

CITY COUNCIL AGENDA ITEM
CITY OF SHORELINE, WASHINGTON

AGENDA TITLE: 2011-12 Long Range Planning Work Schedule
DEPARTMENT: Planning and Development Services
PRESENTED BY: Joseph W. Tovar, FAICP, Director

PROBLEM/ISSUE STATEMENT:

At the end of the March 5 Council retreat, there was discussion about striving for a December 2012 adoption date for the Comprehensive Plan Update. Following the retreat, staff reviewed the long-range planning work schedule to re-prioritize some projects in order to meet that date. The attached matrix reflects staff's initial forecast on how staff can conclude most of its current long-range projects in a reasonable timeframe and shift our time over to the ambitious schedule for the Plan update. If Council chooses not to affirm the December 2012 adoption date for the Comprehensive Plan update, staff would have the ability to take on additional work tasks in the 2011-12 timeframe.

FINANCIAL IMPACT:

The attached 18 month plan can be handled with existing resources. To complete the Comprehensive Plan Update by the end of 2012 will likely require additional resources in order to accomplish the technical work necessary for a complete SEPA analysis of the Plan.

RECOMMENDATION

No action is required.

Approved By: City Manager JW City Attorney ____

BACKGROUND

At the March 5 retreat, the Council discussed a number of aspects of the Comprehensive Plan Update; at the end of the retreat, there was some discussion about striving for a December 2012 adoption. This follow-up study session will provide an opportunity for staff to recap what was said, summarize and obtain affirmation of Council direction from the retreat and provide a general description of how a December 2012 deadline can be combined with staff's current workload to produce a work program for the next 12-18 months. If there is Council direction to extend the timeframe of the Plan Update, there would be additional staff time available to address other work tasks.

In the 2005 update, the Council dealt with more than one hundred amendments prior to adopting the Plan. It is staff's goal to have the Council identify major concerns/ideas early in the 2011 Update so that the Planning Commission will understand your priorities and concerns prior to developing its recommendation.

Staff requests that the Council provide direction on the following questions:

1. Given the proposed 2011-12 Long-Range Workplan, is the Council comfortable with striving for a December 2012 adoption date for the Plan Update?
2. Does the Council want to offer further direction to staff or the Planning Commission on the scope or focus of the Plan Update?

DISCUSSION

There are a number of items that staff has been working on that we will endeavor to complete by the end of the summer 2011. These include: Town Center Subarea Plan and Implementing Zoning, SE Neighborhoods Subarea Implementing Zoning, Shoreline Master Program, and the Permanent Assignment of certain Quasi-judicial Hearings to Hearing Examiner.

Other items requiring staff resources in the latter part of this year include: Shoreline Community College Master Plan, Point Wells, and potential new development code amendments, including the animal control policy the Council recent discussed and a number of citywide amendments that the Planning Commission may recommend as an outgrowth of SE Neighborhood Plan implementation discussions.

With these projects in mind, the workplan shows that the staff proposes to carry out its review of the existing plan during the 2nd half of 2011. In its review staff will look at the following criteria –to implement Council's direction from March 5. We will review the existing plan and nominate for removal policies that

- Are redundant
- Are obsolete
- Are actually regulations
- Are superseded by or require revision due to new state or regional requirements
- Are not policies but are background data or analysis that can be moved to a functional plan or the non-project EIS on the Plan update.

If Council affirms a December 2012 date for the adoption of the Update, staff suggests a process that includes the following steps:

1. May – Final Council direction on Update at joint Council/Commission meeting
2. May-Aug 2011 – Community outreach to gather new ideas
3. Fall/Early Winter 2011 – Staff collates suggestions, collaborates with Planning Commission to determine which ones should be added to the Plan
4. Winter 2011 – Staff adds new suggestions into Plan, ensures that Plan incorporates new requirements
5. 2nd quarter 2012 - Plan presented to Commission for review/comment/Open houses for public
6. 2nd quarter 2012 – SEPA review and analysis
7. 3rd quarter 2012 – Public Hearing/follow up PC study sessions resulting in recommendation
8. 4th quarter 2012 – Council review/adoption

The April 4 session will provide an opportunity for the staff to review the Long-Range Planning workplan and the Comprehensive Plan Update draft schedule in more detail to make sure that the Council is comfortable with the direction of the Update and the proposed timeline.

If there are items that have not been addressed in the work program or Plan Update, please contact Joe Tovar (Jtovar@shorelinewa.gov or 206-801-2501) prior to April 4 so that staff can consider how additional work tasks might affect the schedule.

ATTACHMENTS

- A. Draft 2011-2012 Long Range Planning Work Program
- B. Draft Comprehensive Plan Update Schedule

2010-2012 Long Range Planning Work Program

Revised 3/23/11

[illegible]

2010-2012 Long Range Planning Work Program

[illegible]

Work Task: COMPREHENSIVE PLAN UPDATE

	2011												2012											
	Jan-11	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan-12	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
14.1 - Vision and Framework Goals (adopted 5/11/2009)	X	X	X	X	X																			
14.2 - Staff develops preliminary scope																								
14.2a City Council Comp Plan Update Retreat																								
14.2b City Council adopts final direction on scope of Update			X																					
14.3 - Discussion/decision on Urban Growth Center designation				X	X	X	X	X	X															
14.4 - Community outreach to gather new ideas				X	X	X	X	X	X															
14.5 - Commission reviews update suggestions and decides whether to include in update process												X												
14.6 - In-house review of Elements:																								
14.6a - Land Use and Future Land Use Map					X	X	X	X																
14.6b - Housing					X	X	X	X																
14.6c - Transportation																								
14.6d - Parks, Recreation, and Open Space						X	X	X	X	X														
14.6f - Capital Facilities						X	X	X	X	X														
14.6g - Utilities										X	X	X												
14.6h - Shoreline Master Program											X	X												
14.6i - Economic Development										X	X	X												
14.6j - Community/Urban Design					X	X	X																	
14.7 - Growth Targets and City-wide allocation scenarios (revisit if Growth Ctr is adopted)												X												
14.8 - Report out to Commission about recommended changes													X											
14.9 - Public outreach about staff recommended changes														X										
14.10 - Commission review of recommended changes/public hearing/recommendation																	X	X	X	X	X	X	X	
14.11 - SEPA analysis, will include new traffic model run if Growth Ctr proposal is adopted																	X	X	X	X	X	X	X	
14.12 - Revisions to elements if warranted because of SEPA analysis																		X	X	X	X	X	X	
14.13 - Council Check-in/Plan review begins October 2012/Adoption Dec 2012																								
14.14 - General outreach/webpage/Currents etc					X	X	X	X	X	X	X	X												
3/17/2011																								

Legend

X Staff

X Planning Commission

X City Council