

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

<b>AGENDA TITLE:</b>	Comprehensive Plan Update
<b>DEPARTMENT:</b>	Planning & Community Development
<b>PRESENTED BY:</b>	Miranda Redinger, Senior Planner Rachael Markle, AICP, P&CD Director
<b>ACTION:</b>	<input type="checkbox"/> Ordinance <input type="checkbox"/> Resolution <input type="checkbox"/> Motion <input checked="" type="checkbox"/> Discussion <input type="checkbox"/> Public Hearing

**INTRODUCTION**

After a year of Planning Commission discussion and revision of the Draft 2012 Comprehensive Plan, Council had their first opportunity to review the entire document at the end of October. The Draft 2012 Comprehensive Plan is accessible at the following link: <http://shorelinewa.gov/index.aspx?page=409>. In the report for the November 5 meeting

<http://cosweb.ci.shoreline.wa.us/uploads/attachments/cck/council/staffreports/2012/staffreport110512-9b.pdf>, staff proposed a timeline for adoption that meets the Council's goal of updating the Plan by December 2012, while providing an opportunity for thorough consideration of this guiding document.

Staff is presenting the draft document to Council in three sections, and have reserved placeholders on agendas for additional discussion or revisions, or a public hearing if necessary. The revised schedule is as follows:

- November 5 – Overview of the process to date; discussion of the Introduction and Land Use Element (pages 1-32 and 83-88)
- November 13 – Discussion of Community Design, Housing, Transportation, Economic Development, and Natural Environment Elements (pages 33-66 and 89-156)
- November 19 – Discussion of Parks, Recreation, and Open Space; Capital Facilities; Utilities; and the docketed amendments related to the Point Wells Subarea Plan (pages 67-82 and 157-192 of draft Comprehensive Plan; Point Wells Subarea Plan staff report and materials available at <http://cosweb.ci.shoreline.wa.us/uploads/attachments/pcd/pc/2012/1115/agenda.htm>)
- November 26 – Discussion of any remaining questions or final revisions, work through matrix.
- December 3- Potential date for adoption (see explanation under discussion)
- December 10, 2012 – Original target date for Council adoption

On November 5, Council decided on a two-tiered approach to working through the document, which utilizes a combination of options presented by staff. The first option

was to frame discussion around the big picture questions identified for the July 9 joint meeting between the Planning Commission and Council. Council decided that this would be a good framework for discussion during meetings, but that a matrix should also be established for tracking additional questions and potential revisions. This will help Council determine which issues rise to the level of discussion. The focus of tonight's meeting will be working through the matrix (Attachment A).

**RESOURCE/FINANCIAL IMPACT**

The City hired a consultant, BERK Consulting, for approximately \$40,000 to assess if the City's Comprehensive Plan, through proposed zoning code changes, can support consolidation of zoning categories, form based zoning regulations, reduction of parking standards, and removal of density limits in the commercial zones. There are no additional financial impacts associated with this project at this point.

**RECOMMENDATION**

Staff requests that Council discuss issues contained in the matrix in preparation for adoption of the Comprehensive Plan. If Council identifies potential revisions that the City Attorney determines to be outside of the scope of the October 18 Planning Commission public hearing, Council should direct staff to notice and schedule a public hearing for these changes. This will delay the adoption of the Comprehensive Plan until early 2013.

If there are no significant changes to the Comprehensive Plan then Council can move forward for adoption in December. Council would like to move forward with adoption on December 3, staff will send an amended staff report, along with the ordinance to Council by November 30. If Council chooses to keep the Comprehensive Plan for adoption on December 10, as scheduled, then the information will be in the packet that is delivered to Council on December 3.

Approved By:           City Manager **JU**   City Attorney **IS**

## DISCUSSION

### **MATRIX**

Council received the first draft of the matrix on Friday, November 16. It includes all comments received not only from Council, but also from reviewing agencies, staff, and the public, which have been received since the first Council discussion of the draft Plan on November 5. It is organized by the "Action Proposed" column so Council could prioritize items for discussion for which staff requested direction, or that seemed to warrant full Council discussion.

Items 1-6 are labeled "Discuss on November 26." Items 7-49 are recommendations to change the Comprehensive Plan that staff supports. If the Council agrees with the proposed action, there will be no need for discussion, and the change described will be included in the track change exhibit to the adopting ordinance. If Councilmembers wish to propose a different solution or discuss the issue further, they should note this during the meeting. Items 50-54 were marked with the placeholder To Be Determined (TBD) because there was a need for additional research that was not resolved prior to sending the matrix to Council. These blocks will contain a specific recommendation by the November 26 meeting. Staff anticipates sending an updated matrix to Council by November 21, which will be available on screen at the meeting.

Items 55-95 are questions or recommendations that staff either answered or does not support. As with the rest of the items not selected for discussion, if Council agrees with the default action of "no change" to the document, there is no need for Council to take action, but if Councilmembers would like to propose a different solution or explore the issue further, this should be noted by make a recommendation or inviting additional discussion at the meeting.

Additional items are likely to be added to the matrix, including new proposals from Council or staff, or items identified from previous meetings. Staff will endeavor to keep the item numbers consistent between iterations.

The current proposal for adopting the 2012 update to the Comprehensive Plan is for Council to adopt Ordinance 649. This ordinance will include Findings of Fact required under the Growth Management Act. Exhibit 1 for the ordinance will be a detailed list of changes since the public hearing in underline/strikethrough format. This will help Council frame the motion to adopt Ordinance 649. The ordinance will be included in the meeting packet for December 3 or 10, depending on the preferred adoption date selected by Council at the 11/19 or 11/26 meeting.

### **NEXT STEPS**

Assuming Council was able to get through all the elements and appendices on November 19, there are only a few steps remaining. The first will be to delineate all proposed revisions to the draft Comprehensive Plan and determine whether or not they warrant an additional public hearing.

Notice of the time and place of a legislative public hearing shall be made available to the public no less than **10 days** prior to the hearing for land use actions (note that this is different than the process for land use public hearings that was identified in the November 13 staff report). The Council could hold a public hearing at the December 10,

2012 or January 7, 2013 meeting. Council could adopt on the same evening as the public hearing or at the following meeting. If no public hearing is needed, then adoption could occur on December 3 or 10.

December 10 was the original date proposed for adoption because it is the last Council meeting of 2012, and this is the date that was submitted to reviewing agencies that request a draft 60 days prior to local adoption. These drafts and accompanying checklists were sent out on October 3, and staff believes that all comments have been received, but it is advisable to not adopt the plan prior to December 3 in case there are any last minute comments from agencies. Attachments B and C are comment letters from the Washington Department of Commerce and the Puget Sound Regional Council. These comments have been incorporated into the matrix.

If you have questions or comments prior to the meeting, please contact Miranda Redinger at (206) 801-2513 or by email at [mredinger@shorelinewa.gov](mailto:mredinger@shorelinewa.gov).

### **CRITERIA FOR ADOPTION**

Criteria for amending the Comprehensive Plan are delineated in SMC 20.30.340-Amendment and review of the Comprehensive Plan (legislative action), and were included in the November 5 staff report ([http://shoreline.granicus.com/MediaPlayer.php?view\\_id=4&clip\\_id=443](http://shoreline.granicus.com/MediaPlayer.php?view_id=4&clip_id=443)).

The Commission based their recommendation for Council adoption on the belief that these criteria have been met.

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### **ATTACHMENTS**

Attachment A: Matrix of questions and comments for draft Comprehensive Plan

Attachment B: Comment letter from the Washington Department of Commerce

Attachment C: Email with comments from the Puget Sound Regional Council

**2012 Comprehensive Plan Update – Matrix of Comments/Questions**

#	Source	Chapter/ Policy	PG #	Question/Comment	Staff Comments/ Suggestions	Action Proposed <i>*This will be the default unless Council chooses different direction</i>
1	Hall 11/5 email	LU 31	24	I don't think the city will be successful at micro-managing the market and forcing some areas to develop first. I think we can delete this policy and let the marketplace determine when the market demands are ready for change.	It would be great to hear the Council's discussion on this policy. Staff has already started talking about the mechanics of this & it is definitely new and unknown territory. Current language is directly from Council's adopted framework goals for station areas. <i>Discussed on 11/19.</i>	No change
2	Hall 11/5 email	LU55	27	Prefer not to introduce jargon, and this exploration could be more of a work plan item. I'm not sure we want to commit to it in the comp plan.	Staff would like to see policy direction on Eco Districts. The Comprehensive Plan is the City's main policy tool to provide this. <i>Discussed on 11/19.</i>	No change
3	Hall 11/5 email	CD49	37	This sounds more like a work plan item, and I would prefer to learn more about it before we stick something like this into the comprehensive plan. I don't want to make a policy statement about a code with which I am not familiar.	Staff would appreciate some policy direction on the concept, but will include additional information for the November 26 discussion. <i>Discussed on 11/19.</i>	Delete policy CD49
4	Hall 11/5 email	H13	41	I thought we just finished reviewing and updating our PTE policies, and council settled this question. Is there a reason it is coming back as a policy question?	The recently adopted PTE language was primarily to encourage economic development and contains no requirements for affordability. Several citizens submitted public comment that this should be revisited. <i>Discussed on 11/19.</i>	No change
5	Planning Commission Meeting 11/15	Point Wells Subarea Plan *page number refers to Subarea Plan, not Comp. Plan	7	<b>Corridor Study</b> The Transportation Corridor Study and Implementation Plan should include an evaluation of projected impacts on vehicular flow and levels of service at every intersection and road segment in the corridor. <u>If a potential alternative access scenario is identified, it should be added to the corridor study.</u> The Study should also evaluate and identify expanded bicycle and pedestrian safety and mobility investments, and identify "context sensitive design" treatments as appropriate for intersections, road segments, block faces, crosswalks and walkways in the study area with emphasis on Richmond Beach Road and Richmond Beach Drive <u>and other routes such as 20<sup>th</sup> Ave. NW that may be impacted if a secondary road is opened through Woodway.</u>	This is the version that was included in the Planning Commission recommendation, following the 11/15 public hearing. Council should decide whether they prefer this language or the text below. <i>Discussed on 11/19.</i>	Amend Planning Commission recommendation to include reference to 23 <sup>rd</sup> Pl. NW and NW 204 <sup>th</sup> St. as below
6	Tom Mailhot 11/16 email	Point Wells Subarea Plan *page number refers to Subarea Plan, not Comp. Plan	7	<b>Corridor Study</b> The Transportation Corridor Study and Implementation Plan should include an evaluation of projected impacts on vehicular flow and levels of service at every intersection and road segment in the corridor. <del>The Study should also look at potential alternative access scenarios through Woodway in the event a secondary access road is opened.</del> The Study should also evaluate and identify expanded bicycle and pedestrian safety and mobility investments, and identify "context sensitive design" treatments as appropriate for intersections, road segments, block faces, crosswalks and walkways in the study area with emphasis on Richmond Beach Road and Richmond Beach Drive. <u>If an alternate access route is identified, the Corridor Study and Implementation Plan should be revised to include vehicle flow impacts and additional pedestrian and bicycle safety and mobility investments on routes such as 20<sup>th</sup> Ave. NW, 23<sup>rd</sup> Place NW, NW 204<sup>th</sup> Street, and other streets that may be affected by the second access road.</u>	This version was submitted by the President of Save Richmond Beach. Council should decide whether they prefer this language or the text above. <i>Discussed on 11/19.</i>	No change
7	Hall 11/5 email	Introduction – Citizen Participation Policies	7	Add new or amend existing CP policy to include the concept of "considering the interests of the community over the entire planning period".	Agree.	New CP – Consider the interests of present and future residents over the length of the planning period when developing new goals, policies and implementing regulations.
8	Hall 11/5 email	Introduction	8	Can we update the 2011 OFM population # to 2012?	Yes.	Replace with 53,270.
9	Hall	Introduction	9	2010 and 2012 data cited, although I did not think the 2011 and	Staff will check other references to population and make sure all are correct.	Replace as appropriate.

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	11/5 email			2010 numbers were identical.		
10	Hall 11/5 email	Introduction	10	The percentages of owner-occupied and renter-occupied don't make sense to me. If O-O stayed at 66% and R-O went from 13 to 34%, what were the missing 21% in 2000?	The correct text is provided under "Action Proposed"	The total number of housing units is <del>21,338</del> , 22,787 an increase of 7% between 2000 and 2010. Between 2000 and 2010, the percent of owner-occupied housing decreased from <del>remained the same at</del> 66% to 62% of all units, and the percent of renter occupied housing increased <del>by 13%</del> , to 34% of all units. Due to the effects of the Great Recession, the percent of vacant units almost doubled from 2.9% in 2000 to 5.4% in 2010 (2010 Census).
11	Hall 11/5 email	Introduction		General comment regarding limiting statistics which can quickly become dated. Suggests a community profile that is not adopted as part of the Comprehensive Plan.	The draft Introduction is based on the previous iteration, with updated numbers and the same criteria for removing language that was used in the rest of the document. A large amount of background data was removed, but no new subheadings were added. The Planning Commission did not spend the same amount of time and energy reviewing the Introduction as it did the rest of the document, and staff does not believe that they are particularly vested in the language. <i>Discussed on 11/19.</i>	No change, other than proofing for typos.
12	Hall 11/5 email	Introduction	15	Prefers the environmental-economic-social paradigm for sustainability because he thinks it is more broadly accepted than the environment-economy-equity paradigm.	Terminology should be consistent with PSRC.	Replace with Social Equity to be consistent with PSRC.
13	Hall 11/5 email	Introduction	8-15	Delete pages 8-15 as they are in need of editing and a distraction.	There is no requirement for an Introduction; it is the Council's preference. <i>Discussed on 11/19.</i>	No change, other than proofing for typos.
14	Hall 11/5 email	Intro/Map	17	Neighborhoods Map: The depiction of the railroad in the Saltwater Park is odd.	Agree.	Make the railroad green like the park. Add Park as a landmark in the legend.
15	Hall 11/5 email	Intro/Map	17	Neighborhoods Map: Designation of the golf but not Park – inconsistent.	Agree.	Remove the golf course label in legend, keep it labeled on the map, but color it the same as the Highlands neighborhood.
16	Hall 11/5 email	Intro/Map	17	Neighborhoods Map: Fircrest is shown as a school.	The DSHS website refers to it as a school.	No change or label it as other government like the Health Lab.
17	Hall 11/5 email	Sidebar	20	Does not like the sidebar on page 20. Reasons: more appropriate in the narrative on page 19; disagrees with the concept of a "statement of intent"; contains typos.	The language in this sidebar was a recommendation by Robin McClelland at the public hearing. Typos have been fixed. It is Council's choice whether to keep, remove, or revise the sidebar. <i>Discussed on 11/19.</i>	Delete sidebar text.
18	Hall 11/5 email	LU 5	21	Is this policy a priority for us? We know it's been an issue in some areas, but with a full planning work program, is this something we want to commit to? I appreciate that this is a shorter statement of it than the former LU10.	Good question. This is one of the tools we discussed a lot with the Southeast Shoreline neighborhood. I agree this can't be done in the near term due to competing resources, but this is a long range plan and represents an opportunity to create more housing choice. This policy could be implemented as part of a Development Code Amendment packet specific to Housing. Staff anticipates this being a work plan item once Light Rail Station Area Planning has been completed.	No change.
19	Hall 11/5 email	LU 9	21	This sounds more like a work plan item than a comp plan policy. I'm not sure we need it in the comprehensive plan, especially since we expect to be done with it next year (so it would be obsolete).	Agree. It was added to provide policy direction for the Council Goal, and clearly state the intent of the project, but the policy will be implemented shortly after Plan adoption, so it could be removed now. <i>Discussed on 11/19.</i>	Remove Policy LU9.
20	Hall 11/5 email	Sidebar	21	Is "right-of-ways" the correct term?	No. It should be rights-of-way.	Change to rights-of-way.
21	Hall 11/5 email	Sidebar	23	I think we should delete all narrative text between the bold subheading and the policies. We do not use narrative text in other subsections, and the narrative text appears to commit us to scoping decisions about the planning when council has not yet seen that project scope. References to work beginning in 2013 will render the text obsolete within a year, and the narrative could also appear to interpret the policies. I prefer to let the goals and policies speak for themselves, and people can always refer back to the previously	Agree. This information is not necessary to go forward with the Station Area Planning.	Delete narrative text under subheading.

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				adopted principles for context, or refer to the plans themselves when they are done in a couple years.		
22	Hall 11/5 email	LU 22	23	I like the first two lines, but I don't like telling the transit providers how to do it, so I might prefer to delete the last line.	Agree.	Policy will read: Encourage regional transit providers to work closely with affected neighborhoods in the design of any light rail transit facilities.
23	Hall 11/5 email	Sidebar	23	I would delete them both. We don't need to define design charettes if we don't mention them in LU22, and I don't like introducing unnecessary jargon. The photo does not match the caption.	Agree.	Delete sidebar text and picture. Replace with other photos so as to not have blank page.
24	Hall 11/5 email	LU 30	24	Is this somewhat redundant with LU28?	Planning Commission tried not to make too many changes to language approved by Council. Suggest keeping both. LU 30 more broadly defines stakeholders. The overlap could be eliminated by trimming down LU 30: Encourage and solicit the input of stakeholders associated with station area planning to evaluate a variety of issues in the planning process. Participants may including residents; property and business owners; non-motorized transportation advocates; environmental preservation organizations; and transit, affordable housing, and public health agencies.	Make suggested change.
25	Hall 11/5 email	LU 37	25	Regulate station area design to provide a gradual transition from high-density multi-family residential and commercial development to single family residential development.	Agree.	Make suggested change.
26	Hall 11/5 email	LU 40	25	Drop the "Safe Routes to School" example. It names a specific program. If we want to call out sidewalks near schools, let's just call it that.	The reference was based on comments from King County Public Health. The City also uses the terminology in relation to Capital Improvement Projects, for example the Briarcrest Safe Routes to School Project.	Remove reference to "Safe Routes to School"
27	Hall 11/5 email	Sidebar	25	I would delete the sidebar definition of "Safe Routes to School." If we don't use jargon, we don't have to define it. And I thought the name referred to a specific federal funding program, not a movement. And the change in data about walking to school is important, but there is much more behind that trend than anything Safe Routes to School can change. I heard a presentation once about how most of the children who are struck by a car on their way to school are struck by a parent driving another child to school. If you can dig up that percentage, I'd be curious. Not for the comp plan, though. :-)	Agree.	Delete sidebar.
28	Hall 11/5 email	Sidebar	27	Here the triple-bottom line is defined as economic, ecological, and social. My preference is environmental (which would include human environment), but either way, we should be consistent.	Agree with consistency.	Triple-bottom line will be defined as Environment, Economy, and Social Equity to be consistent with PSRC.
29	Hall 11/5 email	Goal CD V	33	Similar to my comment on LU9, this sounds like a work plan item that we will complete in 2013, so I'm not sure we want it to sit there and be obsolete in the comp plan.	Agree. <i>Discussed on 11/19.</i>	Remove Goal CDV.
30	Hall 11/5 email	CD19	35	This overlaps with CD3. Is it necessary? What does it add?	Agree.	Remove policy CD19.
31	Hall 11/5 email	CD34	36	Is it a priority for us to do this? I think we have soundwalls in most of the appropriate areas, and light rail is going to transform the corridor anyway.	This is carry-over from 2005 Comprehensive Plan. Councilman Roberts also raised a question regarding this policy in #50 below. Staff recommendation for #50 explains justification for Proposed Action.  <i>Note that #34 and 35 below are exact duplicates of rows 31 and 32. Staff apologizes for the oversight, but left placeholders so as not to change numbering from the previous version of the matrix.</i>	Replace "Encourage the construction of sound walls between residential neighborhoods and the freeway." with "Encourage the use of visual barriers and sound absorption methods to reduce impacts from the freeway to residential neighborhoods."
32	Hall 11/5 email	Sidebar	36	I would drop the second half of the LID definition ("This approach implements engineered..."). First of all, not all LID is engineered. Natural drainage features can play an important role. Second, LID doesn't replicate pre-development hydrology, even though it may strive to do so.	Suggest keeping it all, but editing to correct assertion that all LIDs are engineered and that LID replicates, but instead attempts to closely replicate...	Sidebar will read: Low Impact Development describes a design approach to managing stormwater runoff. LID emphasizes conservation and use of on-site natural features to protect water quality. This approach attempts to closely replicate pre-development hydrology of watersheds through infiltrating, filtering, storing, evaporating, and detaining runoff close to its

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33	Hall 11/5 email	CD19	35	This overlaps with CD3. Is it necessary? What does it add?	Agree.	Remove policy CD19.
34				<i>Placeholder to correct for duplication</i>		
35				<i>Placeholder to correct for duplication</i>		
36	Hall 11/5 email	Sidebar	40	I thought AMI meant "Area Median Income," not "Annual Median Income."	Agree.	Change to Area Median Income.
37	Hall 11/5 email	H16	41	This is important work to promote affordable housing and acceptance of it, but I don't know if we need to be a proactive leader on it.	Language could be softened. It could also be divided into two separate thoughts.	H16: Educate the public about community benefits of affordable housing in order to promote acceptance of local proposals. H17: Advocate for regional and state initiatives to increase funding for housing affordability.
38	Hall 11/5 email	H22	42	Do we have the resources and is it a priority for us to commit to a periodic survey of housing conditions? It sounds nice, but with such a full work plan and such limited resources, do we need to do it?	Good question. This is a carry-over from 2005 Plan, and staff debated whether to leave it in because of the commitment it implies. It did not neatly fit criteria for deletion.	Delete H22.
39	Hall 11/5 email	Transportation Introduction	45	I would delete the first line. It is unnecessary, it appears to state the obvious, but it does it in an unusual way. I don't think of us as between Seattle and Lake Forest Park.	Agree.	Remove sentence.
40	Hall 11/5 email	Transportation Introduction	45	I would also delete the first line of the second paragraph. It appears to assert a goal or vision statement, but we have specific goals and a vision statement elsewhere in the plan.	Staff has no concerns with this recommended change; agree that "Complete Streets" are not designed to emulate natural systems. Suggest adding the following sentence to the fifth paragraph, Page 45: Shoreline's TMP describes a multi-modal transportation system with an emphasis on moving people and a "Complete Streets" approach where the system accommodates all users.	Replace with suggested text.
41	Hall 11/5 email	Sidebars	46	I would delete Green Streets (unnecessary jargon, we don't actually use it in our goals and policies except in T10 which I propose to edit below, and I'm not sure I would agree with that definition anyway). I would move the complete streets definition next to the policy T8. And I would replace the bottom bit with a simple definition of "multi-modal" instead of "multi-modal transportation planning."	Agree with regard to relocating the complete streets definition and using "multi-modal" instead of "multi-modal transportation planning". Staff recommends keeping green streets to distinguish from complete streets in T10, although a different definition could be used. The City has a green street demonstration project and many elements of the Aurora Corridor Improvement project make it both complete and green.	Move complete and green street definitions to sidebar on page 47. Possibly different definition for green streets. Unbold "transportation" in multi-modal definition.
42	Hall 11/5 email	T45	51	For peak routes, we should strive for 10 minutes or less.	Agree.	Change second bullet to read: Headways on peak-only routes should be no more than twenty minutes (strive for <del>fifteen</del> <u>ten</u> minute or less headways on these routes). Unless City Attorney thinks change would warrant additional public process, in which case, no change is recommended.
43	Roberts 11/4 email	T 31	49	Should we add "City of Seattle" as a partner in implementing RapidRide?	Agree.	Add City of Seattle to T31.
44	Roberts 11/4 email	T 34	49	Should there be a reference here to the LR Study Area policies in the LU section?	Agree.	Add a parenthetical note (See LU20-LU43 for additional light rail station study area policies) to T34.
45	Roberts 11/4 email	Maps	177	Schools: Is Aldercrest Annex closed?	Yes.	Note as closed.
46	Puget Sound Regional Council 11/1 email	Introduction		The plan suggests different planning horizons, and the city should consider clarifying the horizon year to avoid confusion and ensure consistency. The city uses adopted 2031 growth targets throughout the plan; however, the Introduction features a vision statement for the city in 2029. To resolve these inconsistencies, the city should consider adjusting the date for the vision statement to 2031 or should consider adding clarifying text explaining why a different year is cited. Additionally, this vision statement is incorrectly identified in the Town Center Subarea Plan as a vision for 2030. It appears that the date cited in the Town Center Subarea Plan is a simple oversight that can be corrected once the vision date is clarified.	The plan does use the assigned growth targets for the planning period ending in 2031, but the references to Vision 2029 are based on a 20 year visioning process that took place in 2009. Since this is the name of the project, and publications, websites, and even a video were produced with this name, staff does not recommend changing it. The incorrect identification in the Town Center Subarea Plan should be corrected.	Change the date in the Town Center Subarea Plan to 2029.
47	Planning	Point Wells	14,	Change all references to Potential Annexation Area (PAA) to Future	While changing the boundaries and name of the Potential Annexation Area were	Change references for PAA to FSAA.



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	Commission Meeting 11/15	Future Service and Annexation Area	25, 140, 193	Service Annexation Area (FSAA)	components of the adopted Subarea Plan, these changes were never implemented on City maps. The change in name from Potential Annexation Area (PAA) to Future Service Annexation Area (FSAA) was because PAA is a King County term. Snohomish County uses Municipal Urban Growth Area (MUGA), and objected to the use of a King County term to describe land entirely in Snohomish County. Likewise, staff did not feel it appropriate to use the MUGA Snohomish County terminology for an area that would potentially be annexed into King County. Therefore, the term FSAA was coined to be acceptable to all interested parties.	
48	Nytasha Sowers, Sound Transit 11/8 email	LU20	23	We are very interested in working closely with the City of Shoreline but are concerned about how the term “partner with” could be construed in terms of responsibilities and types of improvements being requested or required.	Staff supports changing the verb to “coordinate.”	Replace “partner” with “coordinate” in LU20.
49	Alicia McIntire 11/13	Transportation Map	123	Is there a requirement for the street classification map to be included in the Comprehensive Plan? If not, my preference is that it be removed and housed only in the TMP.	There is no requirement for the Comprehensive Plan to contain a street classification map. It is appropriately contained in the TMP, which is referenced as the Transportation Element Supporting Analysis, so there is no need to also include it as TA-3.	Remove street classification map from Comp Plan.
50	Roberts 11/4 email	CD 34	36	Are there other barriers to freeway noise besides sound walls? Are trees an effective sound barrier?	There is more than one way to reduce freeway noise. There are also more impacts than just noise. Examples include dense and tall vegetation used as screening and to filter air by trapping dust/dirt, asphalt mixtures can be adjusted to reduce noise (“quiet pavement”), and use of more electric vehicles over time would also reduce noise.	Replace “Encourage the construction of sound walls between residential neighborhoods and the freeway.” with “Encourage the use of visual barriers and sound absorption methods to reduce impacts from the freeway to residential neighborhoods.”
51	Hall 11/5 email	CD37	36	Is this really something we want to continue to do? What is the benefit, and how much does this policy matter?	<i>Discussed on 11/19.</i>	Delete CD37
52	Roberts 11/4 email	Natural Environment	61	Should we mention Tree City USA in the intro? NE new Goal - Maintain or improve the City's tree canopy	Add text below to NE Intro. – <i>Discussed on 11/19</i> <b>Tree City USA</b> The City created a strategy that will make Shoreline a Tree City USA community effective in 2013. The requirements for becoming a Tree City USA are: <ul style="list-style-type: none"> <li>• The development of a Tree Board (function assigned to the Parks, Recreation, and Cultural Services Board);</li> <li>• A Tree Care Ordinance (Ordinance #627);</li> <li>• Community Forestry Program with annual budget of at least \$2 per capita (Shoreline exceeds this amount with tree care maintenance in parks and ROW); and</li> <li>• Arbor Day Observance (2012 observance on November 17).</li> </ul> The City of Shoreline will be presented their official Tree City USA designation in early 2013 by the State of Washington Department of Natural Resources.  The City is applying for a DNR grant that will help create a long term community wide strategy that includes the development of Goals and Objectives for the urban forest in the community.	Insert intro text and new goal: Maintain and increase the City's tree canopy.
53	Roberts 11/4 email	Maps	189	Should the water service provider map include service providers to the PAA?	Yes. Provider would be Olympic View.	Include Olympic View as provider for Point Wells on Water Service map.
54	Roberts 11/4 email	Maps	191	Should the facility map be updated after the budget discussions?	Brugger’s Bog was identified as the facility that would be added. However, since the map specifically denotes facilities related to public safety, it is unnecessary to include it.	No change.
55	Roberts 11/4 email	CD		CD new policy? Encourage building design that supports aging in place? Drawbacks?	Policy H27 states “Support opportunities for older adults and people with disabilities to remain in the community as their housing needs change, by encouraging universal design or retrofitting homes for lifetime use.” This concept could also be included in the Community Design Element.	No change.
56	Puget Sound Regional			The plan review checklist calls for a VISION 2040 context statement to describe how the plan addresses the multicounty planning	Council may direct staff to add additional language to articulate how the Comprehensive Plan is consistent with and even champions policies in VISION	No change.

#	Source	Chapter/ Policy	PG #	Question/Comment	Staff Comments/ Suggestions	Action Proposed <i>*This will be the default unless Council chooses different direction</i>
	Council 11/1 email			policies. While the plan includes a brief discussion of consistency with Growth Management Act requirements and the Countywide Planning Policies, the discussion of consistency with VISION 2040 can be strengthened. Examples of vision statements are available in the Plan Review Manual here: <a href="http://psrc.org/growth/planreview/pr-manual/">http://psrc.org/growth/planreview/pr-manual/</a> .	2040.	
57	Roberts 11/4 email	Housing/ General	39	What does "consider" mean in a comp plan?	As discussed at the 11/13 meeting, "consider" often implies a work plan item and Commission/Council/public discussion before a decision is made and implemented.	No change.
58	Winstead 11/4 email	General		Keep Goals, Policies & Supporting Analysis together for each Section	That is an option. The current organization reflects how the Plan is used in practice. The goals and policies are the active part of the document. The analyses support the goals and policies. The Hearing Examiner, staff, and citizens use policies in decision-making and they are implemented through revisions to Development Code regulations, functional Master Plans, zoning map, etc., whereas the analyses are static, function primarily as background, and are more quickly outdated. <i>Discussed on 11/19.</i>	No change.
59	Hall 11/5 email	Introduction	14	What is the citation for the assertion that one of the purposes of a comp plan is to portray a snapshot at a certain point in time?	The data in the Supporting Analysis portray a snapshot of Shoreline in 2012 (or earlier depending on the source). Policy is based on this data, and needs to be updated periodically to reflect new circumstances. Examples of snapshot policies include the focus on Aurora corridor improvement in the previous version, which is no longer relevant. However, it is not an official stated purpose of Comprehensive Planning.	No change.
60	Hall 11/5 email	Intro/Map	17	Neighborhoods Map: Pt. Wells has odd lines	These lines match the subarea plan depiction.	No change.
61	Hall 11/5 email	LU 4	21	Does clustering reduce runoff? If it reduces impervious area it would, such as through LID techniques covered in other chapters, but if the impervious area stays the same I thought dispersing it across the landscape reduced runoff. We may want to cluster units for other reasons. I know that issue is in the existing LU16, and I do prefer this shorter statement, I'm just unclear on the runoff point.	As Councilmember Hall pointed out, this policy is a shortened version of existing LU16, so staff can't speak to the original intent of the assertion. Generally, grouping home sites in a more compact area decreases the amount of impervious surface, particularly if shared parking is required, thus eliminating individual driveways. However, in an area that is mostly built out, the run-off argument is less strong than where green-field development is common practice. It is Council's preference whether to revise policy language.	No change.
62	Hall 11/5 email	LU 6	21	We just updated our tree code. What further flexibility are we seeking in our development code?	Agree. We have regulations that require buffers, tree retention and replacement, and protection of trees during construction. This policy does not provide direction to do anything more. Planning Commission just wanted to keep this language so our intentions are clearly stated.	No change.
63	Hall 11/5 email	LU 36	24	What does this add that is not covered by LU27, LU32, and LU21?	LU36 may not add any additional direction not provided in other policies. It was approved by Council as part of Framework Goals for station areas.	Delete LU36
64	Hall 11/5 email	LU 61 and 62	27- 28	I don't have the latest King County CPPs. Are the references up to date?	Yes. Director Markle called the County and asked what to put in the update.	No change.
65	Hall 11/5 email	LU70	29	Does this commit us to working on privately owned property to protect privately owned property? I do prefer this short policy to the numerous overlapping statements in the old plan, I just want to make sure we're not committing to something we can't do.	Language was revised by the Surface Water and Environmental Services Manager to be consistent with Surface Water Master Plan.	No change. Supplemental information is provided in the attached cover memo.
66	Hall	LU 19	23	We call them "Light Rail Station Study Areas" on the map. I'm fine either way, but we should be consistent.	In policies related to planning for station areas, Light Rail Station Study Areas makes sense, but there are a few that will apply to areas around light rail stations after the study areas have been given Land Use designations. Staff recommends keeping Light Rail Station Areas in the policy language. With regard to the map, the circles denote actual study areas, the specific boundaries of which will be defined as an initial task in the public participation process. The study area designation will eventually be replaced with Land Use designations. Staff recommends leaving the terminology of Light Rail Station Study Area on the map.	No change.
67	Hall	Map	31	Is there really high density zoning at the SW corner of 8th Ave NW	Zoning is currently R-24, with R-48 across the street.	No change.

#	Source	Chapter/ Policy	PG #	Question/Comment	Staff Comments/ Suggestions	Action Proposed <i>*This will be the default unless Council chooses different direction</i>
	11/5 email			and Richmond Beach Road? I remember Keith asking about this on an earlier map. I thought that was part of Innis Arden. Is this the zoning we want there?		
68	Hall 11/5 email	CD12	34	This is more a work plan item than a policy, and I think we want to continue to improve our permit process for everything, not just temporary signs.	The intent of this policy was so it would be placed on a near-future work plan, as the current code is particularly difficult to administer. The entire sign code needs to be revisited, but staff has not previously had time or direction to do it. Regarding permits for temporary signs and banners, staff believes a less expensive "express permit style" category should be created.	No change.
69	Hall 11/5 email	CD42	37	This seems redundant with CD40, and I prefer the cleaner, simpler statement of CD40.	This was a recommendation of the Shoreline Historical Museum. CD42 calls for education through commemoration and interpretation, which is not mentioned in CD40.	No change.
70	Hall 11/5 email	Goal H IV	40	I am unclear about what we are trying to say here, and after reviewing the policies, I think they cover what we're looking for and we can drop this goal.	This was a mantra of the Town Center Subarea Plan that seemed to resonate well with the community. Council's preference.	No change.
71	Hall 11/5 email	H14	41	I'm not sure this is a priority role for the city to perform, especially the first time homeowners part. There are plenty of mortgage brokers working on that already.	This is a carry-over from the 2005 Comprehensive Plan, and apparently something in which the City used to take a more active role. One citizen expressly mentioned that this is something he would like to see the City do more of.	No change.
72	Hall 11/5 email	H24	42	Is this a priority? We've got a full planning work plan and I'm not sure exactly what this policy would do for us.	This is not an immediate priority, but may be worth investigating at some point in the 20 year horizon of the Plan.	No change.
73	Hall 11/5 email	H33	43	This sounds more like a work plan item and perhaps not something we need in the comp plan.	This is a carry-over from the 2005 Plan.	No change.
74	Hall 11/5 email	T7	47	Perhaps a more policy-like statement would be "Encourage employees to use alternatives to commuting by single family vehicles."	The major goals for the CTR program are to improve transportation system efficiency, conserve energy, and improve air quality through reduction of single occupancy vehicle use. The City has an adopted CTR plan which includes goals and policies, facility and service improvements, and marketing strategies about how the City will help make progress for reducing the number of drive-alone trips and vehicle miles traveled. It was developed through extensive involvement by employers, transit agencies, organizations, and individuals from the City of Shoreline, King County and Snohomish County who helped identify strategies and methods for successful achievement of the goals. Implementation of the City's adopted plan is a more comprehensive approach that looks at facilities and programs to accomplish the CTR goals.	No change.
75	Hall 11/5 email	T9	47	Is this a priority?	Staff believes this issue deserves recognition in the Comprehensive Plan. Our program for addressing street lighting is somewhat confusing and by developing a plan, we can better respond to citizen requests, for which there is a large demand. Also, we would be able to use the plan as a basis when developing our franchise agreement with SCL.	No change.
76	Hall 11/5 email	T10 and T11	47	The second sentence of T10 sounds like a standalone policy, and the first sentence of T10 could perhaps be deleted and then T11 could pick up a second sentence for LID in a positive instead of negative condition: "Use Low Impact Development techniques where feasible."	These two policies address separate issues. T10 is a policy addressing stormwater management in the development of transportation facilities. T11 was created by the Planning Commission when the TMP was developed and was meant to address the overall impacts of transportation facilities on the environment, including critical areas. These policies should remain separate.	No change.
77	Hall 11/5 email	T24	49	I thought we recently updated our street and sidewalk standards. What more is coming back on this?	This policy allows the City to include flexible standards in the Engineering Development Manual and make updates as needed to respond to new technologies. It also helps support staff in the review of deviations from engineering standards. Staff does not anticipate submitting new standards for sidewalk development to Council in the near future.	No change.
78	Hall 11/5 email	T44	50	Is this level of detail more appropriate somewhere else? It kind of stands out here. Should it go in the TMP or the CIP or something?	The GMA requires that the transportation element of the Comprehensive Plan identify transportation level of service. The City adopted a rather detailed description of its LOS standard with the TMP and last year's Comprehensive Plan update. This is the same standard and this level of detail is appropriate here.	No change.
79	Hall	T49 and T50	51-	Do we want this level of prioritization criteria in the comp plan?	These standards are in the TMP and were used to develop the prioritized project	No change.

#	Source	Chapter/ Policy	PG #	Question/Comment	Staff Comments/ Suggestions	Action Proposed <i>*This will be the default unless Council chooses different direction</i>
	11/5 email		52	Doesn't that make it harder to change priorities? What would be the pros and cons of leaving it out and just putting it in our TMP or some working document?	lists for bicycle and pedestrian projects. Staff believes these criteria merit inclusion in the Comprehensive Plan, as these were the priorities developed by the City's Bicycle and Pedestrian Advisory Committee (convened during development of the TMP). T46 addresses how projects should be scheduled, designed and constructed. Having a prioritized list helps with the creation of the TIP and CIP.	
80	Roberts 11/4 email	LU Goal III	20	Would this read more clearly if it were two separate sentences?	Council preference.	No change.
81	Roberts 11/4 email	LU VI	20	Can you define or provide an example for "pedestrian-scale design?"	Building and site design that caters to pedestrians instead of, or in addition to cars. Examples: building entry on sidewalks, transparent windows, weather protection, landscape buffer between sidewalk & travel lane, and lighting to aid pedestrians, not just cars.	No change.
82	Roberts 11/4 email	LU X	20	What does this mean? Is this policy compatible with LU Goal IX?	Green tech is one strategy for socially responsible economic development, and if this is a priority, areas where it is an appropriate use will need to be identified. Yes, it is complementary.	No change.
83	Roberts 11/4 email	LU 4	21	Does this policy apply to all residential LU designations?	That would be determined during the process of writing regulations for clustered housing. Small or average-sized parcels in Low Density Residential zones would have trouble making use of provisions for clustered housing without a density bonus or assembling multiple parcels.	No change.
84	Roberts 11/4 email	LU 7	21	Does this policy apply to all residential LU designations?	This policy could be implemented through various mechanisms, and the details would be determined during development of regulations. It could be read to promote home-based businesses, allow more commercial uses in residential zones, fund infrastructure improvements for neighborhood commercial areas, support small businesses through the incubator program, etc.	No change.
85	Roberts 11/4 email	LU 10/11	21-22	How does "limited manufacturing" fit with Goal X?	This would be determined through the process of developing regulations regarding allowable uses, transitions, etc. in zones categorized as MU1 and MU2.	No change.
86	Roberts 11/4 email	LR Study Area	23	Will the City be allowed to study areas outside of the station area circles?	Yes. Policy LU27 states "Evaluate property along transportation corridors that connects light rail stations and other commercial nodes in the city, including Town Center, North City, Fircrest, and Ridgecrest for multi-family, mixed-use, and non-residential sites."	No change.
87	Roberts 11/4 email	LU 59	27	How does this policy fit with Goal X?	This would be determined through the process of developing regulations regarding allowable uses, transitions, etc. in zones categorized as MU1 and MU2.	No change.
88	Roberts 11/4 email	T 44	50	Didn't we do some of this already?	The GMA requires that the transportation element of the Comprehensive Plan identify transportation level of service. The City adopted a rather detailed description of its LOS standard with the TMP and last year's Comprehensive Plan update. This is the same standard.	No change.
89	Roberts 11/4 email	T 51	52	Should we add the NB intersection on 145th to I5 and the SB intersection at 205th to I5?	This interchange is specifically called out because of the future congestion issues anticipated in this area and along 175 <sup>th</sup> Street. Several of the City's identified growth projects are along or near this corridor and are greatly impacted by operation of the interchange (the City cannot identify improvements to an I-5 facility as a growth project). Redevelopment of this interchange will be a long and involved process with WSDOT. T52 identifies development of a corridor study for 145 <sup>th</sup> Street, which would include the NB intersection. T14 addresses the need to coordinate with WSDOT regarding on-ramp metering and construction of a southbound collector-distributor lane from N 205 <sup>th</sup> St to NE 145 <sup>th</sup> St.	No change.
90	Roberts 11/4 email	Maps	159	Should private school facilities or private open space be part of the parks plan?	This map is directly out of the PROS Plan, so that will be a question to address in the next update of that document.	No change.
91	Salomon 11/4 email	General		What is the average interval in terms of number of years that cities adopt comprehensive plan updates? I know the GMA says it they are to be updated periodically and doesn't seem to specify how often. But I am wondering what it is we think changed so much over 7 relatively uneventful years (no appreciable change in population)	Growth Management Act mandates updates every 8 years, but King County sets dates for their cities. Shoreline's was 2015 (which would have been 10 years from the previous update), but Council directed that the update be completed by 2012, in order to incorporate Vision 2029, before that became outdated.  The population has not changed much in the past 7 years, but the City has adopted a number of guiding documents that provide direction that should be consistent with the Comprehensive Plan, including: Transportation Master Plan; Surface	No change.

#	Source	Chapter/ Policy	PG #	Question/Comment	Staff Comments/ Suggestions	Action Proposed <i>*This will be the default unless Council chooses different direction</i>
					Water Master Plan; Parks, Recreation, and Open Space Master Plan; Point Wells Subarea Plan; Town Center Subarea Plan; Southeast Neighborhoods Subarea Plan; Shoreline Master Plan; Environmental Sustainability Strategy; Comprehensive Housing Strategy; Economic Development Strategy; and Emergency Preparedness Plan. Also, Council Goals and Vision 2029 envision Shoreline as evolving from a primarily suburban fringe to a more self-sustaining urban environment with more emphasis on economic development and social equity, and potential ownership of utilities. Many new concepts, trends, and terminology are also reflected in this update.	
92	Salomon 11/4 email	LU 48	26	Potential annexation area page 26 principals-does this lock us in to moving forward on annexing point wells.	Point Wells has been in the City's Comprehensive Plan since incorporation. This is meant to show intent, and does not lock us in.	No change.
93	Commerce 11/6 letter	General		The city may wish to consider the imposition of impact fees, or mitigation fees under the State Environmental Policy Act (RCW 43.21C) or the Local Transportation Act (RCW 39.92) to help offset improvements needed in areas where the intensity of new development or redevelopment is high, such as in areas in and around the new light rail stations.	T56 states "Develop and implement a citywide transportation impact fee program to fund growth related transportation improvements, and when necessary, use the State Environmental Policy Act to provide traffic mitigation for localized development project impact."	No change.
94	Commerce 11/6 letter	General		The city may wish to consider pursuing a Planned Action, as authorized under RCW 36.70A and RCW 43.21C, to encourage growth and redevelopment in areas identified for planned growth. Studies have shown the Planned Actions are cost effective (over time) and spur the type of growth planned for in the areas deemed most appropriate by the city (please see the State Environmental Policy Act Case Studies report, dated July 2010, attached). For example, a planned action to implement the comprehensive plan vision of mixed use, high density development at and near light rail stations could help facilitate goals and policies from multiple sections of the comprehensive plan, including land use, housing, transportation, economic development, and the natural environment.	Planned Action was used for Town Center, and will be considered in light rail station area planning.	No change.
95	Puget Sound Regional Council 11/1 email	T48	51	Policies could be strengthened to demonstrate commitment to prioritizing funding in a compact, centralized place. While T48 indicates that pedestrian projects will be prioritized to activity centers, prioritizing other project types in the city center should be considered in order to strengthen this commitment. If the city intends to pursue designation as a Regional Growth Center in the future, as indicated in the plan, the city may want to consider strengthening these funding policies during this update cycle.	Shoreline's Town Center has been the location of some of the largest capital improvements in the City's history. The Aurora Corridor Improvement Project, which runs the entire length of the Town Center, is a multi-modal project that improved safety for all users, improved speed and reliability for transit and created continuous sidewalks along the corridor. The Interurban Trail, a nonmotorized trail that runs the length of the City, is also located within the Town Center. These two significant investments were factors in the designation of the Town Center area. Very few of the City's identified traffic and intersection improvement projects are located within the Town Center, as many of the capacity and safety concerns within this area have been addressed by previous projects. The criteria for prioritization of bicycle projects includes connections to Bus Rapid Transit, the Interurban Trail, and high density housing, commercial areas or public facilities, all of which are present in the Town Center and thus giving projects within this area a high ranking. Council is scheduled to discuss the potential for becoming a Regional Growth Center in the coming weeks. Should the City achieve this designation for our Town Center, we will revisit the criteria for prioritization of projects with the next update of our Transportation Master Plan.	No change.
96	Hall 11/20 email	ED24	58	Replace "Establish" with "Consider establishing"	Agree.	Replace.
97	Hall 11/20 email	NEIII	61	After "seismic," insert "flood,"	Agree.	Insert flood.
98	Hall	NE6	63	Delete "density" (since there are other potential bonuses).	Agree.	Delete.

#	Source	Chapter/ Policy	PG #	Question/Comment	Staff Comments/ Suggestions	Action Proposed <i>*This will be the default unless Council chooses different direction</i>
	11/20 email					
99	Hall 11/20 email	NE8	63	Consider deleting. I would like to discuss this one with council. It's a good thing to do, but it's expensive, we've done it before, it will never be perfect, there are other data sources available, and project approvals will still depend on site-specific delineations.	This is City practice; we do this on a case-by-case basis. If grant funding were available to improve data, this policy could support an application.	Discuss on November 26.
100	Will Hall 11/20 email	NE40	66	Insert "ocean acidification," before "and other impacts" and delete "of global warming." This is because we want to address all of the risks from changing global conditions, not just those related to warming.	Agree.	Insert ocean acidification, and delete global warming.
101	Hall 11/20 email	ED17	57	Replace "expeditious" with "fast"	Agree.	Replace.
102	Hall 11/20 email	ED27	58	Delete the first line and the first bullet (which overlaps ED-8) and make the final three bullets three new, separate policies.	Agree.	Delete as suggested, and create 3 policies for bullets, and add "to capitalize on the City's infrastructure investment." to ED8.
103	Hall 11/20 email	ED26-ED28	58	Revise capitalization to be consistent with other plan elements.	Agree.	Uncapitalize "Activities of Placemaking", "City-shaping Placemaking Activities", and "On-going Placemaking Activities."
104	Hall 11/20 email	Goal NEVI	62	At the end of the final bullet, insert "from flooding and erosion." Our stormwater system cannot be expected to prevent property damage from other causes.	Agree.	Insert.
105	Hall 11/20 email	Sidebar	62	Replace "and repositioning of obsolete or underutilized buildings and sites" with "of urban land"	Agree.	Replace.
106	Hall 11/20 email	NE22	64	Delete "to provide additional secondary habitat; reduce water consumption; and minimize the use of pesticides, herbicides, and fertilizer." Two reasons. First, it does a lot of other good things, too. Second, part of it overlaps with NE 36.	Agree.	Delete.
107	Hall 11/20 email	NE25	64	Consider deleting. It seems to be covered by NE 33 and NE 24.	Agree. The only concept that doesn't appear to be covered is water quality.	Delete.
108	Hall 11/20 email	Sidebar	65	Delete everything after the first sentence. This is not an adequate venue to provide a primer on climate change, and there are other details left out (e.g., subsidence of land) that can be as important as some of what is there.	Delete everything after "natural world" (halfway through 3 <sup>rd</sup> sentence).	Delete everything after "natural world" (halfway through 3 <sup>rd</sup> sentence).
109	Hall 11/20 email	NE43	66	Revise for consistent use of sustainability paradigm.	Revise to environment, economy, and <u>social</u> equity, to be consistent with PSRC and other references in Plan.	Revise.
110	Hall 11/20 email	NE46	66	Reword for clarity as "Design natural infrastructure into projects whenever feasible to mimic ecological processes." We don't have other means to mimic ecological processes as an independent policy statement.	Agree.	Reword per comment.
111	Hall 11/20 email	Introductory text	67	Second paragraph of introductory text. Since the PROS plan will be updated before the next comp plan update, we should not list a date that will be out of date. Also, this element isn't so much a reflection of the PROS plan, as the PROS plan provides more specific guidance (even though we did them in the other order). I suggest revising the first sentence to read: "More specific guidance is provided in the current version of the Parks, Recreation, and Open Space (PROS) Master Plan."	Agree.	Revise per comment.
112	Hall 11/20 email	Introductory text	67	We already discussed deleting the introductory text that restates the goals.	Agree. <i>Discussed 11/19</i>	Delete.
113	Hall 11/20 email	Sidebar	68	Move the vision statement to the introductory text, before the goals. That creates a more logical structure: vision -> goals -> policies.	Agree.	Move.
114	Hall 11/20 email	U2	80	Consider rewriting to make it more explicit, based on our big issue discussion. "Investigate" sounds like we haven't already taken major steps down that path. "Pursue"? or rewrite entirely. I favor a strong statement that we will acquire SPU and we will merge RWD into our operations.	Agree.	Change "Investigate" to "Pursue".

#	Source	Chapter/ Policy	PG #	Question/Comment	Staff Comments/ Suggestions	Action Proposed <i>*This will be the default unless Council chooses different direction</i>
115	Hall 11/20 email	Sidebar	81	Delete the paragraph about Cleanscapes. Any of that information could change (especially since they've recently been acquired).	Agree.	Delete.
116	Roberts 11/20 email	Land Use		Is there some mention in the LU policies or goals about transitions to single family (R-6) neighborhood zones.	LU13: Reduce impacts to single-family neighborhoods adjacent to mixed use and commercial land uses with regard to traffic, noise, and glare through design standards and other development criteria. Other policies are included in Community Design (CD4 and CD24).	No change.
117	Roberts 11/20 email	Land Use		We discuss the 175th interchanges as part of the TMP. Would it make sense to add it to the Light Rail area as a study item/policy? Similarly, is there a policy in the station areas for transportation studies?	The purpose of the 175th study is to identify solutions to congestion issues at this interchange which are related to other nearby intersections. Participation from WSDOT will be critical and this will be a long term process. It does not belong with the station area planning efforts.	No change.
118	Roberts 11/20 email	Land Use Map	31	Is it confusing to have the circles on the official comprehensive land use designation map? The text is clearer about our intent about the study area than the circles. Would it be better to have a separate map to specify the station areas circles than the official land use designation map?	Staff recommends keeping it on the official land use map for a couple of reasons: 1) Circles on this map are meant to signify both a future study (read as public process) and change (see LU policies); 2) identifying the area of change on the future land use map as opposed to a stand-alone Future Light Rail Station Area Map may send a stronger signal of commitment from Shoreline to regional and federal partners for light rail.	No change.
119	Steve Szafran	Land Use Map	31	One parcel (north of N 155 <sup>th</sup> St. and two blocks east of Aurora) was mislabeled MU2, when it should have been labeled MU1.	This should be corrected in anticipation of commercial zone consolidation project.	Amend Land Use map to show parcel as MU1.
120	Big Picture Question	Capital Facilities	168	On October 18, in response to public comments, the Planning Commission recommended adding an additional sentence and removing two paragraphs under "Future Water Service" in the Capital Facilities Supporting Analysis.	The specific language is copied in the Supplemental Notes to Matrix document. Council should decide whether or not to adopt the Planning Commission recommendation or reinsert text that was deleted.	Discuss on November 26. Policy language is provided in supplemental cover memo.
121	11/13 Council meeting	Housing	H6	What is the appropriate name for cottage housing?	There seems to be general support for including policy language to develop standards for cottage housing, but Council should decide what they would like to call it. Options include: cottage housing, clustered housing (current language), courtyard housing, bungalows, etc.	Discuss on November 26.
122	11/13 Council meeting	Housing	H7	Current policy language reads: Allow an increase in permitted density to facilitate development of affordable housing, and consider creating exemptions to make a density bonus feasible when lot coverage or other development standard would otherwise make it unattainable.	Language should be changed slightly to reflect that density bonus would only apply to residential zones after commercial zone consolidation project, and to remove specific reference to lot coverage.	Proposed language: Create meaningful incentives to facilitate development of affordable housing in both residential and commercial zones, including consideration of exemptions from certain development standards in instances where strict application would make incentives infeasible.
123	11/13 Council meeting	Land Use and Economic Development	LUX	Council agrees with the concept of promoting "clean, green industry" within City. Should it be a Land Use goal or policy and/or and Economic Development policy?	Appropriate for Land Use and Economic Development policies.	Delete LUX, and add policies below: Land Use policy: Designate areas within the city where clean, green industry may be located, and develop standards for use and transitions. Economic Development policy: Attract and promote clean, green industry within the city.
124	11/13 Council meeting	Big Picture Question		Should we add policy language regarding food carts?	It would be good to address food carts specifically, since neither the Comprehensive Plan nor Development Code currently do. Considerations include competition with restaurants, and temporary uses for "Food Rodeos" or festivals.	Add Economic Development policy: Develop regulations for food carts, which allows for incubator businesses while respecting established local restaurants, including temporary use for events.

## **Supplemental Notes to Matrix**

### **Guide to use:**

- As explained at the 11/19 meeting and in the 11/26 staff report, comments are roughly grouped by Action Proposed. The Action Proposed is the default option if Council makes no additional recommendation. If Councilmembers support the action proposed, there is no need to bring the item up for discussion. The framework for the 11/26 meeting will be Councilmembers requesting discussion or revision of specific items in order to provide direction for staff to create an exhibit to the adopting ordinance. The exhibit will be in underline/strikethrough format to clearly show proposed changes and assist in making a motion to adopt Ordinance 649.
- Items discussed at the 11/19 meeting or that were submitted after that meeting are not grouped by “Action Proposed” in order to not change the item numbers between different iterations of the matrix. Items that were discussed at the 11/19 meeting are noted. A bold line between items #95 and #96 separates comments from the matrix that was provided to Council on 11/16, and those that were submitted or discussed since that date.

### **Continuation of answers that did not fit in matrix:**

1. LU70: Maintain and enhance natural drainage systems to protect water quality, reduce public costs, protect property, and prevent environmental degradation.

**Question** from Councilmember Hall (#65 on matrix): Does this commit us to working on privately owned property to protect privately owned property? I do prefer this short policy to the numerous overlapping statements in the old plan, I just want to make sure we're not committing to something we can't do.

**Answer** from Surface Water and Environmental Services Manager: This is specifically addressed in the Surface Water Master Plan Update 2011 in Section 4.3.4 Private Property and Public Drainage Systems.

### **4.3.4 Private Property and Public Drainage Systems**

Historically, there has been uncertainty regarding the City's responsibilities with respect to drainage on private property. The uncertainty is most often created because of incomplete system ownership records passed on from King County. In 1995, the City received a blanket transfer of stormwater easements and facilities but this list was only as accurate as the records that King County maintained. In cases where the City has drainage easements, the City is responsible for maintenance of these systems. Conversely, in most cases, the City has no easements and these systems are considered private (i.e., there is a presumption that the system is not publicly owned if there is no easement). In addition to stormwater entering and exiting city rights-of-way, some drainage systems include public and private reaches. City staff routinely receive questions from citizens when problems occur on these private drainages. Most often, a citizen or a group of citizens will request that the City solve a problem that exists on

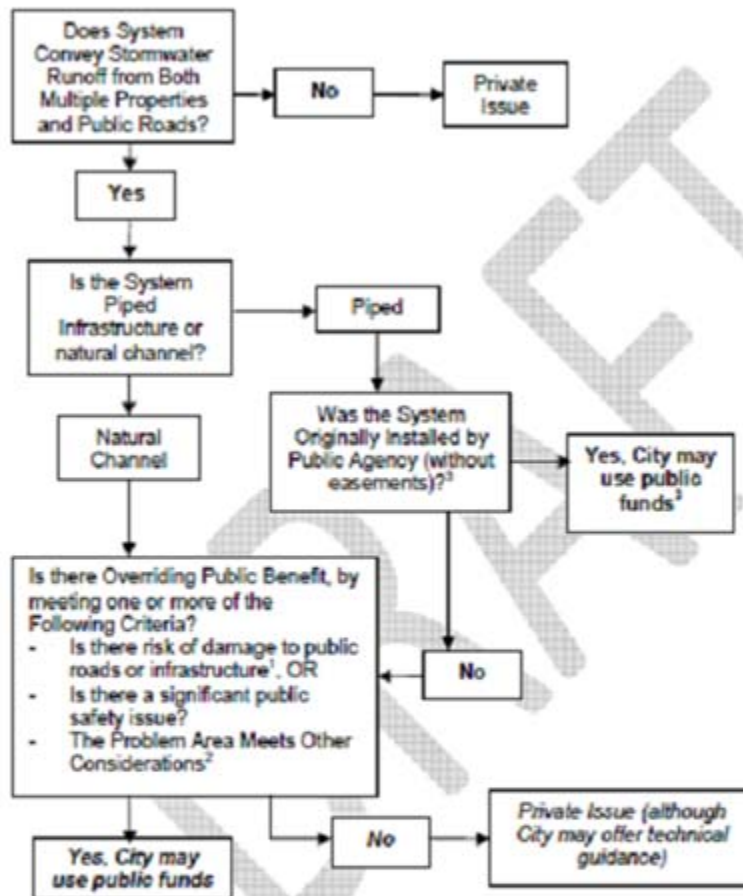


private property. From a legal perspective, the City is not responsible for solving problems on private property. However, there may be certain situations where there is an overriding public benefit (such as solving flooding for an entire neighborhood) and the City should consider accepting improvements on private property as a public work and assume ownership of the system for future maintenance. Working with the City Attorney's office, Utility staff developed draft guidelines for making decisions on when surface water management activities (i.e. use of utility funds) should occur on private property. These draft guidelines are included in Appendix C and will be further reviewed and likely be refined following the completion of this SWMP update.

The chart from Appendix C is copied below.

**Draft Decision Guidelines for Use of Utility Funds on Private Property.**

In an effort to provide consistent guidance on use of public funds to improve and/or maintain drainage systems on private property, the following flow chart was developed to provide a framework for decision making.



**Footnotes:**

- <sup>1</sup> Includes flooding or erosion that results in (or could result in future) damage to public roads, infrastructure or structures.
- <sup>2</sup> There may be other considerations that provide additional justification for overriding public benefit, including: the system is a trunk system where failure of system could result in neighborhood problems; there is an NPDES permit driver to meet water quality standards; the problem is causing significant environmental degradation to a stream or wetland; the project to solve a problem provides significant benefit compared to the cost, and meets objectives stated in the City's Surface Water Master Plan; or the problem lies within jointly owned properties (e.g., native growth protection areas) where it would be very difficult for private parties to implement solutions.
- <sup>3</sup> In some areas, King County constructed improvements without securing easements. In these cases, there may be a legal justification for the City to secure drainage easements and assume maintenance, particularly if it is a trunk system that serves multiple properties. The City may require that the system be brought up to City standards and that the easement be provided to City at no cost.

See Additional Question on page 4

2. Text below is a copy of language removed as part of the Planning Commission recommendation and referenced in #120 in the matrix.

### **Future Water Service** (page 168)

The City has a tentative agreement with the City of Seattle regarding the sale of the Seattle Public Utilities (SPU) water system located in Shoreline. The Shoreline City Council has established SPU water system acquisition as a specific goal to allow citizens a direct say in how rates for services are set and how the utility is managed. Currently, rate and management decisions are made solely by the City of Seattle. It will be important for the City to study and solicit input regarding the best course of action as Shoreline Water District's franchise nears expiration in 2027.

~~While there are currently differences in the level of investment between SPU and the SWD, the City is interested in assuring that the level of reinvestment back into the water systems will be a rate sufficient to meet the long-term goals of the Shoreline community. By controlling reinvestment in the system, the City would be able to improve its fire protection, facilitate future economic development, and manage growth by making utility infrastructure available. The latter is important if the City is to diversify its economic base by growing commercial and retail segments. Economic development provides the opportunity to improve access to goods and services, and reduces the City's financial dependency on residential property tax. Controlling the water utilities would provide one set of common standards and policies, and help streamline the permitting process for investors.~~

~~Consolidation of the water services with the general government of the City would provide an opportunity to share resources among the two water systems, and ultimately with general City operations. This sharing of resources provides direct savings to the water utilities on such functions as billing, accounting, equipment, manpower, and facilities. This creates a more efficient utility, less cost to the rate payers, and a more stable rate structure over time.~~



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DEPARTMENT OF COMMERCE

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November 6, 2012

The Honorable Keith McGlashan  
Mayor of Shoreline  
17500 Midvale Avenue North  
Shoreline, Washington 98133

RE: Proposed updates to the comprehensive plan.

Dear Mayor McGlashan:

Thank you for sending Growth Management Services the proposed amendments to Shoreline's comprehensive plan that we received on October 3, 2012, and processed with Material ID No. 18532. The materials included the draft comprehensive plan and the city's use of the *Periodic Update Checklist for Cities*.

We would like to thank city staff for using and submitting periodic update checklist for cities, which was designed to help the city review, scope, and update the comprehensive plan to meet current requirements of the Growth Management Act (GMA). It is also a useful tool for us during our review of the draft plan.

The periodic update provisions of the GMA require that jurisdictions fully planning under the GMA conduct a review of, and revise if necessary, the comprehensive plan, implementing development regulations, and the critical areas ordinance (CAO). Per the recent statutory amendments, this periodic update is to be completed every eight years. With this submittal, it appears that the City of Shoreline is opting to complete the periodic update of the comprehensive plan in 2012 and the review and revision, if necessary, of the development regulations and CAO at a later date. We encourage the city to note this is the first part of a multiple step effort in the adopting legislative action for the current proposal. In the final legislative action, we suggest the city acknowledge all previous parts of the update and declare it complete. As a reminder, the deadline for the City of Shoreline to complete the periodic update is June 30, 2015 (see RCW 36.70A.130 (5)).

We have reviewed the draft comprehensive plan and the supporting analyses submitted and offer the following comments for consideration:

We especially like the following:

- The introductory section of the plan acknowledges the regional framework of the Multicounty Planning Policies, the County-Wide Planning Policies, and recaptures the city's framework goals. Additionally, the section includes a visions statement for what the city will be like in the year 2029.

The Honorable Keith McGlashan

November 6, 2012

Page 2

- This update of the plan integrates the city's sustainability plan and establishes the purpose of adding the Natural Environment Element to the plan.
- The text in the Land Use Element clearly identifies which zoning districts are appropriate to implement each of the comprehensive plan designations. This step provides clear guidance to decision-makers, staff, and public regarding how the city will grow over time.
- Citizen participation provisions are addressed in the introductory section of the plan. These policies provide for the balancing of interests among citizens, among various policies of the plan, and encourages communication between the development community and neighbors about compatibility issues.
- The plan is very well organized and easy to understand.

We have some suggestions for strengthening your plan and development regulation amendments that we encourage you to consider either in these or future amendments:

- The city may wish to consider the imposition of impact fees, or mitigation fees under the State Environmental Policy Act (RCW 43.21C) or the Local Transportation Act (RCW 39.92) to help offset improvements needed in areas where the intensity of new development or redevelopment is high, such as in areas in and around the new light rail stations.
- The city may wish to consider pursuing a Planned Action, as authorized under RCW 36.70A and RCW 43.21C, to encourage growth and redevelopment in areas identified for planned growth. Studies have shown the Planned Actions are cost effective (over time) and spur the type of growth planned for in the areas deemed most appropriate by the city (please see the State Environmental Policy Act Case Studies report, dated July 2010, attached). For example, a planned action to implement the comprehensive plan vision of mixed use, high density development at and near light rail stations could help facilitate goals and policies from multiple sections of the comprehensive plan, including land use, housing, transportation, economic development, and the natural environment.

Congratulations to you and your staff for the good work these amendments represent. If you have any questions or concerns about our comments or any other growth management issues, please contact me at 360.725.3045 or [joyce.phillips@commerce.wa.gov](mailto:joyce.phillips@commerce.wa.gov). We extend our continued support to the City of Shoreline in achieving the goals of growth management.

Sincerely,



Joyce Phillips, AICP  
Growth Management Planner  
Growth Management Services

JP:lw

Attachment

cc: Steven Szafran, Senior Planner, City of Shoreline Planning and Community Development  
Leonard Bauer, AICP, Senior Managing Director, Growth Management Services  
David Andersen, AICP, Eastern Region Manager, Growth Management Services  
Ike Nwankwo, Western Region Manager, Growth Management Services

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ATTACHMENT C

**From:** Steve Szafran  
**Sent:** Tuesday, November 06, 2012 9:24 AM  
**To:** Miranda Redinger  
**Subject:** FW: PSRC comments on Shoreline 2012 draft plan

**From:** Liz Underwood-Bultmann [<mailto:LUnderwood-Bultmann@psrc.org>]  
**Sent:** Thursday, November 01, 2012 11:55 AM  
**To:** Steve Szafran  
**Cc:** Rocky Piro  
**Subject:** PSRC comments on Shoreline 2012 draft plan

Hi Steve,

Thank you for sending the Puget Sound Regional Council (PSRC) Shoreline's 2012 draft update to its comprehensive plan. We recognize the substantial amount of time and efforts invested in the planning process and appreciate the chance to review it while in draft form. This timely collaboration helps to ensure certification requirements are adequately addressed and action can be taken by PSRC boards upon adoption.

We would like to note the many outstanding aspects of the draft comprehensive plan. The city has developed a plan that emphasizes sustainability and transportation and housing choices, while encouraging economic opportunities in the city. Several particularly noteworthy aspects addressed in the draft include:

- Supporting sustainability principles throughout the plan with policies that promote the environment, economic development, and social equity.
- Provisions that emphasize greater transportation options and mobility and plan for light rail development in Shoreline.
- A focus on multiple dimensions of economic development, including quality of life, sustainable revenue sources, opportunities and partnerships, and place-making. This diverse range of policies that support business, people, and places can serve as an example to other jurisdictions in the region.
- Detailed background information on housing and comprehensive policies to address housing choices for all in the city.
- A new Natural Environment element that identifies all policies addressing the enhancement and protection of the natural environment, emphasizing coordination and a systems-approach to planning.

The city's plan advances regional policy in many important ways. There are some aspects of the plan that could be strengthened as the city moves towards final adoption of the comprehensive plan update.

- The plan suggests different planning horizons, and the city should consider clarifying the horizon year to avoid confusion and ensure consistency. The city uses adopted 2031 growth targets throughout the plan; however, the Introduction features a vision statement for the city in 2029. To resolve these inconsistencies, the city should consider adjusting the date for the vision statement to 2031 or should consider adding clarifying text explaining why a different year is

ATTACHMENT C

cited. Additionally, this vision statement is incorrectly identified in the Town Center Subarea Plan as a vision for 2030. It appears that the date cited in the Town Center Subarea Plan is a simple oversight that can be corrected once the vision date is clarified.

- Policies could be strengthened to demonstrate commitment to prioritizing funding in a compact, centralized place. While T48 indicates that pedestrian projects will be prioritized to activity centers, prioritizing other project types in the city center should be considered in order to strengthen this commitment. If the city intends to pursue designation as a Regional Growth Center in the future, as indicated in the plan, the city may want to consider strengthening these funding policies during this update cycle.

- The plan review checklist calls for a VISION 2040 context statement to describe how the plan addresses the multicounty planning policies. While the plan includes a brief discussion of consistency with Growth Management Act requirements and the Countywide Planning Policies, the discussion of consistency with VISION 2040 can be strengthened. Examples of vision statements are available in the Plan Review Manual here: <http://psrc.org/growth/planreview/pr-manual/>.

As a reminder, planning materials to guide the city's future plan updates and amendments are available on-line at <http://psrc.org/growth/planreview>. PSRC staff is also available to continue to provide assistance and advance reviews as plan amendments and updates are being drafted. Thank you again for working with us through the plan review process. We look forward to continuing to work with you through the adoption process. If you or your staff have questions or need additional information regarding the review of local plans or the certification process, please contact me at [LUnderwood-Bultmann@psrc.org](mailto:LUnderwood-Bultmann@psrc.org), phone (206) 464-6174 or Rocky Piro at [rpiro@psrc.org](mailto:rpiro@psrc.org), phone (206) 464-6360.

Best regards,  
Liz Underwood-Bultmann

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