



AGENDA

SHORELINE CITY COUNCIL SPECIAL MEETING

Monday, November 16, 2015
5:45 p.m.

Conference Room 303 · Shoreline City Hall
17500 Midvale Avenue North

1. Joint Meeting with the Planning Commission

- Welcome, Introductions, Confirm Agenda 5:45 p.m.
- 145th Subarea Plan and Code Implementation
- Enhance Permit Process
- Public Participation Plan
- Areas of Interest to the Planning Commission
- Upcoming Expiration of Commission Terms
- Adjourn 6:45 p.m.

Attending

City of Shoreline Planning Commission

Chair Keith Scully
Vice-Chair Easton Craft
Commissioner Jack Malek
Commissioner David Maul
Commissioner Bill Montero
Commissioner Donna Moss
Commissioner Laura Mork

City of Shoreline City Council

Mayor Shari Winstead
Deputy Mayor Chris Eggen
Councilmember Will Hall
Councilmember Doris McConnell
Councilmember Keith McGlashan
Councilmember Chris Roberts
Councilmember Jesse Salomon

City Staff

Debbie Tarry, City Manager
John Norris, Assistant City Manager
Rachael Markle, Planning & Community Development Director
Paul Cohen, Planning Manager
Steve Szafran, Senior Planner

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>.



Memorandum

DATE: November 16, 2015

TO: Shoreline City Council and Planning Commission

FROM: Rachael Markle, AICP, Planning & Community Development
Paul Cohen, Planning Manager
Steve Szafran, Senior Planner

RE: Joint Meeting to Discuss 2016 Topics and Workplan

CC: Debbie Tarry, City Manager
John Norris, Assistant City Manager

Introduction

The purpose of this dinner meeting is for the Council and Commission to discuss the joint topics of the 2016 City Workplan, emerging issues, and Commission term expirations. Below are several areas where the Council's goals and action steps transect with the roles and responsibilities of the Planning Commission.

2016 Workplan

1. 145th Subarea Plan and Code Implementation

Key Dates:

May 2013: City kicks-off Subarea Planning for both stations

July through September 2013: Five (5) Visioning Events for Subarea Planning

March 2014: City selects consultant to develop 145th Street Station Subarea Plan

May and June 2014: City conduct series of Design Workshops, Part I where community brainstorms about neighborhood character, amenities, and design

November 2014: Council selects zoning scenarios to be studied in Draft EIS

January 2015: Draft EIS is published and presented to the community

February 2015: Planning Commission recommends to postpone the selection of a Preferred Alternative, EIS analysis, and potential zoning and regulations until completion of 145th Corridor Study

March 2015: Council unanimously concurs with Planning Commission recommendation to postpone Subarea Planning until completion of 145th Corridor Study

February 2016: Anticipated completion of 145th Corridor Study

Fall/Winter 2016: Current anticipated adoption of Subarea Plan and Development Code.

Is there new direction for staff and the Planning Commission on the zoning scenarios, public process, and Development Code?

2. Enhance Permit Process

Over the past year the Planning & Community Development Department has been working on greater review predictability, coordination, and process refinements. Planning has bi-monthly meetings with Public Works to discuss joint issues and collaborate on procedure or code changes to clarify roles and standards. We are now working with a consultant to review the City's permit fees to develop cost recovery recommendations as part of the 10-year Sustainability Strategy. The Council is also considering the purchase of a new permitting software system. The system will provide extensive on line capabilities for customers and ample opportunities for improving business practices and measuring success with data. *Does the City need other improvements to the permit review process to attract development?*

3. Public Participation Plan

At the October 17th public hearing on the 2015 Comprehensive Plan amendments, the Planning Commission discussed a written public comment related to the update of the Public Participation Plan. The comment proposed a change that would require a waiting period of 30 days before adopting ordinances that the Council substantively changes after the Planning Commission recommendation. The purpose of the delay would be to give time for citizens to understand the changes and respond back to Council.

Staff advised that it could result in a cycle of non-closure and could prevent a decision with finality. For example, if a 30 day comment window opens, what happens with those comments? Does Council incorporate them and open another 30 day window with the chance that the new comments substantially change the proposal - perpetuating the comment cycle?

Members of the Commission indicated that there was merit in providing additional time for the public to learn about and comment on substantive changes that occur after the public hearing, but was not certain as to the solution. The Commission did not recommend amending the Comprehensive Plan to include

such a delay, but would like to discuss the issue and possible solutions with the Council in 2016.

What are the thoughts of the Council on this suggestion to allow for a 30 day waiting period when Ordinances change significantly from the versions presented for the Public Hearing? Is there a role for the Planning Commission in potentially addressing this concern?

4. Areas of Interest to the Planning Commission.

The Planning Commission is interested in many topics related to new and ongoing work at the City. These topics include, but are not limited to:

- Planning for parks and a potential park impact fee in relation to the adoption of the 185th Street Station Subarea Plan – roles of PRCS Board & Planning Commission
- Next steps for the Shoreline Place in relation to 145th Street Corridor and stormwater management
- Regulation of micro housing
- Improving communications to residents and other interested parties
- Implementation of the City’s Sustainability Strategy
- The future of parking in Shoreline

Does the Council have any direction for the Planning Commission related to these or other topics?

5. Upcoming Expiration of Commission Terms

Terms of Commissioners Scully, Craft, Maul, and Montero expire in March 2016. Commissioner Scully will be vacating his seat as he was recently elected to the City Council. The other three commissioners can apply for reappointment. Staff will be putting together a timeline for the application and appointment process per the Council’s adopted policies.

Does the Council or Planning Commission have any specific considerations that staff should emphasize in the recruitment of applicants process?