



AGENDA (v2)

SHORELINE CITY COUNCIL STUDY SESSION

Monday, April 7, 2008
6:30 p.m.

Shoreline Conference Center
Mt. Rainier Room

	<u>Page</u>	<u>Estimated Time</u>
1. CALL TO ORDER		6:30
2. FLAG SALUTE/ROLL CALL		
(a) Proclamation of National Library Week	<u>1</u>	6:30
(b) Recognition of Outgoing Library Board Members	<u>3</u>	6:35
3. CITY MANAGER'S REPORT AND FUTURE AGENDAS		6:40
4. COUNCIL REPORTS		6:45
5. GENERAL PUBLIC COMMENT		7:50
<i>This is an opportunity for the public to address the Council on topics other than those listed on the agenda and which are not of a quasi-judicial nature. Speakers may address Council for up to three minutes, depending on the number of people wishing to speak. If more than 15 people are signed up to speak each speaker will be allocated 2 minutes. When representing the official position of a State registered non-profit organization or agency or a City-recognized organization, a speaker will be given 5 minutes and it will be recorded as the official position of that organization. Each organization shall have only one, five-minute presentation. The total public comment period under Agenda Item 5 will be no more than 30 minutes. Individuals will be required to sign up prior to the start of the Public Comment period and will be called upon to speak generally in the order in which they have signed. If time is available, the Presiding Officer may call for additional unsigned speakers.</i>		
6. STUDY ITEMS		
(a) City Council and Planning Commission Work Plan	<u>5</u>	8:10
(b) Lake Ballinger Basin	<u>13</u>	8:45
(c) Southeast Neighborhoods Subarea Charter	<u>21</u>	9:00
(d) Council Subcommittee Recommendations for Study Sessions and Public Input/Involvement Opportunities	<u>29</u>	9:30
7. ADJOURNMENT		10:00

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Council Meeting Date: April 7, 2008

Agenda Item: 2(a)

CITY COUNCIL AGENDA ITEM
CITY OF SHORELINE, WASHINGTON

AGENDA TITLE: Proclamation of "Library Week"
DEPARTMENT: CMO/CCK
PRESENTED BY: Scott Passey, City Clerk

PROBLEM/ISSUE STATEMENT:

The Shoreline and Richmond Beach Libraries are part of the King County Library System, which has one of the largest circulations in the nation. Both libraries have an astounding array of information resources and offer a wide variety of programs. This proclamation recognizes the week of April 7, 2008 as "Library Week" and encourages citizens to use the resources provided by our library system.

RECOMMENDATION

No action is required.

Approved By: City Manager ____ City Attorney ____



PROCLAMATION

- WHEREAS, first sponsored in 1958, Library Week is a national observance in April that celebrates the contributions of our nation's libraries to the fabric of our communities; and
- WHEREAS, the Shoreline and Richmond Beach Libraries are part of the King County Library System, which has one of the largest circulations in the nation; and
- WHEREAS, the five City of Shoreline Library Board members act as a liaison to the KCLS Board of Trustees and the City Council and advise on library programs and services; and
- WHEREAS, both libraries have an astounding array of information resources, from electronic databases to books, music and videos; and
- WHEREAS, in 2007 the Richmond Beach Library circulated over 17, 662 items per month and the Shoreline Library about 64,102 items per month; and
- WHEREAS, the libraries host programs for everyone's taste--Toddler Time, Preschool Story Time, Study Zone, Tax Help, Opera Previews, Talk Time (a program to help non-native English speakers learn English), book clubs, and computer classes, to name but a few; and
- WHEREAS, the local libraries are supported by Shoreline property taxes in the amount of \$2,853,606 but have a combined budget of \$4,680,188, a true value for the citizens of Shoreline;
- NOW, THEREFORE, I, Cindy Ryu, Mayor of the City of Shoreline, on behalf of the Shoreline City Council do hereby proclaim the week of April 7, 2008 as

LIBRARY WEEK

in the City of Shoreline and encourage our citizens to use the resources provided by our libraries.

Cindy Ryu, Mayor

CITY COUNCIL AGENDA ITEM
CITY OF SHORELINE, WASHINGTON

AGENDA TITLE: Recognition of Out Going Library Board Members
DEPARTMENT: PRCS Department
PRESENTED BY: Dick Deal, PRCS Director

PROBLEM/ISSUE STATEMENT:

The Shoreline Library Board is comprised of five citizens of Shoreline who are appointed by the City Council and provide guidance to the King County Library System (KCLS) for the management and operation of the Richmond Beach Library and Shoreline Library. The main task of the Shoreline Library Board is to ensure that these KCLS branches in our community serve the educational and social needs of residents.

This evening we are honoring two former members of the Shoreline Library Board, Yoshiko Saheki and Jane Hinton, for their service.

Yoshiko Saheki has served two four-year terms as a member of the Board. Her first term was from 1996 – 2000 and her second term was 2004 – 2008. Her knowledge of library systems and enthusiasm for the library Friends groups has been invaluable to both the City and the libraries.

Jane Hinton has served from 2006 to 2008 as a member of the Board. Jane's personal and professional connection to the Shoreline community and dedication to local outreach will be missed.

FINANCIAL IMPACT:

There is no financial impact to the City at this time.

RECOMMENDATION

Staff recommends that the outgoing members be recognized by the City Council in the form of a Proclamation for their work on the Shoreline Library Board.

Approved By: City Manager  City Attorney ____

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**CITY COUNCIL AGENDA ITEM
CITY OF SHORELINE, WASHINGTON**

AGENDA TITLE: Planning Commission Semi-Annual Joint Meeting with City Council
DEPARTMENT: Planning and Development Services
PRESENTED BY: Joseph W. Tovar, FAICP, Director
Steve Cohn, Senior Planner

PROBLEM/ISSUE STATEMENT:

The City Council and Planning Commission meet jointly twice a year to adopt and review progress on the Planning Work Program, consider ways to improve the City's planning processes, clarify priorities and mutual expectations, and otherwise provide an avenue for communication.

Staff discussed the joint meeting with the Planning Commission and proposes the following topics for discussion:

1. The proposed Planning Work Program as recommended by the Planning Commission and set forth in Resolution No. 271 (reviewed but not yet adopted by the City Council). Resolution No. 271, with a graphic showing the Proposed Work Program, is Attachment A hereto.
2. Affirmation of the use of Subarea Plans as methods to clarify, apply and implement existing Comprehensive Plan policies, the recently adopted Comprehensive Housing Strategy, and the soon-to-be-adopted Environmental Sustainability Strategy.
3. The Planning Commission's recommendation that certain quasi-judicial items be re-assigned for the next 12 months to the Hearing Examiner.
4. Consider the possible merits of creating a design review process for commercial, multi-family, and mixed-use projects.
5. How can the City Council better utilize the information developed during the Planning Commission process? How can the Commission format its recommendation to assist the Council in its deliberations?

RECOMMENDATION

Staff recommends that Council and Planning Commission discuss the above named topics at their joint meeting on April 7.

Approved By: City Manager  City Attorney _____

INTRODUCTION

Beginning in 2007, the City Council adopted the City's Planning Work Program by resolution, providing direction and clarification to the Planning Commission and city staff about priorities, methods and schedules. The Planning Commission and staff recommend that the City Council adopt the Planning Work Program for 2008 as shown in Attachment A. In addition, the Commission and staff recommend that the Council adopt an ordinance to temporarily re-assign the responsibility for certain quasi-judicial hearings items to the hearing examiner.

In its meetings, the Commission has observed that concerns about building and site design frequently arise in both quasi-judicial and legislative discussions. These range from questions about the massing, orientation, and architectural details of buildings to concerns about tree retention and low impact development. Commissioners have asked whether the City should consider a stronger emphasis on design, including both design standards and possibly design review process.

BACKGROUND

I. Planning Work Program Issues

Many of the items shown in Attachment A have been on the work program for some time. The "Comprehensive Housing Strategy" and "Environmentally Sustainable Community Strategy" are nearing the end of their time on the Work Program, with Council adoption of the Housing Strategy on March 24 and expected adoption of the Sustainability Strategy in June. It is likely that those two City Strategy documents will result in amendments to the City's comprehensive plan or development regulations. These amendments, occurring as stand-alone amendments or as part of Subarea or Planned area reviews, would be added to the work program later in 2008.

The Work Program also shows several large "Master Plans" in the pipeline for 2008. Later this spring, we expect the recently submitted Master Plan for the Crista site to reach the Planning Commission hearing process. The staff has been working on draft plan and code amendments to create specific procedures and standards to evaluate institutional master plans such as Crista, Shoreline Community College, and eventually the Fircrest Campus. Those Plan and Code amendments will reach the Commission and Council later this year.

Not shown on the graphic of the "Shoreline Planning Work Program" are many development code amendments that staff expects to develop. Staff intends to propose at least two "bundles" of relative small and uncomplicated development code amendments to improve the clarity and effectiveness of the code. One example would be amendments to the requirements for developer meetings now required with neighborhoods before a permit application can be made. We have had continuing problems with this process, and staff will be preparing amendments to address them.

II. Subarea Plans

The Comprehensive Plan includes many detailed policy statements that garner broad community agreement when considered in isolation and in the abstract. However, the Planning Commission and staff have found that when one tries to apply these many policies to a specific site or project, there is far less agreement about which policies take precedence. Advocates for one outcome or another frequently “cherry pick” policies that support their position and minimize or ignore others. The subarea planning process is one way to apply all these existing policy statements to a specific set of facts in a geographically defined area and to result in a locally appropriate synthesis that takes into account the area’s future land use, building form, infrastructure improvements, etc.

The “Town Center” and “Southeast Shoreline” subarea plans have been on the Work Program since late 2007. Phase I Framework Policies for Town Center were adopted by Council in October, and funds to support the Southeast Shoreline effort were authorized in the budget process. A new entry on the Work Program is the preparation of amendments to the “Regional Business” (RB), “Community Business” (CB), and “Industrial” (I) zones. This task is in response to the moratorium adopted by the Council late last year regarding certain types of uses in portions of these three zones. Because of the six-month term of the moratorium, Council must adopt the “permanent” amendments by the end of April, or consider a time extension.

Another significant proposal for the 2008 Work Program (and beyond) is to create a geographic framework and schedule for the City to consider and adopt comprehensive plan subarea plans and implementing zoning regulations for all of the commercially zoned lands along the Aurora corridor. The Council previously identified the northern and southern extent of the “Town Center” subarea as N. 170th Street and N. 195th Street, respectively.

III. Temporary re-assignment of certain quasi-judicial items to the Hearing Examiner

Due to the heavy load of high priority legislative items on the Planning Commission’s agenda, the Commission recommends that the City Council temporarily (e.g., for the next twelve months) re-assign the hearing responsibilities for certain quasi-judicial items from the Planning Commission to the Hearing Examiner. Due to the increase in quasi-judicial rezones in particular, the Commission has spent up to a quarter of its agenda time on relatively small (in scale) items. The trend line in 2008 suggests that such quasi-judicial items could wind up consuming a quarter, or even more, of the Planning Commission’s agenda time. Most of these items can easily, and more quickly, be heard by the City’s Hearing Examiner, thus freeing up Planning Commission agenda time for the tasks shown on the Planning Work Program.

The Commission recommends having the Examiner take on many of those quasi-judicial hearing responsibilities. The exceptions, which would continue to be heard by the Planning Commission, will include institutional Master Plans, such the Community College and Crista proposals, and quasi-judicial rezones in areas shown on the comprehensive plan as “special study areas” or as subarea plan updates on the Planning Work Program (e.g., in Town Center or Southeast Shoreline).

IV. Design Review

A number of times in recent years, both the City Council and Planning Commission have expressed their concerns that the City's development review processes do not pay enough attention to building and site design issues. The recent discussions about the Planned Area 2 zoning reflected this concern, and resulted in the creation of an "administrative design review process." With some of the recent comments about RB, CB, and I zoning regulations, it has become apparent that there may be merit in having the City code include more detailed design standards and perhaps a design review process, whether administrative or via a design review board.

In addition, the question of tree retention, specifically how to maintain the city's overall tree canopy and preserve a greater number of significant trees, has been an ongoing concern with projects large and small. One of the implementation tasks in the draft Environmental Sustainability Strategy is to create certain benchmarks (for example, total tree canopy in the City) and then look for mechanisms to "sustain" or even improve that indicator over time. A development code amendment could take many forms, but the staff believes it is appropriate for the City Council and Planning Commission first have a discussion about the concept and its apparent merits.

V. How can the City Council better utilize the information developed during the Planning Commission process? How can the Commission format its recommendation to assist the Council in its deliberations?

One way the Planning Commission can assist the Council in its deliberations providing a more detailed explanation of its thinking that fed into the recommendation. In this discussion, the Commission could discuss background, issues, and other items that had a bearing on its conclusions.

The recommendation of the Planning Commission about an item, whether it's quasi-judicial or legislative, is the product of many considerations and inputs, including extensive public comment in writing and verbally at public hearings. The Commission recommendation received by Council includes copies of letters and emails received, as well as minutes recounting what is said at the public hearings. This constitutes "the record" that is forwarded to the Council for its consideration.

RECOMMENDATION

No action is required. Unless directed otherwise, the staff will bring the resolution adopting the Work Program and an ordinance modifying the hearing process for certain quasi-judicial items to the Council for action at a future meeting.

ATTACHMENTS

A. Resolution 271 to adopt proposed 2008 Planning Work Program

RESOLUTION NO. 271

A RESOLUTION OF THE CITY COUNCIL, CITY OF SHORELINE, WASHINGTON, PROVIDING DIRECTION REGARDING THE CITY'S PLANNING WORK PROGRAM AND ADOPTING A SCHEDULE FOR THE PLANNING COMMISSION'S ACTIVITIES IN 2008

WHEREAS, the Shoreline Planning Commission met on January 3, 2008, and January 17, 2008 to discuss progress on the Planning Work Program and to consider appropriate updates and amendments to the Work Program as it applies to Planning Commission activities in 2008; and

WHEREAS, the Planning Commission thereafter forwarded its recommendations regarding the Planning Work Program for consideration by the City Council; and

WHEREAS, the City Council agrees that the items shown on the recommended Planning Work Program includes legislative amendments to the City's comprehensive plan and development regulations that are of a hirank order of importance; and

WHEREAS, the processing of a number of quasi-judicial hearing items is problematic due to a lack of clear and current land use policies and regulations, and this situation cannot be rectified until the Planning Commission has sufficient agenda time to process and recommend for City Council adoption a series of legislative amendments; and

WHEREAS, the City Council concludes that in order for the Planning Commission to complete review in a timely fashion of the high priority legislative tasks shown on the attached 2008 Planning Work Program, certain quasi-judicial hearing items should be re-assigned from the Planning Commission to the city's Hearing Examiner; and

WHEREAS, the City Council expects that the adoption of a Comprehensive Housing Strategy and an Environmentally Sustainable Community Strategy in the first half of 2008 will provide further policy direction and priorities to be reflected in updated comprehensive plan and development regulations.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SHORELINE, WASHINGTON, HEREBY RESOLVES AS FOLLOWS:

Section 1. The City Council will meet twice in joint session with the Planning Commission, once in the spring and once in the fall, to hear progress on the Planning Work Program, promote a constructive exchange of ideas between the two bodies, and provide any necessary clarification or policy direction deemed appropriate.

Section 2. The City Council approves of the continuation of the Shoreline Speaker Series in 2008, and directs that these be televised on the City's cable access channel, and that the

community at large be alerted to this opportunity through *Currents*, the City website and other appropriate media.

Section 3. The City Council affirms its support first expressed in Resolution 254 for the concepts of subarea plan updates, legislative rezones, planned area zones and form-based codes as innovative techniques to refine and update and apply the City's land use policies, and

Section 4. The City Council requests that the Planning Commission and Park Board, having met in joint session to review the draft Environmentally Sustainable Community Strategy, provide their input and recommendations prior to the Council's deliberations on the matter in April and May.

Section 5. The City Council adopts the Planning Work Program for 2008 including the Comprehensive Plan docket, as shown in Attachment 1 hereto.

Section 6. Having reviewed the important legislative items on the Planning Work Program for 2008, and considered the heavy demand that these priorities place on scarce Planning Commission agenda time, the City Council declares its intent to adopt appropriate legislation to temporarily re-assign the hearing responsibility for certain quasi-judicial hearing items from the Planning Commission to the hearing examiner.

ADOPTED BY THE CITY COUNCIL ON _____, 2008.

Cindy Ryu, Mayor

ATTEST:

Scott Passey, City Clerk

Shoreline Planning Work Program

Legend		Planning Commission Role												Other Action		X Council Adoption				
		2008 →														2009 →				
		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul
Comprehensive Housing Strategy (CHS)																				
Council considers implementation as part of budget																				
Plan and Code Amendments heard by Planning Commission (as component of Subarea Planning)																				
Development Code Amendments		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul
Code Amendments to replace moratorium (interim regulations) in Community Business, Regional Business & Industrial Zones																				
Environmentally Sustainable Community (ESC) Strategy		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul
Staff prepares final draft of ESC Strategy																				
Public meeting(s)																				
Council adopts ESC Strategy							X													
Planning Commission review of implementation Strategies																				
Fircrest Master Planning		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul
DSHS Phase I Public Outreach																				
DSHS Report to Legislature/Legislative Decision																				
Phase II Master Plan Permit Development																				
Staff/PC Master Plan Review (January 2009)																				
Ridgecrest Commercial Area Community Vision		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul
Neighborhood Meetings/Planning Commission Hearings																				
Council adopts new zoning				X																
Shoreline Community College		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul
Staff prepares Comprehensive Plan and Code Amendments																				
Subarea Plan (Phase 1) & Code Amend heard by Planning Comm.																				
Council adopts Subarea Plan (Phase 1) and Code Amendments							X													
South Bridge Subarea Plan		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul
Staff prepares background information																				
Neighborhood Meeting																				
Subarea Plan development (through mid 2009)																				
Plan & Code amendments heard by Planning Commission																				
Council adoption of Plan & Code amendments																				
Southeast Shoreline Subarea Plan and Zoning		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul
Staff prepares Subarea Plan																				
Open House																				
Planning Commission reviews Subarea Plan (early 2009)																				
Council adopts Subarea Plan																	X			
Town Center		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul
Staff and consultants conduct community outreach																				
Staff prepares Plan & Code Amendments for Central Shoreline																				
Plan & Code amendments heard by Planning Commission																				
Council adopts Plan and Code Amendments																	X			

Other Work Program Items: Crista Master Plan

Revised 03/26/08

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CITY COUNCIL AGENDA ITEM
CITY OF SHORELINE, WASHINGTON

AGENDA TITLE:	Lake Ballinger Basin Update
DEPARTMENT:	Public Works
PRESENTED BY:	Mark Relph, Public Works Director Jesus Sanchez, Operations Manager Jerry Shuster, Surface Water and Environmental Services

PROBLEM/ISSUE STATEMENT:

The Lake Ballinger drainage basin encompasses a portion of the City of Shoreline including drainage from the Echo Lake basin. The outflow from Lake Ballinger, McAleer Creek, flows through portion of the City of Shoreline. Both lakes and McAleer creek have water quality and water quantity issues that are a result of past urban development.

Beginning in 2005, City staff began attending regular meetings with representatives of the other jurisdiction within the Lake Ballinger Watershed (Lynnwood, Edmonds, Mountlake Terrace). More recently representatives from Lake Forest Park have joined the group since their City is downstream of Lake Ballinger. These meetings primarily focused on concerns raised by the Lake Ballinger Community Association (LBCA) members regarding water quality (primarily unwanted algae blooms) and water quantity (flooded docks and front lawns). Attachment A provides some factual background about Lake Ballinger and chronology of events on the relevant issues.

Over the past three years, Shoreline staff have worked cooperatively with all involved parties. The following is a list of activities in which City staff have participated:

- Provided water sampling training to LBCA members who have volunteered their time to monitor the water quality of Lake Ballinger.
- Invited LBCA members and Shoreline residents in the Lake Ballinger watershed to attend a Natural Yard Care seminar that presented ways to minimize the harmful affects of some yard care practices on water quality.
- Completed a hot spot study to assess the major point sources contributing to the degradation of water quality in Echo Lake. The City has been working with the private owners and on highway 99 runoff issues (see below) as a result of this study.
- Installed catch basin inserts on Aurora Ave N. to filter out harmful pollutants before they enter Echo/Ballinger lakes.

- Developed stormwater treatment targets to be followed during the design and construction of that portion of Aurora Ave N. that is within the Echo/Ballinger drainage basin. The targets recommend phosphorus control for the runoff.
- Currently updating our stormwater code and design manuals to comply with the Department of Ecology's Western Washington Stormwater permit to improve runoff water quality throughout the City.
- Perform annual water quality monitoring of Echo Lake and McAleer Creek to look at trends in indicator parameters and to form a baseline for future improvements.
- Participated financially in a lake level study designed to evaluate option of lowering the streambed of McAleer Creek between the Lake outlet and the existing culvert under interstate 5 to allow for additional water storage within the Lake during storm events.
- Attended regular meetings with representatives of Mountlake Terrace, Edmonds, Lynnwood, and Lake Forest Park to discuss watershed issues.
- Attended a meeting with elected officials and staff from the five jurisdictions on March 26, 2008 to craft a framework for working together on a basin plan to address the issues within the Echo Lake/Lake Ballinger/McAleer Creek Basin

These past staff activities and actions clearly demonstrate that the City of Shoreline has been an active regional partner working on the stewardship of Lake Ballinger watershed issues. The City is committed to providing its fair share of support for future planning efforts and projects in the basin.

The resolution in Attachment B provides a basis for the City's future support in the Echo Lake/Lake Ballinger/McAleer Creek Basin.

FINANCIAL IMPACT:

None at this time

RECOMMENDATION

Staff recommends that Council pass the Resolution joining together with neighboring jurisdictions to promote the stewardship of the Echo Lake/Lake Ballinger/McAleer Creek basin.

Approved By:  City Manager _____ City Attorney _____

ATTACHMENTS (*Optional*)

A - Factual background about Lake Ballinger and chronology of events on the relevant issues.

B - Resolution

ATTACHMENT A

Lake Ballinger Facts:

Watershed Area: 3,230 Acres

Mountlake Terrace 23%

Lynnwood 21%

Edmonds 25%

Shoreline 22%

Unincorporated Snohomish County 9%

Lake inflow: Hall Creek (Lynnwood/Edmonds/Mountlake Terrace) – 66 %
Echo Lake and surrounding area (Shoreline) – 16 %
Areas adjacent to the lake (Mountlake Terrace/Edmonds) – 18 %

Lake outflow: McAleer Creek (Mountlake Terrace/Shoreline/Lake Forest Park)

Lake Size: 107 acres (including the island) – 72 acres in Mountlake Terrace and
35 acres in Edmonds

Lake Depth: Deepest depth is approximately 30 feet

Private Ownership: Three lots in Mountlake Terrace, 49 in Edmonds, Nile Temple
Property

Public Ownership: Lake Ballinger Golf Course, Lake Ballinger Swimming Beach, and
Dock

The following is a Chronology of Events on the water quantity issue:

- 1942 - To alleviate damage from flood waters and to protect fish & game within the lake, Washington State Superior court provided a notice and Order to set a maximum lake level. This notice and order authorized installation of weir on McAleer Creek and authorized formation of a tax district to pay for maintenance and operation of the weir.
- 1982 - The order was re-adjudicated to reset the level of Lake Ballinger to reduce flooding and drainage impacts due to storm events and to allow operation of new water quality piping system in the lake (see below).
- 2006 - An interlocal agreement is signed between Mountlake Terrace, Edmonds, and Shoreline to fund a hydraulic study. The objective of the study is to investigate the option of lowering the streambed of McAleer Creek between the Lake outlet and the existing culvert under interstate 5 to allow for additional water storage within the Lake during storm events. Study results expected to be completed in 2008.

The following is a Chronology of Events on the water quality issues:

- 1972 - Department of Ecology (Ecology) study finds that Lake Ballinger has the poorest water quality of 34 lakes surveyed in the Puget Sound area.
- 1977 - King County Metro study is published with recommendations for improvements to Lake Ballinger.
- 1978 - Mountlake Terrace begins work on a lake improvement plan. -
- 1979 - Mountlake Terrace contracts with Kramer Chin & Mayo to design water quality improvements.
- 1980 - Construction begins on water quality improvements to Hall Creek (bank restoration and two instream sedimentation ponds) and McAleer Creek (bank improvements, removal of accumulated sediment in creek channel and construction of a new weir at the original site on Nile Temple property).
- 1982 - Work is completed on installation of a Hypolimnetic injection system to transport oxygen rich water from Hall Creek to the bottom of the lake and remove oxygen-depleted water from the bottom of the lake to an outlet at the weir on McAleer Creek.
- 1992 - Third Lake Ballinger Water quality report is published indicating that water quality improvements installed in the 1980's are continuing to provide interim treatment and protection, but that continued basin-wide stormwater management is needed to prevent additional degradation of the lake.
- 1993 - Total Maximum Daily Load (TMDL) listing for excess phosphorous is developed by DOE as part of the water quality plan developed and published in the final Lake Ballinger report by KCM in 1985.
- 2006 -2007- Ecology performs effectiveness monitoring to assess whether the TMDL for phosphorus is appropriate. Ecology concluded the lake is achieving the desired in-lake phosphorus level mandated by the TMDL.

RESOLUTION NO. 2008-_____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
SHORELINE, WASHINGTON, EXPRESSING SUPPORT
FOR AND DEVELOPMENT OF A GREATER ECHO
LAKE/LAKE BALLINGER /MCALEER CREEK
WATERSHED BASIN AND ACTION PLAN.

Whereas the Echo Lake/Lake Ballinger/McAleer Creek watersheds are vital to the communities of Shoreline, Lake Forest Park, Mountlake Terrace, Lynnwood, and Edmonds and,

Whereas Lake Ballinger accepts waters that flow from Echo Lake, Hall Lake, and Chase Lake and also receives stormwater runoff from many area roads and highways such as Aurora Ave N and SR 104 and,

Whereas Lake Ballinger is headwaters to McAleer Creek, a Chinook bearing stream, which flows from Mount Lake Terrace through Shoreline and Lake Forest Park to Lake Washington and subsequently to Puget Sound and,

Whereas that stormwater runoff negatively impacts the water quality, salmon habitat, riparian areas, and also causes severe city infrastructure and personal property damage due to flooding and,

Whereas many problems from runoff are caused by pollution such as toxic chemical pollution from fertilizers and pesticides, heavy metals, fecal coliform, and sedimentation which contribute to poor water quality and health problems for residents and wildlife and,

Whereas these municipalities consider it a high priority to collectively work to improve the condition of all the water bodies mentioned and the quality of life for their residents with clean water and a better environment so that these waters are eventually "fishable and swimmable", and have been working diligently to comply with all applicable State and Federal laws and,

Whereas the aforementioned cities are all subject to the NPDES Phase II municipal stormwater permit issued by the Department of Ecology in February of 2007 and recognize that there are advantages in terms of cost effectiveness and successful program outcomes to complying with the permit requirements through collective action to the maximum extent possible,

Whereas the federal government, the State of Washington, and the Counties of King and Snohomish, are also are required by their laws to protect the water quality of Echo Lake, Lake Ballinger, McAleer Creek Lake Washington, and Puget Sound,

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SHORELINE, WASHINGTON, DOES HEREBY RESOLVE AS FOLLOWS:

Section 1. The City of Shoreline supports regional efforts to address stewardship of the Echo Lake / Lake Ballinger / McAleer Creek Watershed; and

Section 2. The City of Shoreline is committed to working and meeting with other city and county officials in creating an interlocal agreement to support regional efforts addressing the stewardship issues of the Echo Lake/Lake Ballinger/McAleer Creek watershed; and

Section 3. Shoreline City Council directs staff to build upon and continue their considerable effort to work collaboratively with other cities, Snohomish County, the State of Washington and the federal government to address these issues, and work on developing a "Echo Lake/Lake Ballinger/McAleer Creek Watershed Basin and Action Plan" for future review, with the intent of addressing stewardship issues of the Echo Lake/Lake Ballinger/McAleer Creek watershed.

RESOLVED this ____ day of _____, 2008.

Approved:

Cindy Ryu, Mayor

Approved as to form:

Ian Sievers, City Attorney

FILED WITH THE CITY CLERK:
PASSED BY THE CITY COUNCIL:
RESOLUTION NO. _____

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CITY COUNCIL AGENDA ITEM
CITY OF SHORELINE, WASHINGTON

AGENDA TITLE: Southeast Neighborhoods Subarea Plan CAC
DEPARTMENT: Planning and Development Services
PRESENTED BY: Joseph W. Tovar, FAICP, Director of Planning and Development Services
Steve Cohn, Project Manager
Miranda Redinger, Project Manager

PROBLEM / ISSUE STATEMENT:

The purpose of this memorandum is twofold: 1) to review the objectives and outcomes of the proposed Southeast Neighborhoods Subarea Plan and 2) to discuss staff's proposals for public involvement during the process.

The purpose of this subarea plan is to rectify the lack of direction in the existing Comprehensive Plan Map, which designates portions of the Briarcrest and Ridgecrest neighborhoods as "Special Study Areas". Properties in the Special Study Areas have zoning, but do not have accompanying Comprehensive Plan designations; i.e., no long-range vision for these areas. These areas were designated as "study areas" during the last major Comprehensive Plan update process.

The Council directed staff to work with the community to address this situation in 2008 through the SE Neighborhoods Subarea Plan. This planning process, expected to last just under a year will make recommendations to the Commission and Council about the long-range vision (i.e., comprehensive plan map designation and associated policy direction) for the area, and appropriate zoning and accompanying regulations, if needed to implement specific Subarea policies. This process was begun on March 19 with a kick-off Open House meeting where the public was invited to apply for a Citizens Advisory Committee.

FINANCIAL IMPACT:

Most of this work will be handled by current staff and is assumed in this year's budget. There will be no impact on staffing levels. The consultant that was hired to facilitate the kick-off meeting was funded from this year's budget. Staff does not foresee a request for additional funds.

ACTION REQUESTED

Staff requests that the Council approve the SE Neighborhoods Subarea Plan process for creating the CAC and work plan.

Approved By: City Manager  City Attorney ____

BACKGROUND

When the official City Comprehensive Zoning Map was adopted by Ordinance 292 on January 7, 2002, several segments were designated as "Special Study Areas". This designation was intended to be a place-holder until the areas could be analyzed in further detail to determine a long-range vision for the development of the area. Two of these are the Briarcrest SSA and the Paramount SSA.

The Planning and Development Services Department intends to form a Citizen Advisory Committee to work with staff to develop a subarea plan which will provide advise on establishing a long range vision, possible changes in zoning, and potential development code modifications. The study area boundaries are 145th Ave. to the south, Bothell Way to the east, 150th Ave. to the north (155th west of Fircrest), and 10th Ave. to the west. This land covers approximately half of the Briarcrest neighborhood and a small portion of the Ridgecrest neighborhood, hence the name Southeast Neighborhoods Subarea Plan. Most of this area is defined as a "special study area", but parcels between 30th Ave NE and Bothell Way and between 10th Ave NE and 15th Ave NE have existing Comprehensive Plan designations. The subarea process will offer recommendations about the specific boundaries of the area (whether to limit the area to the "special study areas" or whether to include some areas that already have comprehensive map designations [See attachment A]).

Funds for the project were approved as part of the adopted department budget for 2008, and deliverables for the plan include:

- Comprehensive Plan Map designations that reflect the long-range vision for the area
- Development Code Amendments as necessary to implement identified standards and zoning.
- Creation of a report that will reflect many elements of the Comprehensive Plan, but dealing specifically with the subarea. Subjects may include Economic Development, Land Use, Housing, Transportation, Utilities, Community Design, Natural Environment and Capital Facilities.

On March 19th, 2008, staff hosted an Open House, facilitated by consultant Michael Aippersbach, to kick-off the process, give the community some background on basic planning principles and guiding documents, brainstorm issues to be explored further, and invite attendees to apply for the Citizen Advisory Committee.

Formation of the Citizen's Advisory Committee (CAC) and other public outreach

Public interaction will be an important aspect of refining the Subarea Plan. Staff proposes two major components of this outreach:

- Citizen's Advisory Committee (CAC)
- Outreach to the general public

CAC

Creation of a CAC is an important component of developing the Subarea Plan. Staff intends that the CAC be representative of the varied citizenry and stakeholder groups in the community including, if possible, a diversity of age, gender, race, and term of residence, representation from the residential and business communities, and possibly a representative from the Planning Commission. In addition, it would be useful to have a residential builder, residential leasing/sales agent, or a representative from the non-profit housing sector. While it would be optimal for the committee members to be residents of the defined subarea, it would not be mandatory.

Staff has advertised the CAC in a number of venues so that we are reaching out to new people. We informed the public of the opportunity to volunteer using the print and electronic media, as well as other avenues. Postcards were sent to all addresses within the subarea boundaries to announce the kick-off Open House, and the Briarcrest Neighborhood Association has an extensive network through which to disseminate information.

Staff invited attendees at the Open House to make a formal application to serve on the CAC. The City Manager will develop a list of recommended participants, which he will forward to the Council for confirmation. Our work plan (see below) would have the committee's work beginning in mid-May 2008 and completed by February 2009.

Public Outreach

The March Open House provided an opportunity for the public to offer ideas and identify issues to be addressed during the Subarea process. Another Open House is scheduled for November 2008 to discuss proposed strategies. The timing of these workshops and council reports is subject to change and is dependent on the progress of the CAC.

The schedule also shows two meetings with the City Council, one in July and one in October. Both will report on the progress of the CAC and check in to see if there is additional direction from the Council.

In addition, staff hopes to use cable television, the webpage, and Currents to inform residents and other interested parties about the CAC's progress and schedule.

Draft Work Plan

Staff proposes the following timeframe for developing the Subarea Plan:

Mid-March- Kick-off community meeting

- Introduction to planning process (Comp Plan, Zoning, Subarea Plans)
- Discussion of subarea planning process
- Brainstorm discussion of existing issues
- Invitation to apply for Citizen Advisory Committee

Early to Mid-April- Staff and City Manager review applicants/make selection/present selections to Council for approval. Staff notifies selected committee members, and takes poll to determine date of 1st meeting

Early to Mid-May- Potential date of 1st meeting

- Assuming a bi-weekly meeting schedule (2nd & 4th Thursdays), the CAC could meet 3-4 times before the end of June and the onset of summer commitments
- Depending on the scope of work, this may be enough time to adequately flesh out topics, leaving staff 2 months to research implementation options, and begin to develop appropriate code language, etc.

Early September- CAC reconvenes to discuss staff work

- Staff work continues, CAC will meet at least monthly (or twice monthly if needed) to review staff work, prepare for Open House

November- Open House for community members to provide feedback on direction

Early December- CAC meets to discuss input from Open House and incorporate recommendations as appropriate

January-February 2009- CAC meets to review/discuss/adopt staff work

February/March- Send document (plan, policies and implementing regulations) to Commission for review

April 2009 – Council review and adoption

ACTION REQUESTED

Staff requests that the Council approve the Southeast Neighborhoods Subarea Plan work plan and process for creating the CAC.

Attachments:

Attachment A: SE Neighborhoods Subarea Study Map

Attachment B: Draft Charter for the CAC

Draft Charter
Southeast Neighborhoods Subarea Plan
Citizen Advisory Committee
March 7, 2008

Background, Purpose and Scope

A Citizen's Advisory Committee (CAC) for the Southeast Neighborhoods Subarea Plan will be created to advise the Council on preferred strategies to resolve the current lack of long-range vision for these areas, which are designated as "Special Study Areas" in the Comprehensive Plan. Properties within the special study areas have zoning designations, but there is no corresponding Comp. Plan designation to provide guidance for rezoning requests. The main purpose of the subarea planning process is to address this lack of vision. Strategies will be presented in a report, the contents of which are summarized below.

Advisory Committee Deliverables

A report detailing proposed revisions to the following City documents:

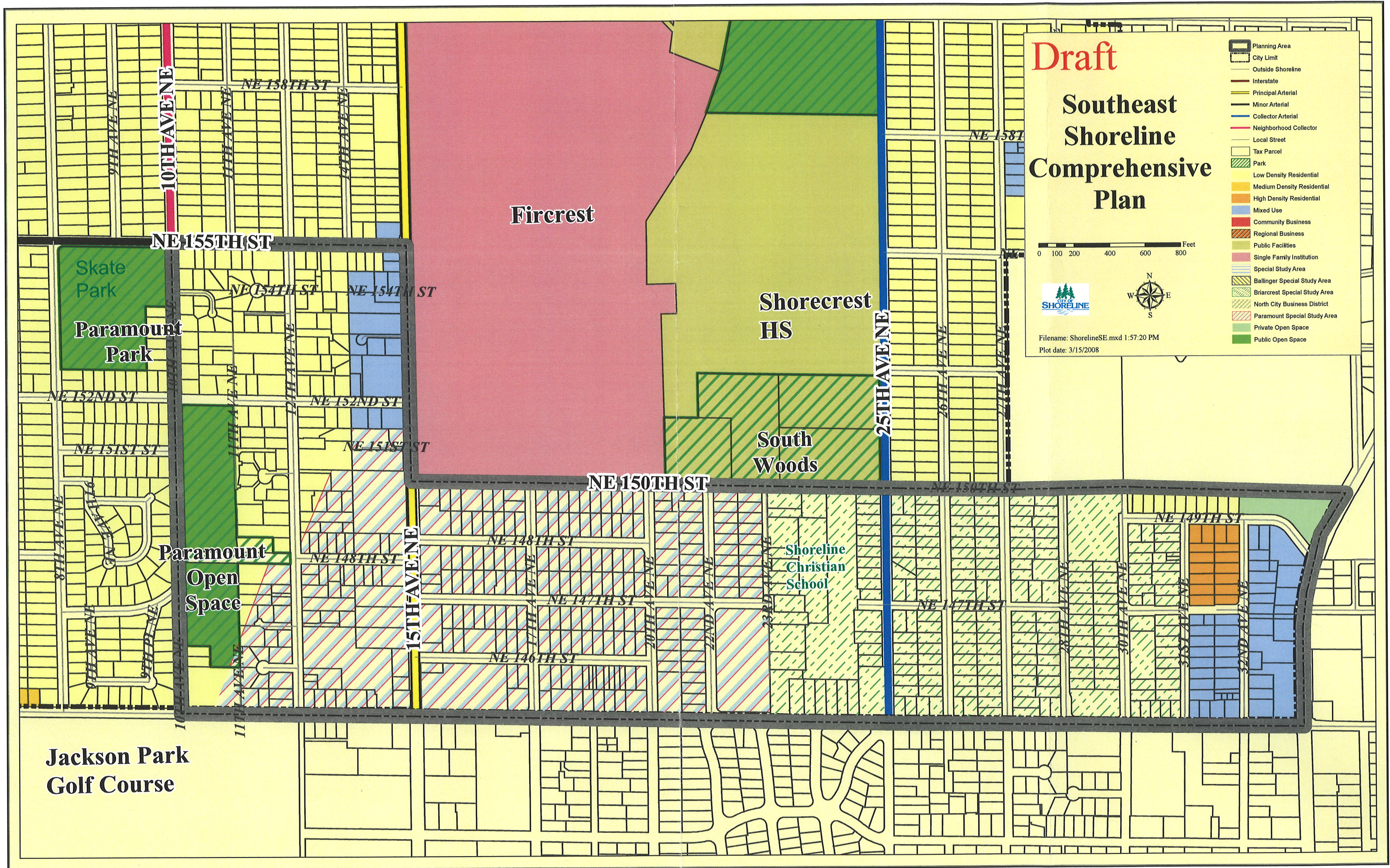
1. The Comprehensive Plan Map, accompanied by proposed zoning to implement Comprehensive Plan designations;
2. Development Code revisions, which will clarify redevelopment goals and possibly create neighborhood design standards, allow for pilot projects related to more diverse housing styles, and other community-based initiatives.

*Note that this report will also strive to be a method of implementation for recommendations adopted by Council from the Comprehensive Housing and Environmental Sustainability Strategies.

Advisory Committee Operation

1. The committee will endeavor to make its recommendations by consensus. If the committee cannot reach consensus, recommendations will require a 2/3 majority vote.
2. Members with dissenting opinions will have their views reflected in the meeting summary.
3. The City Council may appoint a committee chair. The Committee will choose its vice-chair who will conduct the meeting in the absence of the chair.
4. The City will provide staff to the committee. Staff will work with the chair and vice-chair to set the agendas based on the work plan approved by the committee.
5. Staff will provide background information and other materials, arrange for guest speakers, and help to facilitate the meetings. Staff will author the final report based on direction, strategies and priorities identified by the CAC.
6. Committee members have the following responsibilities:
 - They should try to attend every meeting. If a member cannot attend a meeting, the member should contact the chair or staff prior to the meeting.
 - Members agree to be open to discussion of new ideas.
 - Members will be respectful to each other and staff, value their time, and not attempt to monopolize discussion with individual views or priorities.
7. The committee will meet twice a month, unless its members agree to a different schedule. Standing meeting dates will be determined at the first meeting of the CAC.

8. The committee will provide interim reports to the City Council and the public for review and comment.
9. Committee meetings will be open to the public.



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CITY COUNCIL AGENDA ITEM
CITY OF SHORELINE, WASHINGTON

AGENDA TITLE:	Council Subcommittee Recommendations for Study Sessions and Public Input/Involvement Opportunities
DEPARTMENT:	City Manager's Office (CMO)
PRESENTED BY:	Julie Modrzejewski, Assistant City Manager

PROBLEM/ISSUE STATEMENT:

The City Council reviewed this agenda item on March 17, 2008 and determined that discussion should be continued at a later date. Attached is the staff report from the March 17, 2008 Study Session.

BACKGROUND:

During the March 17, 2008 discussion, the Council modified the subcommittee's study session recommendation B:

If any member of the public is present for "General Public Comment," and not for a specific agenda item, the Mayor, under her discretion advisement of the Council, may offer the beginning or end of the meeting for this; however, this would not be a standard item on the agenda and would be considered for urgent matters.

The other recommendations require more Council discussion.

RECOMMENDATION

The staff recommends that Council consider the subcommittee's proposed changes for study sessions and provide staff with direction.

Approved By:  City Manager ____ City Attorney ____

ATTACHMENT A

March 17, 2008 Staff Report

CITY COUNCIL AGENDA ITEM
CITY OF SHORELINE, WASHINGTON

AGENDA TITLE:	Council Subcommittee Recommendations for Study Sessions and Public Input/Involvement Opportunities
DEPARTMENT:	City Manager's Office (CMO)
PRESENTED BY:	Julie Modrzejewski, Assistant City Manager

PROBLEM/ISSUE STATEMENT:

During the Council's January 12, 2008 half-day retreat, there was consensus to form a Council subcommittee to address the efficiency of study sessions and to explore opportunities for the public to provide input to the City. Three Councilmembers volunteered to serve on the committee: Mayor Cindy Ryu and Councilmembers Chris Eggen and Doris McConnell. The subcommittee met three times with various staff including City Manager Bob Olander, Assistant City Manager Julie Modrzejewski, City Clerk Scott Passey, Communications Specialist Susan Will and CMO Management Analyst John Norris.

The subcommittee defined the problem statement as follows:

- Increase productive discussions among Councilmembers during study sessions and
- Enhance public input/involvement opportunities, including increasing information outreach to citizens and gathering input from citizens.

BACKGROUND:

During the Council's half-day retreat it was expressed that there was a need to have more time for collegial discussion and thoughtful deliberation during study sessions. It was felt that more time was needed to learn and understand each other's perspectives and points of view. In addition, the Council wanted the discussion to focus on the study session agenda items specifically, keeping the public and Council's focus on items on the agenda.

The subcommittee discussed various strategies to increase productive discussions among Councilmembers during study sessions and this report outlines the proposed changes. The subcommittee would like the proposed changes to be implemented on a trial/temporary basis and would like the full Council to consider this a "pilot" to last for four (4) study sessions or two (2) months. In order to do this, the subcommittee suggests a "suspension of the Council Rules and Procedure." After this trial period, the Council would discuss whether or not the pilot was successful, and if affirmative, the Council Rules and Procedure would be amended.

Study Session Proposed Changes

A.	Remove "General Public Comment" from the beginning of the meeting.	Unanimous
B.	If any member of the public is present for "General Public Comment," and not for a specific agenda item, the Mayor, under her discretion, may offer the beginning or end of the meeting for this; however, this would not be a standard item on the agenda.	Unanimous
C.	It is recommended that the Council move into the Highlander Room and to change the room format to create a setting for greater discourse among Councilmembers. The subcommittee preferred Diagram 2 (see attachment A for room format diagrams). This recommendation would cost approximately \$200 more per meeting to address the meeting's A/V needs.	Unanimous
D.	To accomplish the proposed changes, the Council would need a motion "to suspend the Rules of Procedure" to a date certain.	Unanimous
E.	After each agenda item, change the public comment length from three (3) minutes to two (2) minutes per speaker. <i>Since this proposed change was not unanimous, the subcommittee wanted to provide it for the full Council's discussion and consideration.</i>	Not unanimous (2:1)

In addition to discussing proposed changes to the study sessions, the subcommittee discussed ways to improve the City's outreach to citizens, including communicating information or seeking public input. Topics discussed were website related items such as adding links, hosting a community calendar, implementing a "blog," and conducting online polls/surveys. Likewise, the subcommittee discussed enhancing printed materials made available at City meetings or functions. The subcommittee expressed a desire to help non-profit/non-city agencies promote their organizations and events and discussed ways the City could facilitate this.

Public Input/Involvement Opportunities

A.	<p>Increase direct access to the City Council and Department Directors:</p> <ul style="list-style-type: none"> • Direct phone numbers were added to <i>Currents</i> • The subcommittee suggested creating a "city business card" to organize how the public may contact the City; this would be made available at City Council meetings and City events.
B.	<p>Increase opportunities for non-profits/non-city agencies to promote their organizations and events:</p> <ul style="list-style-type: none"> • The staff provided initial research and found a community calendar for Cowlitz County, WA, called, "Cowlitztoday.com," which was formed by a community partnership: <ul style="list-style-type: none"> ○ A community volunteer serves as the webmaster and manages the entire online calendar. In lieu of direct payment to use the site, he sells Internet advertisements and banners. ○ Groups "register" with the site and can upload their events on the calendar. ○ Events must meet certain criteria to be on the calendar.

	<ul style="list-style-type: none"> In an effort to help agencies market and promote their events and programs, staff will be adding a "how to publicize your event" guide on the City's website.
C.	<p>Increase the opportunity for the City to learn the community's perspective and to share the City's perspective:</p> <ul style="list-style-type: none"> The subcommittee discussed the implementation of a blog and asked staff to research other communities that have implemented them. The subcommittee learned that some communities that started blogs inevitably discontinued them due to the public's lack of interest. Likewise, it was determined that it would increase staff's workload to maintain the timeliness of the content on the blog and to ensure that profanity and offensive language was not being added by blog participants. While this was considered an innovative approach to have an "interactive discussion" on various policy/project topics (e.g., land use, environment, City Hall, etc.) that may interest the community and especially younger generations, the subcommittee decided to hold on this suggestion. The subcommittee discussed the implementation of online surveys and polls. It was noted that the City is already conducting online surveys. For instance, the City currently has an online survey regarding cable television and internet service in Shoreline.. And while this method would not be considered a statistically significant sampling of the community, it does provide a way for the City to learn and understand individual point of views on various subjects. The subcommittee also discussed online polling. Staff expressed how this technology and "instant voting" could reach younger generations (e.g., "American Idol" phenomenon). Time is often an issue for members of the public when engaging City leadership, so this method could be a speedy way to gather the public's reaction to a particular issue. This technology is readily available and could be implemented with relative ease. With both the blog and online surveys/polls, it should be noted that since the City's website is on the World Wide Web, anyone in the world with Internet access could participate; there is no way to determine where the responses are truly coming from. Likewise, non-random surveys/polls are unscientific and should not be used to generalize statistically to larger populations.

RECOMMENDATION

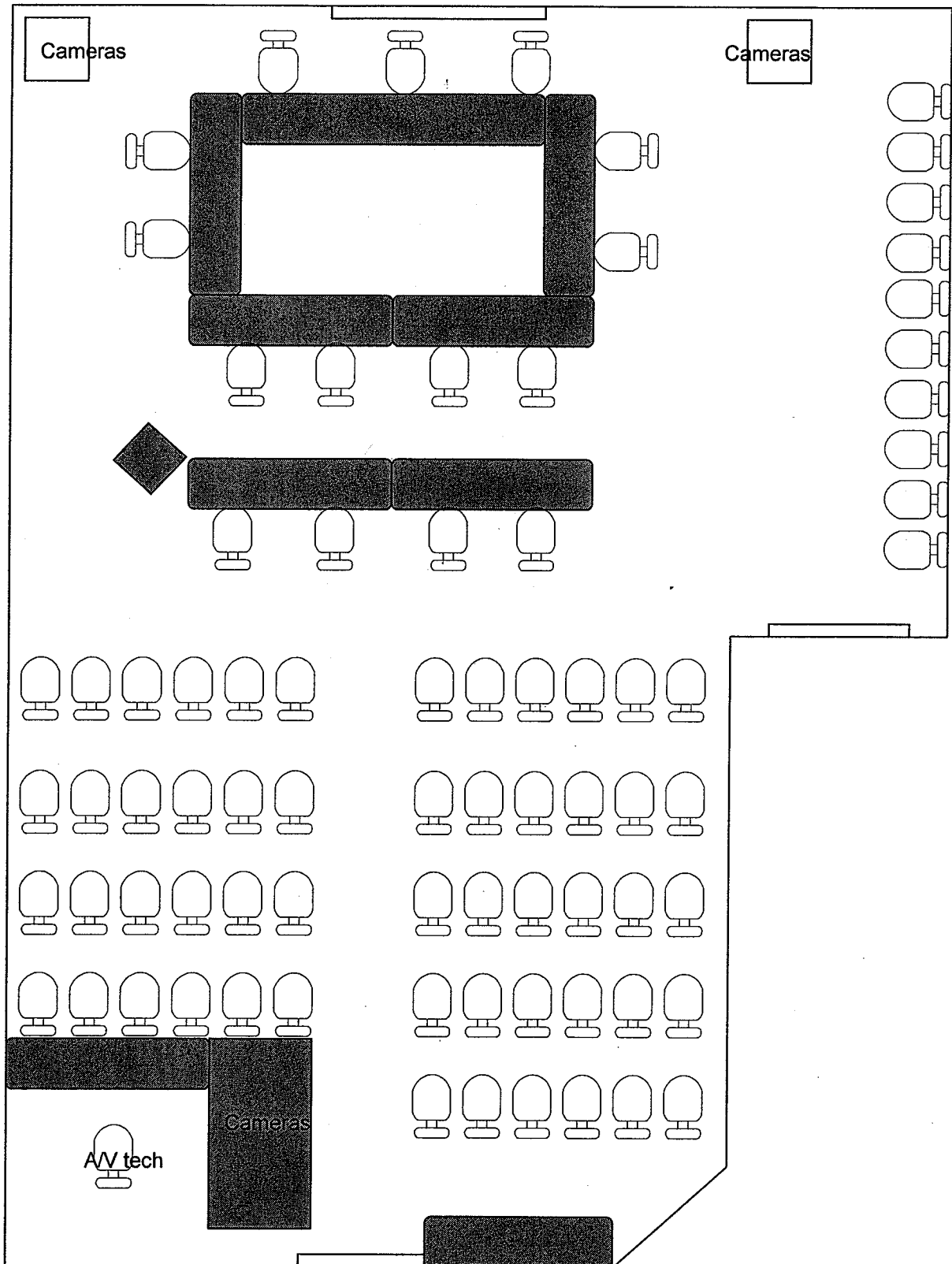
The subcommittee recommends that Council consider the proposed changes for study sessions. If there is Council consensus for the proposed changes, staff would be prepared to implement the changes by the Council's April 7 study session. Likewise, it would be helpful to hear Council's discussion regarding alternate methods for increasing public input/ involvement opportunities.

Approved By: City Manager _____ City Attorney _____

ATTACHMENT A

Highlander room format diagrams

Shoreline City Council Study Session
Highlander Room, Shoreline Conference Center



The floor plan shows a large hall with the following features:

- Top Section:** A long table with chairs on both sides. Labels include "A/V tech" and "Cameras".
- Center Section:** A large rectangular table with chairs around it. Labels include "Cameras" in a box at the bottom left and "Cameras" in a box at the bottom right.
- Bottom Section:** A long table with chairs on both sides.
- Right Side:** A large rectangular area, possibly a stage or a large table, with chairs on the right side.