

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

<b>AGENDA TITLE:</b>	Sound Transit Light Rail Stations, Garages and Associated Facilities Public Design Review Process		
<b>DEPARTMENT:</b>	Planning and Community Development		
<b>PRESENTED BY:</b>	Rachael Markle, Planning & Community Development Director		
<b>ACTION:</b>	<input type="checkbox"/> Ordinance	<input type="checkbox"/> Resolution	<input checked="" type="checkbox"/> Motion
	<input type="checkbox"/> Discussion	<input type="checkbox"/> Public Hearing	

**PROBLEM/ISSUE STATEMENT:**

Staff and public review of designs for stations, garages and associated light rail facilities will begin in the first quarter of 2016. Council is being asked to establish by motion a public review process for the Sound Transit Lynnwood Link Extension facilities that will be located in Shoreline. Since this is a public project, but not one managed by the City, staff recommends that Council identify a public process including Council review as the procedure to provide comments to Sound Transit on various aspects of the project in coordination with Sound Transit's design schedule.

**RESOURCE/FINANCIAL IMPACT:**

Anticipated costs are related to outreach and hosting one Shoreline sponsored open house and three open houses co-hosted with Sound Transit. These costs would include advertising, printing, video recording, meeting supplies, rentals (space, chairs, childcare for attendees) and staff resources.

**RECOMMENDATION**

Staff recommends that Council move to approve the "Open House" based public review process for commenting on Sound Transit's 30%, 60% and 90% designs for Shoreline's stations, garages and other associated light rail facilities.

Approved By: City Manager **DT** City Attorney **MK**

## **INTRODUCTION**

Sound Transit is expected to begin the final design phase of the Lynnwood Link Extension (LLE) project in early 2016. Sound Transit's process relies on the delivery of plans for the stations, garages and light rail facilities in phases defined by the percentage of the design that is complete: 30%, 60%, 90% and 100%. Comments and ideas provided early in design development have the best chance of being incorporated into the project. Sound Transit conducts public outreach in each city where construction for the light rail facilities will occur. Sound Transit will hold public open houses at key points in coordination with the 30%, 60% and 90% design completion phases. Each open house provides the latest technical design information in a graphic presentation (such as three dimensional views of the station); two dimensional site and floor plans; and sections and elevations as well as design material sample boards.

## **BACKGROUND**

On August 3, 2015, staff presented and Council discussed the creation of a City managed Community Advisory Board (CAB) to review the 30%, 60% and 90% complete Sound Transit plan designs. The CAB would have provided feedback to the Council on the designs as they progress based on Council established criteria. This feedback could then inform a more formal response from the Council to Sound Transit.

Council raised concerns about the success of such a process since it would largely be dependent upon materials to be produced by Sound Transit and creating another process could add to meeting fatigue for the public. Council also expressed concerns that a CAB would allow for limited public participation, as the CAB would have a finite number of members. An alternative approach was suggested by Council to enhance Sound Transit's planned open house events tied to the 30%, 60% and 90% design phases.

Based on this direction and a discussion with Sound Transit staff, staff proposes a revised process for public involvement regarding the design of Sound Transit facilities in Shoreline, including the light rail stations, plazas, 185<sup>th</sup> and 195<sup>th</sup> Street bridges, parking garages, and other features. Key components of this proposed process are summarized below.

## **DISCUSSION**

In addition to the CAB process analyzed in the August 3<sup>rd</sup> staff report, staff analyzed an "Open House"-based public process that culminates with a formal Council response to Sound Transit at the 30%, 60% and 90% design completion phases. Elements of this alternative are noted below:

### **City Hosted Open House to Kick-off Design Process**

The City would host a preliminary open house to introduce the design process to residents and explain how their input could impact design. This would include:

- Staff presenting a summary of comments received about Sound Transit facilities during the City's Visioning and Design Dialogue Workshop events;
- Sound Transit explaining the alignment, the process completed to date, and a timeline for Sound Transit's design process going forward; and
- Sound Transit presenting general information about the light rail system to bring attendees up to speed with what light rail stations include.

Sound Transit would supply materials related to the overall alignment and station locations. Staff would work with Sound Transit staff to understand how best to organize the meeting including how to gather input on design aspects important for Council to hear from Shoreline area residents. Timing of this event would be dependent on Sound Transit's process but would occur before the first design submittal. The meeting would also be coordinated with other City public meetings yet to be scheduled for the 145<sup>th</sup> (and possibly 185<sup>th</sup>) Street Corridor Study(ies) and 145<sup>th</sup> Street Station Subarea Planning. *The Kick-off Open House could potentially happen as early as December 2015.*

### **Enhanced Involvement in Sound Transit Open Houses**

Sound Transit will conduct public open houses at 30%, 60%, and 90% complete design phases. The City would be involved in coordinating with Sound Transit to deliver three open houses in Shoreline. The open houses would include graphic information to explain the current design proposals. The open houses are typically formatted for people to discuss their interests one on one with Sound Transit staff and designers. A presentation will also be given by the design team. City staff could have a table and present information related to the City's efforts. The City could use this opportunity to explain that Council is interested in receiving ideas and concerns regarding the design of the light rail facilities to inform its formal response to Sound Transit's design proposals.

The goal of each open house would be to solicit comments from the public on the project for both Sound Transit and Council. The meetings could include comment cards and other means to collect general and perhaps targeted information regarding the proposed designs of the light rail facilities. (Note: "Targeted information" may include asking the attendees to provide us their opinions on specific design aspects such as the design's inclusion of multi modal connections or reactions to proposed public amenities.) The venue should be able to accommodate large crowd.

### **Enhanced Notification for Sound Transit Open Houses**

City staff would work with Sound Transit to ensure that broad notification is provided, especially to stakeholder groups involved in the light rail station subarea planning process. This should at least include the 185<sup>th</sup> and 145<sup>th</sup> Station Citizen Committees, School District, Planning Commission, Parks Board, Senior Services, Mobility Coalition, Thornton Creek Alliance, and Lake Forest Park Arts Council. The City would work with Sound Transit on notification, such as post cards, fliers, *Currents* articles, press releases, etc. Sound Transit currently notifies people in the following ways:

- Mailings - ½ mile radius or greater depending on neighborhood.
- Email Subscription List - subscription list numbers over 3,000 for Lynnwood Link Extension.
- Advertising - place newspaper ads mostly in smaller community papers and with ethnic media to target all populations.
- Sound Transit Reports - The Sound Transit CEO report announces Sound Transit meetings and milestones.
- Media Releases - help spread the news and most often lead to additional media coverage.
- Sound Transit Website - announces public meetings.
- Posters - place posters at community locations (community centers, libraries), and transit centers.
- Partner Newsletters.

### **Sound Transit Materials Provided on City's Website**

Following open houses, all materials will be available on the Sound Transit website and can be linked to the City's website, possibly including a digital comment form.

### **Staff Group Focused on Providing Feedback to Council and Sound Transit**

This group would be formed prior to the Kick-Off Open House identified above, so staff participants are involved from the beginning in hearing citizens input. Membership would include land use planners; transportation planners and traffic engineers; stormwater managers; park facility managers, planners, and the arts coordinator; and police. This group would review public input and provide additional feedback to Council and Sound Transit regarding design and safety considerations.

### **Council Letters to Sound Transit**

Following each phase of Sound Transit Open Houses and staff group meetings, City staff would review comments and provide a recap of the Open House and recommended response letter to the Council for their review and approval. The response letters would then be submitted to Sound Transit and the City would request that Sound Transit address these recommendations. The City would also request that Sound Transit address how these recommendations will or will not be integrated into the design during subsequent phases. Sound Transit's suggests that this "reporting back" step would most logically occur as part of the subsequent Open House.

### **COUNCIL GOAL(S) ADDRESSED**

These projects address Council Goal No. 2: Improve Shoreline's utility, transportation, and environmental infrastructure, and Council Goal No. 3: Prepare for Two Light Rail Stations.

### **RESOURCE/FINANCIAL IMPACT**

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## **RECOMMENDATION**

Staff recommends that Council move to approve the “Open House”-based public review process for commenting on Sound Transit’s 30%, 60% and 90% designs for Shoreline’s stations, garages and other associated light rail facilities.