

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

<b>AGENDA TITLE:</b>	Adoption of Ordinance No. 813 – Amendments to SMC 12.15.130 Temporary Street Closure Requirements
<b>DEPARTMENT:</b>	Public Works
<b>PRESENTED BY:</b>	Kendra Dedinsky, City Traffic Engineer
<b>ACTION:</b>	<input checked="" type="checkbox"/> Ordinance <input type="checkbox"/> Resolution <input type="checkbox"/> Motion <input type="checkbox"/> Discussion <input type="checkbox"/> Public Hearing

**PROBLEM/ISSUE STATEMENT:**

The City’s current temporary street closure code, Shoreline Municipal Code (SMC) 12.15.130, requires a sign to be posted three calendar days in advance as notification of the closure. This applies to all closures, including those of short duration. Every year Shoreline neighborhoods participate in National Night Out block parties, which close off streets for a short period of time. Participation in National Night Out has continued to increase, however the City’s stock of standard road closure signs to loan to the hosts of these events is limited and short of the demand. Last year, to bridge this gap, staff ordered and had residents use banner versions of the sign, a low cost and readily available solution, which can be attached to Shoreline/Recology waste bins placed in the roadway in order to serve as the notice and regulatory sign (see Attachment A).

After use of the banners last year, staff heard this option was slightly challenging to some residents since the three day posting can conflict with their garbage collection date and having their bins so far from their home for three days was an inconvenience. Staff proposes to continue use of the banners as it reduces staff time issuing and collecting signs, reduces the storage space requirement, and is lower cost than the standard A-board signs previously used. Staff considers the waste bins the best option for mounting and displaying banner signs since collection bins are now required in Shoreline, ensuring consistency in attachment, and providing a physical barrier.

In order to provide more flexibility for residents and staff, proposed Ordinance No. 813 (Attachment B) amends the temporary street closures ordinance, providing the ability for exception to the three calendar day street closure notice as determined during the Right of Way Permit review process.

Given the publication of the National Night Out date in *Currents*, the information typically broadcast by other media outlets, and due to the fact that this three day notice is not otherwise required by State law, staff consider a decreased notification window to be appropriate.

The proposed amendment was discussed with Council on February 5<sup>th</sup>, with direction to place the adoption of proposed Ordinance No. 813 on tonight's consent calendar.

**RESOURCE/FINANCIAL IMPACT:**

The proposed amendment has no direct financial impact to the City.

**RECOMMENDATION**

Staff recommends that City Council adopt Ordinance No. 813 to allow exceptions to the three day notification standard for temporary street closures.

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

## **INTRODUCTION**

In order to accommodate the growing number of participants in the Neighborhood Night Out program last year, Shoreline staff adapted an idea used by the City of Seattle - providing residents roll up banner versions of the regulatory road closure signs for block parties, to be attached to waste collection bins and placed on the street. This was successful in addressing the increased number of events so that residents were not denied a permit and was generally more efficient for staff. However, residents did express two main concerns. First, residents stated having their collection bins away from their home for three days prior to the event was inconvenient and, second, that their garbage collection day sometimes fell within the notice time frame.

In order to resolve these concerns, staff recommends an amendment to the temporary street closure regulations, SMC 12.15.130, allowing staff discretion in conditioning the permit to allow for a minimal notification for this broadly publicized event.

## **BACKGROUND**

The City of Shoreline, by Ordinance No. 339, re-codified regulations pertaining to the use of the public rights-of-way from SMC 20.70 to SMC 12.15. SMC 12.15.130 contains regulations related to temporary street closures. Currently, any temporary street closures require a sign notifying the public to be posted three calendar days in advance of the closure. This applies to all closures, including those of a short duration.

This three day notice requirement, at times, may be problematic. A prime example is the National Night Out block parties. Every year Shoreline neighborhoods participate in National Night Out block parties, which close off streets for a short period of time. Last year, the Shoreline community hosted more than 30 block parties. The hosts of these block parties must secure a Neighborhood Block Party Permit which authorizes closure of roads and requires posting of road closure signs three days prior to the event. Given that participation in National Night Out has continued to increase, the City's stock of standard road closure signs available to loan (currently, the City has 48 A-board signs which cost approx. \$150 each) to the hosts of these events does not meet the demand which ranged from one to three signs per event. Last year, to bridge this gap, staff ordered and had residents use banner versions of the sign, a low cost (\$66 each) and readily available solution, which can be attached to Shoreline/Recology waste bins that are placed in the roadway in order to serve as the notice and regulatory sign (see Attachment A). Not only is the cost of a banner substantially less than the A-board signs, but they require less storage space and can be stored at City Hall, thereby reducing transport time to and from event sites. A-board signs require off site storage. This reduces transport time to and from event sites.

While the use of the banners last year provided the required notice and alleviated the need to purchase additional A-board signs, staff heard this option was slightly challenging to some residents since the three day posting can conflict with their garbage collection date and having their bins so far from their home for three days was also an inconvenience. Staff proposes to continue use of the banners as it reduces staff time issuing and collecting signs, reduces the storage space requirement, and is lower cost than the standard A-board signs. In addition, this will allow as many events as possible

to be hosted within the community without a concern for road closure notice constraints. Staff considers garbage/recycle bins the best option for mounting and displaying banner signs since collection bins are now required in Shoreline, ensuring consistency in attachment, and providing a physical barrier for the road closure.

### **BACKGROUND**

In order to provide more flexibility for residents and staff, proposed Ordinance No. 813 (Attachment B) amends the temporary street closures regulations, SMC 12.15.130, providing the ability for an exception to the three calendar day street closure notice as determined during the permit review process. Given the publication of the National Night Out date in *Currents*, information typically broadcast by other media outlets, and due to the fact that this three day notice is not otherwise required by State law, staff consider a decreased notification window to be appropriate.

This discretionary decreased notification window allows staff to utilize the banner option, which is significantly lower cost and less resource intensive, while mitigating the concerns raised by residents last year in order to accommodate the continued increase in the number of National Night Out event related road closures.

On February 5, 2018, Council discussed proposed Ordinance No. 813. The staff report for this Council discussion can be found at the following link:

<http://cosweb.ci.shoreline.wa.us/uploads/attachments/cck/council/staffreports/2018/staffreport020518-9a.pdf>. Council was generally supportive of this proposed ordinance and directed staff to place the adoption of proposed Ordinance No. 813 on tonight's consent calendar.

### **RESOURCE/FINANCIAL IMPACT**

The proposed amendment by staff has no direct financial impact to the City.

### **RECOMMENDATION**

Staff recommends that City Council adopt Ordinance No. 813 to allow exceptions to the three day notification standard for temporary street closures.

### **ATTACHMENTS**

Attachment A: Banner Sign Configuration and Instructions

Attachment B: Proposed Ordinance No. 813



Thanks for participating in Shoreline’s National Night Out. The following are instructions for how to place road closure signs on your street.

1. Please use the enclosed cards to, legibly and in large font, write the date and times (from/to) of your closure using a dark marker and tape to the banner in the appropriate location.
2. Using your garbage, compost, and/or recycle cans and the zip ties provided, mount the sign as shown below. If you don’t have two of the same sized cans, use a participating neighbor’s can.



3. Place the sign (and associated garbage/compost/recycle cans) on the corner of the street to be closed at least 3 days prior to closure. During the closure, move the assembly to the center of the street.
4. When your event is finished, remove the cards from the sign, clip the empty bag back to the sign and leave it in the same location it was dropped off.

**ORDINANCE NO. 813**

**AN ORDINANCE OF THE CITY OF SHORELINE, WASHINGTON, AMENDING SHORELINE MUNICIPAL CODE SECTION 12.15.130 TEMPORARY STREET CLOSURES TO PROVIDE FOR ALTERNATIVE NOTICING REQUIREMENTS.**

**WHEREAS**, with the adoption of Ordinance No. 339, the City Council established Chapter 12 Use of Right-of-Way of the Shoreline Municipal Code (SMC); and

**WHEREAS**, SMC 12.15.030(D)(1) requires a right-of-way use permit for the temporary closure of roadways, including the closure for community events such as the National Night Out Block Parties and other neighborhood block party events; and

**WHEREAS**, SMC 12.15.130 sets forth the standards that apply when a street is to be temporarily closed; and

**WHEREAS**, SMC 12.15.130(B) requires that signs be posted no later than three calendar days prior to the proposed closure; and

**WHEREAS**, hosts of neighborhood block party events are required to secure a Neighborhood Block Party Permit that sets forth terms and conditions of the use of the City's rights-of-way for the event; and

**WHEREAS**, for some well publicized events, and given limited City resources, it may be appropriate to allow for the authorizing of a reduction in the required three calendar day notice; and

**WHEREAS**, modifications to SMC 12.15.130 are necessary to provide flexibility in the notice requirement and greater clarity for the public in regards to what will be required;

**NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF SHORELINE, WASHINGTON, DO ORDAIN AS FOLLOWS:**

**Section 1. Amendment SMC Section 12.15.130 Temporary Street Closures.** SMC 12.15.130 is amended as follow:

**12.15.130 Temporary street closures.** The convenience of an open roadway is consistent with the idea of good customer service. The city will discourage street closures and strongly discourage arterial street closures. In the event of street closure, the following standards apply except when a Right-of-Way Permit issued pursuant to this chapter provides otherwise:

A. Signs notifying the public of the upcoming closure shall be posted in a conspicuous place at each end of the roadway to be closed and at all intersections associated and/or adjacent to the closed segment of the street.

B. The signs shall be posted no later than three calendar days prior to the proposed closure unless a different time period is required by the Right-of-Way Permit.

C. Any residential street closures greater than 12 consecutive hours will require a detour route plan, signage, and a public notice published in the newspaper of record a minimum of three calendar days prior to closure.

D. For all nonemergency arterial street closures, ~~the publication of the closure is required~~ in addition to posting signs, public notice published in the newspaper of record is required a minimum of three calendar days ~~in advance~~ prior to the closure, regardless of the length of the closure.

E. For all street closures described above, the permittee is required to notify in writing the following agencies a minimum of three calendar days prior to the closure:

1. The Shoreline police department;
2. The Shoreline fire district;
3. The Shoreline school district; and
4. King County transportation division.

F. These standards shall be considered a minimum; other notifications may be required as deemed appropriate by the director.

**Section 2. Corrections by City Clerk or Code Reviser.** Upon approval of the City Attorney, the City Clerk and/or the Code Reviser are authorized to make necessary corrections to this ordinance, including the corrections of scrivener or clerical errors; references to other local, state, or federal laws, codes, rules, or regulations; or ordinance numbering and section/subsection numbering and references.

**Section 3. Severability.** Should any section, subsection, paragraph, sentence, clause, or phrase of this ordinance or its application to any person or situation be declared unconstitutional or invalid for any reason, such decision shall not affect the validity of the remaining portions of this ordinance or its application to any person or situation.

**Section 4. Publication and Effective Date.** A summary of this Ordinance consisting of the title shall be published in the official newspaper. This Ordinance shall take effect five days after publication.

**PASSED BY THE CITY COUNCIL ON FEBRUARY 26, 2018.**

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Mayor Will Hall

**ATTEST:**

**APPROVED AS TO FORM:**

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Jessica Simulcik Smith  
City Clerk

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Margaret King  
City Attorney

Date of Publication:  
Effective Date: