



SHORELINE CITY COUNCIL SPECIAL MEETING

Monday, November 28, 2016
5:30 p.m.

Conference Room 303 · Shoreline City Hall
17500 Midvale Avenue North

JOINT MEETING WITH SHORELINE PLANNING COMMISSION

1. **CALL TO ORDER** 5:30 p.m.
2. Meeting Topics
 - Welcome, Introductions, Confirm Agenda
 - Successes from the last year
 - 2017 Workplan
 - Areas of Interest to the Planning Commission

3. **ADJOURNMENT** 6:45 p.m.

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 28, 2016

TO: City Council

FROM: Rachael Markle, Director, P&CD
Paul Cohen, Planning Manager, P&CD

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

RE: Discussion of P&CD Work Plan Projects for 2017

Now that City has adopted both station subarea plans, the staff has been looking toward the City work plan and discussing with the Planning Commission their ideas for other planning projects. There will be some projects that are implementations to the station area plans and we expect that there will eventually be some refinements to what was adopted. The City work plan has other projects that have been waiting for the station area plans to both be adopted.

Simultaneously, P&CD has been: processing an increased volume of development permits (processing over 1,900 permit to date in 2016); facilitating the annual amendment process for the Comprehensive Plan; amending the Development Code for critical areas, transitional encampments, Deep Green incentives, the 2016 “Batch” of code amendments; implementing a new permit tracking system (TrakiT) and responding to unexpected issues that emerged such as a moratorium on self-storage facilities. By mid-December, the Planning Commission will have made recommendations to Council on these amendments. You should expect them for your consideration between this December and early 2017.

P&CD’s 2017 Work Plan Projects

Other than the 2016 Comprehensive Plan and Development Code amendments that will take us into early 2017, staff recommends that the following items be included on the P&CD 2017 Work Plan: annual Comprehensive Plan docket; annual “Batch” of Development Code amendments; drafting Vegetation Management Plan (VMP) regulations (approved in 2016 budget); complete development of policies and procedures to implement and administer the City’s affordable housing program (approved in 2016 budget); complete the feasibility study for district energy in station areas and Shoreline

Place (approved in 2016 budget); and implementation of TrakiT (approved in 2016 budget).

Vegetation Management Plans (VMP) – This proposal was added to the 2016 City work plan and budgeted by Council including a commitment of \$24,000 from the Innis Arden Club to support this work. This project has not been started and has been moved to 2017. This project is intended to create a way to regulate large tracts of vegetated land to allow for ongoing and long term maintenance for places like the Innis Arden reserves while meeting the intent of the City’s critical area and tree regulations. Additionally, the VMP project would attempt to resolve conflicts between City regulations and the Innis Arden Club’s private covenants for view maintenance.

The project will include the research and analysis of VMP regulations from other jurisdictions; preparing draft VMP regulations for the City; and working with Innis Arden and other interested parties to refine the draft VMP regulations.

District Energy Recommendations – This project is a follow-up to the 2015 white paper, which was developed as part of the 145th Street Station Subarea Plan. The intent of examining district energy is to provide an alternative for natural gas heating systems in new construction, especially in areas of the city that are likely to redevelop in the foreseeable future (light rail station subareas, Town Center, and Shoreline Place). This feasibility study will examine various ownership mechanisms (public, private, or partnership), sources of heat/energy (geothermal, heat capture from sewer lines, and bio-mass), and determine whether or not the City should pursue any of these options. The study will focus on the 185th Street Station Subarea, but findings could be applied to other areas.

2017 Comprehensive Plan Docket – The annual project that will include several 2016 carry-over amendments related to the Richmond Beach Corridor Study and the Parks, Open Space and Recreation (PROS) plan.

2017 Development Code Amendment Batch – the annual project will include the usual corrections and amendments to clarify confusing or difficult to administer regulations. This batch will also include at least one privately initiated amendment related to the relaxation of residency requirements for Accessory Dwelling Units (ADUs).

Affordable Housing Administration – P&CD will assist Community Services to create a program to administer required affordable housing in the station subareas.

Forevergreen Website Update – This website was launched in 2012 based on a recommendation from the 2008 Environmental Sustainability Strategy. It needs to be updated to include a third set of data points for indicators, based on new Carbon Footprint analysis, as well as information from the 2013 Climate Action Plan and 2014 Carbon Wedge Analysis. To view the site and existing indicators, visit: www.shorelinewa.gov/forevergreen.

Optional Projects – The following are work plan concepts based on past inquiries or comments staff heard from Planning Commissioners or Councilmembers. If the Council is interested in adding any of the optional ideas for inclusion in the 2017 PCD Work Plan then we may need to determine if a substitution of work items would be necessary to ensure successful completion.

Micro-Housing – This topic was new several years ago when Seattle and eventually Shoreline began to see interest from developers to build this type of multifamily housing. Micro-housing is a cross between a dorm and studio apartments. The Planning Commission discussed revisiting this topic after the 185th and 145th Subarea Plans were adopted.

A typical model is comprised of single rooms with bathrooms and small kitchenettes situated around a common living and larger cooking space. The Development Code allows micro-housing though it does not call it out as a listed land use type. The Community College has been interested in this housing type for students especially its growing international student population. In the last year the city approved a micro-housing building that is being completed on Aurora Avenue and 170th. Adequate parking is the key issue with micro-housing. Since each bedroom is not a full dwelling unit, the Development Code does not have a parking standard. However, the City made a code interpretation that required .5 parking spaces per bedroom unit primarily because there are no side streets nearby to impact single family neighborhoods.

After Seattle initially experienced controversy and adjusted their Development Code to limit micro-housing to larger urban districts and away from single family neighborhoods, the topic seems to have died down.

Cottage Housing: The City removed cottage housing and its associated regulations from the Development Code effectively prohibiting this type of development. There has been interest from developers and members of the Planning Commission to revisit the City's regulations for cottage housing and perhaps reinstate this use in the Development Code.

Regulation of Tree Violations – The city regularly receives complaints and occasionally reports of tree removal in violation of the Development Code. In general, some residents are concerned that the City allows too many trees to be removed and that trees are being removed without adequate city supervision. Developers complain that the tree retention requirements make it difficult to develop and sometimes remove required trees during construction which is a violation of the Code. Correcting the problem after a violation takes time that involves CRT, site inspectors, planners, and sometimes the City Manager's Office. The City only has two inspectors and a hundred active permits at anyone time to cover Shoreline.

This problem is more apparent as Shoreline is going through a redevelopment era. Staff resources could be redirected to focus on improving regulations and inspection practices in relation to tree protection. The Planning Commission expressed interest in this topic at their annual Strategic Planning Workshop.

Planning Commission Topics Discussed

Staff met with the Planning Commission at their 2016-2017 Strategic Planning Workshop to discuss their annual letter to the Council (Attachment A) which includes further discussion of the topics that they are interested in for the City to pursue next year.



Shoreline Planning Commission

Easton Craft
Chair

William Montero
Vice Chair

Susan Chang

Jack Malek

David Maul

Laura Mork

Donna Thomas

November 28, 2016

Mayor Roberts and Members of the City Council:

The purpose of this letter is to summarize the Planning Commission's activities for the past year. Since our last annual report to the Council in April 2014, the Planning Commission has reviewed and advised the Council on several projects of note.

In terms of membership, as you know, this year has seen the resignation of Keith Scully, a valued Planning Commissioner and now Councilmember; the re-appointment of three long time Commissioners: Easton Craft (Chair), William Montero (Vice Chair), and David Maul; and the additions of Susan Chang and Laura Mork, who have added depth of experience and new perspectives to committee discussions.

Much like last year, this year has primarily been about light rail development in Shoreline including overarching policy, trees near light rail facilities, permitting for those facilities and consideration and review of the 145th Street Corridor Study and wetlands in the 145th Street Station Area. In addition to the aforementioned topics, the main focus has been the 145th Street Station subarea with over ten regular commission meetings and many more subcommittee meetings spent on discussion and analysis of this complex project. The commission is proud of the work that has gone into planning for the station subareas, and feels that they have done their best to accommodate anticipated future growth for the City of Shoreline. The commission firmly believes in the future of light rail as an important component of our regional transportation infrastructure and feels that its' implementation will bring opportunities for meeting additional goals for housing, biking/walking, place-making, and employment in Shoreline.

There were several other important topics that the Commission worked on this year in addition to light rail. The Critical Areas Ordinance update generated significant public comment and was adopted in December of 2015 after careful study and consideration by the Commission and Council. The 2016 Comprehensive Plan amendment Docket is scheduled to come before Commission in December and contains amendments relating to annexing 145th Street; exploring a Park Impact fee to support future park space in the station subareas and citywide; adjustments to the Point Wells Subarea Plan; and updates to land use policies (among other things). Development Code amendments have been considered throughout the year, and recently the Commission had worked on amendments relating to regulating homeless encampments within the City of Shoreline.



The Commission is looking forward to continue to work with staff in 2017 to:

- Develop a Vegetation Management Plan.
- Update the single family and multifamily development standard to enhance and protect neighborhoods.
- Address tree violations in our community.
- Explore alternative housing types across the changing demographics and population such as micro-housing, cottage housing and other alternatives.

Thank you for your support.

Sincerely,

Easton Craft, Planning Commission Chair