

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

<b>AGENDA TITLE:</b>	Adoption of Resolution No. 502 - Establishing the Scope for the 2024 Comprehensive Plan Update
<b>DEPARTMENT:</b>	Planning and Community Development
<b>PRESENTED BY:</b>	Andrew Bauer, Planning Manager
<b>ACTION:</b>	<input type="checkbox"/> Ordinance <input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Motion <input type="checkbox"/> Discussion <input type="checkbox"/> Public Hearing

**PROBLEM/ISSUE STATEMENT:**

The City’s Comprehensive Plan is mandated by the Growth Management Act to be updated periodically. The last major update of the Plan occurred in 2012. The next update is required to be completed by December 31, 2024.

The scope for the 2024 Comprehensive Plan update was presented to Council at their October 3, 2022 meeting. The Council directed staff to bring back the scope for potential adoption. Tonight, Council is scheduled to take action on proposed Resolution No. 502, establishing the scope and schedule for the 2024 Comprehensive Plan update.

**RESOURCE/FINANCIAL IMPACT:**

A substantial portion of the Planning and Community Development Department work plan and staff resources will be focused on the 2024 periodic update of the Comprehensive Plan until its completion. The plan will be funded through a combination of existing general fund appropriations, State Department of Commerce grant funds, and the 2023-24 Biennial Budget, pending approval.

**RECOMMENDATION**

Staff recommends that the City Council adopt proposed Resolution No. 502, establishing the scope and schedule for the 2024 Comprehensive Plan update.

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

## **BACKGROUND**

The last major update of the City Comprehensive Plan occurred in 2012. The next major update for central Puget Sound communities in King, Pierce, and Snohomish Counties must be completed by December 31, 2024.

Part of the periodic update of the Comprehensive Plan will be to ensure consistency with the policies in the County and regional plans and to refine other goals and policies to plan for the next 20-years, through the year 2044. For example, the recently approved King County Countywide Planning Policies contain new housing policies on needs assessments, inventory, and reporting.

## **DISCUSSION**

Staff presented the draft scope and schedule for the 2024 Comprehensive Plan update at the October 3, 2022 Council meeting. A copy of 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/2022/staffreport100322-8a.pdf>.

Staff was directed by Council to bring the scope back on the Council’s consent agenda for potential adoption. Proposed Resolution No. 502 is included as Attachment A and would establish the scope and schedule for the 2024 Comprehensive Plan update, included as Exhibit A to the Resolution.

## **Project Phases**

The update to the Comprehensive Plan will occur over the coming years, with final adoption anticipated in the second half of 2024. The update of the Plan will generally be broken into the following phases and timing, but is subject to change as the project progresses:

Fall 2022	Winter-Spring 2023	Summer 2023	Spring-Summer 2024	Fall 2024
<ul style="list-style-type: none"><li>•Scoping &amp; work plan</li><li>•Assess new requirements</li><li>•Develop engagement strategy</li></ul>	<ul style="list-style-type: none"><li>•Engagement kick-off</li><li>•Community visioning</li><li>•Stakeholder engagement</li></ul>	<ul style="list-style-type: none"><li>•Update vision statement</li><li>•Review &amp; revise plan elements</li><li>•Engagement (ongoing)</li></ul>	<ul style="list-style-type: none"><li>•Prepare draft plan</li><li>•Public hearings</li><li>•Engagement (ongoing)</li></ul>	<ul style="list-style-type: none"><li>•Council Adoption</li></ul>

## **RESOURCE/FINANCIAL IMPACT**

A substantial portion of the Planning and Community Development Department work plan and staff resources will be focused on the 2024 periodic update of the Comprehensive Plan until its completion. The plan will also be funded through a

combination of existing general fund appropriations, Commerce grant funds, and the 2023-24 Biennial Budget, pending approval.

### **RECOMMENDATION**

Staff recommends that the City Council adopt proposed Resolution No. 502, establishing the scope and schedule for the 2024 Comprehensive Plan update.

### **ATTACHMENTS**

Attachment A – Proposed Resolution No. 502

Exhibit A to Attachment A – Proposed Scope for the 2024 Comprehensive Plan update

**RESOLUTION NO. 502**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SHORELINE APPROVING A SCOPE OF WORK AND MASTER SCHEDULE FOR THE 2024 COMPREHENSIVE PLAN PERIODIC REVIEW.**

WHEREAS, the City of Shoreline is required to plan under chapter 36.70A RCW, the Growth Management Act (GMA), which establishes goals, policies, and requirements to guide the development of long-range comprehensive plans and development regulations to implement those plans; and

WHEREAS, pursuant to RCW 36.70A.130(5), the City is required to periodically review and, if necessary, revise its comprehensive plan, with the next periodic review to be completed by December 31, 2024; and

WHEREAS, pursuant to RCW 36.70A.140, the City is required to establish and broadly disseminate to the public a public participation program identifying procedures providing for early and continuous public participation in the development and amendment of comprehensive land use plans and development regulations implementing such plans; and

WHEREAS, on September 1, 2022, the Shoreline Planning Commission was presented with the proposed 2024 Comprehensive Plan Periodic Review Scope of Work and Master Schedule; and

WHEREAS, on October 3, 2022, the Shoreline City Council was presented with the proposed 2024 Comprehensive Plan Periodic Review Scope of Work and Master Schedule;

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SHORELINE, WASHINGTON, AS FOLLOWS:**

Section 1. Comprehensive Plan Periodic Review.

The 2024 Comprehensive Plan Periodic Review Scope of Work and Master Schedule set forth in Exhibit A are hereby approved as the basis for development of amendments to the City of Shoreline Comprehensive Plan and related development regulations consistent with the goals, policies, and requirements of the Growth Management Act, chapter 36.70A RCW.

Section 2. Work Plan.

The City Council directs the staff and Planning Commission to carry out a work plan to accomplish the 2024 Comprehensive Plan Periodic Review consistent with the Scope of Work and Master Schedule approved by this Resolution, and to develop a Draft 2024 Comprehensive Plan Periodic Review Public Participation Plan.

Section 3. Public Participation Plan.

A. The City Council directs staff to develop a Draft 2024 Comprehensive Plan Periodic Review Public Participation Plan consistent with RCW 36.70A.035 and RCW 36.70A.140 which require the periodic review be informed by a program for early and continuous community involvement that meaningfully and effectively engages the community early and often, focusing on key topics of interest in a manner that is equitable, barrier-free, and recognizes the needs and interests of both the community and the City.

B. The City Council further directs staff to present the Council with the Draft 2024 Comprehensive Plan Periodic Review Public Participation Plan for acceptance and approval.

Section 4. Effective Date. This Resolution shall take effect immediately upon its passage and adoption.

**ADOPTED BY THE CITY COUNCIL ON NOVEMBER 7, 2022.**

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Mayor Keith Scully

ATTEST:

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Jessica Simulcik Smith  
City Clerk

## **Scope for the 2024 Shoreline Comprehensive Plan Update**

Detailed below are the primary elements of the scope for the review and update of the Comprehensive Plan.

### **Key Themes**

Three key themes will be incorporated throughout the review and update of the Plan:

- Climate,
- Equity and social justice, and
- Housing.

The key themes are those which have broad reach to goals and policies throughout all elements of the Plan and reflect areas which the City is committing to planning for the next 20 years and beyond. These themes will further support the City's goals as they relate to climate change and creating an equitable and welcoming City in which everyone can afford to live.

### **Framework Goals**

The Comprehensive Plan vision and framework goals were completed as part of the 2012 Comprehensive Plan. The City Council indicated at their Strategic Planning Workshop in the spring of 2022 that the current Plan's vision is still a valid expression of the City's direction. However, the community will be given an opportunity to review the vision to offer new points of emphasis or reflect current trends.

### **Middle Housing**

Middle housing is a range of house-scale buildings with multiple dwelling units – compatible in scale and form with single-family homes. Middle housing includes duplexes, triplexes, cottage housing, fourplexes, townhomes, etc.

The 2022 Comprehensive Plan amendment docket approved by Council in April 2022 includes an item to:

*“Amend the Land Use Element to explicitly allow duplexes and triplexes and allow with conditions other dwelling types that are similar in scale with single family detached homes, in low density residential zones.”*

This amendment is being carried over and incorporated into the Comprehensive Plan update due to its broad scope (approximately 66% of the City is designated low density residential) and to allow extensive community engagement.

### **Planning for Jobs**

The City's growth target includes 10,000 new jobs by 2044. A focused and intentional effort will be included to ensure adequate jobs capacity and policies exist to actively support meeting the jobs target established in the Countywide Planning Policies.

### **Candidate Countywide Centers Designation**

The King County Countywide Planning Policies establish the County Centers Designation Framework. Countywide growth centers serve important roles as places for equitably concentrating jobs, housing, shopping, and recreational opportunities. These are often smaller downtowns, high-capacity transit station areas, or neighborhood centers that are linked by

transit, provide a mix of housing and services, and serve as focal points for local and county investment.

In 2021, the City received notice that its application for four “candidate” centers were accepted. The locations for the centers in Shoreline are:

- 148<sup>th</sup> Street Station Area
- 185<sup>th</sup> Street Station Area
- Shoreline Place
- Town Center

These candidate centers will be incorporated and fully planned as part of the Comprehensive Plan update. In 2025, jurisdictions will submit identified countywide centers to the Growth Management Planning Council for consideration as fully designated centers.

### ***Utilities***

Recent growth and development in the light rail station subareas has highlighted a need for greater planning and coordination with outside utility agencies. The Plan will be reviewed and updated as necessary to better facilitate joint planning.

### ***Livability***

The term “livability” has broad meanings, but in the context of the Plan update is intended to capture topics related to the community’s quality of life and that encourage the City to further become a place in which people of all ages and abilities can live and thrive. Some topics include:

- Incorporate age-friendly policies,
- Connectivity/walkability to-and-from employment and daily goods and services,
- Placemaking, and
- Urban design (sidewalks, buildings, noise, light, air, etc.).

### ***Mandated Updates***

The Comprehensive Plan will be reviewed and updated as necessary to ensure consistency across County, regional, and State requirements.

### ***Miscellaneous Updates***

The Plan will also be reviewed and updated for:

- Updating goals and policies which may no longer be appropriate,
- Updating definitions and terminology, and
- Incorporating emerging trends or new technologies where appropriate.

### ***Development Regulations***

The City’s regulations within the Development Code (SMC Title 20) are one of the primary methods to implement the Comprehensive Plan. The GMA requires consistency between the Comprehensive Plan and development regulations. Amendments to the Development Code, where necessary to implement the Plan, will be included as part of the Comprehensive Plan update.

### ***Environmental Review***

The Plan update will require environmental analysis under the State Environmental Policy Act (SEPA) to identify potential impacts and appropriate mitigations to address those impacts associated with the future growth of the City through 2044.

**Schedule**

The Comprehensive Plan update will occur over the coming years, with final adoption anticipated in the second half of 2024. The schedule will generally consist of the following phases and timing:

Fall 2022	Winter-Spring 2023	Summer 2023	Spring-Summer 2024	Fall 2024
<ul style="list-style-type: none"><li>•Scoping &amp; work plan</li><li>•Assess new requirements</li><li>•Develop engagement strategy (Public Participation Plan)</li></ul>	<ul style="list-style-type: none"><li>•Engagement kick-off</li><li>•Community visioning</li><li>•Stakeholder engagement</li></ul>	<ul style="list-style-type: none"><li>•Update vision statement</li><li>•Review &amp; revise plan elements</li><li>•Engagement (ongoing)</li></ul>	<ul style="list-style-type: none"><li>•Prepare draft plan</li><li>•Public hearings</li><li>•Engagement (ongoing)</li></ul>	<ul style="list-style-type: none"><li>•Council Adoption</li></ul>