The PTE helps when a project almost pencils, but not quite.

Developers shared that the 12-year PTE program that requires affordable housing is elegant in that it is self-adjusting. Shoreline currently offers this affordable housing PTE program, requiring 20% of a project's units be offered at affordable rents to those earning less than the King County Area Median Income (AMI). The program self-adjusts by reacting to current market conditions.

- In areas where market rents are already low and affordable, building a new project with only 80% market-rate units does not generate enough profit to make development financially feasible. In this case, the PTE program does not provide enough incentive to cause projects to be built that displace existing affordable housing or existing uses. This is the case in much of Shoreline where the PTE program has been offered for years, but no development has occurred.
- In areas where market rents are exceptionally high, the PTE program is not utilized because the loss of value represented by limiting rent on 20% of the units is larger than the value that the PTE incentive provides. Nowhere in Shoreline have rents achieved this level.
- Therefore, the PTE program is only used in 'middle markets' where projects are almost financially feasible, but an added incentive is needed to get a project to the tipping point. In these markets the PTE program has proven to be a highly effective market-driven method of creating affordable workforce housing that is intermingled with market-rate housing. Areas along Aurora Avenue N have proven to be in this category.

While the current multifamily building environment in the Puget Sound area is extremely robust, the Shoreline market continues to be vulnerable to fluctuations in demand and construction costs as well as the whims of financiers who do not value the Shoreline address. Developers continue to find it difficult to secure financing for Shoreline multifamily projects even with the PTE program in place. As a result, multifamily development in Shoreline has yet to meet Council's annual 10-year financial

sustainability goal of 360-units per year, or push the city's Assessed Value Growth beyond "average" in King County.

From conversations with prospective developers, Shoreline should expect to be fighting for every project for some years to come. Staff has been told that construction costs in the region have outpaced rent growth in Shoreline so that certain launched and even permitted projects may now be non-starters even with PTE in place. One particularly poignant example is the Centerpointe project on Midvale Avenue N, just north of City Hall. Although the project is eligible for PTE, is completely permitted, and has received the maximum administrative extensions, Centerpointe is in danger of losing its permit this summer because of the owner's inability to get financing and begin construction. Once its permit is lost, the Centerpointe project will be required to start fresh with a new application under the City's current development code. The new application will bring with it the requirement to pay Transportation Impact Fees of over \$693,000, making the redevelopment of the old Interurban Building even more challenging.

Note, too, that Shoreline's development climate is directly affected by what the City of Seattle does. Seattle does not charge impact fees on new development, its market rents are typically higher, and it utilizes the PTE program more extensively and effectively than any other city in the state. Seattle reported that in the years 1998–2015, 243 projects had been approved for PTE participation, representing 25,159 total units of which 6,457 are designated as affordable. Seattle, therefore, sets the competitive standard for the region by using PTE, especially for development in Shoreline with which it shares a four mile border.

Shoreline's PTE projects that are either complete or under construction include:

- The 109-unit Arabella market-rate apartment project's 10-year PTE expires this year, so it will be paying full taxes in 2018. There was no affordable housing requirement for this program;
- The 128-unit Malmo market-rate apartment project began a 12-year PTE in 2015, and for the duration of the program it will be providing 26 affordable units;
- The 5-unit North City Development townhome project began a 12-year PTE in 2015, and for the duration of the program it will be providing one (1) affordable unit;
- The 80-unit Interurban Lofts micro-housing project will begin a 12-year PTE in 2018 which will require 16 affordable units for 12 years; although this is the case, virtually all of the units will be considered affordable due to the small unit size and corresponding rents; and
- The 221-unit Paceline market-rate apartment project that is under construction at 172nd and Aurora has applied for PTE and will likely begin its 12-year PTE in 2019, and for the duration of the program it will be providing 44 affordable units.

It should be noted that the 165-unit Polaris tax-credit affordable housing project began a 12-year PTE in 2015 which requires 33 affordable units, but Polaris doesn't use the City's PTE program since it qualifies for larger exemptions through the State based on 100% of its units achieving a greater level of affordability.

Other notable projects include Ronald Commons, subsidized project, and the Artiste, which was built in the midst of the recession with very low construction costs. Therefore, Shoreline’s current PTE program has generated only two unsubsidized market-rate apartment projects, Malmo and Paceline, both of which share the same pioneering developer. On the other hand, a long list of less optimistic developers have looked at Shoreline multifamily projects even with the PTE program in place and determined “not yet,” even in the midst of the strongest multifamily building boom in the region’s history.

Therefore, Shoreline’s multifamily development opportunities clearly straddle the bottom half of where PTE is viable: even with PTE, the City’s market rents are either too low to generate development activity or are just barely approaching feasibility. In those cases, the determining factors for development are often site-specific, where a particularly strong site is acquired at the right price. It is clear that no areas of Shoreline are approaching the realm where profit is so plentiful that PTE is unnecessary. Staff’s strong recommendation, then, is to continue offering the current PTE program in the seven areas already designated; this seems both prudent and necessary to stimulate further multifamily development in Shoreline.

PTE Program in the Light Rail Station Subareas

When Council adopted *SMC 20.40.235 Affordable housing, light rail station subareas*, the following table indicated that the PTE program may at some time apply to all MUR zones, and that mandatory participation was required of all but the MUR-35’ zone (the complete chapter is provided in Attachment B).

	MUR-70'+	MUR-70'	MUR-45'	MUR-35'
Mandatory Participation	Yes	Yes	Yes	No
Incentives	Height may be increased above 70 ft.; may be eligible for 12-year property tax exemption (PTE) upon authorization by City Council and no density limits.	May be eligible for 12-year property tax exemption (PTE) upon authorization by City Council; and entitlement of 70 ft. height and no density limits.	May be eligible for 12-year property tax exemption (PTE) and permit fee reduction upon authorization by City Council; entitlement of 45 ft. height and no density limits.	May be eligible for 12-year property tax exemption (PTE) and permit fee reduction upon authorization by City Council and no density limits.

In evaluating the need for PTE in the station areas, staff has considered the following:

- 1) Providing the PTE program in the light rail subareas attracts investment and is consistent with City Council Goal #1, which states that...*it is vital to attract investment in Shoreline businesses and neighborhoods to enhance the local economy, provide jobs, and support the services that make Shoreline a desirable place to live. Investment will strengthen our tax base while providing our*

residents with greater housing choices, local employment, retail opportunities, and lifestyle amenities.”

- 2) Without reproducing the above discussion, the PTE program has been shown to be the most effective incentive program available to attract multifamily development. Staff believes that the PTE program should be offered in areas of the City that make sense for multifamily housing and the station subareas are particularly appropriate.
- 3) The PTE program also will help cure the current disincentives to build housing and affordable housing in the station subareas. Shoreline code currently provides a double-disincentive to development in the station subareas: first, the PTE program is not offered in the station subareas, so developers do not receive the financial incentive that they receive in other areas of Shoreline or in other cities such as Seattle; second, affordable housing is mandated, so developers incur the loss of income for 99-years from providing affordable housing as required in SMC 20.40.235. The combination of these disincentives has a strong chance to stymie the creation of new multifamily and affordable housing.
- 4) Providing the PTE program in the station subareas encourages property assemblage. In multifamily development, the strongest economies of scale are realized when several properties are assembled together. According to anecdotal information from the development community, given the transportation impact fee, the wastewater connection fee, Shoreline market rents, and no PTE program in place, the developers cannot justify paying more than single-family home prices for land. Therefore, developers can't offer a premium to home owners to assemble properties together; individual lots will therefore continue to trade as individual lots.
- 5) Pioneer projects in Shoreline's light rail subareas will lay the groundwork by demonstrating rent levels and by giving a glimpse of the potential to come. Demand for—and the pace of—multifamily development will likely increase once the stations are open in 2023; however, note that stations in Lynnwood, Mountlake Terrace, north Seattle, and on the eastside will also open in 2023, creating a new frontier and competitive environment for transit-oriented development. Pioneer projects built in Shoreline in the next five years will help establish Shoreline as “the place” for conscientious, sustainable transit-oriented development. On the other hand, by not providing the PTE program and still requiring affordable housing, Shoreline will clearly send a signal—whether or not intended—that the City is not advocating for multifamily development in the station subareas until the market supports the development without incentives. As such there is the potential to lose a focus on Shoreline as the community to invest in, and this signal has the potential to echo in the development community's ears even after the stations open.
- 6) Although when enacting a program or regulation, the intent is for consistency and predictability, the Council will have the ability to rapidly limit or change the PTE program in the station subareas if unforeseen consequences become apparent. In a more complicated example, the Council placed a moratorium on self-storage

development when the city received a rash of pre-application development appointments from self-storage developers. Within four months the Council had resolved the issue with new development code regulations regarding self-storage facilities. The risk of the PTE program getting “out of control” is even more unlikely. In proposed Ordinance No. 776, staff has suggested a 500 unit cap in each of the station subareas. The Council could implement this limitation or could put a sunset on the program if preferred.

- 7) Staff often hears concerns from the public regarding impact of the PTE program on tax-payers and/or other taxing districts. Although the City experiences a 12 year delay in property tax collection on the value of the improvements (land is not exempt), other revenue streams are generated to help off-set the cost of services to the new development, including sales and utility taxes. The School District is not negatively impacted, as they receive approval for a levy amount (as opposed to a levy rate) and therefore they are allowed to collect the full levy regardless of the PTE program. The Fire District’s fire benefit charge is not affected by the PTE program, but they do experience a delay in property tax collection, similar to the City, on their property tax levy.
- 8) As mentioned previously, development within the station areas, especially in MUR-70 and somewhat in MUR-45, requires the aggregation of properties to get the parcel size necessary for most multifamily developments. The City has little control in ensuring that economic growth cycles coincide with property owners willingness to sell and aggregate property, projects that are financially feasible, and investors who can access financing. Although early predictions were that higher density development may occur closer to the time period of the light rail stations opening (2023) current residential housing demand in the region and other economic factors may give incentive for the higher-density developments to start two or three years earlier than originally predicted, if the projects are financially feasible. What staff cannot predict is whether economic cycles will be right to deliver development closer to the light rail station opening with or without PTE. Given the timeline for higher density development to move from concept to completed and occupied, in a best case scenario (three years), developments getting started in 2017 would likely not have a finished project until 2020 or 2021 – getting ever closer to the opening of light rail.

Given all of these considerations, staff recommends that the City Council consider proposed Ordinance No. 776, designating residential targeted areas for PTE within the MUR-45 and MUR-70 zones of the 145th and 185th Street Station Subareas, for adoption. Proposed Ordinance No. 776, if adopted, would not amend the development code section relating to affordable housing in the light rail station areas (SMC 20.40.235). Council would likely want to amend this development code section, which would require Planning Commission review prior to Council consideration, subsequent to adoption of proposed Ordinance No. 776.

MUR Catalyst Program (SMC 20.40.235(B)(3))

The adopted affordable housing regulations for the light rail station subareas include the potential for a “Catalyst Program” for the first 300 multifamily units constructed for rent or sale in any MUR zone. The regulations state that these units may be eligible for an

eight-year property tax exemption with no affordability requirement in exchange for the purchase of transfer of development right (TDR) credits at a rate of one TDR credit for every four units constructed upon authorization of this program by City Council. Staff is still in the process of developing such programs and therefore has not brought forward a program for Council's consideration. This is on the work plan for this year. At this time, staff believes that the Catalyst Program is separate from the PTE Program in that the goal was to exchange the requirement for affordable housing for the ability to preserve regional lands.

Council Discussion and Direction

Staff is seeking Council's direction regarding whether Council would like to move forward with potential adoption of proposed Ordinance No. 776. If Council would like to move forward, then staff recommends that Council discuss the following policy questions to determine if changes should be made to the proposed ordinance.

1) Should both light rail subareas be eligible for PTE?

- Staff recommends that both light rail subareas should be eligible.

2) Should all zoned areas of the light rail subareas be eligible for PTE?

- Staff recommends that only those areas that are in the first phases of the rezones and that are designated as MUR-70' and MUR-45' be eligible. The MUR 35' zone is ideally suited for for-sale town home development which would neither need nor appreciate the PTE program.

3) What type of PTE Program should be offered in the PTE area?

- Staff recommends that at this time only the 12-year affordable housing PTE be used in light rail subareas as it complies with past Council action and with the current Shoreline PTE program.

4) How should the light rail subareas' mandatory affordable housing requirement interact with the PTE program?

- Staff recommends that the PTE program apply to projects that provide 20% of studio and 1 bedroom units at a 70% AMI level, and 20% of 2+ bedroom units at 80% AMI. By state law (RCW 84.14), the minimum amount of affordable units that must be constructed to be eligible for the 12 year PTE is 20%, so the City does not have the ability to apply the PTE to a development where a developer chooses to create 10% of their rental units at the lower AMI level (60% for studio/1 bedroom or 70% for 2+ bedrooms) allowed in the development code. This approach will satisfy both state law and the current light rail subarea requirements. In addition, it is similar to the current PTE program offered in other parts of the City with one notable exception: in the light rail subareas the affordable housing will be provided for 99 years, while in other parts of the City, it is only required for 12 years.

5) Should a limit be placed on the PTE program?

- Proposed Ordinance No. 776 includes a 500 unit cap for each of the station areas. An alternative could be a sunset provision (program

sunsets on a date certain) or a lower/higher cap number. If Council were to enact a sunset provision, then staff recommends that the PTE program in the light rail subareas automatically sunset on December 31, 2021, unless renewed by Council action.

COUNCIL GOAL ADDRESSED

This action addresses City Council Goal 1, strengthen Shoreline economic base to maintain the public services that the community needs. As noted in this goal: . . . *“it is vital to attract investment in Shoreline businesses and neighborhoods to enhance the local economy, provide jobs, and support the services that make Shoreline a desirable place to live. Investment will strengthen our tax base while providing our residents with greater housing choices, local employment, retail opportunities, and lifestyle amenities.”*

RESOURCE/FINANCIAL IMPACT

The PTE program provides an exemption to the owner for the *ad valorem* property tax of the value of new or rehabilitated multifamily housing for the duration of the exemption period. When a PTE project is built, the value of the building improvements are not added to the City's assessed value until after the exemption period ends; therefore, while no tax burden is shifted to other tax payers, the City does not receive the property tax revenues of the project improvements for the duration of the program. Currently every dollar that Shoreline foregoes is matched by six dollars from state, county, and other sources, thereby enhancing the effectiveness of the PTE program to attract multifamily housing to urban centers. In addition, Staff time is required to process applications, file annual reports to the State and King County, and to monitor compliance with affordable housing requirements.

RECOMMENDATION

No action is required by Council this evening, but staff is seeking Council direction on whether to bring forward proposed Ordinance No. 776 for consideration of adoption to designate the 145th and 185th station subareas as eligible for PTE. Staff would recommend that Council do so.

ATTACHMENTS

Attachment A: Proposed Ordinance No. 776 (*Exhibit A is not included at this time*)
Attachment B: SMC 20.40.235 - Affordable housing, light rail station subareas

ATTACHMENT A

ORDINANCE NO. 776

AN ORDINANCE OF THE CITY OF SHORELINE, WASHINGTON AMENDING SHORELINE MUNICIPAL CODE CHAPTER 3.27, PROPERTY TAX EXEMPTION, DESIGNATING RESIDENTIAL TARGETED AREAS WITHIN LIMITED AREAS OF THE 145TH STREET STATION SUBAREA AND THE 185TH STREET STATION SUBAREA FOR THE CITY OF SHORELINE

WHEREAS, the City of Shoreline is a non-charter optional municipal code city as provided in Title 35A RCW, incorporated under the laws of the state of Washington (hereinafter referred to as “City”); and

WHEREAS, Chapter 84.14 of the Revised Code of Washington provides for exemptions from ad valorem property tax valuation for qualifying multi-family housing located in designated target areas within urban centers; and

WHEREAS, Chapter 84.14 authorizes the City to designate residential target areas in which exemptions from the ad valorem property tax is applicable; and

WHEREAS, in 2015 the City adopted the 185th Street Station Subarea and, in 2016, the City adopted the 145th Street Station Subarea; and

WHEREAS, the implementation of the zoning within the subareas is in three phases; and

WHEREAS, SMC 20.40.235 mandates affordable housing within the MUR-45 and MUR-70 zoning districts within the two subareas; and

WHEREAS, in addition to the increased density afforded by these zoning district, SMC 20.40.235 denotes the City Council my consider and adopt the use of the property tax exemption as an additional incentive in the Subareas; and

WHEREAS, the City Council has determined that the designation of property within the MUR-45 and MUR-70 zoning districts of Phase 1 of the two subareas would further promote the development of affordable housing in accordance with the goals and policies of the Comprehensive Plan; therefore,

THE CITY COUNCIL OF THE CITY OF SHORELINE, WASHINGTON DO ORDAIN AS FOLLOWS:

Section 1. Amendment. SMC 3.27.030 Designation of residential targeted areas is amended to include Attachment H 145th Street Station Subarea and Attachment I 185th Street Station Subarea, as shown on Exhibit A.

ATTACHMENT A

Section 2. Amendment. SMC Chapter 3.27 is amended as follows:

SMC 3.27.040(A) and 3.27.040(D) are amended as follows:

A. Eligibility Requirements.

To be eligible for exemption from property tax under this chapter, the property must satisfy all of the following requirements:

1. The project must be located within one of the residential targeted areas designated in SMC 3.27.030;
2. The project must be multifamily housing consisting of at least four dwelling units within a residential structure or as part of a mixed used development, in which at least 50 percent of the space must provide for permanent residential occupancy;
3. The project must be designed to comply with the city's comprehensive plan, applicable development regulations, and applicable building and housing code requirements;
4. At least 20 percent of the housing units must be affordable housing as defined in SMC 3.27.020, except for housing units within the 145th Street Station Subarea and the 185th Street Station Subarea which must meet the affordability requirements set forth in SMC 20.40.235;
5. For the rehabilitation of existing occupied multifamily projects, at least four additional residential units must be added except when the project has been vacant for 12 consecutive months or more;
6. The project must be scheduled for completion within three years from the date of issuance of the conditional certificate;
7. Property proposed to be rehabilitated must fail to comply with one or more standards of the applicable state or local building or housing codes. If the property proposed to be rehabilitated is not vacant, an applicant must provide each existing tenant housing of comparable size, quality, and price and a reasonable opportunity to relocate;
8. The mix and configuration of housing units used to meet the requirement for affordable units under this chapter shall be substantially proportional to the mix and configuration of the total housing units in the project; and
9. The applicant must enter into a contract with the city under which the applicant has agreed to the implementation of the project on terms and conditions satisfactory to the city. The contract must be approved by the city council.

ATTACHMENT A

D. Residential Targeted Areas – Specific Requirements.

1. No more than 500 total units will be approved under this chapter for areas of the Aurora Square Community Renewal Area (CRA) located within the Aurora Avenue North Corridor.
2. ~~Units will be allocated based on the date the project's application for a conditional certificate is considered complete.~~ No more than 500 total units will be approved under this chapter for the 145th Street Station Subarea.
3. No more than 500 total units will be approved under this chapter for the 185th Street Station Subarea.
4. Units within the 145th and 185th Street Station Subareas must meet the affordability requirements set forth in SMC 20.40.235.
5. Units will be allocated based on the date the project's application for a conditional certificate is considered complete.

SMC 3.27.100(B) is amended as follows:

B. Cancellation – Conversion of Use by Property Owner.

1. If the property owner intends to convert the multifamily housing to another use or to discontinue compliance with the affordable housing ~~requires described in RCW 84.14.020~~ requirements described in this chapter, the owner must notify, in writing, the city manager and the county assessor within 60 days of the change in use or intended discontinuance. Upon such change in use or intended discontinuance, the tax exemption shall be cancelled and additional taxes, interest, and penalties imposed pursuant to RCW 84.14.110

Section 3. Corrections by City Clerk or Code Reviser. Upon approval of the City Attorney, the City Clerk and/or the Code Reviser are authorized to make necessary corrections to this ordinance, including the corrections of scrivener or clerical errors; references to other local, state, or federal laws, codes, rules, or regulations; or ordinance numbering and section/subsection numbering and references.

Section 4. Severability. If any section, sentence, clause, or phrase of this ordinance should be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of any other section, sentence, clause, or phrase of this ordinance.

Section 5. Publication and Effective Date. A summary of this Ordinance consisting of the title shall be published in the official newspaper. This Ordinance shall take effect five days after publication.

PASSED BY THE CITY COUNCIL ON _____, 2017.

Mayor Christopher Roberts

ATTACHMENT A

ATTEST:

APPROVED AS TO FORM:

Jessica Simulcik-Smith
City Clerk

Margaret King
City Attorney

Date of Publication: , 2017
Effective Date: , 2017

DRAFT

ATTACHMENT B

SMC 20.40.235 Affordable housing, light rail station subareas.

A. The purpose of this index criterion is to implement the goals and policies adopted in the Comprehensive Plan to provide housing opportunities for all economic groups in the City’s light rail station subareas. It is also the purpose of this criterion to:

1. Ensure a portion of the housing provided in the City is affordable housing;
2. Create an affordable housing program that may be used with other local housing incentives authorized by the City Council, such as a multifamily tax exemption program, and other public and private resources to promote affordable housing;
3. Use increased development capacity created by the mixed-use residential zones to develop voluntary and mandatory programs for affordable housing.

B. Affordable housing is voluntary in MUR-35' and mandatory in the MUR-45' and MUR-70' zones. The following provisions shall apply to all affordable housing units required by, or allowed through, any provisions of the Shoreline Municipal Code:

1. The City provides various incentives and other public resources to promote affordable housing. Specific regulations providing for affordable housing are described below:

	MUR-70'+	MUR-70'	MUR-45'	MUR-35'
Mandatory Participation	Yes	Yes	Yes	No
Incentives	Height may be increased above 70 ft.; may be eligible for 12-year property tax exemption (PTE) upon authorization by City Council and no density limits.	May be eligible for 12-year property tax exemption (PTE) upon authorization by City Council; and entitlement of 70 ft. height and no density limits.	May be eligible for 12-year property tax exemption (PTE) and permit fee reduction upon authorization by City Council; entitlement of 45 ft. height and no density limits.	May be eligible for 12-year property tax exemption (PTE) and permit fee reduction upon authorization by City Council and no density limits.

ATTACHMENT B

	MUR-70'+	MUR-70'	MUR-45'	MUR-35'
Studio, 1 bedroom	20% of rental units shall be affordable to households making 60% or less of the median income for King County adjusted for household size; or 10% of rental units shall be affordable to households making 50% or less of the median income for King County adjusted for household size.	20% of rental units shall be affordable to households making 70% or less of the median income for King County adjusted for household size; or 10% of rental units shall be affordable to households making 60% or less of the median income for King County adjusted for household size.		
2+ bedrooms	20% of the rental units shall be affordable to households making 70% or less of the median income for King County adjusted for household size; or 10% of the rental units shall be	20% of the rental units shall be affordable to households making 80% or less of the median income for King County adjusted for household size; or 10% of the rental units shall be affordable to households making 70% or less of the median income for King County adjusted for household size.		

ATTACHMENT B

	MUR-70'+	MUR-70'	MUR-45'	MUR-35'
	affordable to households making 60% or less of the median income for King County adjusted for household size.			

2. Payment in lieu of constructing mandatory units is available upon City Council's establishment of a fee in lieu formula. See subsection (E)(1) of this section.

3. **Catalyst Program.** The first 300 multifamily units constructed for rent or sale in any MUR zone may be eligible for an eight-year property tax exemption with no affordability requirement in exchange for the purchase or transfer of development right (TDR) credits at a rate of one TDR credit for every four units constructed upon authorization of this program by City Council.

C. Mixed-Use Residential Zone Affordable Housing Requirements. The following provisions shall apply to all affordable housing units required by or created through any incentive established in the Shoreline Municipal Code unless otherwise specifically exempted or addressed by the applicable code section for specific affordable housing programs or by the provisions of an approved development agreement:

1. **Duration.** Affordable housing units shall remain affordable for a minimum of 99 years from the date of initial occupancy. At the discretion of the Director a shorter affordability time period, not to be less than 30 years, may be approved for ownership affordable housing units in order to meet federal financial underwriting guidelines at such time as the City creates an affordable ownership program.

2. **Designation of Affordable Housing Units.** The Director shall review and approve the location and unit mix of the affordable housing units, consistent with the following standards, prior to the issuance of any building permit:

ATTACHMENT B

- a. **Location.** The location of the affordable housing units shall be approved by the City, with the intent that the units are generally mixed with all other market rate housing in the development.
 - b. **Size (Bedroom).** The affordable housing units shall consist of a range of the number of bedrooms that are comparable to the market rate housing units in the overall development.
 - c. **Size (Square Footage).** Affordable housing units shall be the same size as market rate housing units with the same number of bedrooms unless approved by the Director. The Director may approve smaller units when: (a) the size of the affordable housing is at least 90 percent of the size of the market rate housing in the project with the same number of bedrooms; and (b) the affordable units are not less than 500 square feet for a studio unit, 600 square feet for a one-bedroom unit, 800 square feet for a two-bedroom unit and 1,000 square feet for a two-bedroom-plus unit.
 - d. All units in the development must have equal access to the development's amenities or facilities, such as parking, fitness centers, community rooms, and swimming pools. If a fee is charged for the use of an amenity/facility, then all units in the development must be charged equally for such use.
3. **Timing/Phasing.** The affordable housing units shall be available for occupancy in a time frame comparable to the availability of the market rate housing units in the development unless a phasing plan is developed pursuant to subsection D of this section or the requirements of this section are met through subsection E of this section.
4. **Development Standards.**
- a. **Off-Street Parking.** Off-street parking shall be provided for the affordable housing units consistent with SMC [20.50.390](#).
 - b. **Recreation Space.** The recreation/open space requirements for housing units affordable to families making 60 percent or less of adjusted median income for King County shall be calculated at 50 percent of the rate required for market housing in SMC [20.50.240](#)(G).

ATTACHMENT B

5. Depending on the level of affordability, units provided by a not for profit entity may be eligible for transportation impact fee waivers as provided in SMC [12.40.070\(G\)](#).

6. In the event of a fractional affordable housing unit, payment in lieu in accordance with subsection (E)(1) of this section is allowed for the fractional unit.

D. Affordable Housing Agreement. An affordable housing agreement shall be recorded with the King County Recorder's Office prior to the issuance of a building permit for any development providing affordable housing pursuant to the requirements or incentives of the Shoreline Municipal Code.

1. The recorded agreement shall be a covenant running with the land and shall be binding on the assigns, heirs and successors of the applicant.

2. The agreement shall be in a form approved by the Director and the City Attorney and shall address price restrictions, tenant qualifications, affordability duration, phasing of construction, monitoring of affordability and any other topics related to the provision of the affordable housing units.

3. The agreement may, at the sole discretion of the City, establish a monitoring fee for the affordable units. The fee shall cover the costs incurred by the City to review and process documents to maintain compliance with income and affordability restrictions of the agreement.

4. The City may, at its sole discretion, agree to subordinate any affordable housing regulatory agreement for the purpose of enabling the owner to obtain financing for development of the property.

E. Alternative Compliance. The City's priority is for residential and mixed-use developments to provide the affordable housing on site. The Director, at his/her discretion, may approve a request for satisfying all or part of a project's on-site affordable housing with alternative compliance methods proposed by the applicant. Any request for alternative compliance shall be submitted at the time of building permit application and must be approved prior to issuance of any building permit. Any alternative compliance must achieve a result equal to or better than providing affordable housing on site.

ATTACHMENT B

1. **Payment in Lieu of Constructing Mandatory Affordable Units.** Payments in lieu of constructing mandatory affordable housing units is subject to the following requirements:
 - a. The in-lieu fee is set forth in Chapter [3.01](#) SMC, Fee Schedules. Fees shall be determined at the time the complete application for a building permit is submitted using the fee then in effect.
 - b. The fee shall be due and payable prior to issuance of any certificate of occupancy for the project.
 - c. The City shall establish a housing program trust fund and all collected payments shall be deposited in that fund.
2. Any request for alternative compliance shall demonstrate all of the following:
 - a. Include a written application specifying:
 - i. The location, type and amount of affordable housing; and
 - ii. The schedule for construction and occupancy.
 - b. If an off-site location is proposed, the application shall document that the proposed location:
 - i. Is within a one-mile radius of the project or the proposed location is equal to or better than providing the housing on site or in the same neighborhood;
 - ii. Is in close proximity to commercial uses, transit and/or employment opportunities.
 - c. Document that the off-site units will be the same type and tenure as if the units were provided on site.
 - d. Include a written agreement, signed by the applicant, to record a covenant on the housing sending and housing receiving sites prior to the issuance of any construction permit for the housing sending site. The covenant shall describe the construction schedule for the off-site affordable housing and provide sufficient security from the applicant to compensate the

ATTACHMENT B

City in the event the applicant fails to provide the affordable housing per the covenant and the Shoreline Municipal Code. The applicant may request release of the covenant on the housing sending site once a certificate of occupancy has been issued for the affordable housing on the housing receiving site.

F. **Permit Fee Waiver.** A development fee waiver may be approved by the Director for City imposed fees for an affordable housing project that constructs or remodels units that are affordable to residents whose annual income does not exceed 60 percent King County Area Median Income. The development fee waiver will be commensurate with the percentage of affordable units in the development. (Ord. 731 § 1 (Exh. A), 2015; Ord. 706 § 1 (Exh. A), 2015).

CITY COUNCIL AGENDA ITEM
CITY OF SHORELINE, WASHINGTON

AGENDA TITLE:	Discussing the Puget Sound Drainage Basins Plan
DEPARTMENT:	Public Works
PRESENTED BY:	Uki Dele, Surface Water Manager – Surface Water
ACTION:	<input type="checkbox"/> Ordinance <input type="checkbox"/> Resolution <input type="checkbox"/> Motion <input checked="" type="checkbox"/> Discussion <input type="checkbox"/> Public Hearing

PROBLEM/ISSUE STATEMENT:

The adopted 2011 Surface Water Master Plan emphasized a basin planning approach to improve the management of the City of Shoreline’s (City’s) surface water infrastructure. The purpose of the City’s basin planning effort is to provide a comprehensive representation of the natural and built infrastructure within the City’s portions of various drainage basins so that the City can direct its stormwater management resources toward correcting existing issues and minimizing potential future problems.

The Puget Sound Drainage Basins Plan is the last basin plan to be completed in the City’s basin planning program. It includes all the remaining basins that were not included in previous planning efforts and most of the basins that drain to Puget Sound.

The primary issues identified in the Puget Sound drainages are related to aging and/or insufficient stormwater infrastructure. The pipe condition assessment found that 10 percent of the stormwater pipes in the drainages are in poor structural condition and may require repair in the near future. Additionally, persistent drainage problems were identified in the vicinity of NW Ridgefield Road and Springdale Court NW in the Innis Arden neighborhood. Groundwater seepage contributes to localized flooding and erosion in some areas and many ditches in the Puget Sound drainages have been filled in by adjacent homeowners. Additionally, public stormwater infrastructure crosses private properties in several locations without easements or other means of access for maintenance and repair.

RESOURCE/FINANCIAL IMPACT:

There is no resource or financial impact associated with this discussion. The majority of recommended management actions identified in the Puget Sound Drainage Basins Plan will be prioritized in the 2017 Surface Water Master Plan Update alongside other management actions identified in the other surface water basin plans. The additional costs to address these actions will also be analyzed in the Master Plan update. Pipe repair and replacement projects will be prioritized in the on-going pipe repair and replacement program.

RECOMMENDATION

No action is required at this time. This item is for Council discussion. The basin plan recommended surface water management actions and associated costs will be prioritized as part of the 2017 Surface Water Master Plan Update.

Approved By: City Manager ***DT*** City Attorney ***MK***

INTRODUCTION

The City completed the Puget Sound Drainage Basins Plan to assess conditions in the drainage basins not previously evaluated in other basin plans. Drainage, erosion, water quality, and natural resources conditions were evaluated in 14 separate drainage areas. The assessment includes identification of problems and recommended actions to address the problems. These recommended actions include capital projects such as programmatic repair and replacement of infrastructure, and site-specific drainage improvements. Additionally, maintenance, operations, and targeted outreach solutions are also recommended.

BACKGROUND

The adopted 2011 Surface Water Master Plan emphasized a basin planning approach to improve the management of the City of Shoreline's (City's) surface water infrastructure. The purpose of the City's basin planning effort is to provide a comprehensive representation of the natural and built infrastructure within the City's portions of various drainage basins so that the City can direct its stormwater management resources toward correcting existing issues and minimizing potential future problems.

The City completed its first basin plan for the Thornton Creek basin in 2009, followed by the Storm Creek Basin Plan and the Boeing Creek Basin Plan in 2013, and the McAleer Creek Basin Plan and Lyon Creek Basin Plan in 2015. These reports provided the City with a list of prioritized capital projects including pipe repairs and replacement projects.

Each basin plan has successively improved upon previous planning efforts. Beginning with the Boeing and Storm Creek Basin Plans, systematic condition assessment of the City's stormwater pipes were conducted and involved video inspection of tens of thousands of linear feet of pipe and creation of a prioritized list of recommended pipe repairs based on the inspection results. The McAleer and Lyon Creek Basin Plans expanded on the pipe condition assessment approach to include criticality analysis of the pipes to prioritize repair projects

The Puget Sound Drainage Basins Plan project began in July 2015. The scope of the basin plans was to comprehensively assess surface water conditions in the landscape and conveyance network (i.e., streams, ditches and pipes) so that integrated strategies that include maintenance, repair and replacement, capital, and outreach programs can be used to address problems. Methods of assessment include specific evaluation of infrastructure condition assessment, drainage, and aquatic habitat (streams and wetlands).

The Puget Sound Drainage basins include drainage basins on the west side of Shoreline that drain to Puget Sound, with the exception of Boeing Creek and Storm Creek. The other drainage basins included in this basin plan are the Edmonds Way drainage, Bitter Lake, and West Lake Washington. Attachment A shows a plan view of the study area. Attachments B-1 through B-7 show the open channel and piped drainage network in the drainage Basins evaluated.

Management strategies recommended have been prioritized and will eventually be prioritized in the 2017 Surface Water Master Plan Update to allow for an implementation strategy that meets future needs and available resources of the Utility.

DISCUSSION

A link to the basin plan report (PDF format) is on the City’s website:

<http://www.cityofshoreline.com/home/showdocument?id=29999>

The following discussion provides a summary of the key findings of the basin plan, including infrastructure condition, drainage issues, natural resources, and a summary of recommendations:

Infrastructure Condition Assessment

The condition assessment included inspection of 1,081 stormwater pipes with a total length of 77,930 linear feet and 894 structures (catch basins and manholes) within the study drainage areas. The condition assessment included inspection rating according to the industry standard National Association of Sewer Service Companies (NASSCO) system of rating pipe defects using the Quick Structural Rating (QSR) and Quick Maintenance Rating (QMR) methodology. The ratings and the descriptions are presented below in Table 1.

Table 1 – Pipe Condition Assessment Ratings

NASSCO Rating	Description	Estimated Time to failure
0	EXCELLENT: no defects	Unlikely in the foreseeable future
1	EXCELLENT: minor defects	Unlikely in the foreseeable future
2	GOOD: defects that have not begun to deteriorate	20 years or more
3	FAIR: moderate defects that will continue to deteriorate	10 to 20 years
4	POOR: severe defects that will become Grade 5 defects within the foreseeable future	5 to 10 years
5	IMMEDIATE ATTENTION: defects requiring immediate attention	Has failed or will likely fail within the next 5 years

The findings indicate that poor pipe conditions are relatively common to the extent that 10% of all pipes in the drainage areas are probably in very poor structural condition and may require replacement within the next five or ten years. This percentage is similar to condition rating results in previous basin plans. See Attachments C-1 through C-7 for maps showing pipe condition ratings.

Drainage Issues

Drainage issues were assessed through review of open service requests and problem areas identified by City staff. Several issues were resolved during the basin study, based on field investigation. Capital projects were recommended for other site-specific issues ranging from ditch improvements to modifications for inadequate drainage system infrastructure. The most significant drainage issue in the Puget Sound drainage basins is on-going flooding in the vicinity of NW Ridgefield Rd. and Springdale Ct. NW. A phased capital project is recommended for this area, with the goal of improving the conveyance system and reducing flooding.

Public stormwater pipes crossing private properties were assessed for potential relocation or easement acquisition. Drainage easements were recommended if no feasible relocation alternative was available.

Aquatic Habitat

Open stream channels and wetlands in the drainage areas were assessed for general habitat conditions. Fish use was not confirmed in this study, however, it is expected to be limited in the streams evaluated because of (1) partial or full fish passage barriers at several stream crossings near their mouths to Puget Sound, (2) non-contiguous open-channel segments, or (3) seasonal flow conditions. Anadromous fish may access the lower portions of Blue Heron Creek, Barnacle Creek North and Barnacle Creek South during certain flows.

- Springdale Ct. NW and NW Ridgefield Rd
- 20th Ave NW between NW 190th St and NW 193rd St
- NW 195th Pl and Richmond Beach Dr
- 32nd Ave NE and NE 147th St
- 26th Ave NE and NE 155th St
- 15th Ave NW and NW 197th St
- Inadequate drainage system
 - NW 196th Pl and 21st Ave NE
 - 18th Ave NW and NW 204th St
 - NW 180th St and 8th Ave NW
 - NW 194th Pl and 25th Ave NW

Summary of Recommendations:

Recommended stormwater management actions include the following:

- Stormwater Pipe Repair and Replacement –divided into multiple recommended projects based upon different priorities and types of repair actions.
- Small projects to improve drainage at ten (10) locations:
 - NW 195th Place and Richmond Beach Drive NW Flood Reduction (PSB-CIP-10)
 - NW 196th Place and 21st Avenue NW near Richmond Beach Library Drainage Improvements (PSB-CIP-11)
 - Springdale Ct. NW and NW Ridgefield Rd. Drainage Improvements (PSB-CIP-8)
 - 20th Avenue NW between NW 190th Street and NW 193rd Street Infrastructure Improvements (PSB-CIP-9)

- 167th Place NW Storm Drainage Stabilization (PSB-CIP-12)
- Heron Creek Culvert Crossing Improvement (PSB-CIP-13)
- 18th Avenue NW and NW 204th Street Drainage System Improvements (PSB-CIP-14)
- NW 180th Street and 8th Avenue NW Ditch Improvements (PSB-CIP-15a)
- NW 194th Place and 25th Avenue NW Ditch Improvements (PSB-CIP-15b)
- NW 197th Place and 15th Avenue NW Flood Reduction (PSB-CIP-16)
- Studies regarding various basin-specific and/or City-wide stormwater management approaches:
 - Options Analysis at 32nd Avenue NE and NE 147th Street to Reduce Flooding (PSB-Study-1)
 - Evaluate 26th Avenue NE Flooding between NE 155th Street and NE 153rd Street to Develop Potential Solutions (PSB-Study-2)
 - Coordinate removal of other utility lines (twenty lines) that cut through stormwater pipes (PSB-Oper-1)
 - Acquire stormwater easements at 23 locations (PSB-Oper-2)

The locations of site-specific CIPs and studies are shown in Attachment D. Pipe repair and replacement projects include multiple locations and are not shown on Attachment D.

STAKEHOLDER OUTREACH

The first open house for the Puget Sound Drainage Basins plan was held on September 15, 2015 at the King County Richmond Beach Library Branch to solicit input from residents and provide information on the basin planning approach. Display boards were posted for attendees to note surface water problems or concerns in the study area. Three residents attended the meeting and provided feedback on drainage issues. Confirmed issues included drainage issues on 20th Avenue NW in the vicinity of NW 190th Street, flooding on Richmond Beach Drive and NW 195th Street, and flooding in the vicinity of Springdale Ct. NW. No new drainage issues were brought to the attention of City staff during the open house.

The second open house was hosted on January 12, 2017 at City Hall Council Chambers to share the results of the Puget Sound Drainage Basins plan study and solicit additional input or concerns. Display boards were posted of the basin plan study area and the locations of capital projects and a PowerPoint presentation was given to share results of the study. A survey was conducted to gauge citizen priorities for surface water management. Three residents attended the open house. Survey results indicate that the attendees consider most surface water management issues (water quality, erosion, habitat and natural resources, and flooding) to be high priorities. All attendees, but one considered pipes and infrastructure to be a high priority. Two issues were brought to the attention of City staff during the open house, both involving the existing designation of stream channels in the Puget Sound drainage basins. One resident questioned the designation of the stream channel (unnamed stream channel) in the vicinity of the BNSF railroad track in the Middle Puget Sound (Railroad) drainage area (Attachment B-1). Another resident questioned the designation of the stream channel in the upper Blue Heron Creek Basin (Attachment B-3).

COUNCIL GOAL(S) ADDRESSED

The basin plan and its recommended projects support Council Goal # 2: Improve Shoreline's utility, transportation, and environmental infrastructure.

RESOURCE/FINANCIAL IMPACT

There is no resource or financial impact associated with this discussion. The majority of recommended management actions identified in the Puget Sound Drainage Basins Plan will be prioritized in the 2017 Surface Water Master Plan Update alongside other management actions identified in the other surface water basin plans. The additional costs to address these actions will also be analyzed in the Master Plan update. Pipe repair and replacement projects will be prioritized in the on-going pipe repair and replacement program.

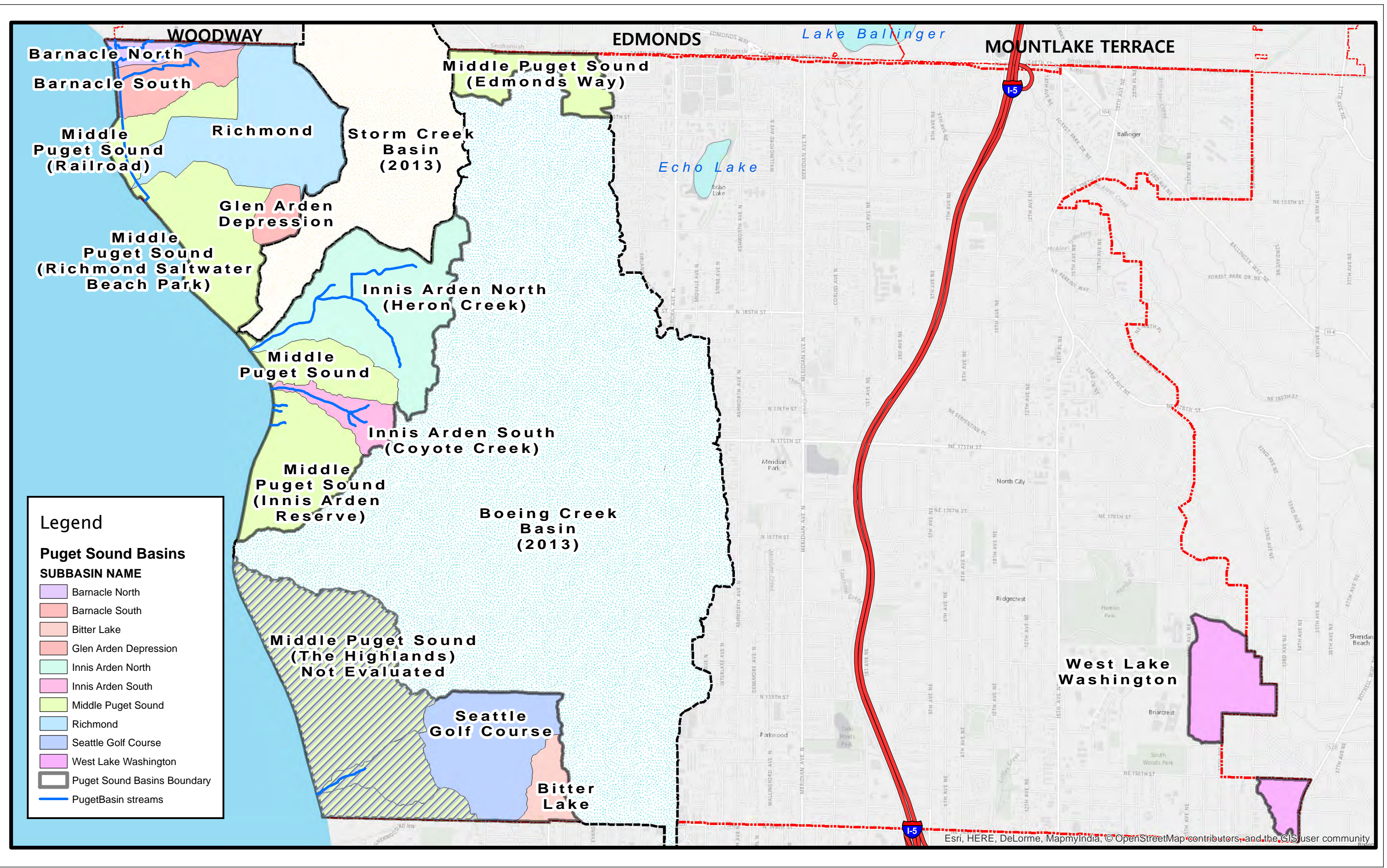
RECOMMENDATION

No action is required at this time. This item is for Council discussion. The basin plan recommended surface water management actions and associated costs will be prioritized as part of the 2017 Surface Water Master Plan Update.

ATTACHMENTS

Attachment A: Puget Sound Drainage Basins Location Map
Attachments B-1 through B-7: Maps of Channel and Piped Drainage Networks
Attachment C -1 through C-7: Maps of Pipe Condition Ratings
Attachment D: Location of CIPs

Prepared by E. Nelson 8/31/2016 C:\Users\Emr\Documents\ArcGIS\Puget Sound Basins GIS\Puget Sound Basins Overview Figure 1-2

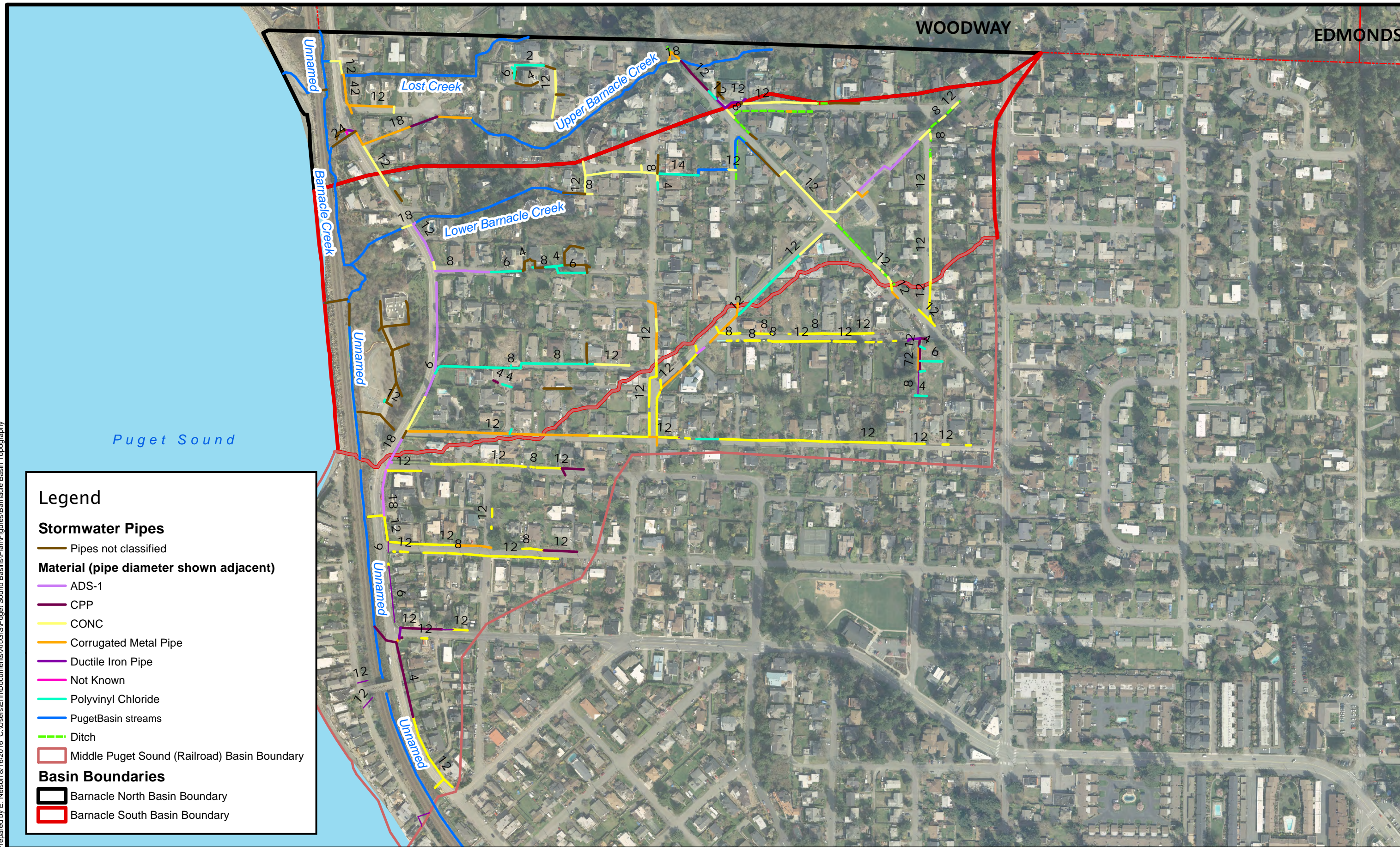


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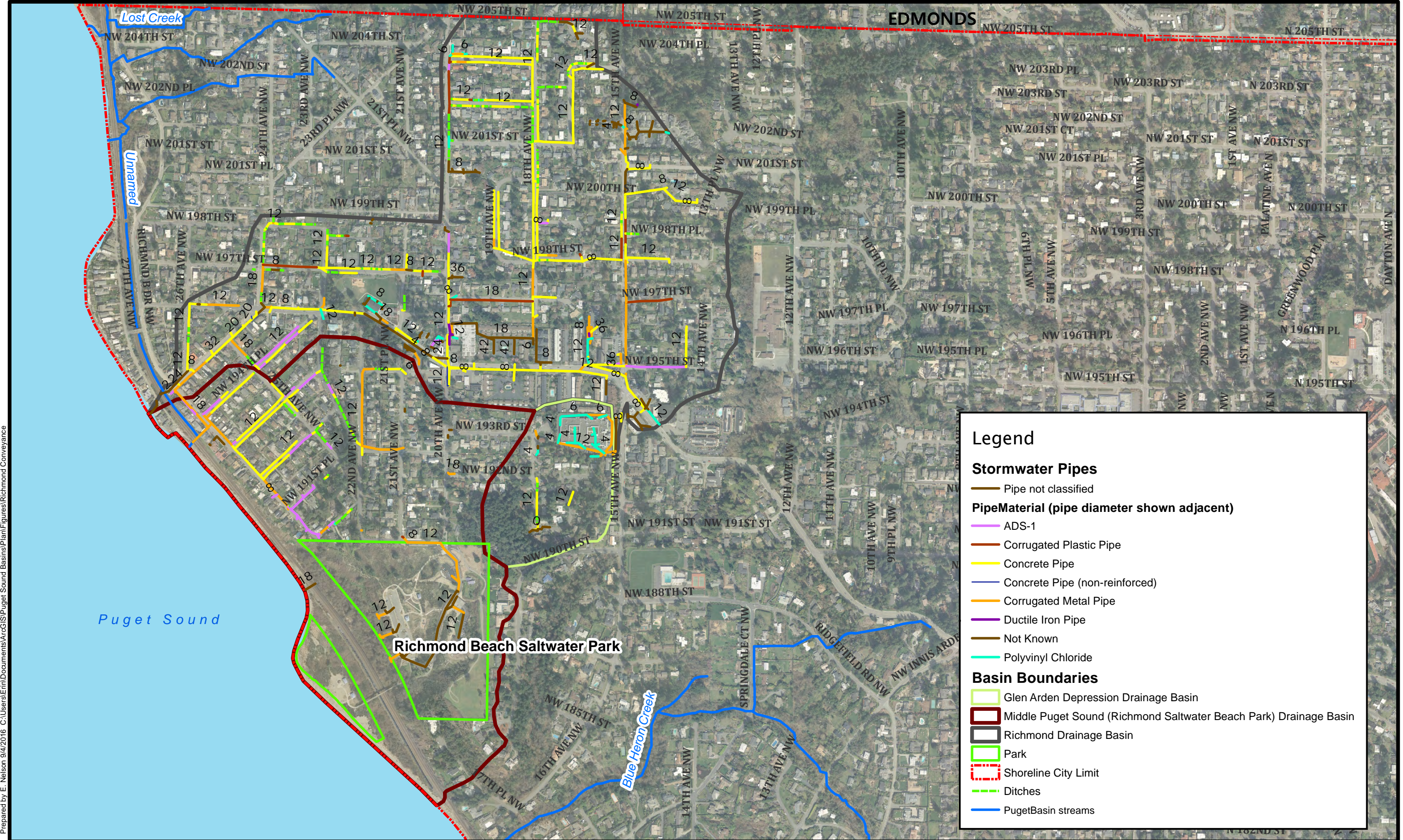
Puget Sound Basins

SUBBASIN NAME

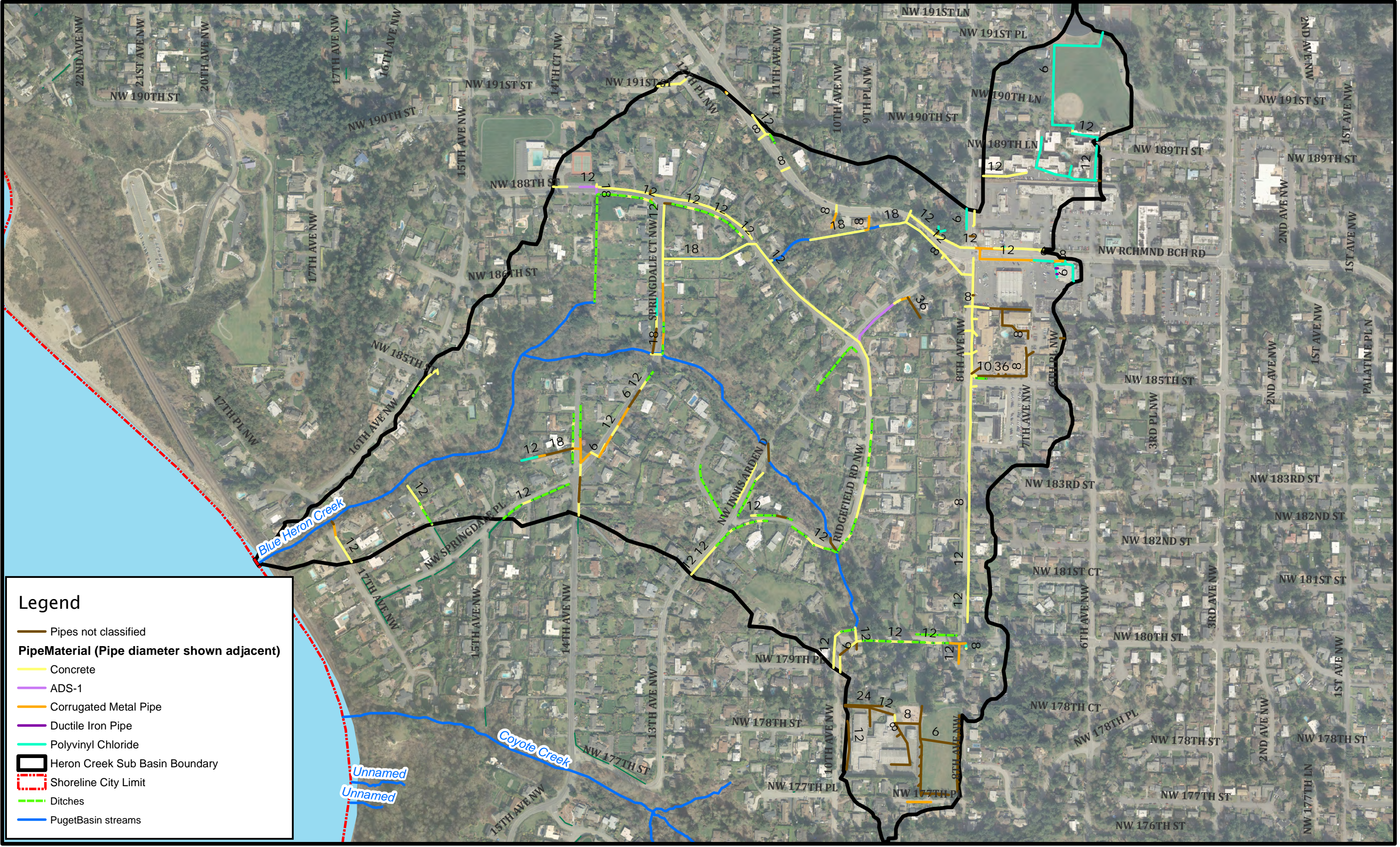
- Barnacle North
- Barnacle South
- Bitter Lake
- Glen Arden Depression
- Innis Arden North
- Innis Arden South
- Middle Puget Sound
- Richmond
- Seattle Golf Course
- West Lake Washington
- Puget Sound Basins Boundary
- PugetBasin streams



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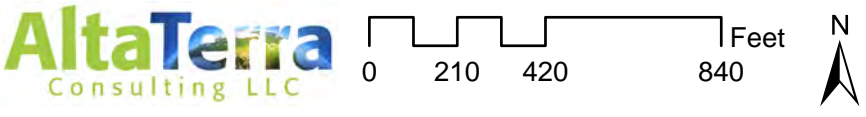
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Prepared by E. Nelson 8/16/2016 C:\Users\Erin\Documents\ArcGIS\Puget Sound Basins\PlanFigures\Heron Creek Conveyance

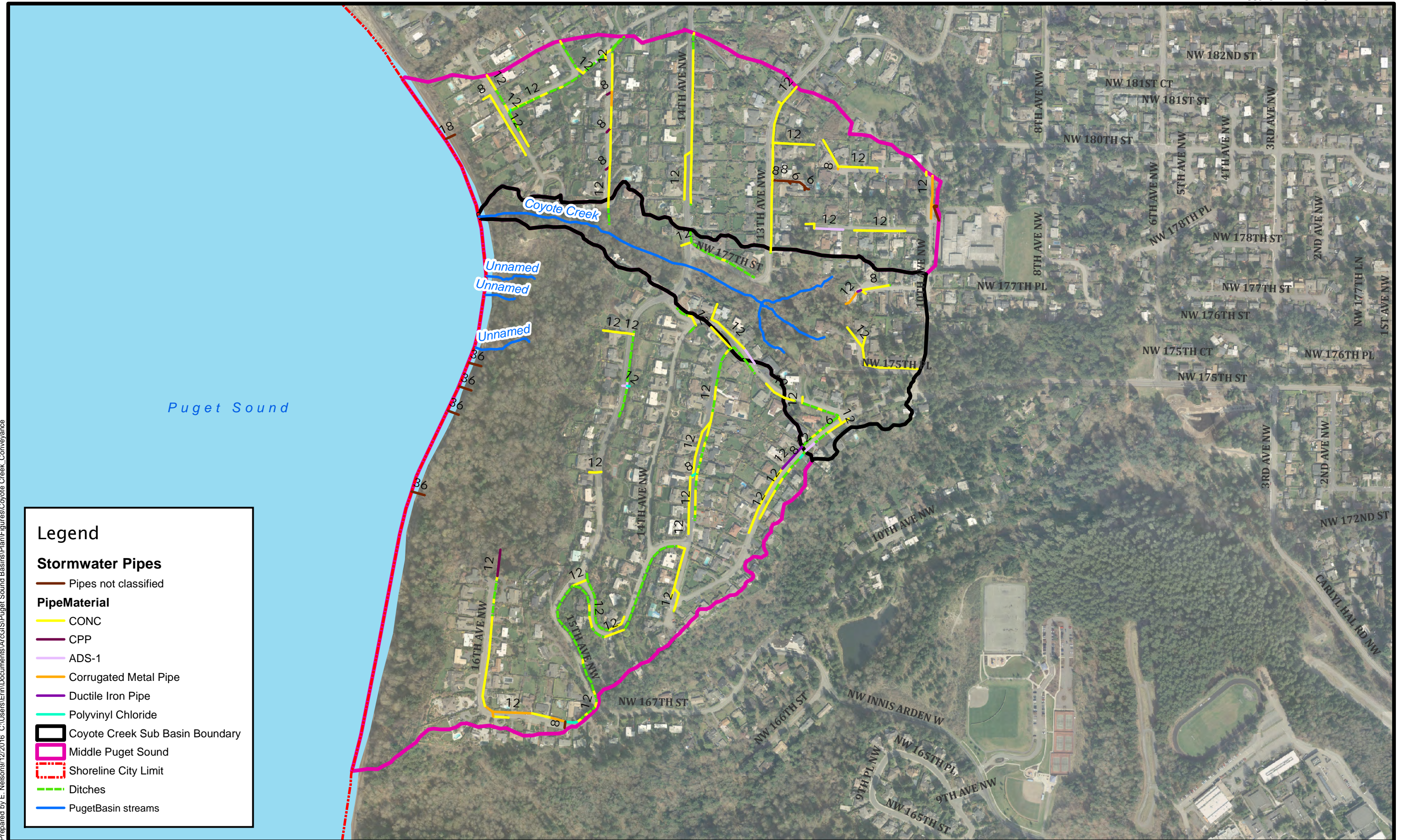
Legend

- Pipes not classified
- PipeMaterial (Pipe diameter shown adjacent)**
- Concrete
- ADS-1
- Corrugated Metal Pipe
- Ductile Iron Pipe
- Polyvinyl Chloride
- Heron Creek Sub Basin Boundary
- Shoreline City Limit
- Ditches
- PugetBasin streams



AltaTerra
Consulting LLC

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Legend

Stormwater Pipes

— Pipes not classified

PipeMaterial

— CONC

— CPP

— ADS-1

— Corrugated Metal Pipe

— Ductile Iron Pipe

— Polyvinyl Chloride

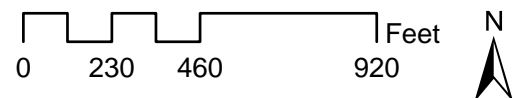
▭ Coyote Creek Sub Basin Boundary

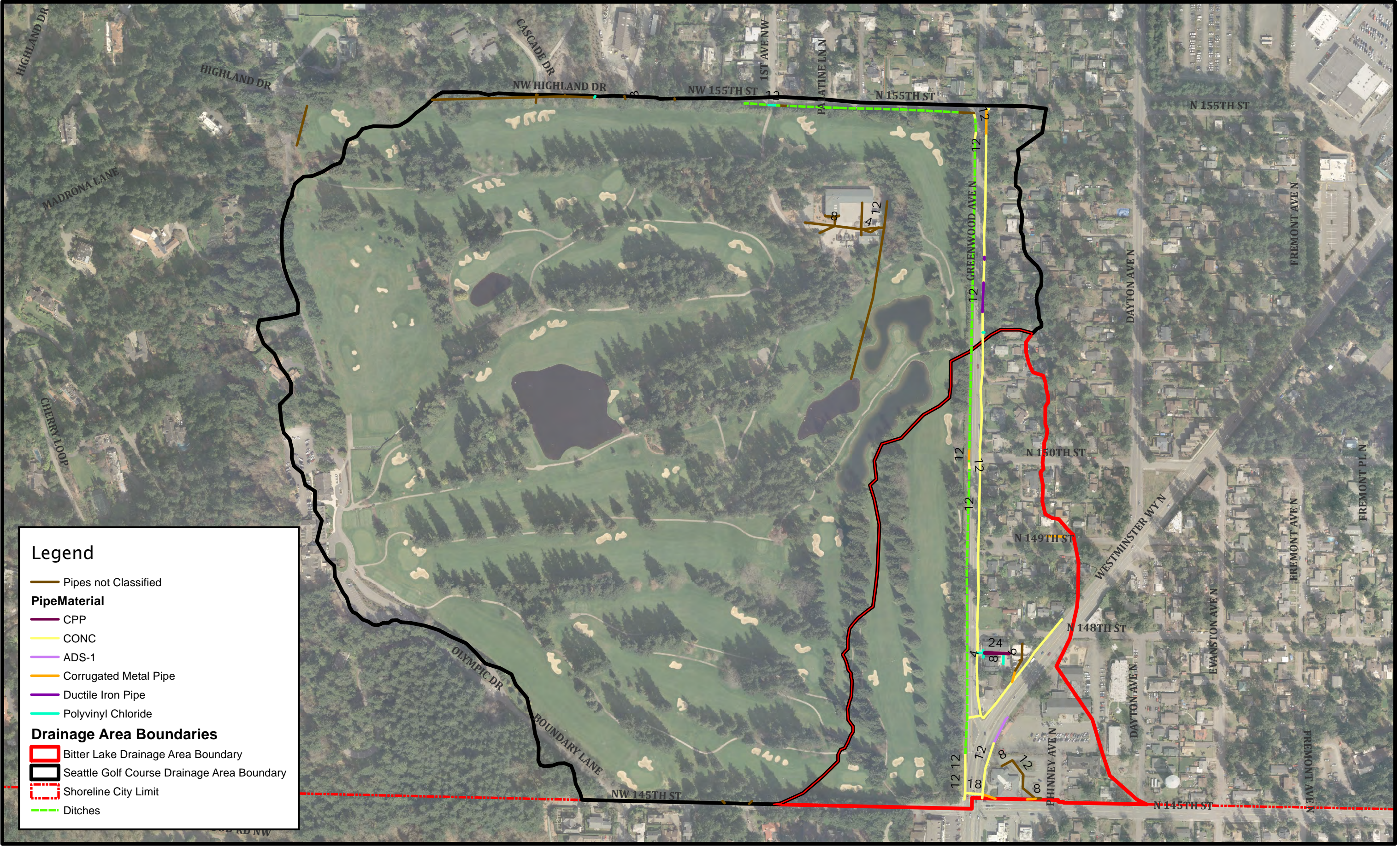
▭ Middle Puget Sound

▭ Shoreline City Limit

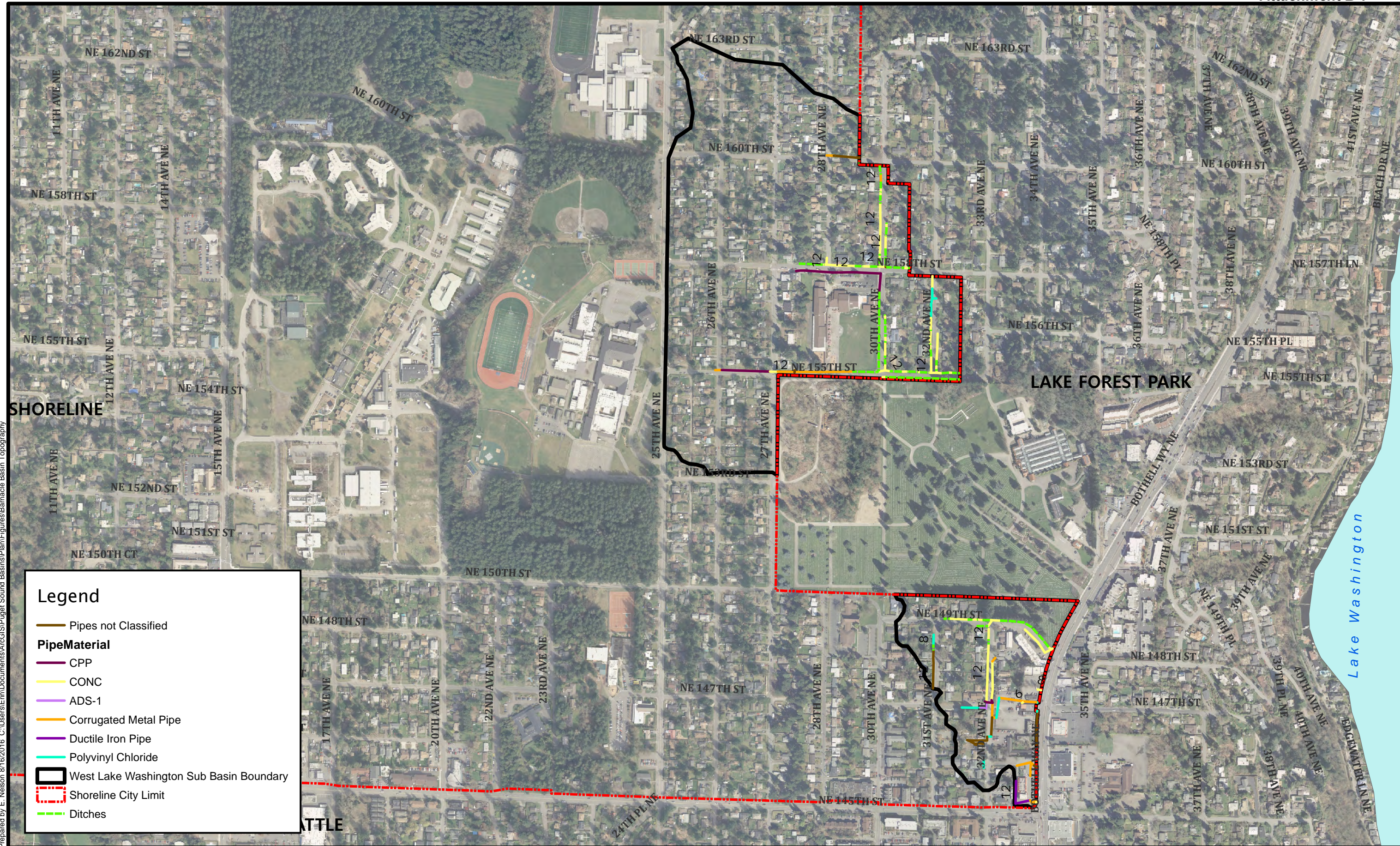
— Ditches

— PugetBasin streams





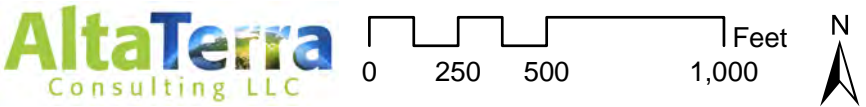
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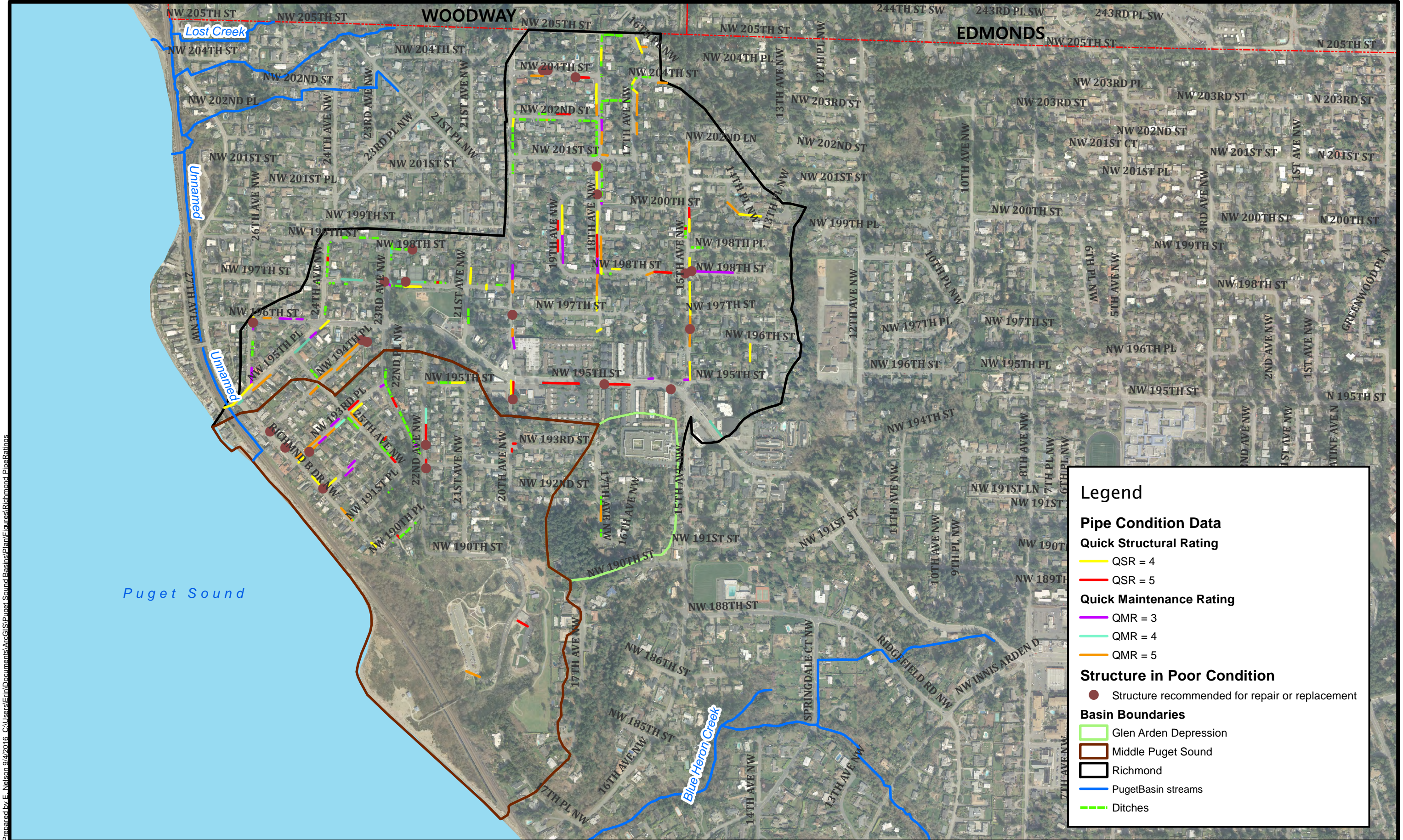
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Legend

- Pipes not Classified
- PipeMaterial**
- CPP
- CONC
- ADS-1
- Corrugated Metal Pipe
- Ductile Iron Pipe
- Polyvinyl Chloride
- West Lake Washington Sub Basin Boundary
- Shoreline City Limit
- Ditches



Attachment B-7. West Lake Washington Drainage Area Open Channel and Piped Drainage Network



Legend

Pipe Condition Data

Quick Structural Rating

- QSR = 4
- QSR = 5

Quick Maintenance Rating

- QMR = 3
- QMR = 4
- QMR = 5

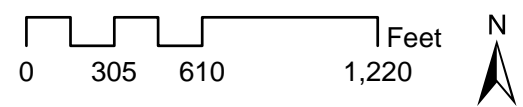
Structure in Poor Condition

- Structure recommended for repair or replacement

Basin Boundaries

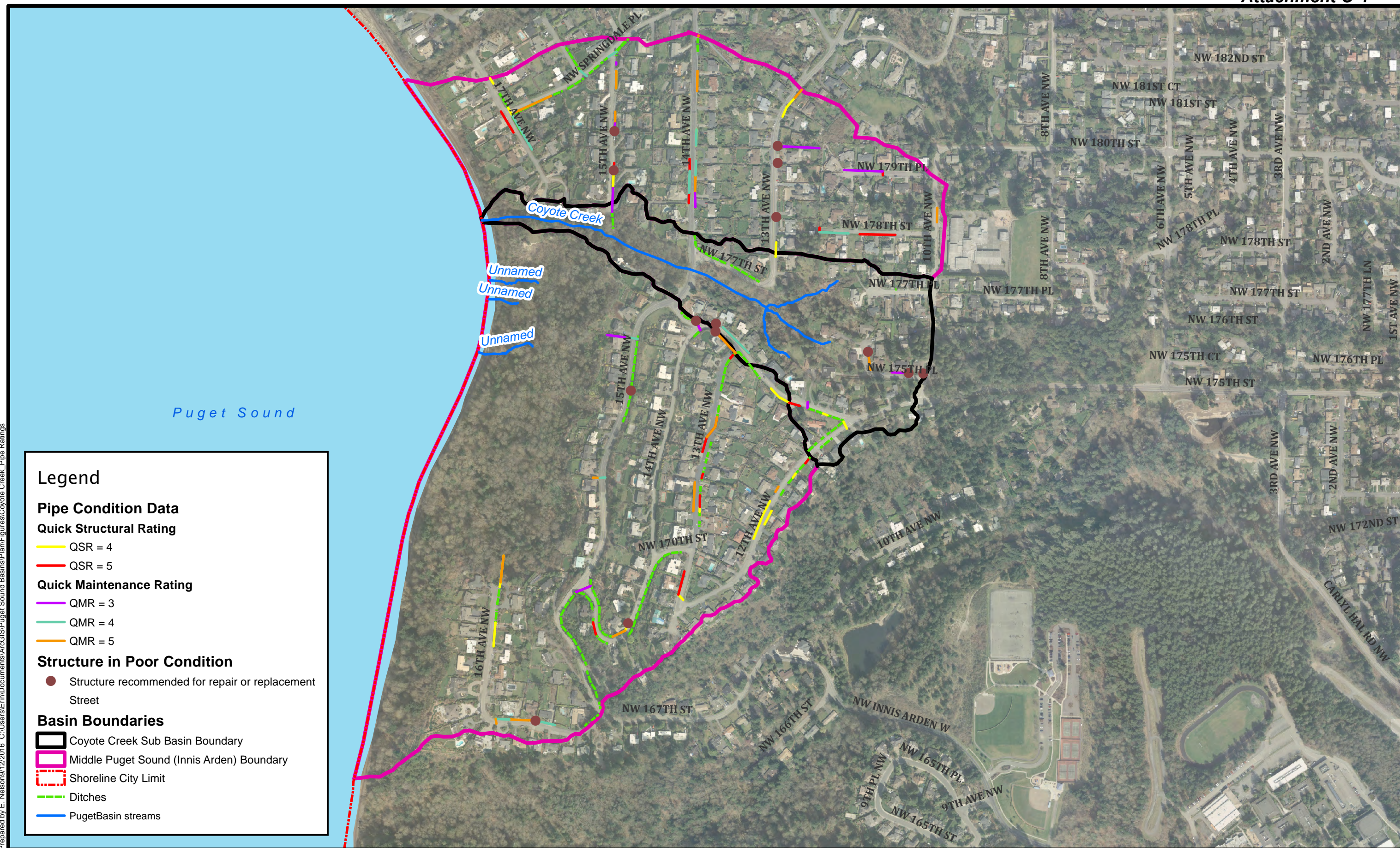
- Glen Arden Depression
- Middle Puget Sound
- Richmond
- PugetBasin streams
- Ditches

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Note: Refer to Appendix A for description of pipe rating methodology and categories.

Attachment C-2. Richmond Area Drainage Basins
Pipe Ratings and Structures in Poor Condition



Legend

Pipe Condition Data

Quick Structural Rating

- QSR = 4
- QSR = 5

Quick Maintenance Rating

- QMR = 3
- QMR = 4
- QMR = 5

Structure in Poor Condition

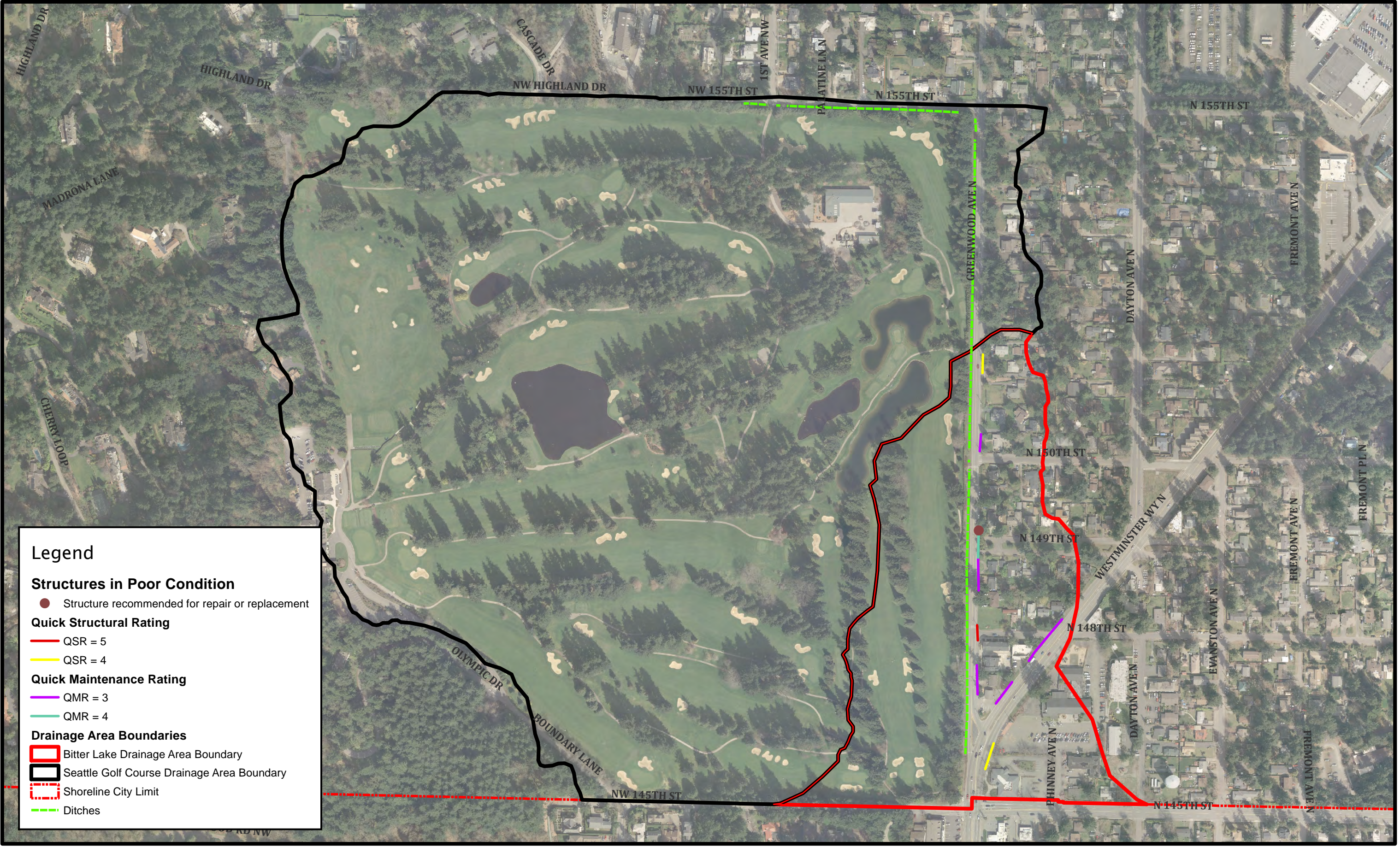
- Structure recommended for repair or replacement
- Street

Basin Boundaries

- Coyote Creek Sub Basin Boundary
- Middle Puget Sound (Innis Arden) Boundary
- Shoreline City Limit
- - - Ditches
- PugetBasin streams

Prepared by E. Neilson/9/12/2016. C:\Users\Erin\Documents\ArcGIS\Puget Sound Basins\Plan\Figures\Coyote Creek_Pipe Ratings





Legend

Structures in Poor Condition

- Structure recommended for repair or replacement

Quick Structural Rating

- QSR = 5 (Red line)
- QSR = 4 (Yellow line)

Quick Maintenance Rating

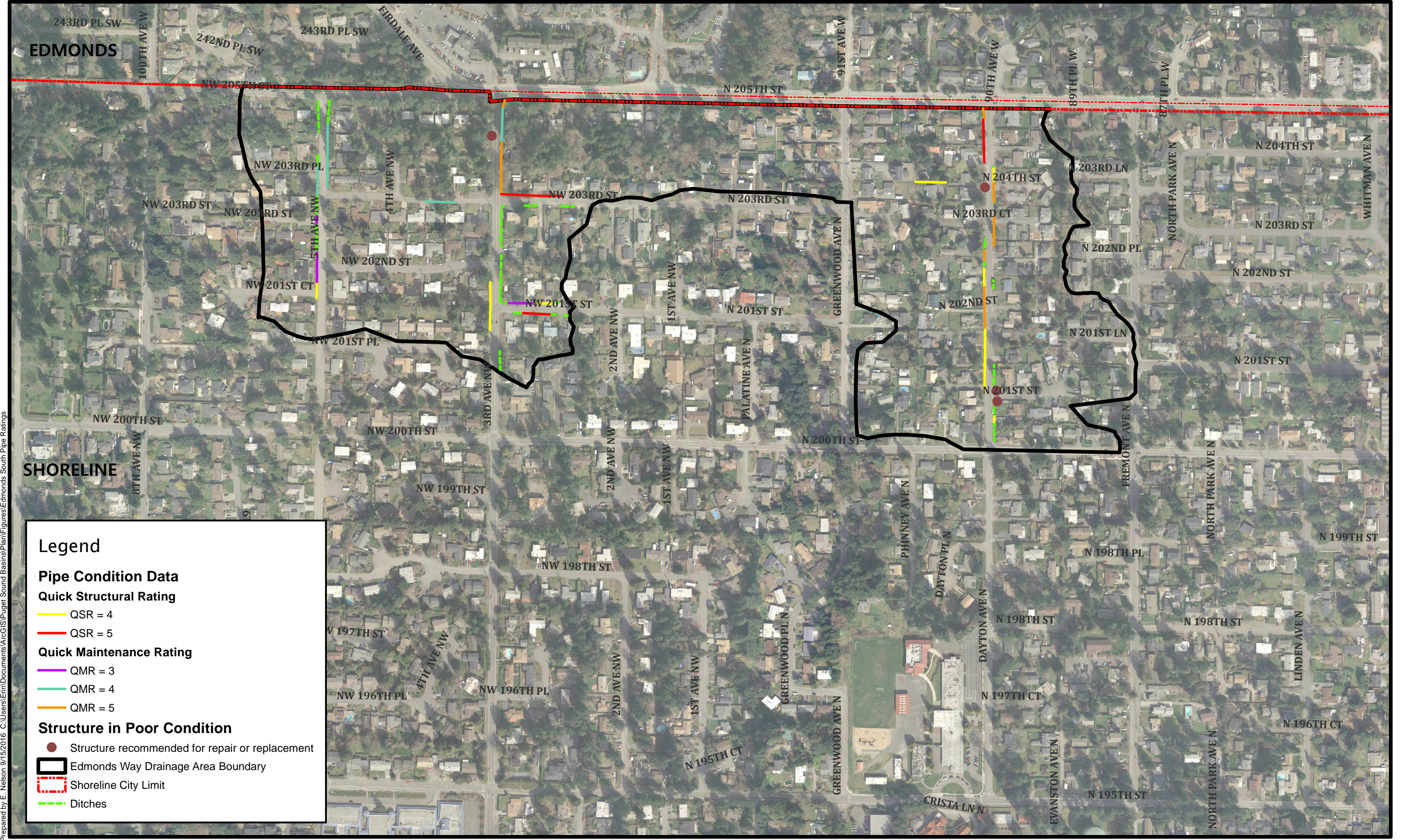
- QMR = 3 (Purple line)
- QMR = 4 (Green line)

Drainage Area Boundaries

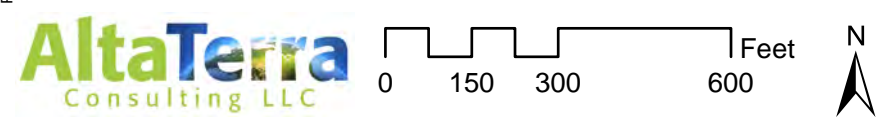
- Bitter Lake Drainage Area Boundary (Red outline)
- Seattle Golf Course Drainage Area Boundary (Black outline)
- Shoreline City Limit (Red dashed line)
- Ditches (Green dashed line)

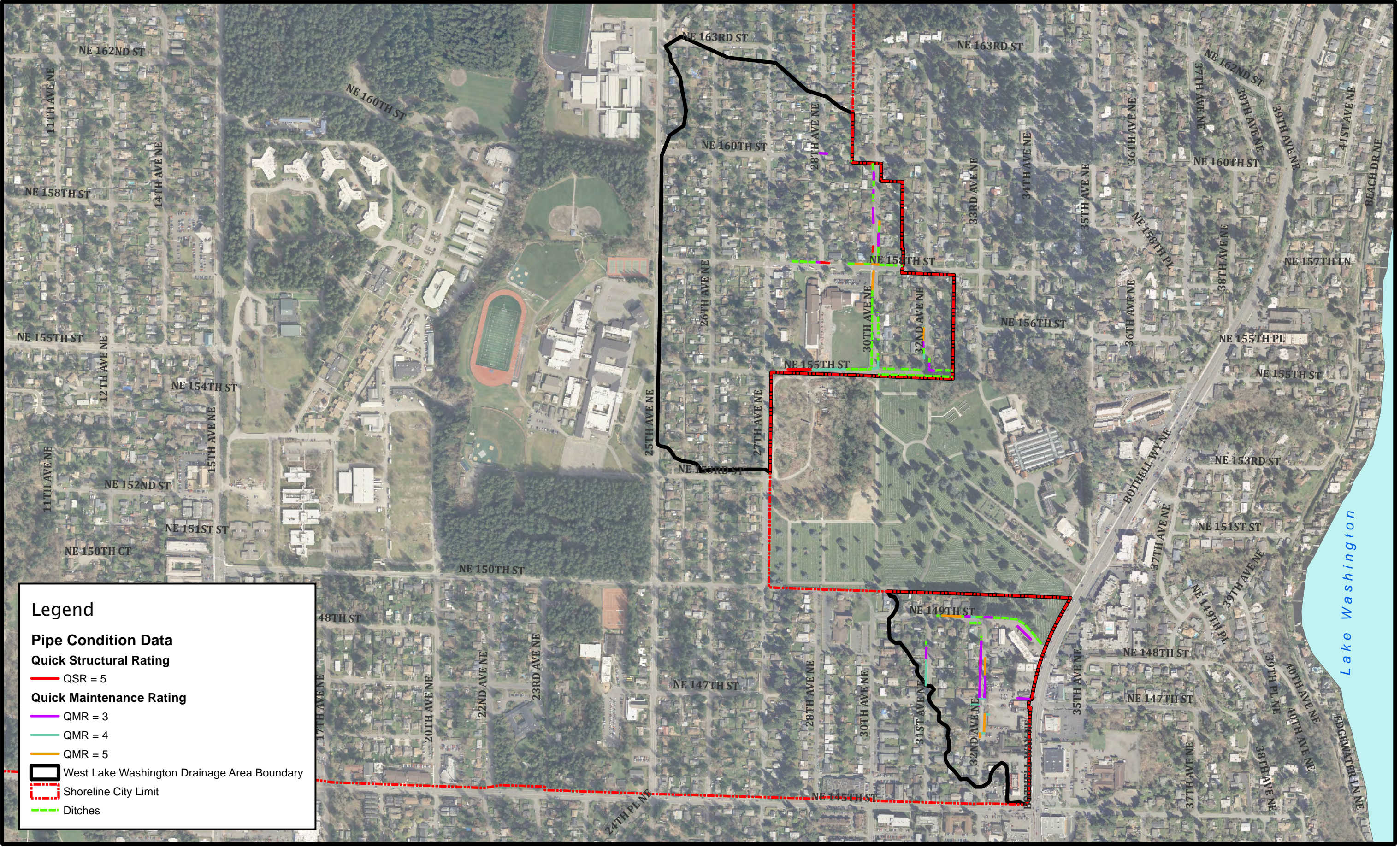
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Legend

Pipe Condition Data

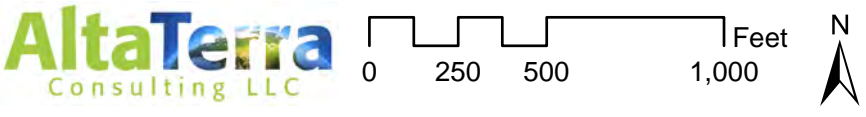
Quick Structural Rating

- QSR = 5

Quick Maintenance Rating

- QMR = 3
- QMR = 4
- QMR = 5

- West Lake Washington Drainage Area Boundary
- Shoreline City Limit
- Ditches



Attachment C-7. West Lake Washington Basin Drainage Area Pipe Ratings

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Prepared by E. Nelson 8/31/2016 C:\Users\Elin\Documents\ArcGIS\Puget Sound Basins Capital Project Locations

