

CITY COUNCIL AGENDA ITEM
CITY OF SHORELINE, WASHINGTON

| |
|---|
| AGENDA TITLE: Adoption of 2011-2012 Planning Commission Work Plan DEPARTMENT: Planning and Development Services PRESENTED BY: Joseph W. Tovar, FAICP, Director ACTION: <input type="checkbox"/> Ordinance <input type="checkbox"/> Resolution <input checked="" type="checkbox"/> Motion <input type="checkbox"/> Discussion |
|---|

PROBLEM/ISSUE STATEMENT:

The Council met with the Planning Commission on April 25, 2011 to discuss the Comprehensive Plan Update and the 2011-2012 Planning Commission Work Plan. The proposed schedule reflects the Council's direction to strive to complete the Comprehensive Plan update by the end of 2012. The work plan also identifies a number of other projects that will be presented to the Planning Commission over the next eighteen (18) months.

Staff is bringing this item forward for Council approval of policy direction on the work of the Planning Commission. Although the Council is adopting the Planning Commission work plan for the next eighteen months, the plan also dictates the priorities of Long Range Planning Division of the Planning and Development Services Department over the same timeframe.

RESOURCES/FINANCIAL IMPACT:

Given Council's desire to complete the Comprehensive Plan update by the end of 2012 additional resources will be necessary to complete the technical work of a complete SEPA analysis of the Plan. Given the proposed work program, staff does not have the capacity to do the bulk of the SEPA analysis. Staff proposes that this work be done by a consultant at a cost of approximately \$100,000. Staff believes that a full review of the impacts will require additional transportation expertise that is not available in-house, and an economic/market analysis, both of which would have fiscal implications for the City over the life of the Comprehensive Plan.

If a longer time horizon was used for completion of the Comprehensive Plan update, staff could accomplish a portion of the SEPA analysis; however for certain specialized tasks, such as transportation analysis (which is required) and economic/market analysis, which would be helpful in determining future revenues, consultant support would still be necessary. The estimate for a smaller consultant contract focusing on two or three areas is \$50,000.

The SEPA analysis consultant support will be considered during the 2012 budget process. The remaining work items within the proposed 2011-2012 work plan attached can be completed with existing resources.

RECOMMENDATION

Staff recommends that Council adopt the updated 2011-2012 Planning Commission work plan.

Approved By: City Manager *jm* City Attorney

BACKGROUND

The City Council held a Comprehensive Plan Update retreat on March 5, 2011. At the retreat the Council discussed a number of aspects of the Comprehensive Plan Update. Following the retreat, Council discussed the Comprehensive Plan update and Planning Commission work plan at a joint meeting on April 25, 2011.

DISCUSSION

Attachment A provides the proposed 2011-2012 Planning Commission work plan. There are a number of work plan items that staff anticipates will be complete by September 1, 2011. These include: Town Center Subarea Plan and Implementing Zoning, SE Neighborhoods Subarea Implementing Zoning and the Permanent Assignment of certain Quasi-judicial Hearings to the Hearing Examiner.

Other items requiring staff resources and Planning Commission time in the latter part of 2011 include: the Shoreline Community College Master Plan, the Shoreline Master Program, Point Wells, potential new development code amendments, including the animal control policy recently discussed by Council, and a number of citywide amendments that the Planning Commission may recommend as an outgrowth of the SE Neighborhood Plan implementation.

With these projects in mind, the proposed Comprehensive Plan update work plan (Attachment B) reflects a review of the existing Comprehensive Plan during the second half of 2011. This review will be to implement Council's direction to nominate for removal policies that

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

Other phases of the Plan update will be completed during 2012.

Staff is bringing work plan forward for Council approval of policy direction on the work of the Planning Commission.

RECOMMENDATION

Staff recommends that Council adopt the updated 2011-2012 Planning Commission work plan.

ATTACHMENTS

- A. 2011-2012 Planning Commission Work Plan
- B. Proposed Comprehensive Plan Update Work Plan

2011-2012 Planning Commission Work Program

| | Legend | | Commission Role | x | Staff Role | XX | Council Adoption |
|--|--------|--|-----------------|---|------------|----|------------------|
|--|--------|--|-----------------|---|------------|----|------------------|

Revised 6/3/11

2011

2012

Work Task 1 - Development Code Amendments

- 1.1 - Compatibility amendment *(not currently scheduled)*
1.2 - Single Family Dwelling Unit Scale *(not currently scheduled)*
1.3 - Tree Regulations

[illegible]

Work Task 2 - Design Review

- 2.1 - Consultant and Staff Proposal Development
2.2 - PC Review & CC Adoption (*only Town Center, not other comm'l areas*)
2.3 - Design Stds for other areas (*not currently scheduled*)

[illegible]

Work Task 3 Code Amendments

- ### 3.1 - Development Code Amendment Packages (including Animal Control and possible city-wide code revisions stemming from SE Neighborhood Plan implementation)

- ### 3.2 - Reg Reform (Permanent Transfer of Rezones, Master Plans etc. from PC to Hearing Ex)

[illegible]

82 Work Task 4 Light Rail Alignment Planning

- 4.1 - Staff analysis
4.2 - Council direction

[illegible]

Work Task 5 Functional Plan Updates

- 5.1 - Transportation Master Plan Update
5.2 - Shoreline Master Program (review and adoption)
5.3 - Parks Master Plan Update

[illegible]

Work Task 6 Point Wells

- 6.1 - Subarea Plan Amendment
- 6.2 - Developer Agreement and Corridor Study
- 6.3 - Legislative Process
- 6.4 - Ongoing staff monitoring/commenting/coordination on Pt Wells SEPA and subsequent permits

| Jun | Jul | Aug | Sep | Oct | Nov | Dec | Jan | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec |
|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|
| x | x | ? | ? | ? | ? | ? | ? | ? | ? | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | |
| x | x | x | x | x | x | x | x | x | x | x | x | x | | | | | | |

Work Task 7 Town Center Subarea Plan

- 7.1 - Staff and consultants conduct community outreach
- 7.2 - Staff prepares Plan & Code Amendments for Town Center
- 7.3 - Plan & Code amendments reviewed by Planning Commission
- 7.4 - Planned Action/EIS
- 7.5 - Council adopts Plan and Code Amendments

[illegible]

Work Task 8 SE Neighborhoods Plan and Zoning update

- ## 8.1 - Zoning Implementation

[illegible]

Work Task 9 Master Dev Pln for Shoreline CC

9.1 - Master Development Plan

| Jun | Jul | Aug | Sep | Oct | Nov | Dec | Jan | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec |
|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|
| x | x | x | x | | XX | | | | | | | | | | | | | |

Work Task 11 Comprehensive Plan Update (see separate sheet)

| Jun | Jul | Aug | Sep | Oct | Nov | Dec | Jan | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec |
|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|
| x | x | x | x | x | x | x | x | x | x | x | x | x | | | | | | |

Work Task 12 Rezones

12.1 Estimate approx 2 per year (may be transferred from PC to Hearing Examiner)

| Jun | Jul | Aug | Sep | Oct | Nov | Dec | Jan | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec |
|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|
| ? | ? | ? | ? | ? | ? | ? | ? | ? | ? | ? | ? | ? | | | | | | |

Work Task 13 CPA Docket

13.1 - 2011 CPA docket

| Jun | Jul | Aug | Sep | Oct | Nov | Dec | Jan | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec |
|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|
| x | x | x | x | x | x | XX | | | | | | | | | | | | |

ATTACHMENT B

| 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) | | | | | | | | | | | | | | | | | | | | | | | | |
| 14.2 - Staff develops preliminary scope | X | X | X | X | X | | | | | | | | | | | | | | | | | | | |
| 14.2a City Council Comp Plan Update Retreat | | | X | | | | | | | | | | | | | | | | | | | | | |
| 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 (consistent with Current Vision Statements) | | | | | | X | X | X | X | X | | | | | | | | | | | | | | |
| 14.5 - Commission reviews update suggestions and decides whether to include in update process | | | | | | | | | | | X | 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 | | | | | | | X | X | X | X | | | | | | | | | | | | | | |
| 14.6d - Parks, Recreation, and Open Space | | | | | | | X | X | X | X | X | | | | | | | | | | | | | |
| 14.6f - Capital Facilities | | | | | | | | | X | X | X | | | | | | | | | | | | | |
| 14.6g - Utilities | | | | | | | | | X | X | X | X | X | | | | | | | | | | | |
| 14.6h - Shoreline Master Program | | | | | | | | | X | X | X | X | X | X | | | | | | | | | | |
| 14.6i - Economic Development | | | | | | | | X | X | X | | | | | | | | | | | | | | |
| 14.6j - Community/Urban Design | | | | | X | X | X | X | | | | | | | | | | | | | | | | |
| 14.7 - Growth Targets and City-wide allocation scenarios (revisit if Growth Ctr is adopted) | | | | | | | | | X | X | X | X | X | | | | | | | | | | | |
| 14.8 - Report out to Commission about recommended changes | | | | | | | | | | | | | X | X | X | | | | | | | | | |
| 14.9 - Public outreach about staff recommended changes | | | | | | | | | | | | | X | | X | | | | | | | | | |
| 14.10 - Commission review of recommended changes/public hearing/recommendation | | | | | | | | | | | | | | | | 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 | | | | |
| 14.13 - Council Check-In/Plan review begins October 2012/Adoption Dec 2012 | | | | | X | | | | X | | | | | X | | | | X | X | X | X | | X | XX |
| 14.14 - General outreach/webpage/Currents etc | | | | | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X |

5/17/2011

Legend

X Staff

X Planning Commission

X City Council