
Council Meeting Date: November 8, 2010

Workshop Dinner Meeting

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:	Joe Tovar, Director Steven 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.

At the upcoming meeting, the main item of discussion will be the upcoming year's work program.

2011 Long Range Work Program:

The current draft of the workplan is attached. It assumes that the department continues to operate with current resources. The workplan consists of two sections: 1) discrete workplan topics such as Town Center and Subarea Plan implementation and 2) a separate page that focuses on the Comprehensive Plan Update. The focus of the discussion at your meeting will be on the Plan Update.

This Comprehensive Plan Update will be somewhat different than the previous one because it will be entirely prepared in-house, without the assistance of consultants. Due to limited resources, we will need to be strategic in focusing on key items or questions that are important to the Council and the community.

At the joint meeting on November 8, staff will discuss the process for the update, and begin a discussion about a "global" goal setting/scoping work session to inaugurate the updating of the Comprehensive Plan.

The work session is tentatively planned for January 14. It will provide an opportunity for the Council to propose "big picture" issues for inclusion in the Comprehensive Plan Update. Such items could be as diverse as requesting that the PSRC designate a portion of Shoreline's commercial area as a regional growth center, or developing a commercial zoning district that does not permit residential or mixed use development. These actions might have ramifications that require additional research and analysis, and therefore would affect the scope of the Plan Update.

Details of the work session will need to be finalized , but staff's intent is that the work product that is produced will have enough "meat on the bones" so that the Planning Commission could take comment on it in February and develop a recommendation on scope including possible modifications to the Council for Council action at its retreat. Staff believes that this process could occur during the first 4 months of 2011, as detailed on the Comprehensive Plan Update schedule (item 14.2).

A secondary item of discussion will be the "discrete items" portion of the workplan. This includes a number of items that staff expects to be working on next year. The Council and Commission may want to discuss whether they agree on the timing and priority of these items.

As noted above, the current draft of the Long Range Work Program assumes that the proposed budget will be adopted. If there are changes to the budget prior to its adoption, staff will return in January to talk with the Council about a revised Work Program.

If you have questions or comments, feel free to contact Steve Cohn prior to the meeting at 801-2511 or scohn@shorelinewa.gov.

RECOMMENDATION

Staff recommends that the Council and Planning Commission discuss the above topics at their joint meeting on October 25.

Attachment

1. Long Range Planning Work Program, dated October 12, 2010

Approved by:

City Manager

City Attorney



2010-2011 Long Range Planning Work Program

Revised 10/14/10

Revised 10/14/10

	Legend	Commission Role	x	Staff Role	XX	Council Adoption																			
Work Task 1 Aldercrest Study and Zoning Implementation	2010	2011																							
	BL	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
1.1 - Analysis and Recommendation																									
1.2 - Commission Review																									
1.3 - Council Review and Adoption																									
Work Task 2 Development Code Amendments	BL																								
	MR																								
	MR																								
	PC & BL																								
	BL																								
Work Task 3 Design Review	PC																								
	PC																								
	PC																								
	PC																								
	PC																								
Work Task 4 Code Amendments	SS																								
	SS																								
	SS & BL																								
	SS & BL																								
	SS & BL																								
Work Task 5 Light Rail Alignment Planning	UT & SC																								
	UT & SC																								
	UT & SC																								
	UT & SC																								
	UT & SC																								
Work Task 6 Check in points for other major Plans	DL																								
	MR																								
	SC																								
	SS & SC																								
	BL																								

2010-2011 Long Range Planning Work Program

		Legend	Commission Role	x	Staff Role	XX	Council Adoption																			
Revised 10/14/10																										
		Staff	2010	2011																						
Work Task 7 Point Wells		JT	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
7.1 - Subarea Plan						XX																				
7.2 - Interlocal Agreement and Corridor Study		SC & PW						x	x	x		x	x	x		x	x	x	x	x	x	x	x	x	x	x
Work Task 8 Town Center Subarea Plan		PC	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
8.1 - Staff and consultants conduct community outreach			x	x	x	x																				
8.2 - Staff prepares Plan & Code Amendments for Town Center																										
8.3 - Plan & Code amendments reviewed by Planning Commission																										
8.4 - Planned Action/EIS		DL							x	x	x	x	x	x	x	x	XX									
8.5 - Council adopts Plan and Code Amendments																	XX									
Work Task 9 SE Neighborhoods Plan and Zoning update		MR	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
9.1 - Subarea Plan Adoption						x	XX																			
9.2 - PC reviews Subarea Plan, Council Adoption/Zoning Implementation								x		x		x		x	XX											
9.3 - Reivew Innovative Housing Reg Chgs & Design Stds to implement Subarea Plan		MR & SC																		x	x			XX		
Work Task 10 Master Development Plan for CRISTA Campus		SS	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
10.1 - PC Review/CC Adoption							XX																			
Work Task 11 Master Development Plan Public Health Lab		SS	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
11.1 - PC Review and Council Adoption						x	x	x	x			x														
11.2 - CPA Review and Adoption													XX													
Work Task 12 Master Dev Pln for Shoreline CC - no application yet		DL	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
12.1 - CPA only, if CPA required																										
12.2 - Master Development Plan																										
Work Task 13 Updated American Cmty Survey (5-yr sample) information		SC	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
13.1 - Review and analysis, and preparation for 2010 Census release															x	x	x	x								
Work Task Review/Modify MUZ if appropriate		SS	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
																		x	x				x	XX		
Work Task Rezones		SS	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
																	x	x	x			x	XX	x	x	x

UPDATE 10/19/2010

		J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D
14.1 - Vision and Framework Goals	DL																					x	x	x	
14.2 - Scope Comp Plan Review and Review Intro	SC &MR									X	X	X	X	X	X	X									
14.2a Big picture work session	SC																								
14.2b Planning Commission takes comment and may recommend modification	&MR&SS													X											
14.2c City Council adopts final direction on scope of Update															X										
14.3 - Growth Targets and City-wide allocation scenarios	SC & JT															X									
Encouraging residential and job growth in targeted commercial areas	SC & DL	X	X	X	X	X	X	X											X	X	X	X	X	X	
Station Area Planning (2 stations areas @500 hrs/area)	SC/SS/MR																X	X	X	X					
Re-look at transition	SC/MR/BL/SS/PC																		X	X	X	X	X	X	X
14.4 - Land Use and Future Land Use Map	SS/PC																				X	X	X	X	
14.5 - Housing	SS																		X	X	X	X	X	X	X
14.6 - Transportation	MR															X	X	X	X	X	X				
14.7 - Parks, Recreation, and Open Space	DL												X	X	X	X	X	X	X	X					
14.8 - Capital Facilities	SS								X		X		X		X		X	X	X	X	X			X	
14.9 - Utilities	SC												X	X			X	X	X	X	X	X			
14.10 - Shoreline Master Program	SC												X	X	X			X	X	X	X	X			
14.11 - Economic Development	MR												X	X	X										
14.12 - Community/Urban Design	SC																		X	X	X	X	X	X	X
Land Use Map	MR																		X	X	X	X	X	X	X
14.14 - Make Final revisions to other Elements	SC/SS																							X	X
General Outreach meetings (Bimonthly meetings on various topics, may or may not be connected to PC mtgs)	MR																							X	X
Prep for PC meeting on topic (6 mtgs/qtr, 12 hrs to prep and present and respond to follow up	SC/MR/BL/SS/PC														X		X		X		X				X
Council Check-in (1 mtg/qtr, 12 hrs to prep and follow up	SC/MR/BL/SS/PC														X	X	X	X	X	X	X	X	X	X	X
General outreach/webpage/Currents etc 12 hrs/mo for 12 months	SC/MR/BL/SS																		X		X		X		

This page intentionally left blank.