Council Meeting Date: March 27, 2000 **Agenda Item: 7(f)**

CITY COUNCIL AGENDA ITEM

CITY OF SHORELINE, WASHINGTON

AGENDA TITLE:	Resolution 163 adopting Connie King Scholarship Fund Policy and Procedures
DEPARTMENT:	Parks, Recreation and Cultural Services
PRESENTED BY:	Wendy Barry, Director

EXECUTIVE / COUNCIL SUMMARY

The purpose of this report is to obtain City Council approval of Resolution No. 163 adopting the Connie King Scholarship Fund Policy and Procedures that will be used to guide the City of Shoreline's Connie King scholarship program. Please see Attachment A: Resolution 163, and Attachment B: "Exhibit A", Connie King Scholarship Fund Policies and Procedures.

On March 6, your City Council reviewed the proposed Connie King Scholarship Fund for youth and family access to City recreation programs and provided consensus to staff to proceed with the Connie King scholarship program as presented.

The "Connie King Scholarship Fund" is established in honor of Connie King, the City of Shoreline's first mayor. This fund is being established in recognition of Connie King's tireless advocacy for youth in our community and her expressed interest in establishing a donation program to benefit public recreation services for families in the community.

The purpose of the Connie King Scholarship Fund is to provide a means for citizens and businesses to make donations to the City of Shoreline to benefit Parks, Recreation & Cultural Services (PRCS) programs. The funds that are donated will be used for scholarships for low and moderate income youth and adult citizens needing financial assistance to access and participate in City recreation programs. The number of scholarships available each year will be governed by available funds.

Eligibility and Benefits

Eligibility for a Connie King Scholarship will be based on the Department of Housing and Urban Development (HUD) low and moderate income guidelines. This is different from the City of Shoreline Recreation Scholarship Program where eligibility is limited to low-income youth and individuals with developmental and physical disabilities. Adults, as well as youth, will be eligible to receive Connie King Scholarships. Also, the income requirements are expanded to include moderate income as well as low income participants. As a result, the Connie King scholarships will be available to serve a

broader segment of the community than the City of Shoreline Recreation Scholarship Fund. Staff will continue to require proof of participation in one of the established assistance programs such as free or reduced lunch program, Head Start program, city, county or state subsidized day care, food stamps or other Department of Social and Health Services assistance or proof of income status. As is the case with the Recreation Scholarship Program, the application process will be streamlined to keep it easy to apply for scholarship funds and easy to administer.

Qualifying applicants will be eligible to receive the same level of benefit as the Recreation Scholarship Program. The scholarship recipient may use a maximum of $45 per quarter per participant towards the program of his or her choice during each of the four (4) seasonal sessions. Each Winter, Spring, Summer, and Fall, a new City PRCS Department *Recreation Guide* brochure is issued, which lists all of the programs offered that session. On the average, $45 usually allows one class or workshop for that individual for that session. Drop-in programs are excluded. Staff will solicit for optional contributions from the Scholarship Participants. This offers the optional opportunity for a potential participant to pay "what he/she can afford" toward a class or workshop. The applicant's response will not affect his or her scholarship eligibility.

The goal will be to accumulate enough funds to establish an endowment fund so there will be a dependable amount of funding for Connie King scholarships on an annual basis. Your Council expressed support for the establishment of an endowment fund. To date, $550 has been received and deposited. Staff will report back to your Council later in the year to provide you with a status report on the fund raising campaign. Staff will not distribute scholarships until after the initial fund raising campaign has been completed. This will allow time to evaluate the appropriate course of action regarding further fund raising activities and/or distribution of scholarships from the Connie King Scholarship Fund.

Distribution of scholarship funds will comply with City of Shoreline's Connie King Scholarship Policy and Procedures. The PRCS Department staff will be authorized to process scholarship requests and to distribute scholarship funds according to the established Connie King Scholarship Fund policy.

RECOMMENDATION

Staff recommends the City Council approve Resolution No. 163 adopting the Connie King Scholarship Fund Policies and Procedures.

Approved By: City Manager LB City Attorney

ATTACHMENTS

Attachment A: Resolution No. 162 adopting Connie King Scholarship Fund Policies and Procedures

Attachment B: "Exhibit A", Connie King Scholarship Fund Policies and Procedures

ATTACHMENT A

RESOLUTION NO. 163

A RESOLUTION OF THE CITY OF SHORELINE, WASHINGTON, ADOPTING THE CONNIE KING SCHOLARSHIP FUND POLICY AND PROCEDURES

WHEREAS, the City Council wishes to establish policies and procedures for the implementation of the City's Connie King Scholarship Fund Program;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SHORELINE, WASHINGTON AS FOLLOWS:

Section 1. Establishment of Policy and Procedures. The City Council hereby adopts those policies and procedures set forth in the Parks, Recreation and Cultural Services policy, "Connie King Scholarship Fund", a copy of said policy and procedures being attached hereto as "Exhibit A".

ADOPTED BY THE CITY COUNCIL ON MARCH 27, 2000.

_____
Mayor Scott Jepson

ATTEST:

_____
Sharon Mattioli, CMC
City Clerk

City of ShorelineCity of Shoreline
Parks Recreation and Cultural Services Department
Department Policies and Procedures

Title & Category	Code No.
CONNIE KING SCHOLARSHIP FUND Recreation Services	REC – 8
Department PARKS, RECREATION AND CULTURAL SERVICES	Effective Date:
Approved By:	

1.0 Purpose:

Scholarship Program Philosophy

The City of Shoreline wishes to make public recreation program opportunities available to all interested participants and recognizes that financial hardships may hinder the ability to pay recreation program fees. To accommodate these special needs, the City of Shoreline has established the Connie King Scholarship Fund.

This fund is being established in recognition of Connie King's tireless advocacy for youth in our community and her expressed interest in establishing a donation program to benefit public recreation services for families in the community.

The purpose of the Connie King Scholarship Fund is to provide a means for citizens and businesses to make donations to the City of Shoreline to benefit Parks, Recreation & Cultural Services (PRCS) programs. The funds that are donated will be used for scholarships for low and moderate-income citizens needing financial assistance to access and participate in City recreation programs.

2.0 Policy:

a. Eligibility

Any low-moderate income youth or adult meeting the low-moderate income guidelines established by HUD or who is eligible for Head Start, DSHS, public school free/reduced lunch, and/or related assistance program is eligible.

b. Proof

Complete the City of Shoreline Scholarship Application Form. Note eligibility requirements. For non public school-age programs, use Head Start, DSHS or related documentation for eligibility. Other appropriate documentation includes free/reduced lunch, Head Start and/or DSHS or proof of household income.

c. Amount

Based on funding availability, eligible participants may use up to $45.00 per quarter per participant for Recreation, Teen, or Aquatics or Specialized Recreation programs.

Based on funding availability, and upon the Parks, Recreation and Cultural Services Director's authorization, in the summer quarter, youth participants may use up to $90.00. (These funds may not be used for Skyhawk Sports Camps).

3.0 Procedure:

a. Registration Receptionist receives request for scholarship (either via phone, "in-person" or via referral from school or community agency).

- For phone inquiries, mail *Scholarship Application Form* to caller (including *Recreation Program Registration Form & Rec Guide*).
- No space can be held in a class until form is returned.
- For "in-person" requests, above-listed paperwork may be completed on-site.
- Registration receptionist asks participant if they wish to contribute any amount of payment for the class. This offers an optional opportunity for the potential scholarship recipient to pay "what he/she can afford". The individual's response will not affect his or her scholarship eligibility.

b. Registration Receptionist receives completed forms from applicant.

- Checks to assure they are filled out correctly.
- Checks to see if documentation guidelines are indicated. (Necessary documentation must be attached.)
- Registers participant for program. (Any payment received is recorded. The scholarship amount is recorded as if money was received, but the appropriate scholarship boxes need to be checked).

c. Paperwork/forms are forwarded to Administrative Assistant II for logging, tracking, recording, and totaling.

Council Meeting Date: March 27, 2000 **Agenda Item: 7(g)**

CITY COUNCIL AGENDA ITEM

CITY OF SHORELINE, WASHINGTON

AGENDA TITLE:	Resolution 164 Adopting Shoreline Parks Legacy Fund Policy and Procedures
DEPARTMENT:	Parks, Recreation and Cultural Services
PRESENTED BY:	Wendy Barry, Director

EXECUTIVE / COUNCIL SUMMARY

The purpose of this report is to obtain City Council approval of Resolution No. 164 adopting the Shoreline Parks Legacy Fund Policy and Procedures that will be used to guide the City of Shoreline's Park Legacy Fund program. Please see Attachment A: Resolution 164 and Attachment B: "Exhibit A", Shoreline Parks Legacy Fund Policies and Procedures.

On March 6, your City Council reviewed the proposed Shoreline Parks Legacy Fund and provided consensus to staff to proceed with Parks Legacy Fund as presented.

The purpose of the Shoreline Parks Legacy Fund is to provide a means for citizens and businesses to make monetary donations to the City of Shoreline to benefit Parks, Recreation & Cultural Services (PRCS) facilities, equipment and properties. The funds that are donated will be used to make park improvements, such as the addition of park benches, picnic tables and playground equipment.

A special program budget, titled "Shoreline Parks Legacy Fund," will be established in the Parks, Recreation and Cultural Services budget that will include revenue and expenditure accounts. Monetary donations received by the City of Shoreline are tax deductible and will not require the establishment of a 501(c)3 foundation or an ordinance to create a new fund. Donations will be receipted as tax deductible according to applicable laws and deposited in the "Shoreline Parks Legacy Fund" revenue account.

The PRCS and Finance Departments have established internal procedures and controls to ensure proper receipting, accounting and management of donated funds received for the City's two scholarship funds. The same procedures will apply to the "Shoreline Parks Legacy Fund. Staff at reception desks for various departments in the City will be trained to provide information about the program to the public and to accept donations. The PRCS Department will be the primary contact to provide the public with information.

Distribution of the "Shoreline Parks Legacy Fund" will comply with City of Shoreline Parks, Recreation and Open Space Plan and the Parks Maintenance Standards that were presented to your Council at your February 7 workshop, and applicable master plans. A menu of park improvements will be updated on an annual basis and approved by the PRCS Department.

The PRCS Department staff will be authorized to process donations and administer installation of the improvements. This reflects the current procedure used by the PRCS Department when individuals donate funds for memorial trees, benches and picnic tables for installation in the City's park system. The "Shoreline Parks Legacy Fund" will provide the vehicle to more clearly account for this type of donation and expenditure in the future.

The monetary donations received for park improvements may be used in the same year they are received. This addresses the "immediate gratification" that donors want to experience. The budget would reflect an estimate of anticipated donations to avoid the need for budget amendment. Funds will not be expended unless revenues are available. Over time, we will gain historical data to support estimates. Monies not expended in a given year will be carried over to the next year to ensure the funds are used for their intended purpose.

Staff will develop marketing materials to advertise the benefits of donating to the "Shoreline Parks Legacy Fund". A brochure similar to the Connie King Scholarship Fund brochure will be developed. Staff will also develop materials to ensure that donors receive appropriate documentation for tax purposes, as well as, a special thank you from the Mayor and City Council.

Other means to advertise the "Shoreline Parks Legacy Fund" will be utilized, including news releases, promotional activities with neighborhoods, PRCS quarterly "Recreation Guide", flyers/promotion at special events, seasonal promotions, PRCS Department Annual Report, City newsletter, and various recognition materials. Also, recognition of donors can be used to help raise awareness of the "Shoreline Parks Legacy Fund' and used to encourage donors to be "repeat donors" and others to donate to the fund for the first time.

A template for recognition and memorial plaques will be approved by the PRCS Department. Recognition and memorial plaques may be installed when requested by individuals and organizations. The cost of the memorial plaque will be included on the menu of items for public information. This program will not be used as a source for advertising of for-profit enterprises.

Donations of Property, Equipment and Art Work

Donations of property, equipment, art work, etc. are not intended to be covered by this fund and associated policies and procedures. These types of donations will continue to be subject to the review and recommendation of the Parks, Recreation and Cultural Services Advisory Committee, and ultimately, to the approval of your City Council.

RECOMMENDATION

Staff recommends the City Council approve Resolution No. 164 adopting the Shoreline Parks Legacy Fund Policies and Procedures.

Approved By: City Manager LB City Attorney

ATTACHMENTS

Attachment A: Resolution No. 164, adopting Shoreline Parks Legacy Fund Policies and Procedures

Attachment B: "Exhibit A", Shoreline Parks Legacy Fund Policies and Procedures

ATTACHMENT A

RESOLUTION NO. 164

A RESOLUTION OF THE CITY OF SHORELINE, WASHINGTON, ADOPTING THE SHORELINE PARKS LEGACY FUND POLICY AND PROCEDURES

WHEREAS, the City Council wishes to establish policies and procedures for the implementation of the City's "Parks Legacy Fund" Program;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SHORELINE, WASHINGTON AS FOLLOWS:

Section 1. Establishment of Policy and Procedures. The City Council hereby adopts policies and procedures set forth in the Parks, Recreation and Cultural Services policy "Shoreline Parks Legacy Fund", a copy of said policy and procedures being attached hereto as "Exhibit A".

ADOPTED BY THE CITY COUNCIL ON MARCH 27, 2000.

_____
Mayor Scott Jepson

ATTEST:

_____
Sharon Mattioli, CMC
City Clerk

City of ShorelineCity of Shoreline
Parks Recreation and Cultural Services Department
Department Policies and Procedures

Title & Category	Code No.
Shoreline Parks Legacy Fund Recreation Services	REC - 9
Department: PARKS, RECREATION AND CULTURAL SERVICES	Effective Date:
Approved By:	

1.0 Purpose:

SHORELINE PARKS LEGACY FUND PHILOSOPHY

The City of Shoreline wishes to make quality public recreation and park facilities available to all interested participants and park visitors. The City of Shoreline has limited resources and has established the Shoreline Parks Legacy Fund to provide a means for citizens and businesses to make donations to the City of Shoreline to benefit Parks, Recreation & Cultural Services (PRCS) facilities and park infrastructure. The funds that are donated will be used for park improvements, including, but not limited to, picnic tables, benches, trees, etc.

2.0 Policy:

a. ELIGIBLE DONORS

- The City of Shoreline will accept donations from any citizen or organizations.

b. IMPROVEMENTS

- Donors may select the type of park improvement from a menu of features provided by the Parks Department.

- The menu of park features will be updated annually and reviewed by the Parks, Recreation and Cultural Services Advisory Committee. It will include items such as park benches, picnic tables, trees, rest stations along linear trails, park signs, kiosks, and play equipment and their costs.

- All improvements will comply with the Parks, Recreation and Open Space Plan, and with Park Maintenance Standards, and applicable master plans.

c. RECOGNITION AND MEMORIAL PLAQUES

- A standard template for recognition and memorial plaques will be approved by the Parks, Recreation and Cultural Services Department.
- Recognition and memorial plaques may be installed when requested. The donor will pay for the cost of the memorial plaque.
- Plaques will not be used as a source for advertising of for-profit enterprises.

3.0 Procedure

a. Department representative receives notice of potential donation (either via phone, "in-person" or in response to marketing flyers and efforts).

b. Department representative contacts donor to verify the amount of donation and assist the donor in completing donation forms.

c. Department representative collects donation funds and checks to ensure they are filled out correctly.

d. Paperwork/forms are forwarded to Administrative Assistant II for logging, tracking, recording, and totaling.

e. Copy of donation form is provided to the Parks Maintenance Superintendent.

f. Park Maintenance Superintendent is responsible for coordination of purchase of materials, equipment and installation of donated feature(s).

g. Department will send thank you letter with appropriate receipt and verification for tax purposes to the donor.

Council Meeting Date: March 27, 2000 **Agenda Item: 7(h)**

CITY COUNCIL AGENDA ITEM
CITY OF SHORELINE, WASHINGTON

AGENDA TITLE:	Authorization for City Manager to Enter into a Contract Between the City of Shoreline and Skyhawks, Not to Exceed $52,000 to Provide Sports Camps
DEPARTMENT:	Parks, Recreation and Cultural Services
PRESENTED BY:	Wendy Barry, Director

EXECUTIVE / COUNCIL SUMMARY

Last fall, your Council approved the 2000 Parks, Recreation and Cultural Services budget including $52,000 in professional services for Skyhawks to provide summer youth sports camps. Your Council is required to approve contracts in excess of $25,000.

The City of Shoreline began contracting with the Skyhawks in 1997. A total of seven sports camps were offered to Shoreline youth in 1997. The contract was increased to provide eight sports camps in 1998 and 12 sports camps in 1999. Fourteen sports camps are planned for 2000.

The Skyhawks has an excellent reputation for providing high quality sports programs in our community. The contract with the Skyhawks requires them to provide instructional staff, supplies, and specialized equipment for each camp. This reduces the start-up costs, capital costs, as well as supervision and overhead costs to the City. It also allows Shoreline youth to access a broader offering of camps than would otherwise be practical or feasible for the City to provide.

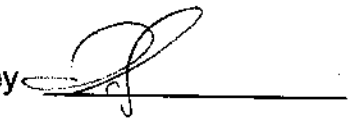
The response to the Skyhawks camps has been very positive. The camps have proven to be very popular, serving 373 children in 1997, 444 in 1998 and 580 in 1999. Summer sports camp program offerings will include golf, flag football, basketball, roller hockey, soccer and baseball camps. The After-School sports program provided in 1999 will be replaced by a sports camp during spring break in 2000.

The Department has sufficient staff resources available to register and to provide the necessary support services to this program. No additional programming staff will be necessary to support this program.

Program fees for Skyhawks Sports Camps were increased in 2000 to reflect increased costs. The revenues for this contracted program are projected at $60,378 and will exceed expenditures. The Skyhawks contract is structured to provide approximately 15% of all revenues collected to remain with the City. This is increased from 10% in 1999. This revenue will cover costs for support services, administration and supervision, plus a portion of overhead for the program.

RECOMMENDATION

Staff recommends that your Council authorize the City Manager to enter into a contract between the City of Shoreline and Skyhawks not to exceed $52,000 to provide sports camps for the City of Shoreline.

Approved By: City Manager City Attorney 

Council Meeting Date: March 27, 2000 **Agenda Item:** 7(i)

CITY COUNCIL AGENDA ITEM

CITY OF SHORELINE, WASHINGTON

AGENDA TITLE:	Approval of addendum with North Rehabilitation Facility for Landscape Services for an amount not to exceed $46,600.
DEPARTMENT:	Parks, Recreation and Cultural Services
PRESENTED BY:	Wendy Barry, Parks Director

EXECUTIVE / COUNCIL SUMMARY

The purpose of this report is to request your Council to authorize the City Manager to execute an addendum to the existing King County North Rehabilitation Facility (NRF) Contract for the City of Shoreline Public Works Department's landscape maintenance contract for the year 2000 for an amount not to exceed $46,600. This addendum will allow the Public Works and Parks Departments to be invoiced separately since each department manages it's own budget. The addendum will also allow for two separate NRF crews to be employed during the height of the growing season. This addendum will allow the Park Maintenance Division to utilize NRF crews to provide for the reclamation and maintenance of parkland.

On June 23, 1997, your Council approved a pilot program with NRF to provide landscape maintenance by hand mowing the planted areas of the right-of-way. The pilot program proved very successful and an entire year contract for both departments was approved on January 26, 1998 for $80,000. On December 14, 1998 your Council increased the combined amount to $100,000 for 1999 and provided the Park Maintenance Department with $20,000 for NRF's services in 1999.

Between May and August of 1999, NRF crews, under the direction of Staff, reclaimed an estimated 43 acres of parkland that had been overgrown with vegetation. This parkland reclamation effort significantly increased the passive-use areas of the City's parks. In addition, the work performed by NRF has the added benefit of reducing pesticide use on the City's public land by having having reclamation work performed by mechanical means instead of chemical. The NRF program included a five to six-person crew, supervisor, and equipment at a rate of $320.00 per day, compared to the estimated cost of a three-person County landscape crew providing the same services at $1,000 per day (including wages, benefits, equipment and administrative overhead).

NRF continues to be a financial asset to the City of Shoreline and it's citizens. The landscape services NRF provides add to the beauty and usability of the City's parks.

RECOMMENDATION

Staff recommends that your Council authorize the City Manager to execute an addendum to the Public Works NRF Contract for 2000 landscape services to support the Parks, Recreation and Cultural Services. This contract amount is not to exceed $46,600.

Approved By: City Manager LB City Attorney

City Council Meeting Date: March 27, 2000 **Agenda Item: 8(a)**

CITY COUNCIL AGENDA ITEM
CITY OF SHORELINE, WASHINGTON

AGENDA TITLE:	Adoption of Ordinance No. 231, Rezone of Property Owned by Shoreline Fire Department from Regional Business (RB), Residential 48-Units per Acre (R-48), and Residential 12-Units per Acre (R-12) to Community Business (CB) File # 1999-01820 Decision on Special Use Permit File # 1999-01821 Property is Located at 17525 Aurora Avenue N.
DEPARTMENT:	Planning and Development Services
PRESENTED BY:	Tim Stewart, Director Paul MacCready, Planner II

EXECUTIVE/COUNCIL SUMMARY

The decision before your Council is approval of Ordinance No. 231 (Attachment I) for a reclassification of properties (rezone) proposed by the Shoreline Fire Department. If approved, the properties located at 17525 Aurora Avenue N. would be reclassified from Regional Business, Residential-48 units/acre and Residential-12 units/acre to Community Business (See Attachment I, Exhibit C for a zoning map.) The rezone would be consistent with the adopted Comprehensive Plan which designates the land as Community Business and Public Facilities (Attachment VI).

In addition to the rezone, the decision to grant a Special Use Permit to expand the Fire Department's existing Administrative and Training Center is before your Council. Although processed concurrently, these are separate applications and therefore require separate actions by your Council.

Both applications were determined to be complete on November 3, 1999. A SEPA Mitigated Determination of Non-Significance was issued January 7, 2000. No appeals were filed. A combined public hearing before the Planning Commission was opened and closed on, September 20, 2000. Two new exhibits were submitted by the applicant at the hearing.

The Planning Commission Findings and Recommendations to the City Council (Attachment I, Exhibit A) contains findings of fact and conclusions considered by the Planning Commission. By a vote of 6 - 3, the Planning Commission recommended approval of both the Zoning Reclassification and the Special Use Permit subject to

conditions (Attachment I, Exhibit D). No public testimony was heard during the Public Hearing. The minutes are included for your reference (Attachment VII).

Your Council is the final decision making authority for approval or denial of the proposed actions. An open record public hearing was previously conducted before the Planning Commission, therefore your Council's review must be based upon the written record. No new testimony may be heard.

RECOMMENDATION

Both the Planning Commission and Staff recommend that your Council adopt Ordinance No. 231 approving the Reclassification of Property of the subject property, and grant a Special Use Permit to the Shoreline Fire Department to expand their Administrative and Training Center, subject to conditions provided in Exhibit C of the ordinance.

Approved By: City Manager _____ City Attorney _____

ATTACHMENTS

Attachment I	Ordinance No. 231, Including Exhibits
Exhibit A	Planning Commission Findings and Recommendations
Exhibit B	Legal Description Of Property
Exhibit C	Zoning Map Amendment
Exhibit D	Special Use Conditions
Attachment D-1	SEPA Threshold Mitigated Determination of Non-Significance
Attachment II	Application Form And Affidavit
Attachment III	Vicinity Map
Attachment IV	Site Plan
Attachment V	Building Elevations
Attachment VI	Comprehensive Plan Land Use Designation Map
Attachment VII	Planning Commission Minutes, January 20, 2000

ORDINANCE NO. 231

AN ORDINANCE OF THE CITY OF SHORELINE, WASHINGTON AMENDING THE CITY'S ZONING MAP TO CHANGE THE ZONING OF A PARCEL LOCATED AT 17525 AURORA AVENUE N. FROM REGIONAL BUSINESS, RESIDENTIAL 48-UNITS PER ACRE, AND RESIDENTIAL 12-UNITS PER ACRE TO COMMUNITY BUSINESS AND TO GRANT A SPECIAL USE PERMIT TO SHORELINE FIRE DEPARTMENT FOR AN ADMINISTRATION AND TRAINING CENTER.

WHEREAS, the subject property, located at 17525 Aurora Avenue N., is designated on the Comprehensive Plan Map as Community Business and Public Facilities; and

WHEREAS, the owner of the property has applied to rezone the above property from RB, R-48, and R-12, to CB. The Planning Commission considered the application for zone reclassification at a public hearing on January 20, 2000, and has recommended approval; and

WHEREAS, the Shoreline Fire Department has applied for a special use permit to allow the expansion and redevelopment of their existing administrative and training center. The Planning Commission considered the special use permit application at a public hearing on January 20, 2000, and has recommended approval with conditions, as described in Exhibit C; and

WHEREAS, the City Council reviewed the recommendations of the Planning Commission and determined that the proposed zoning map amendment and special use permit should be approved to provide essential public facilities consistent with the State of Washington Growth Management Act (RCW Ch. 36.70A) and the City's Comprehensive Plan; now therefore,

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

Section 1. Findings. The Planning Commission's Findings of Fact and Conclusions set forth in Exhibit A, attached hereto, approving the zoning reclassification and special use permit for the parcels described in Exhibit B are hereby adopted.

Section 2. Amendment to Zoning Map. The official zoning map of the City of Shoreline adopted by Ordinance No. 231, is hereby amended to change the zoning classification of those certain properties depicted in Exhibit C attached hereto, from RB, R-48, and R-12 to CB, as shown in Exhibit C.

Section 3. Special Use Permit. A Special Use Permit is hereby granted to Shoreline Fire Department for an administration and training center for those certain properties described in Exhibit E attached hereto, subject to conditions described in Exhibit D attached hereto.

Section 4. Severability. If any provision of this ordinance or the application of a provision to any person or circumstance, is declared invalid, then the remainder of this ordinance, or the application of such provision to other persons or circumstances, shall not be affected.

Section 5. Effective Date. This ordinance shall go into effect five days after passage and publication of the ordinance title as a summary.

PASSED BY THE CITY COUNCIL ON MARCH 27, 2000.

_____
Mayor Scott Jepsen

ATTEST:

APPROVED AS TO FORM:

_____
Sharon Mattioli
City Clerk

_____
Ian Sievers
City Attorney

Date of Publication: _____, 2000
Effective Date: _____, 2000

EXHIBIT A

Commission Meeting Date: January 20, 2000

PLANNING COMMISSION FINDINGS AND RECOMMENDATION

CITY OF SHORELINE, WASHINGTON

AGENDA TITLE:	SHORELINE FIRE DEPARTMENT ADMINISTRATIVE AND TRAINING CENTER SPECIAL USE PERMIT AND ZONING RECLASSIFICATION OF PROPERTY 17525 - Aurora Avenue NE File Nos. 1999-1820, 1999-1821

After reviewing and discussing the Reclassification of Property and Special Use Permit at a public hearing on January 20, 2000, and considering the testimony and written comments presented, the Shoreline Planning Commission makes the following Findings, Conclusions and Recommendations to the City Council.

I. PROPOSAL:

A special use permit that would allow the expansion and development of an administrative facility and training center for the Shoreline Fire Department is proposed for property located at 17525 Aurora Avenue N. This proposal also includes the zoning reclassification of three existing zones, Regional Business (RB), Residential 48-Units per Acre (R-48), and Residential 12-Units per Acre (R-12), to Community Business (CB).

Brian Harris, of TCA Architecture and Planning (9311 SE 36th St., Suite 220, Mercer Island, WA 98040-3741), acting as agent for the Fire Department, submitted the application on October 6, 1999. The City determined the application to be complete on November 3, 1999.

The optional Determination of Non-Significance (DNS) process was used for this project. A preliminary Mitigated Determination of Non-Significance (MDNS) was issued on December 7, 1999. No letters were received during the public comment period, which ended December 23, 1999. A final MDNS was issued and no appeals were filed. The City expects to issue a Final Mitigated Determination of Non-Significance with the project decisions. Details of the proposal include:

A. existing building, which houses administrative and support staff, to be demolished and replaced by a two-story 22,500 square foot masonry building with metal accent panels and a metal roof,
B. height of the new structure to be 35 feet high,
C. pedestrian entry plaza facing Aurora Avenue,
D. other architectural elements to comply with Aurora Corridor Special District Overlay development standards; such as awnings, parking to the side and rear, visually interesting façade, and more than half of Aurora frontage occupied by the building
E. a two bay vehicle maintenance facility,
F. 414 square foot addition to 1,648 square foot existing tower in drill area,

G. total site area equals 96,313 square feet; proposed impervious surfaces equals 68,861 square feet (71% of total); proposed building footprints equal 17,962 square feet, including training tower (19% of total),

H. 45 stall parking lot, 33 stalls for public use,

I. public vehicular access accommodated by two 23-foot wide driveways to Aurora Avenue,

J. fire truck access to secured training and maintenance area to be provided from N. 175th Street,

K. on-site activities to include administrative functions, interior and exterior training, fire prevention, vehicle maintenance, public meetings, and an emergency operations center,

L. 17 employees to work at the facility, primarily between the hours of 7:00 a.m. and 5:00 p.m., and

M. 6 feet high acoustical fence integrated with landscaping to buffer adjacent apartments.

II. FINDINGS:

1. SITE

1.1 The subject property is 2.2 acres in area, approximately 70 percent impervious surface.

1.2 Demolition is proposed for two existing buildings on the site.

1.3 The training tower, now attached to the back of the primary building, will remain.

1.4 The site is flat, the steepest slope being only two percent.

1.5 The site is now comprised of two separate parcels; however, the Fire Department has begun the process of merging the lots.

2. NEIGHBORHOOD

2.1 The subject property is within the boundaries of the Aurora Corridor Special District Overlay.

2.2 A variety of land uses surround the site. High-density multi-family buildings are located directly west of the site. Kenny Easley Cadillac lies north of the property. A gas station/convenience store is sited on the corner of N. 175th Street and Aurora Avenue. Retail businesses are located across both Aurora and 175th Street. Shoreline High School is approximately 500 feet southwest of the subject property.

3. SPECIAL USE PERMIT CRITERIA

3.1 Section 18.44.050 of the Shoreline Municipal Code (SMC) specifies that a special use permit shall be granted by the City, only if the applicant demonstrates that the following criteria have been met:

a. The characteristics of the special use will not be unreasonably incompatible with the types of uses permitted in surrounding areas;

b. The special use will not materially endanger the health, safety and welfare of the community;

c. The special use is such that pedestrian and vehicular traffic associated with the use will not be hazardous or conflict with existing and anticipated traffic in the neighborhood;

d. The special use will be supported by adequate public facilities or services and will not adversely affect public services to the surrounding area or conditions can be established to mitigate adverse impacts;

e. The location, size and height of buildings, structures, walls and fences, and screening vegetation for the special use shall not hinder or discourage the appropriate development or use of neighboring properties; and

f. The special use is not in conflict with the policies of the comprehensive plan or the basic purposes of this title.

4. COMPREHENSIVE PLAN

4.1 The Shoreline Land Use Designation Map identifies the subject lot as Community Business and Public Facilities. All adjacent property is also designated Community Business. The proposed rezone would bring the site into compliance with the Comprehensive Plan's land use policies.

4.2 Fire stations and facilities are listed as an essential community public facility. The proposal complies with the Essential Public Facilities policies and would help the City meet its siting requirements as set forth in Washington State Growth Management Act and King County Countywide Planning Polices.

5. ZONING

5.1 The subject property is currently divided into three zones; Regional Business (RB), Residential-48 units per acre (R-48), and Residential-12 per acre units (R-12). Neither of the residential zones permit the location of public agency training facilities. Regional Business (RB), Community Business (CB), and Office (O) zones allow the use subject to a special use permit.

5.2 The Comprehensive Plan suggests CB and O as appropriate zoning classifications under the Community Business Land Use Designation. As the zone allowing the most intensive commercial uses, CB would be the only appropriate zoning classification for the subject property.

6. ISSUES

6.1 The proposed SEPA Mitigation Measures, relating to stormwater flow control and water quality, landscaping, and traffic and pedestrian safety, require landscaping, civil site plans and a traffic study to be submitted and approved prior to application of building permits. (Attachment B; Conditions, Exhibit 1).

6.2 Traffic and vehicular access. Staff has determined that in order to maintain safety for both pedestrian and vehicular traffic, a "right-in, right-out only" access to Aurora is essential.

6.3 Parking. Parking requirements are determined by the Director of Planning and Development Services. The proposed on-site parking to be provided to the public was determined to be adequate for the special use.

6.4 Architectural design standards. The proposal complies with all Aurora Corridor Overlay development standards that apply to this project, including: provision of a public plaza; building occupying over 50% of Aurora frontage; provision of parking beside and behind the building; provision for transparent glass for 50% of the street façade of the building; provision for an awning to protect pedestrians; and buffering of adjacent housing with landscaping and building orientation.

6.5 Setbacks. The Aurora Interim Design Guidelines require all structures to be setback a minimum of 65 feet from the centerline of the Aurora right-of-way.

6.6 Street frontage improvements. Street improvement standards for commercial streets require curb, gutter, eight foot wide sidewalk, and four foot wide landscaping strip, including street trees. Both N. 175th Street and Aurora Avenue frontage do not meet these standards. The placement of the curb in this area of the Aurora Corridor has not yet been determined, so

temporary landscaping and curb must be constructed. An eight foot sidewalk providing pedestrian access can be constructed along Aurora Avenue North. Easements are required for any portion of street improvements that encroach into the subject property.

6.7 Fencing and security needs. The Fire Department must fence their training and maintenance areas for security reasons. These areas are adjacent to public right-of-way and multi-family residential uses. All exterior fencing should be integrated with building and site design.

6.8 Garbage and recyclables. All Garbage and recyclable collection areas should be enclosed by a structure of consistent architectural design as the primary building in order to not appear intrusive.

6.9 Installation of utilities. All utility lines serving the property, including but not limited to, electric, telephone, and cable, should be installed underground to enhance the general welfare of the community.

6.10 Water and sewer availability. A Certificate of Water Availability was received from Seattle Public Utilities indicating adequate water service can be provided. A Certificate of Sewer Availability was received from the Shoreline Wastewater Management District indicating sewer service was adequate for the project.

VI.CONCLUSIONS:

1. The Shoreline Fire Department special use meets all six criteria as specified in the Shoreline Municipal Code and is in conformance with the Shoreline Comprehensive Plan.
2. The zoning reclassification is in conformance with the Shoreline Comprehensive Plan and the Washington State Growth Management Act.
3. The proposal complies with the development standards and intent of the Aurora Corridor Special District Overlay.
4. The proposed development is an appropriate land use for the subject property and is consistent with the character of the neighborhood.
5. The proposal will provide adequate public facilities and services to the building and will not degrade the level of service provided to neighboring properties.
6. The proposed development will assist the City of Shoreline in meeting its public facilities targets to meet its obligation under the Growth Management Act.

V. RECOMMENDATION:

The Planning Commission recommends that the Special Use Permit be approved subject to conditions.

The Planning Commission recommends that the zoning Reclassification of Property be approved without conditions.

ATTACHMENTS:

I. Zoning Map Amendment

II. Conditions of Special Use Permit

Dan Kuhn 2/14/00

Dan Kuhn, Planning Commission Chair Date

SHORELINE TRAINING AND SUPPORT

EXHIBIT B

SHORELINE FIRE DEPTARTMENT
CITY OF SHORELINE

EXISTING LEGAL DESCRIPTIONS

PARCEL 1:

THE EAST 116 FEET OF LOTS 1, 2 AND 3 AND ALL OF LOTS 5 AND 6, BLOCK 1 AND TRACT A, BIBBY'S ADDITION, ACCORDING TO THE PLAT THEREOF, RECORDED IN VOLUME 30 OF PLATS, PAGE 4, IN KING COUNTY, WASHINGTON;
EXCEPT THE SOUTH 10 FEET OF TRACT A;

TOGETHER WITH THE EAST 12 FEET OF THE WEST 406 FEET OF THE SOUTH HALF OF THE SOUTH HALF OF THE SOUTHEAST QUARTER OF THE SOUTHEAST QUARTER OF THE NORTHWEST QUARTER OF SECTION 7, TOWNSHIP 26 NORTH, RANGE 4 EAST, WILLAMETTE MERIDIAN, IN KING COUNTY, WASHINGTON;
EXCEPT THE SOUTH 30 FEET THEREOF FOR NORTH 175TH STREET; AND

TOGETHER WITH THE EAST 85 FEET OF THE WEST 97 FEET OF THE SOUTH HALF OF THE EAST 2 ACRES OF THE SOUTH HALF OF THE SOUTHEAST QUARTER OF THE SOUTHEAST QUARTER OF THE NORTHWEST QUARTER OF SAID SECTION 7.
EXCEPT THE SOUTH 30 FEET THEREOF FOR NORTH 175TH STREET.

PARCEL 2:

THE NORTH 1/2 OF THE SOUTH 1/2 OF THE SOUTHEAST 1/4 OF THE SOUTHEAST 1/4 OF THE NORTHWEST 1/4 OF SECTION 7, TOWNSHIP 26 NORTH, RANGE 4 EAST W.M.;

EXCEPT THE WEST 394 FEET THEREOF;

AND EXCEPT PORTION THEREOF DEEDED TO KING COUNTY FOR AURORA AVENUE, BY DEED RECORDED UNDER KING COUNTY RECORDING NO. 2173660;

TOGETHER WITH THE SOUTH 100 FEET OF THE EAST 175 FEET OF THAT PORTION OF THE NORTH 1/2 OF THE SOUTHEAST 1/4 OF THE SOUTHEAST 1/4 OF THE NORTHWEST 1/4 OF SECTION 7, TOWNSHIP 26 NORTH, RANGE 4 EAST, W.M., LYING WEST OF AURORA AVENUE AND EAST OF LINDEN AVENUE.

SITUATE IN THE CITY OF SHORELINE, COUNTY OF KING, STATE OF WASHINGTON.

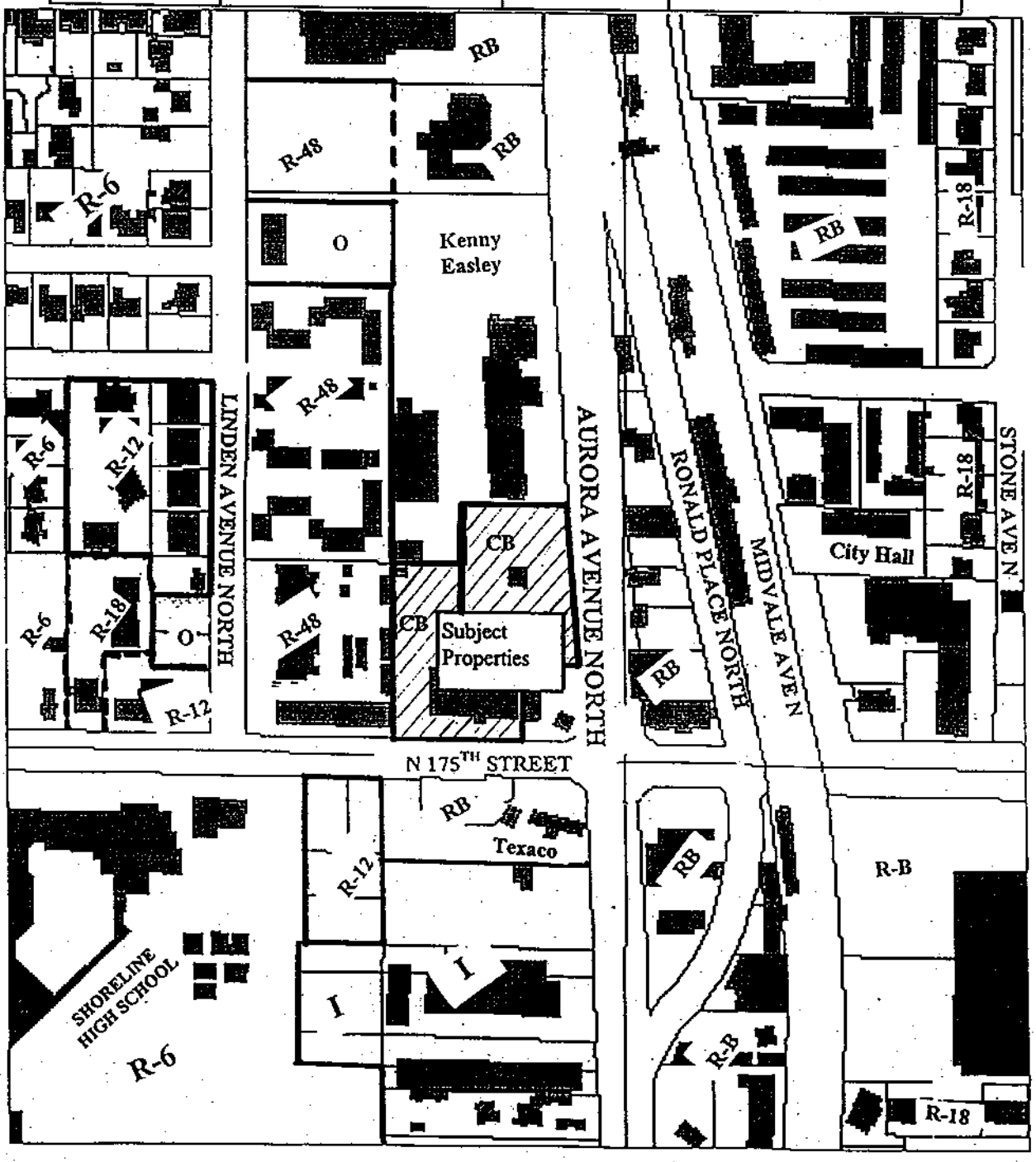
EXHIBIT C

ZONING MAP AMENDMENT

SHORELINE FIRE DEPARTMENT

17525 Aurora Avenue North

ZONING LEGEND			
ZONING KEY	DEFINITION	ZONING KEY	ZONING KEY
O	Office	R-18	Residential 18 Units Per Acre
RB	Regional Bussiness	R-48	Residential 48 Units Per Acre
R-6	Residential 6 Units Per Acre	I	Industrial
R-12	Residential 12 Units Per Acre		



These maps are a graphic representation of the proposal. Scale maps are available at the PADS office.

CONDITIONS OF SPECIAL USE PERMIT 1999-01821

The special use, Shoreline Fire Department Administrative and Training Center, is subject to the conditions recited herein as follow:

1. The project shall comply with all mitigation measures as specified in the Mitigated Determination of Non-Significance (MDNS), Attachment C-1.
2. The architectural design shall comply with the development standards specified in Shoreline Municipal Code Section 38.100.B for uses located within the boundaries of the Aurora Avenue Corridor Redevelopment District Overlay.
3. Frontage improvements:
   a. N. 175th Street shall be constructed to include curb, gutter, a four feet wide landscaping strip and an eight feet wide sidewalk. The landscaping strip shall include City approved street trees.
   b. An eight feet wide sidewalk along Aurora Avenue N. shall be constructed with the back edge of the sidewalk at 65 feet from the centerline of the right-of-way. A temporary curb and landscaping strip shall be installed after approval is received from the City.
   c. An easement shall be recorded for any frontage improvements that need to be constructed outside of right-of-way boundaries.
4. Vehicular access to Aurora Avenue shall be right in and right out only.
5. All structures shall setback a minimum of 65 feet from the centerline of the Aurora Avenue right-of-way. Awnings may encroach into the setback over the sidewalk to provide cover for pedestrians.
6. Garbage and recyclable collecting areas shall be enclosed within a structure that is consistent with the architectural design of the primary building.
7. All exterior fencing shall be integrated with the building and landscaping design. No chain link fences shall be constructed on the site.
8. All utility lines serving the project, including but not limited to, electric, telephone, and cable, shall be installed underground.

CITY OF SHORELINE

Planning and Development Services

17544 Midvale Avenue North
Shoreline, WA 98133-4921
(206) 546-1811 ♦ Fax (206) 546-8761

SEPA THRESHOLD DETERMINATION
MITIGATED DETERMINATION OF NONSIGNIFICANCE (MDNS)

SPECIAL USE PERMIT AND
RECLASSIFICATION OF PROPERTY (REZONE)

DESCRIPTION OF PROPOSAL:	**Special Use Permit to allow the expansion and development of a 22,500 square foot administrative facility and training center. The proposal also includes a two bay vehicle maintenance facility and a 45 stall parking lot. The three existing zones, Regional Business (RB), Residential 12-Units per Acre (R-12), and Residential 48-Units per Acre (R-48) are proposed to be rezoned to Community Business (CB).**
TOTAL AREA OF PROPERTY:	**2.2 Acres**
LOCATION OF PROPOSAL:	**17525 - Aurora Avenue N.**
PROJECT APPLICATION NUMBER:	**Special Use Permit 1999-01821, Rezone 1999-01820**
PROPOSED ZONING:	**Community Business (CB)**
CURRENT ZONING:	**Residential – 12 units per acre (R-12), Residential – 48 units per acre (R-48), Regional Business (RB)**
CURRENT COMPREHENSIVE PLAN LAND USE DESIGNATION:	**Community Business/ Public Facilities**
APPLICANT:	**Shoreline Fire Department**
DATE OF COMPLETE APPLICATION:	**November 3, 1998**
EFFECTIVE DATE OF NOTICE:	**January 7, 2000**
END OF APPEAL PERIOD:	**5:00 p.m., January 20, 2000**
PUBLIC HEARING	**7:00 p.m., January 20, 2000**

THRESHOLD DETERMINATION: Mitigated Determination of Nonsignificance (MDNS)
The City of Shoreline has determined that the proposal, as modified by the required mitigation measures, will not have a probable significant adverse impact on the environment and that an environmental impact statement is not required under RCW 43.21C.030(2)(c). This decision was made after review of the environmental checklist, site plans, building elevations, and other information on file with the lead agency. This information is available to the public upon request at no charge.

MITIGATION MEASURES:
The following mitigation measures and conditions are required to clarify and change the proposal in accordance with WAC 197-11-350:

1. Stormwater Flow Control and Water Quality
In order to mitigate the stormwater impacts of the proposal on the downstream portions of the Boeing Creek Drainage Basin, the applicant shall submit a downstream analysis, engineering calculations, and full plans that demonstrate at least Level 2 Flow Control for the proposed development. In addition, the applicant shall be required to submit materials that demonstrate how the stormwater management improvements will remove 80% of the total suspended solids for ninety-five percent of the annual average runoff volume from the site. The applicant will also be required to comply with the other core requirements outlined in the 1998 edition of the King County Surface Water Design Manual. All required stormwater management plans, analysis, and calculations shall be submitted prior to the application for a building permit.

2. Landscaping
In order to ensure that the proposed development is compatible with the surrounding neighborhood and planned future improvements to the area, the applicant shall submit a landscape plan prior to the application for a building permit. The landscape plan shall demonstrate appropriate frontage improvements along Aurora Ave and N. 175th Street as well as a substantial vegetative buffer between the project and the apartment complex to the west.

3. Traffic and Pedestrian Safety
In order to determine and mitigate the impacts of increased traffic generation from the project on the surrounding area, prior to the application for a building permit, the applicant shall submit a traffic study that includes trip generation and distribution data tailored to the project. The traffic study should include existing and proposed traffic counts, vehicle trip types, and estimated distribution for intersections that would be impacted by the project. In addition to capacity and congestion impacts, the study should focus on operations and safety concerns on roadway segments serving the site and at intersections that would be impacted by the facility. The applicant shall be required to make modifications to the proposed site design and provide or contribute to off-site improvements, as necessary, to address traffic and pedestrian safety impacts identified in the study. The City shall determine appropriate proportional mitigation based on the impacts identified.

PUBLIC COMMENT AND APPEAL:
This MDNS is issued under WAC 197-11-350. **There is no comment period for this MDNS (WAC 197-11-355(a)).** The optional DNS process in WAC 197-11-355 is being used. A Notice of Application (NOA) was issued for this project on December 8, 1999. The NOA stated that the lead agency intended to issue an MDNS for this project and identified proposed mitigation measures. The comment period for the NOA closed on December 23, 1999. No comments were received on this proposal.

Appeals of the grading permit or SEPA threshold determination must be received by the City Clerk's Office at 17544 Midvale Avenue North, Shoreline, WA 98133 by 5:00 p.m. on January 20, 2000. **Appeals must include a fee of $350.00 and must comply with the requirements of S.M.C. 16.45.030 and Resolution 130, Exhibit A, Section 7.** For more information about this project, please contact Paul MacCready, Project Manager, at 206.546.1249.

Anna Kolousek — 1-6-00
Anna Kolousek — Date
Assistant Director of Planning and Development Services
City of Shoreline

CITY OF SHORELINE

ATTACHMENT II

Planning and Development Services

APPLICATION FORM AND AFFIDAVIT

NOTE: Please fill out in ink. Application forms in pencil will not be accepted.

Project Type: TRAINING AND SUPPORT SERVICES BUILDINGS

Project Description: 22,500 S.F. TWO STORY ADMINISTRATIVE BUILDING FOR THE SHORELINE FIRE DEPARTMENT. Project Cost/Valuation: _____

Project Address: 1016 N. 175, SHORELINE, WA. 98133

(Please leave blank if address is not assigned. For multiple addresses, please list on separate sheet and attach.)

Parcel Number (i.e. Property Tax Account Number) NEW→TAX ID: 17525 AURORA AVE N. 072604-9065-02 TAX ID: 1016 N 175TH ST 072604-9162-04

Legal Description: SEE ATTACHED

(If more space is needed for description and/or if site includes multiple parcels, please list each parcel with its legal description on an attached sheet.)

Property Owner: SHORELINE FIRE DEPARTMENT

Address: 1016 N. 175 City SHORELINE State WA Zip 98133

Phone: Day (206)-546-5716 Evening (___)-____-_____

Owner's Authorized Agent: TCA ARCHITECTURE · PLANNING

Address: 9311 SE 36TH ST City MERCER ISLAND WA Zip 98040

Phone: Day (206)-232-8489 Evening (___)-____-_____

Name of Contractor: _____

Contact Person: _____ Phone: (___)-____-_____

Address: _____ City _____ State _____ Zip _____

Contractor's Registration # _____ Expires ___/___/___

Or, if the property owner is the builder, the owner agrees to comply with Washington State laws regarding contractor's registration.

Property Owner's Signature _____

I am/we are the property owner(s) or authorized agent of the property owner(s) and I/we certify under the laws of the State of Washington under penalty of perjury that the information furnished by the owner(s) or owner's agent in support of this permit application is true and correct. I certify that all applicable City of Shoreline codes and requirements for the work authorized by this permit, if issued, will be met.

Property Owner's Signature Joyce Brown, Adm Dir. Date Oct. 5, 1999

or

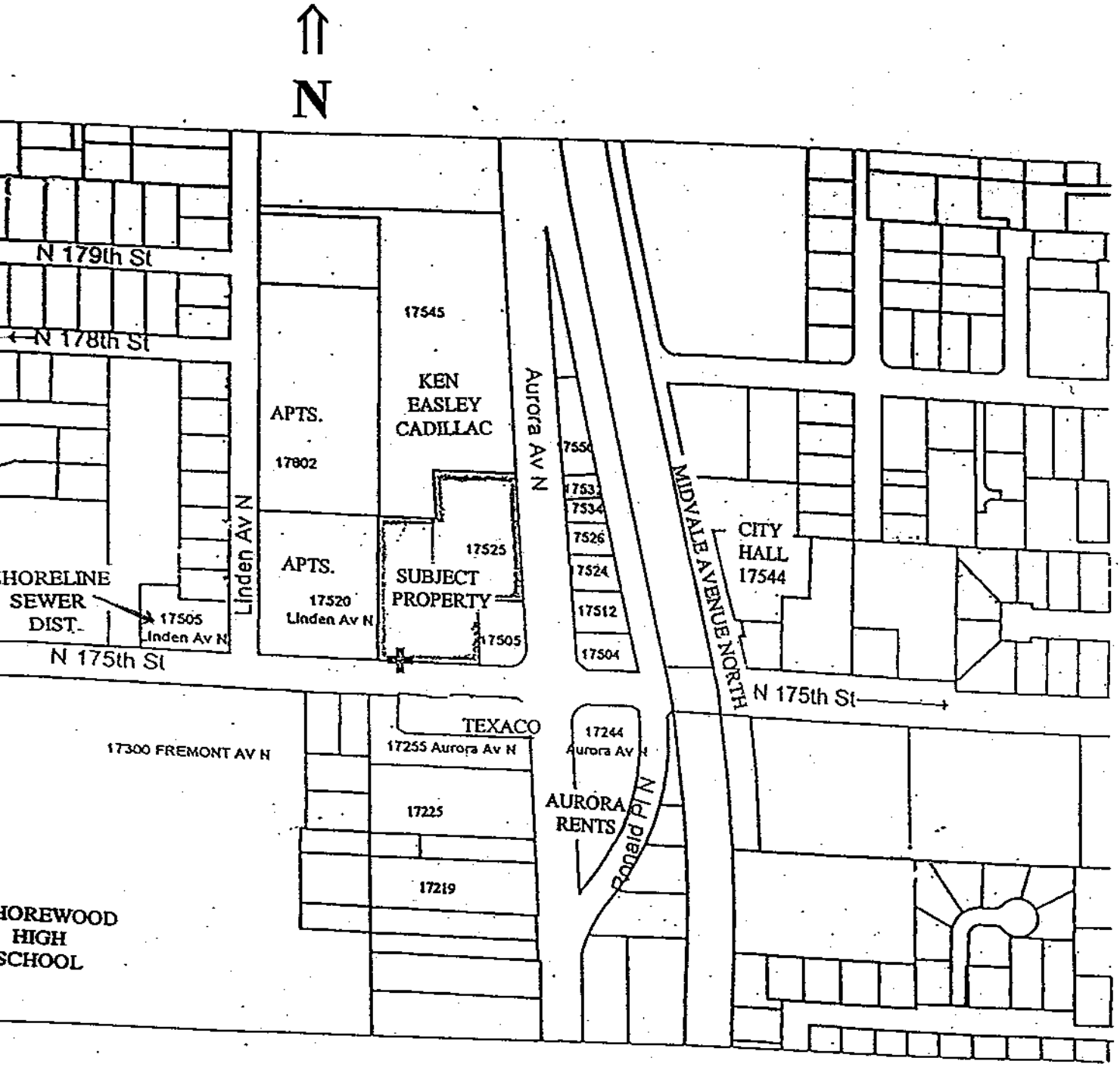
Authorized Agent's Signature _____ Date 9/30/99

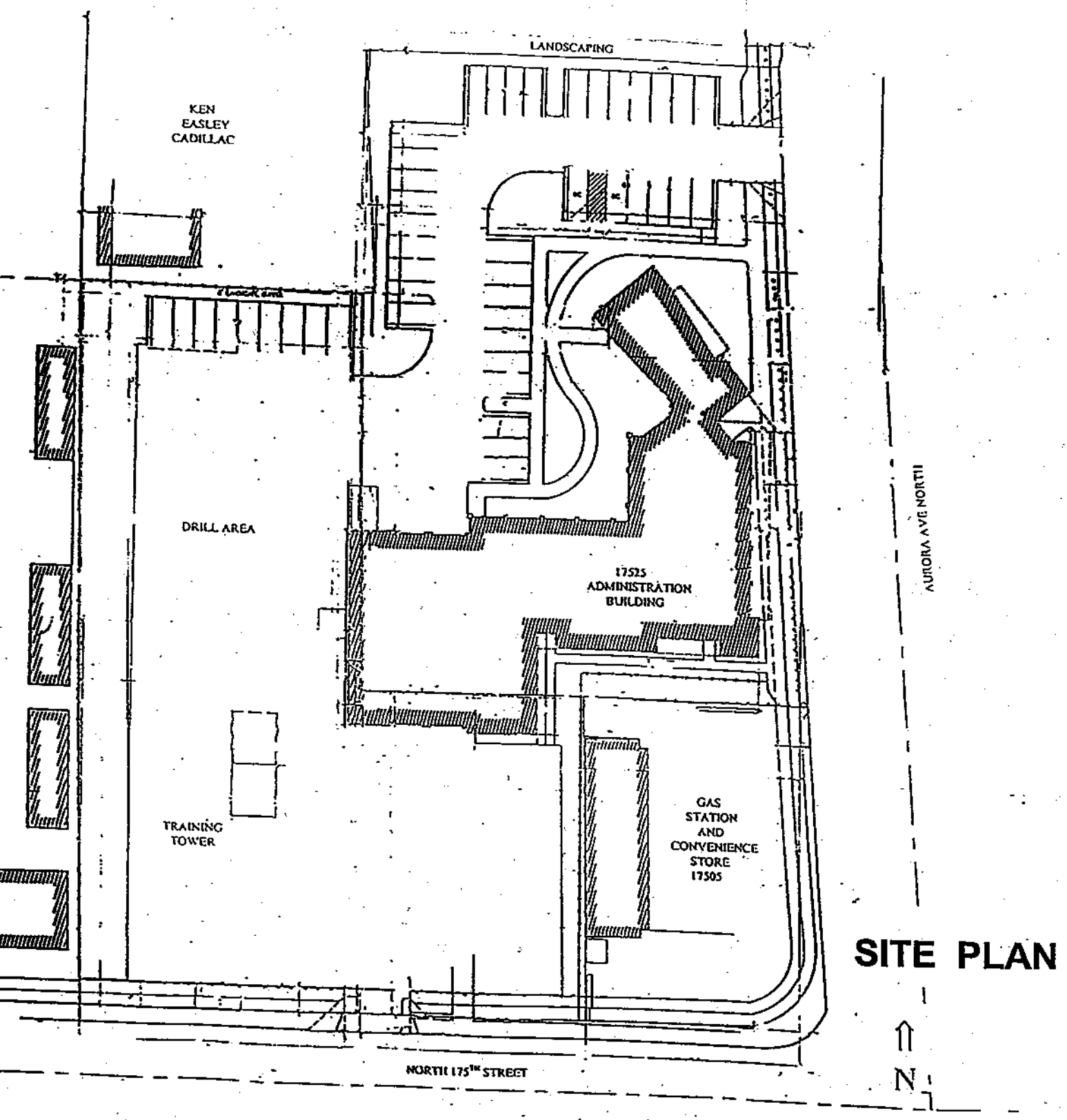
F:\DEPT\PADS\FORMS\Application forms.doc

revised 3/19/99

17544 Midvale Avenue North, Shoreline, Washington 98133-4921
Telephone (206)546-1811 Fax (206)546-8761 PDS@ci.shoreline.wa.us

VICINITY MAP

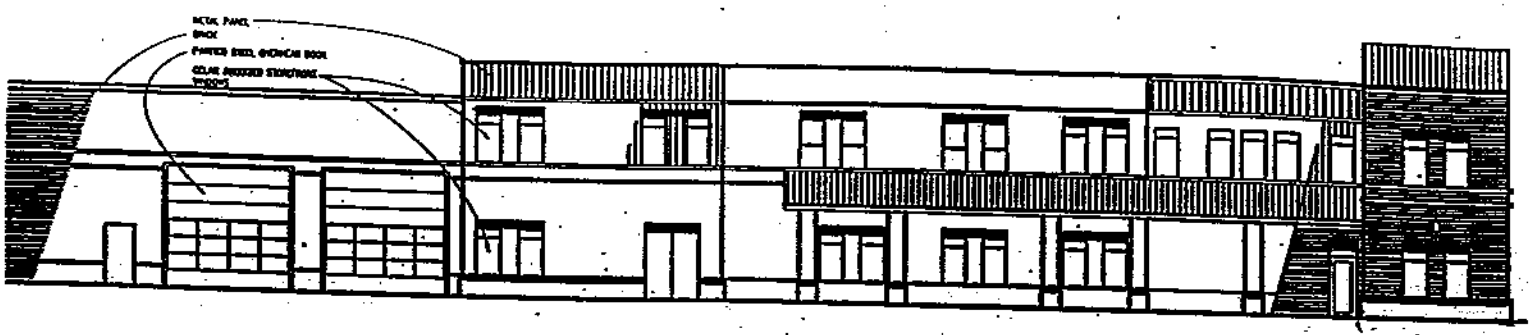



LANDSCAPING
KEN
EASLEY
CADILLAC
DRILL AREA
17525
ADMINISTRATION
BUILDING
AURORA AVE NORTH
TRAINING
TOWER
GAS
STATION
AND
CONVENIENCE
STORE
17505
NORTH 175TH STREET
N

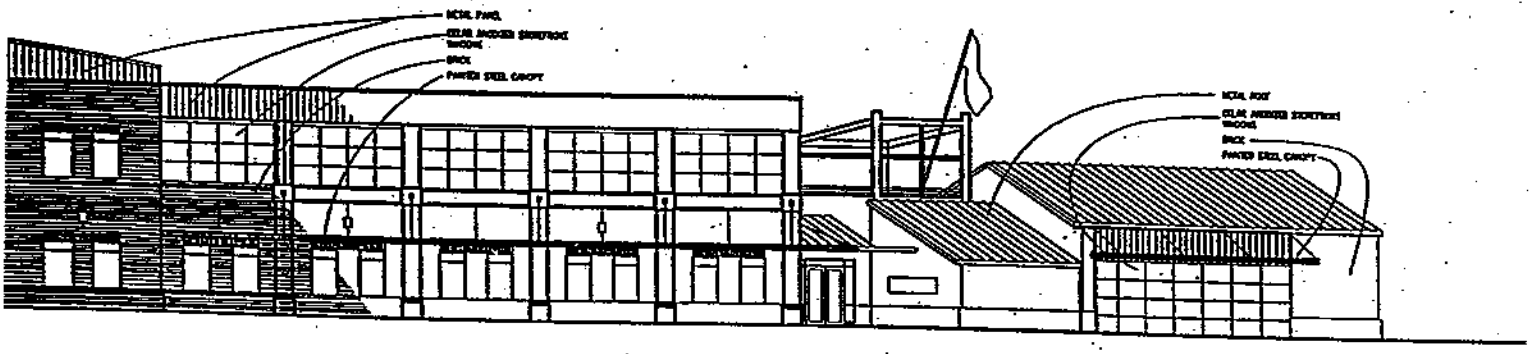
SITE PLAN

BUILDING ELEVATIONS

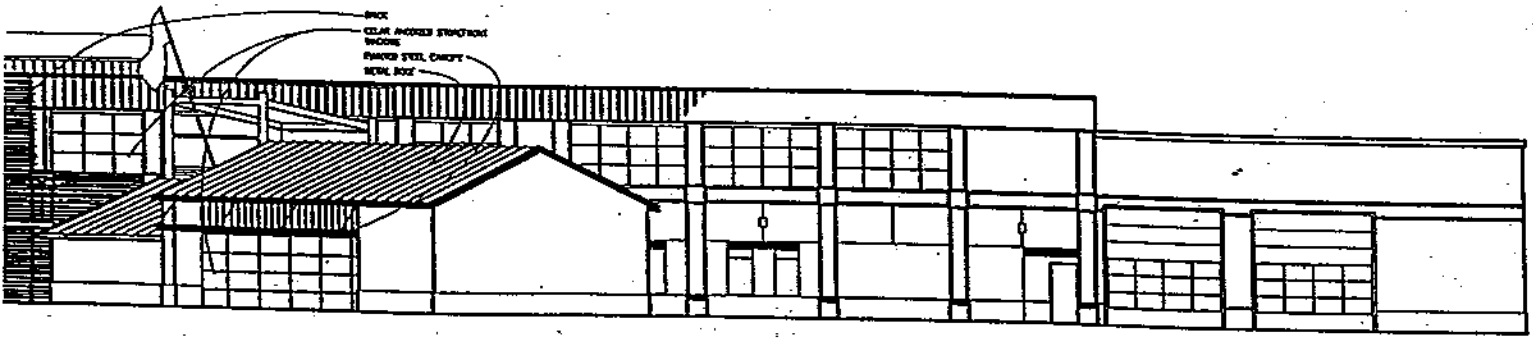
ATTACHMENT V



SOUTH ELEVATION

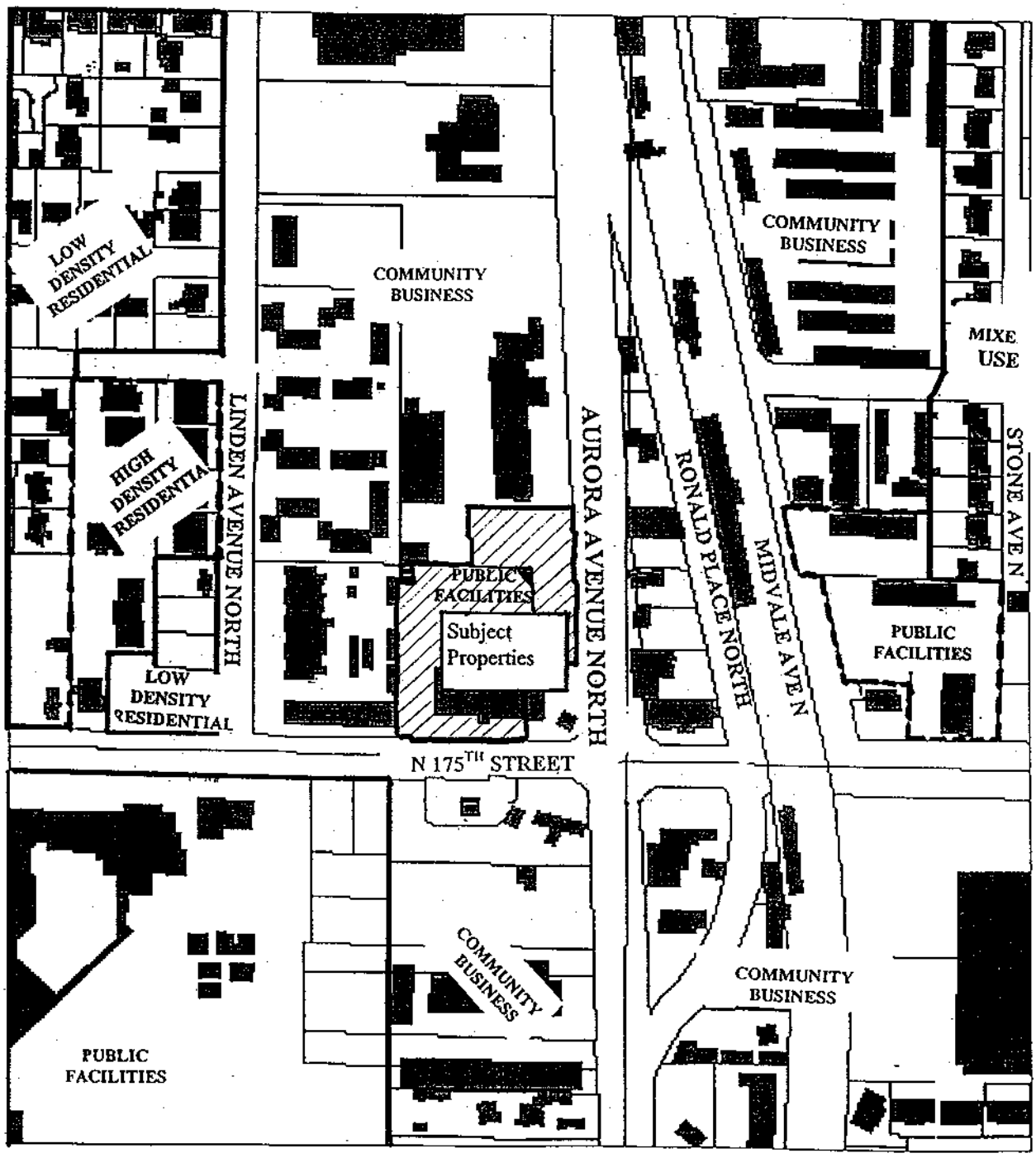


WEST ELEVATION



NORTH ELEVATION

COMPREHENSIVE PLAN
LAND USE DESIGNATION MAP
Shoreline Fire Department
17525 Aurora Avenue North



These maps are a graphic representation of the proposal. Scale maps are available at the PADS office.

These Minutes Approved
February 17, 2000

CITY OF SHORELINE

SHORELINE PLANNING COMMISSION
SUMMARY MINUTES OF REGULAR MEETING

January 20, 2000
7:00 P.M.

Shoreline Conference Center
Board Room

PRESENT
Chair Kuhn
Vice Chair Gabbert
Commissioner McAuliffe
Commissioner Monroe
Commissioner Marx
Commissioner Vadset
Commissioner Maloney
Commissioner Bradshaw
Commissioner Parker

STAFF PRESENT
Tim Stewart, Director, Shoreline Planning & Development Services
Paul MacCready, Planner, Planning & Development Services
Rachael Markle, Senior Planner, Planning & Development Services
Anna Koloušek, Assistant Dir., Planning and Development Services

1. CALL TO ORDER

The regular meeting was called to order at 7:00 p.m. by Chair Kuhn, who presided.

2. ROLL CALL

Upon roll call by the Commission Clerk, the following Commissioners were present: Chair Kuhn, Vice Chair Gabbert, McAuliffe, Monroe, Marx, Bradshaw, Maloney, Parker and Vadset.

3. APPROVAL OF AGENDA

No changes were made to the proposed agenda.

4. APPROVAL OF MINUTES

COMMISSIONER PARKER MOVED TO ACCEPT THE MINUTES OF JANUARY 6, 2000 AS SUBMITTED. COMMISSIONER BRADSHAW SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.

5. PUBLIC COMMENT

There was no one in the audience wishing to address the Commission during this portion of the meeting.

6. REPORTS OF COMMISSIONERS

There were no Commissioner reports.

7. STAFF REPORTS

Rachael Markle, Senior Planner, advised that ads were placed in *THE ENTERPRISE* and in *THE NORTHWEST ASIAN WEEKLY* to announce the Commission vacancies that will occur in March. Applications are due by February 14. Those Commissioners whose terms expire should receive a letter by tomorrow describing the process for seeking reappointment. A subcommittee of the City Council will review the applications and make a recommendation to the Council.

8. PUBLIC HEARING

a. Type C Action: Reclassification of Property for Fire Department Training Center and Special Use Permit

Chair Kuhn reviewed the rules and procedures for the public hearing. He reminded the Commissioners of the rules regarding the Doctrine of Appearance of Fairness and the legal requirement that Commission members disclose any communications they might have received regarding this issue outside of the hearing. None of the Commissioners indicated that they had received *ex parte* communications. There was also no one in the audience expressing a concern regarding *ex parte* communications.

Paul MacCready, Planner II, presented the staff report. He swore that his information would be true. He explained that the hearing is for two proposed Type C actions—a special use permit and a rezone—to allow the expansion of the Shoreline Fire Department's administrative and training center. He emphasized that each separate action requires a recommendation from the Commission to the Council. No written communications were received from the public during the public comment period.

Mr. MacCready advised that the proposal is to reclassify the existing three zones (regional business and two multi-family zones) to one zone (community business). This is necessary because the Shoreline Municipal Code specifies that public agency training facilities are not permitted in residential zones. He explained that the property currently has two Comprehensive Plan land use designations (community business (CB) and public facilities). The CB zone would allow the proposed use subject to a special use permit. Mr. MacCready emphasized that the proposal is not a contract rezone, and the CB zoning designation would allow retail, office, service and high-density residential uses. Staff has determined that the proposed reclassification of property would be in compliance with the Comprehensive Plan, and they recommend approval.

Mr. MacCready said the second request is related to the requirement in the Shoreline Municipal Code that any public agency training facility use must obtain a special use permit unless is it located within an industrial zone. He referred to the proposed conditions (Attachment B), which are an integral part of the use permit and must be considered by the Commission. He advised that the Code requires the City to grant a special use permit only if the applicant can demonstrate that the proposal meets all of the use criteria (Page 9 of the Staff Report) or can meet the criteria through imposed conditions. The proposed development would assist the City in meeting its obligation to site essential public facilities as required by the Growth Management Act. The staff finds that the applicant has demonstrated that the proposed

special use can meet the criteria and recommends approval of the special use permit subject to conditions.

Mr. MacCready introduced Brian Harris, TCA Architecture, who is the acting agent for the applicant. He deferred to him to discuss specific information about the project.

Chair Kuhn referred to proposed special use Condition 3a and pointed out that the street identification should be North 175th Street instead of Northeast 175th Street. (Page 15 of Staff Report). He also referred to Condition 6 regarding garbage and recycling collection locations and said he is unclear as to how this condition could be met. Mr. MacCready answered that this is a standard requirement for new development, and it has not been a problem in the past.

Vice Chair Gabbert said that he is not against the project, but he is against the expansion of a non-commercial use in a prime commercial area. With all of the resources available to the fire district, there must be other sites available that would have less impact to the viability of the commercial areas. Mr. Stewart explained that this is an essential public facility as defined by the Growth Management Act, and it is very important that the City provide a process and ability for siting these uses within the City. Staff feels the subject property would provide an opportunity to locate an essential public facility on a site that is in a central location. The Comprehensive Plan identifies part of the property as public facility, and the proposal is consistent with that land use designation. Commissioner Monroe and Vice Chair Gabbert inquired if other sites were considered for this use.

Commissioner Maloney said that when this project was first discussed, it was his understanding that the existing facility would be remodeled, but not expanded. He said he is also very concerned about the loss of commercial development opportunities that would occur as a result of the proposal. Commissioner Bradshaw agreed that since 175th and Aurora is the center of the City, it would be a shame to disallow businesses from occurring in that area.

Commissioner Bradshaw inquired why the staff did not demand that the traffic access the site from 175th. Mr. MacCready answered that the design standards for the Aurora overlay require that any new development must be located along Aurora. Because of that and the Fire Department's need to secure the training area, staff determined that it would be better to have the access from Aurora Avenue.

Chair Kuhn said he does not see that a lot of commercial business opportunities would be taken away by the proposed development because traffic must ingress and egress from Aurora Avenue in close proximity to a highly traveled intersection. He felt the proposed development would be a better use of the property than would commercial. Vice-Chair Gabbert pointed out that it is difficult for developers to assemble enough land to develop a viable commercial business in the City. The subject property is a sizable parcel on which commercial development could occur.

Brian Harris, TCA Architects, 9311 Southeast 36th Street, Mercer Island, presented on behalf of the applicant (the Fire Department). He provided Exhibits 1 and 2 for the record [Exhibit 1 is a preliminary landscape plan and Exhibit 2 is an elevations plan]. He swore to tell the truth. He emphasized that they have worked with various neighborhood groups and organizations to obtain input. The Fire Department's original plan was to locate two facilities (one in the north and one in the south), but there was considerable opposition to this plan because of the significant impact to the neighborhoods. A

decision was made, through a citizens advisory committee, to isolate the administrative and training functions from the actual fire stations.

Mr. Harris said the project includes an emergency operations center and a community room along with administrative, maintenance and training functions. It will be approximately 21,000 square feet in size. The function of the proposed project is identical to what exists on the current site with the exception of accommodating the growth and the additional Fire Department needs. He described the proposed design of the project, which includes a 20-foot buffer and an acoustical sound fence around the property. Vice Chair Gabbert inquired why the acoustical fence would be placed around the property. Mr. Harris answered that training activities would continue to occur on the west side of the property, and the proposed buffer would improve the existing conditions.

In answer to Commissioner Monroe's question, Mr. Harris said there would not be a fire truck stationed at this location. Commissioner Maloney inquired if the number of employees would increase over what currently exists. Mr. Harris answered that there would be no immediate increase. Commissioner Maloney questioned the need for a 21,000-foot building if the number of employees would not increase. Mr. Harris said there would be a larger training room to enable more efficient training opportunities on site. There would also be more storage space available.

Again, Vice Chair Gabbert said he has no opposition to the way the proposal is designed, but he opposes the use of the subject property. Mr. Harris noted that there is limited space, outside of the Aurora Corridor, where this use could occur without significantly impacting residential neighborhoods. That is one of the primary reasons for electing to stay in the current location.

J. B. Smith, Fire Chief of the Shoreline Fire Department, swore to tell the truth. He recalled that during the initial planning stages, the citizen advisory group specifically requested that the training facility stay in its current location on Aurora. In addition, the Fire Department has met with private development firms on two occasions to try and work out a public/private swap of land that would enable them to locate the facility towards the rear of the property with commercial development along Aurora. However, they were not successful in this effort. They hired a consultant to provide a site survey of the entire City, and no sites were identified that would accommodate the project without receiving a massive public outcry.

Vice Chair Gabbert said he can think of a number of sites along Aurora that would be large enough to house the facility. Chief Smith agreed, but said it was determined that relocation to another site along Aurora would be cost prohibitive. Vice Chair Gabbert suggested that perhaps the public/private land exchange was unsuccessful because private businesses need larger parcels of land to develop viable business opportunities. If the Fire Department facility were relocated, then a good, strong viable commercial property would be created. He suggested that a commercial property owner would likely be more interested in exchanging the subject property for property elsewhere along Aurora that is much less conducive to commercial development. Chief Smith said that the Fire Department did attempt, on several occasions, to trade the subject property for another piece of property, but they were unsuccessful. It is important that the facility be located along the Aurora Corridor because that is where the citizens would like them to stay and they also need to remain in a central location.

Commissioner Bradshaw inquired how many years of growth would be accommodated by the proposed design. Mr. Harris answered that it is designed to accommodate at least 30 years of growth. In answer

to Commissioner Bradshaw's question, Mr. Harris replied that the training tower would be four stories high (the same as what currently exists). The tower is about 60 feet from the western property line.

THERE WAS NO ONE IN THE AUDIENCE WHO DESIRED TO PROVIDE PUBLIC TESTIMONY DURING THE HEARING. THEREFORE, THE PUBLIC TESTIMONY PORTION OF THE HEARING WAS CLOSED.

Commissioner McAuliffe said he finds the proposal acceptable, and suggested that it may even spur development in the area. He added that Shoreline's commercial district problems are not because of lack of parcels, but because of lack of demand. Stores like Costco, Eagle, etc. have changed how property is developed. He concluded that there does not seem to be a huge demand to use this property for commercial development.

Commissioner Vadset agreed with Commissioner McAuliffe. However, he also shares Vice Chair Gabbert's concerns. On the other hand, he stated the use is already located on the property, and he commended the Fire Department's efforts to reach an agreement with the private sector. He said he would support the proposed project in its current location.

Commissioner Bradshaw said he appreciates the Fire Department for their contribution to the City. He agreed that the project would be a tremendous improvement for that area, but he lamented the fact that they will lose prime commercial property within the City. Therefore, he is hesitant to support the project.

Chair Kuhn said he does not see a huge demand for commercial development in this area. There is a lot of empty space available at this time. He concluded that he is in favor of the proposal as submitted. He agreed that the project could have a positive impact on the existing commercial development.

Vice Chair Gabbert agreed that the proposed design would be an asset to the surrounding area, but he felt it would be a mistake to not encourage commercial development, instead. He would vote against the proposal even though it does have the possibility of being a catalyst for future development in the area.

Commissioner Marx expressed her opinion that the proposal would be an asset to encourage others along the corridor to improve the appearance of the community. It would also be a community asset with the meeting space, training space, and community outreach programs that would be available to the public.

Commissioner Maloney stated that he is categorically opposed to any diminution in the tax base, and he felt the proposed project is a terrible use of the property.

Commissioner Parker noted the many commercial properties that have been vacant for a significant amount of time. This is an economically depressed area. Public facilities improve the environment in the area and will, hopefully, draw sufficient interest from the private sector. He said he would support the proposal as presented.

Commissioner Monroe said that while he is not against the project, itself, he is concerned about taking away land that could be used for commercial purposes. Chair Kuhn noted that even if the project were

sited somewhere else, it would have to be in a commercial zone. Therefore, it would take up potential commercial property. That being the case, it may as well remain in its current location.

COMMISSIONER PARKER MOVED TO ACCEPT THE STAFF'S RECOMMENDATION REGARDING THE REZONE AND SECONDARY USE PERMIT APPLICATIONS.

CHAIR KUHN REQUESTED, AND COMMISSIONER PARKER AGREED, TO AMEND THE MOTION TO ADOPT THE CONCLUSIONS IN THE STAFF'S RECOMMENDATION, AS WELL. COMMISSIONER MCAULIFFE SECONDED THE MOTION. MOTION CARRIED 6-3, WITH COMMISSIONERS BRADSHAW, MALONEY AND VICE CHAIR GABBERT VOTING AGAINST THE MOTION AND COMMISSIONERS PARKER, MCAULIFFE, VADSET, MARX, MONROE AND CHAIR KUHN VOTING IN FAVOR.

THE PUBLIC HEARING WAS CLOSED AT 8:09 P.M.

9. UNFINISHED BUSINESS

There was no unfinished business scheduled on the Commission's agenda.

10. NEW BUSINESS

a. Workshop on Phase II of the Development Code

Anna Koloušek, Assistant Director, provided the staff presentation for Phase II of the Development Code review. She reminded the Commission that the Development Code review was divided into two phases. Phase I (green pages) has been reviewed by the Commission and is now going before the Council for approval. A consultant was hired to review the context of the code and the proposed definitions. Because of the extensive revisions that were advised, staff recommends that the Commission review the definition section (white pages) as part of Phase II and allow the public to provide their comments. She reminded the Commission that the major contributors to the preparation of the whole code, and specifically Phase II, was the Shoreline Planning Academy. Commissioner Monroe felt it should be made clear to the public that the Planning Academy had no standing. Ms. Koloušek agreed and clarified that the Planning Academy provided staff with input regarding the community values.

In order to obtain public input, Ms. Koloušek explained that staff has prepared an amendment form that can be filled out by any citizen or Commissioner who would like to propose an amendment for consideration. These amendment forms are due by January 31, 2000.

Ms. Koloušek referred to Chapter 4 (Zoning Code), which is the beginning of the substantive portion of the Development Code. This chapter represents a departure from the way zoning codes have been written in the past in that staff tried to minimize the number of districts by grouping them. While staff is not proposing a change in the zoning designations from what is on the existing zoning map, they are consolidating some of the zones and allowing uses with similarities to occur within those zones subject to the development standards. Ms. Koloušek expressed that if a City has good development standards it can allow a greater variety of uses in each zone without having an impact to the surrounding properties. She explained that the uses have been listed in more general terms and additional categories have been

applied to the general uses where there are additional procedural reviews required or where additional provisions are necessary to accommodate the use in a particular zone. These additional provisions supplement the development standards and are specified alphabetically in the index of supplemental provisions.

Ms. Koloušek and Mr. Stewart further explained how to use the index to reference sections of the development code document. The Commission continued to discuss the pros and cons of the index. Vice Chair Gabbert concluded that the way the code is presented is easy to read and understand. Ms. Koloušek said the main intent of the Phase II review is to organize the code so that provisions and requirements are clearly identified. She noted that in the proposed code, standards have been consolidated and there are separate sections outlining the standards for single-family uses, multi-family uses, mixed-uses, non-residential uses, parking, tree preservation, clearing and grading, landscaping and signage. Each section includes a purpose statement and many graphic illustrations. She described how the standard sections would be applied to development proposals.

Ms. Koloušek noted that Chapter 6 addresses the adequacy of public facilities for sewer, water, fire, storm drainage and street access. Chapter 7 addresses the adequacy of street access and storm drainage, specifically and specifies what triggers a review. The staff proposes that there be an engineering development guide included as an appendix that would adopt the 1998 Surface Water Design Manual and provide a specific engineering guide for all engineering type of work that would take place on the development.

Ms. Koloušek referred to Chapter 8, which is the first overlay district. This would replace the existing sensitive areas ordinance that was adopted from King County. It will be called a critical areas overlay district, and it includes all of the geological hazard areas, fish and wildlife conservation areas, flood hazard areas, aquifer recharge and streams.

Ms. Markle explained that in order to complete the Phase II development code review by the end of March, staff has proposed a schedule that was provided to the Commission for their consideration (green sheet). She said one of the options is for the Commission to consider proposed amendments that are sponsored by a Commissioner for group discussion. If no Commissioner indicates a desire to sponsor a proposed amendment, it would not be included on the agenda for review.

The Commission discussed the future schedule for the Phase II Development Code review. They also discussed that many of the Commissioners' terms expire the end of March. They questioned the Council's timeline for appointing new Commissioners and whether or not the City Council could extend the terms of the existing Commissioners to enable them to complete the task. Staff was directed to ask the City Attorney whether or not the terms could be extended.

The Commission supported the staff's recommendation that proposed amendments must be sponsored by a Commissioner before they are placed on the agenda for Commission consideration. Mr. Stewart noted that staff does not know the volume of the amendments that will be proposed. This will not be known until the end of January.

The Commission discussed whether or not the staff would be able to assemble a staff report for a public hearing by February 17, 2000. They concluded that a public hearing should tentatively be scheduled for

Phase II of the Development Code on February 17, 2000, starting at 6:00 p.m. with dinner provided. Staff would make a brief presentation and the Commission would then be able to discuss the issues.

11. AGENDA FOR THE NEXT MEETING

COMMISSIONER BRADSHAW MOVED TO CANCEL THE FEBRUARY 3, 2000 MEETING. COMMISSIONER PARKER SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.

12. ADJOURNMENT

The meeting was adjourned at 9:05 p.m.

Dan Kuhn
Chair, Planning Commission

Suzanne M. Kurnik
Clerk, Planning Commission

Council Meeting Date: March 27, 2000 **Agenda Item: 8(b)**

CITY COUNCIL AGENDA ITEM

CITY OF SHORELINE, WASHINGTON

AGENDA TITLE:	Adoption of Resolution No. 165 for the SeaShore Transportation Forum Agreement
DEPARTMENT:	Planning and Development Services
PRESENTED BY:	Tim Stewart, Director of Planning and Development Services Sarah Bohlen, Transportation Planner

EXECUTIVE / COUNCIL SUMMARY

The SeaShore Transportation Forum (SeaShore) was established informally in 1995 as a cooperative effort of elected officials and high level representatives from the public and private sector to address common transportation issues in the North King and South Snohomish County area. This group reviews transportation-related proposals for policy and capital projects and provides comment to a variety of transportation agencies. Shoreline Councilmember Linda Montgomery has served on SeaShore since its inception. Since that time, SeaShore's membership and role has expanded, and the attached agreement recognizes these changes and seeks to establish the SeaShore Transportation Forum as a formal body for information sharing, inter-jurisdictional coordination, and consensus building on regional transportation issues. This agreement does not propose any dues or cost sharing; it merely serves to formalize the group. The King County Department of Transportation provides primary staff support; the staff impact to Shoreline is attendance at meetings once or twice per month.

RECOMMENDATION

Adopt Resolution No. 165, authorizing the City Manager to sign the Seashore Transportation Forum Agreement.

Approved By: City Manager LB City Attorney

BACKGROUND / ANALYSIS

The SeaShore Transportation Forum (SeaShore) was established informally in 1995 as a cooperative effort of elected officials and high level representatives from the public and private sector to address common transportation issues in the Seattle/North King/South Snohomish County area. The difference in size between the participating jurisdictions and agencies made it difficult to create a voting structure. However, the group had many productive discussions and agreed that open communication would be beneficial. SeaShore operates on a consensus basis, and only items that have consensus from the participating members will represent SeaShore's official position on topics. The SeaShore Transportation Forum developed and recommended to the member jurisdictions the SeaShore Agreement in January 2000, which formally establishes the role of this group, identifies new members, and dedicates staff support through 2002. The SeaShore Transportation Forum generally meets monthly on the third Wednesday of the month. The Forum meets periodically with the Seattle City Council Transportation Committee on an ad hoc basis to discuss and coordinate on issues of common concern.

SeaShore's mission is to serve as an inter-jurisdictional forum for information sharing, advocacy, and coordination to resolve transportation issues, and to establish priorities for implementing integrated multi-modal transportation projects and programs consistent with the goals of the Growth Management Act.

SeaShore's past accomplishments include:

- Participation in the development and endorsement of the King County Metro Transit Six Year Plan in 1996 and subsequent recommendations on transit service priorities for the North King County Subarea;
- Participation in the development and endorsement of the Sound Transit Plan "Sound Move", which passed in the 1996 November Election;
- Co-sponsoring a Washington Transportation Policy Institute Forum to identify transportation needs held in May 1996; and
- Providing input to the State Legislature on the need for increased transportation funding for the SeaShore area, specifically to address inter-county travel and congested corridors.

The 2000 SeaShore Transportation Forum Work Program was adopted in January. Goals for 2000 are:

- Develop a strategy for implementation of significant priority projects (as listed on the following page)
- Provide policy direction in the development and implementation of regional transportation plans and improvement programs
- Develop a consensus for the "SeaShore" area to participate in continuing discussions of transportation financing
- Increase active participation by member jurisdictions

To meet the year-2000 goals, SeaShore's major work items include a Transportation Improvements Implementation Strategy, developing a Seashore Perspective on Regional Issues, and addressing Transportation Financing.

The scope of the Transportation Improvements Implementation Strategy includes:

- Scope and develop a transportation plan for the SeaShore area;
- Review proposed projects and screen for potential grant funding competitiveness;
- Identify high priority needs that are not good candidates for grant funding and develop a strategy to fund them;
- Develop competitive joint projects for grant funding;
- Advocate for "SeaShore" projects in TIB, TEA-21 and other funding competitions;
- Develop consensus on other priority needs to use in seeking additional funds; and
- Work with regional, state, and federal efforts to secure additional funds

SeaShore's perspective on regional issues will:

- Provide direction to modify Sound Move Plan service implementation related services and projects (including stops in Shoreline, and the potential service on 145th, service on SR 522, and the extension of light rail to Northgate);
- Provide direction to the development of future Sound Transit Phase II high capacity planning efforts (including the potential extension of light rail north through Shoreline and development of the Commuter Rail stop in Richmond Beach);
- Provide direction to King County Transit on identifying service cuts as a result of I-695 and support reliable funding;
- Provide direction to King County Transit on the development of new Six-Year Plan policies (which will guide future improvements to Metro service);
- Coordinate with the City of Seattle on transportation issues, wherever possible;
- Provide input on inter-county fare issues; and
- Address the North Interurban Trail Corridor, the Trans-Lake Washington Study, Community Transit and cross-county issues, the Snohomish County Small Area Transportation Plan, and PSRC's Transportation Pricing Task Force.

SeaShore's work program regarding transportation financing will:

- Review and discuss transportation financing options;
- Track the proceedings of the Blue Ribbon Commission on Transportation;
- Develop consensus on transportation financing;
- Develop a legislative strategy for transportation funding;
- Participate in regional discussions advocating SeaShore's position;
- Participate in legislative discussions to achieve improvements in transportation financing; and
- Monitor inter-county fare transit fare coordination.

SUMMARY

SeaShore is important to the City of Shoreline as it focuses specifically on the North King and South Snohomish County area. It provides a forum for jurisdictions and agencies in the area to communicate and collaborate, and presents a unified voice to transportation decision-making bodies. This type of inter-jurisdictional coordination is

looked upon favorably by transportation agencies and SeaShore has in the past been effective in shaping regional transportation policy. There is no fiscal impact to the City of Shoreline by signing the agreement, and the impact to staff resources will continue to be attendance at one or two meetings per month. This forum does not alter in any way Shoreline's ability to function as an independent jurisdiction. Councilmember Linda Montgomery is your representative on SeaShore, and Deputy Mayor Ron Hanson serves as an alternate.

RECOMMENDATION

Adopt Resolution No. 165, authorizing the City Manager to sign the Seashore Transportation Forum Agreement.

ATTACHMENTS

Attachment A – Resolution No. 165, Authorizing the City Manager to sign the SeaShore Transportation Forum Agreement with

Exhibit A – The Seashore Transportation Forum Agreement

ATTACHMENT A

RESOLUTION NO. 165

A RESOLUTION OF THE CITY OF SHORELINE, WASHINGTON, AUTHORIZING THE CITY MANAGER TO SIGN THE SEASHORE TRANSPORTATION FORUM AGREEMENT

WHEREAS, the City of Shoreline participates in an organization called the SeaShore Transportation Forum, and

WHEREAS, the SeaShore Transportation Forum has demonstrated past success in shaping regional transportation policy, and

WHEREAS, the SeaShore Transportation Forum provides an excellent means of communication between jurisdictions and transportation agencies in the North King and South Snohomish County area, and

WHEREAS, by participating in the SeaShore Transportation Forum, Shoreline has a better opportunity to affect transportation decisions in the area, and

WHEREAS the inter-jurisdictional coordination of the SeaShore Transportation Forum helps Shoreline to more effectively compete for transportation funding opportunities, and

WHEREAS, the SeaShore Transportation Forum has recently expressed interest in formalizing the organization to present a stronger unified voice to transportation policy decision-makers, and

WHEREAS, the SeaShore Transportation Forum has submitted an agreement for the City of Shoreline to consider, and

WHEREAS, the City of Shoreline wishes to continue its participation in the SeaShore Transportation Forum,

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SHORELINE, WASHINGTON AS FOLLOWS:

Section 1. The City of Shoreline authorizes the City Manager to sign the Agreement of the SeaShore Transportation Forum, attached hereto as Exhibit A.

ADOPTED BY THE CITY COUNCIL ON MARCH 27, 2000.

_____
Mayor Scott Jepsen

ATTEST:

_____
Sharon Mattioli, CMC
City Clerk

AGREEMENT
For the
SEASHORE TRANSPORTATION FORUM

Parties to Agreement:

City of Bothell
City of Kenmore
City of Lake Forest Park
City of Shoreline
King County
Snohomish County
Puget Sound Regional Council
Sound Transit
Community Transit
Bothell Transportation Partnership
Washington State Department of Transportation
Transportation Improvement Board

Transmitted to participating members on _____

THIS AGREEMENT is made and entered into by and among the CITY OF BOTHELL, hereafter called "Bothell"; the CITY OF KENMORE, hereafter called "Kenmore"; the CITY OF LAKE FOREST PARK, hereafter called "Lake Forest Park"; the CITY OF SHORELINE, hereafter called "Shoreline"; KING COUNTY, a legal subdivision of the State of Washington, hereafter called "King County"; SNOHOMISH COUNTY, a legal subdivision of the State of Washington, hereafter called "Snohomish County; the PUGET SOUND REGIONAL COUNCIL, hereafter called the "PSRC"; the CENTRAL PUGET SOUND REGIONAL TRANSIT AUTHORITY, hereafter called "Sound Transit"; SNOHOMISH COUNTY PUBLIC TRANSPORTATION BENEFIT AREA, hereafter called "Community Transit"; the BOTHELL TRANSPORTATION PARTNERSHIP, hereafter called the "Bothell Transportation Partnership"; the WASHINGTON STATE DEPARTMENT OF TRANSPORTATION, hereafter called "WSDOT"; and the TRANSPORTATION IMPROVEMENT BOARD, hereafter called "TIB."

WHEREAS, each of the jurisdictions in the north King County-south Snohomish County area has experienced significant population growth and economic development in the last decade, and projects continued growth and development in the future; and

WHEREAS, many of the transportation issues faced by the cities in north King County and south Snohomish County are similar to those faced by the City of Seattle; and

WHEREAS, King County and cities in other portions of urbanized King County have found that benefits can be achieved by multijurisdictional coordination, including a cooperative approach to the planning, financing, and construction of needed transportation improvements; and

WHEREAS, this coordination is facilitated by continuing forums for discussion and recommendations on common issues; and

WHEREAS, the King County Comprehensive Plan for Public Transportation—Long Range Policy Framework, adopted in 1993, divided Metro service into three geographic subareas for the purpose of allocating new transit subsidy; and

WHEREAS, the Six-Year Transit Development Plan, adopted in 1995, calls for the three subarea transportation boards (the Eastside Transportation Partnership, South County Area Transportation Board, and SeaShore Transportation Forum) to review, refine, and recommend service priorities to the King County Executive; and

WHEREAS, King County, Seattle, Bothell, and Lake Forest Park formed a SeaShore Transportation Forum and began discussions about common transportation issues in 1995 to develop recommendations on transit service; and

WHEREAS, the new cities of Shoreline and Kenmore have been formed since that time, and have been participating in SeaShore discussions; and

WHEREAS, Community Transit and Snohomish County also have been involved in discussions of inter-county coordination and other common issues through SeaShore; and

WHEREAS, Sound Transit relies on the three subarea transportation boards to recommend modifications to Sound Move Plan implementation-related services and projects, and development of future Phase II high capacity planning efforts; and

WHEREAS, the SeaShore Transportation Forum is expected to continue to provide valuable input on numerous planning and implementation decisions.

NOW, THEREFORE, in consideration of the mutual covenants contained herein, the parties hereto agree as follows:

1.0 Purpose of Agreement

The purpose of the Agreement is to identify the members of the SeaShore Transportation Forum (SeaShore) and provide for the continuation of SeaShore as the Seattle-north King-south Snohomish County forum for information sharing, advocacy, consensus building and coordinating to resolve transportation issues.

2.0 Role of SeaShore

The SeaShore is the forum established for the Seattle-north King County transportation subarea of King County at which elected officials may provide input into the following decisions, and such other transportation-related issues as the members determine:

a) development of the King County Metro Six Year Transit Development Plan
b) implementation of transit service priorities
c) recommendations for TEA-21 regional project identification and Countywide project selection
d) recommendations to Sound Move Plan implementation related services and projects, and development of future Phase II high capacity planning efforts

The other two subareas have similar forums: the Eastside Transportation Partnership and the South County Area Transportation Board

3.0 Membership and Representation

3.1 The members of SeaShore shall be the following counties and cities (hereinafter referred to as "jurisdiction(s)": King County and Snohomish County, and the cities of Shoreline, Lake Forest Park, Kenmore and Bothell; the following transportation agencies (hereinafter referred to as "agency(ies)": the Washington State Department of Transportation (WSDOT), Puget Sound Regional Council (PSRC), Sound Transit, Transportation Improvement Board (TIB), and Community Transit; the following organization (hereinafter referred to as "organization(s)": the Bothell Transportation Partnership. Membership may be extended to others at a later date as SeaShore may later determine.

3.2 Each member jurisdiction and agency/organization shall be entitled to one position on the SeaShore Transportation Forum. Each member should appoint one representative and one alternate, each for one-year terms. For the jurisdictions, the representative should be an elected official; the alternate may be an elected official or high-level staff member as best serves both the jurisdiction and the SeaShore.

3.3 Representatives from the City of Seattle shall be notified of meetings and invited to attend to discuss issues of common concern.

4.0 Conduct

4.1 SeaShore shall operate by consensus and only those actions that obtain consensus will be represented as official positions of the SeaShore Transportation Forum. Dissenting opinions may also be provided to the appropriate decision-makers.

4.2 SeaShore will be responsible for overall program direction, approving staff recommendations, and on-going communication with the governing body of each member jurisdiction.

4.3 SeaShore may establish its own bylaws and rules of procedure and may modify these as appropriate. Such bylaws and rules shall be consistent with the provisions of this Agreement and modifications to such bylaws and rules will not alter this Agreement.

4.4 A Chair or two Co-Chairs shall be chosen by Seashore to serve a term of one-year from January 1 through December 31. The Co-Chairs shall conduct the SeaShore activities and are responsible for setting meeting agendas, ensuring fair opportunity for discussion, signing correspondence and speaking on behalf of SeaShore.

5.0 Committees

The SeaShore may establish such committees as are necessary to carry out its purpose, including but not limited to a Technical Advisory Committee (TAC). A TAC of jurisdiction and agency staff may be formed on an on-going or an ad hoc basis, as determined by SeaShore, to advise SeaShore of emergent transportation issues and provide recommendations for action.

6.0 Lead Agency

King County shall provide general administrative and program support for the SeaShore and will be the Lead Agency for the purposes of coordination and receipt of any funds or contract administration. King County assumes wage and benefits cost of its staff performing Lead Agency responsibilities.

7.0 Member Agency Staff Support

Each member jurisdiction and agency is expected to contribute such staff as is necessary to accomplish the work program adopted by the SeaShore.

8.0 Work Program

The SeaShore may undertake activities consistent with its purposes and shall prepare an annual work program for the following year and progress report on the year just completed for submittal to its members.

9.0 Cost Sharing Guidelines:

At such time that member jurisdictions and agencies agree that a specific undertaking of the SeaShore requires financial support, these guidelines shall generally apply:

(1) Annual Review of Financing: The SeaShore shall determine by June of each year whether a financial contribution will be requested of the SeaShore jurisdictions and agencies.

(2) Member Jurisdictions: Costs shall be shared among member jurisdictions other than King County by a method as determined by agreement of the affected jurisdictions. Unless agreed to otherwise by King County, the County's contribution to SeaShore shall be limited to the costs of providing staff support.

(3) Member Agencies: The member agencies/organizations shall not be expected to make a direct funding contribution. However, in-kind contributions may be necessary as determined by an action of the SeaShore.

(4) Modification to Agreement Required: A modification to this agreement specifying cost-sharing, purpose, scope of work and other details is required to obligate a member jurisdiction to funding participation.

10.0 Withdrawal of a Party from this Agreement

Each party, for its convenience and without cause or for any reason whatsoever, may withdraw from participation in this Agreement by providing written notice, sent certified mail, return receipt required, to all of the other parties at least thirty (30) days in advance of the effective date of the withdrawal. A withdrawing party shall not be entitled to a refund of any payments to support SeaShore activities and shall make any contributions required to be paid to other parties under this Agreement for costs which had been obligated prior to the effective date of the withdrawal. In the event a party withdraws, the remaining parties shall amend this Agreement as necessary to reflect changes in the named parties and cost and revenue allocations. In the event of withdrawal by a party, this Agreement shall terminate as to that party but shall continue in effect with respect to the remaining parties. However, the termination of this Agreement with respect to one or more parties shall not affect any of the parties' rights or obligations, including any rights or obligations of a withdrawing party, that are expressly intended to survive termination.

Each party's funding to perform its obligations under the Agreement, beyond the current appropriation year, is conditional upon appropriation by the party's governing body of sufficient funds to support said obligations. Should such an appropriation not be approved for a future year, a party may exercise its right to withdraw as provided herein.

11.0 Duration

This Agreement shall take effect upon being duly adopted by the governing bodies of all parties and executed by the authorized representatives of all parties. This Agreement shall remain in effect until December 31, 2002, unless terminated earlier or extended in accordance with Section 18.0.

12.0 Termination

All parties to this Agreement must agree to terminate this Agreement in order for such termination to be effective. If all parties desire to terminate this Agreement, they shall execute a Statement of Termination. Upon termination, no party shall be required to make any additional contributions. Any remaining funds shall be refunded to the parties to this Agreement according to Section 14.0.

13.0 Real and Personal Property

The acquisition of real property is not anticipated under this Agreement. Any personal property acquired pursuant to this Agreement shall be held by the Lead Agency. In the event this Agreement expires or is terminated in accordance with Section 12.0, any personal property other than cash shall remain with the Lead Agency.

14.0 Return of Funds

At such time as this Agreement expires or is terminated in accordance with Section 12.0, any unexpended and uncommitted funds shall be distributed proportionately to those parties to this Agreement at the time of termination based on each party's percentage share of the original contribution.

16.0 Filing

This Agreement shall be filed with the King County Department of Records and Elections.

17.0 Legal Relations

17.1 The parties shall comply with all applicable state and federal laws and regulations.

17.2 This Agreement is solely for the benefit of the parties hereto and gives no right to any other party. No joint venture or partnership is formed as a result of this Agreement. No employees or agents of one party or any of its contractors or subcontractors shall be deemed, or represent themselves to be, employees of any other party.

17.3 Each party shall defend, indemnify, and hold harmless the other parties and all of their officials, employees, principals and agents from all claims, demands, suits, actions, and liability of any kind whatsoever which arise out of, are connected with, or are incident to any negligent acts of the indemnifying party, its contractor, and/or employees, agents, and representatives in performing the indemnifying party's obligations under this Agreement. The parties agree that their obligations under this paragraph extend to claims made against one party by the other party's own employees. For this purpose, the parties, by mutual negotiation, hereby waive, as respects the other party only, any immunity that would otherwise be available against such claims under the industrial insurance provisions of RCW Title 51. In the event any party incurs attorney's fees, costs or other legal expenses to enforce the provisions of this section, against the other party, all such reasonable fees, costs and expenses shall be recoverable by the prevailing party.

17.4 The provisions of this Section 17 shall survive and remain applicable to each of the parties notwithstanding any termination or expiration of this Agreement and notwithstanding a party's withdrawal from this Agreement.

18.0 Entirety and Modifications

18.1 This Agreement merges and supersedes all prior negotiations, representations, and agreements between the parties relating to the subject matter hereof and constitutes the entire agreement between the parties.

18.2 This Agreement may be modified or extended only by written instrument signed by all parties hereto.

19.0 Counterparts

The signature page of this Agreement may be executed in any number of counterparts, each of which shall be an original.

IN WITNESS WHEREOF, the Parties have caused this Agreement to be signed and delivered by its duly authorized officer or representative as of the date set forth below its signature.

CITY OF BOTHELL By_____ Date_____	KING COUNTY By_____ Date_____	COMMUNITY TRANSIT BY_____ Date_____
CITY OF KENMORE By_____ Date_____	SNOHOMISH COUNTY By_____ Date_____	BOTHELL TRANSPORTATION PARTNERSHIP By_____ Date_____
CITY OF LAKE FOREST PARK By_____ Date_____	PUGET SOUND REGIONAL COUNCIL By_____ Date_____	WASHINGTON STATE DEPARTMENT OF TRANSPORTATION By_____ Date_____
CITY OF SHORELINE By_____ Date_____	SOUND TRANSIT By_____ Date_____	TRANSPORTATION IMPROVEMENT BOARD By_____ Date_____

Council Meeting Date: March 27, 2000 **Agenda Item:** 8(c)

CITY COUNCIL AGENDA ITEM

CITY OF SHORELINE, WASHINGTON

AGENDA TITLE:	Appointments for Five Four-Year Terms and One Two-Year Term to the Shoreline Planning Commission
DEPARTMENT:	City Council
PRESENTED BY:	Mayor Scott Jepsen and Councilmembers Kevin Grossman and Linda Montgomery LB (for)

EXECUTIVE / COUNCIL SUMMARY

Per Ordinance No. 36, which established the Planning Commission, the Planning Commission shall consist of nine members serving four-year terms. On March 31, 2000, the terms of five Planning Commissioners will expire (Dan Kuhn, Marlin Gabbert, Nancy Marx, Roger Parker, and Byron Vadset) and the term of one Planning Commissioner (Ted Bradshaw) will be vacated with two years remaining creating a total of six vacancies.

Staff placed ads in the Shoreline Enterprise and Asian Weekly requesting applicants to fill the impending vacancies on the Planning Commission. Staff also placed information on the City's Web site, posted notices at City Hall, the Police Storefront Offices, and local libraries, as well as announcing the request for applications at the Council of Neighborhood's February meeting. The City received 23 applications.

On January 24, 2000, your Council selected a subcommittee, consisting of Mayor Scott Jepsen and Councilmembers Cheryl Lee and Kevin Grossman, to review the applications received. Councilmember Linda Montgomery replaced Cheryl Lee on the subcommittee. The subcommittee interviewed selected applicants to gain additional information to aid in developing their recommendation.

Interviews are ongoing. The committee will make any recommendations for appointments that are ready for the March 27 meeting.

RECOMMENDATION

The ad hoc committee will make recommendations as appropriate at the March 27 meeting.

Approved By: City Manager LB City Attorney N/A

Council Meeting Date: March 27, 2000 **Agenda Item: 8(d)**

CITY COUNCIL AGENDA ITEM

CITY OF SHORELINE, WASHINGTON

AGENDA TITLE:	Appointments for Three Four-Year Terms to the Shoreline Library Board
DEPARTMENT:	City Council
PRESENTED BY:	Deputy Mayor Ron Hansen and Councilmembers Rich Gustafson and Bob Ransom LB (for)

EXECUTIVE / COUNCIL SUMMARY

Your Council created the Shoreline Library Board in 1996 through the adoption of Ordinance No. 65. The Board consists of five members appointed by Council for four-year terms. Its purpose is to make reports and recommendations regarding local library issues to the King County Library District as well as the City Council and the City Manager.

The terms for three members of the Shoreline Library Board—Susanna Johnson, Yoshiko Saheki and Mary Jo Heller—will expire on March 31, 2000. Notices of the vacancies including an invitation for applications were advertised in the Shoreline Enterprise and Northwest Asian Weekly-Chinese Post as well as on the City's Internet web site. Notices were posted at City Hall, the Police Storefront Offices and local libraries. Notices also were sent to the members of the two Friends of the Library groups that support the Shoreline Library and the Richmond Beach Library. Nine applications were received. An ad hoc subcommittee of your Council composed of Deputy Mayor Hansen and Councilmembers Gustafson and Ransom reviewed all applications, interviewed selected applicants and will make recommendations to Council to fill the three positions at the March 27 meeting.

RECOMMENDATION

Appoint three new members to four-year terms for the Shoreline Library Board as recommended by the Council's ad hoc subcommittee. All appointments will be effective April 1, 2000 through March 31, 2004.

Approved By: City Manager LB City Attorney N/A