

AMENDED AGENDA

SHORELINE CITY COUNCIL REGULAR MEETING

Monday, April 24, 2006
7:30 p.m.

Shoreline Conference Center
Mt. Rainier Room

	Approximate Length of Agenda Item	Page No.
1. CALL TO ORDER		
2. FLAG SALUTE / ROLL CALL		
(a) Legislative Report -- Senator Darlene Fairley		
(b) Proclamation of "National Volunteer Week"		<u>1</u>
3. REPORT OF THE CITY MANAGER		
4. REPORTS OF BOARDS AND COMMISSIONS		
5. PUBLIC COMMENT		
<div style="border: 1px solid black; padding: 10px;"><p>This is an opportunity for the public to address the Council on topics other than those listed on the agenda, and which are not of a quasi-judicial nature. The public may comment for up to <u>three minutes</u>. However, Item 5 will be limited to a maximum period of 20 minutes. The public may also comment for up to <u>three minutes</u> on agenda items following each staff report. The total public comment period on each agenda item is limited to 20 minutes. In all cases, speakers are asked to come to the front of the room to have your comments recorded. Please state clearly your name and city of residence.</p></div>		
6. APPROVAL OF THE AGENDA		
7. CONSENT CALENDAR		
(a) Minutes of Special Meeting of March 21, 2006		<u>3</u>
Minutes of Dinner Meeting of March 27, 2006		<u>5</u>
Minutes of Regular Meeting of March 27, 2006		<u>9</u>
Minutes of Workshop of April 3, 2006		<u>19</u>
Minutes of Dinner Meeting of April 10, 2006		<u>35</u>
(b) Approval of expenses and payroll as of April 13, 2006 in the amount of \$939,125.89		<u>37</u>
(c) Ordinance No. 417, Reclassifying a Position within		

	Approximate Length of Agenda Item	Page No.
the City's Classification and Compensation Plan		<u>39</u>
(d) Motion to authorize the City Manager to execute a Settlement Agreement and Warranty Deed for land acquisition for the North Central segment of the Interurban Trail		<u>51</u>
(e) Motion to authorize the City Manager to execute a Construction Contract with Precision Earthworks, Inc. for the Field Preparation component of Shoreline Park Soccer Fields A and B		<u>55</u>
(f) Approval of Interlocal Agreement with WSDOT for maintenance responsibility of fence and landscape maintenance		<u>59</u>
8. ACTION ITEMS: OTHER ORDINANCES, RESOLUTIONS, AND MOTIONS		
(a) Amendment to McLeod Reckord Design Contract for North Central Segment of the Interurban Trail	20 min.	<u>67</u>
(b) Youth/ Human Services Strategy Work Plan	30 min.	<u>71</u>
(c) Ordinance No. 424, approving Special Use Permit # 201473 for expansion of the student union building on Shoreline Community College campus	30 min.	<u>79</u>
(This is a quasi-judicial item for which the Council does not take public comment)		
(d) <u>Adoption of Resolution No. 242 Endorsing the U.S. Mayors Climate Protection Agreement</u>		<u>139</u>
9. ADJOURNMENT		

The Council meeting is wheelchair accessible. Any person requiring a disability accommodation should contact the City Clerk's Office at 546-8919 in advance for more information. For TTY service, call 546-0457. For up-to-date information on future agendas, call 546-2190 or see the web page at www.cityofshoreline.com. Council meetings are shown on Comcast Cable Services Channel 21 Tuesdays at 12pm and 8pm, and Wednesday through Sunday at 6 a.m., 12 noon and 8 p.m.

CITY COUNCIL AGENDA ITEM
CITY OF SHORELINE, WASHINGTON

AGENDA TITLE: Proclamation of Volunteer Week
DEPARTMENT: CIR
PRESENTED BY: Joyce Nichols

PROBLEM/ISSUE STATEMENT:


Every year the City of Shoreline benefits from the time and energy donated by volunteers who contribute to a variety of City services and programs. It has been the custom of the City to recognize and honor these volunteers at a spring breakfast. This year's breakfast - with the theme "Volunteers: Helping Shoreline Bloom" - will take place on Friday, April 28 at 7:30 a.m. in the Shoreline Room. This event concludes the "Volunteer Week" proclaimed tonight.

Volunteers perform a myriad of tasks: assisting the police at the Police Neighborhood Centers, working with the city on environmental, recreation and traffic programs, and assisting with emergency preparedness. Volunteers serve on City advisory committees like the Planning Commission, Council of Neighborhoods, and Parks Board; their ideas, advice and suggestions help shape policies.

The City's volunteers enhance the quality of life in Shoreline and should be recognized throughout the year for their contributions.

RECOMMENDATION

No action is required.

Approved By: City Manager  City Attorney ____



PROCLAMATION

WHEREAS, April is volunteer month across the country; and

WHEREAS, volunteers enhance our quality of life and help build a sense of community; and

WHEREAS, in 2005, volunteers donated 13,513 hours to the City of Shoreline; and

WHEREAS, volunteers assist City departments and the community; they contribute their time and talents staffing the Neighborhood Police Centers, serving on boards, commissions and task forces, organizing local neighborhood associations, providing emergency communication capability, and providing recreational opportunities for their Shoreline neighbors; and

WHEREAS, all of Shoreline's volunteers will be honored at the annual Volunteer Breakfast on April 28 with the theme "Volunteers: Helping Shoreline Bloom";

NOW, THEREFORE, I, Robert L. Ransom, Mayor of the City of Shoreline, on behalf of the Shoreline City Council, do hereby proclaim the week of April 23, 2006 as

VOLUNTEER WEEK

in the City of Shoreline and encourage all citizens to seek volunteer opportunities and express appreciation to those who volunteer.

Robert L. Ransom
Mayor of Shoreline

DRAFT

CITY OF SHORELINE

**SHORELINE CITY COUNCIL
SUMMARY MINUTES OF SPECIAL MEETING**

PLANNING COMMISSION CANDIDATE INTERVIEWS

Tuesday, March 21, 2006
5:30 p.m.

Shoreline City Hall
Conference Room 305

PRESENT: Mayor Ransom, Deputy Mayor Fimia, and Councilmembers Gustafson, McGlashan, Ryu, and Way

ABSENT: Councilmember Hansen

GUEST: none

The meeting was called to order at 5:30 p.m. by Mayor Ransom, who presided. He briefly explained the process involved in selecting members to serve on the Planning Commission.

EXECUTIVE SESSION

At 5:35 p.m., Mayor Ransom announced that the Council would recess into Executive Session for interviews and deliberations on Planning Commission applicants.

At 11:00 p.m., the Executive Session concluded and the Council meeting reconvened.

ADJOURNMENT

At 11:00 p.m., Mayor Ransom declared the meeting adjourned.

Scott Passey
City Clerk

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CITY OF SHORELINE
SHORELINE CITY COUNCIL
SUMMARY MINUTES OF DINNER MEETING

Monday, March 27, 2006
6:00 p.m.

Shoreline Conference Center
Highlander Room

PRESENT: Mayor Ransom, Deputy Mayor Fimia, and Councilmembers Gustafson, Hansen, McGlashan, Ryu, and Way

ABSENT: none

STAFF: Bob Olander, Interim City Manager; Julie Modrzejewski, Assistant City Manager; Joyce Nichols, Communications and Intergovernmental Relations Director; and Scott Passey, City Clerk

GUEST: none

Mr. Olander convened the meeting at 6:30 p.m. with a discussion of the Shoreline Sister Cities Association (SSCA). Mr. Olander posed the questions: 1) Is the Shoreline Sister Cities Association still active and viable?; and 2) What is the appropriate level of involvement between the City/staff and the SSCA?

Councilmember Hansen arrived at 6:45 p.m.

There was general agreement that the SSCA serves a valuable purpose and the City should continue to support the SSCA. It was noted that while the City supports SSCA activities and programs, the core leadership and initiative should come from the community.

The Council then discussed the recent inactivity of the SSCA and what the City could do to help motivate and energize the organization. There was also discussion of potential fundraising activities and visit/hosting activities. Councilmember Ryu noted that a group of former Boryeong residents is meeting informally to see how relationships can be maintained, so there is still ongoing communication with Shoreline's sister city. It was noted that SSCA President Cheryl Lee wishes to step down from the Board due to time constraints, and no one has offered to lead the organization.

Councilmember Gustafson said the Council is still interested in supporting the SSCA, but two issues of concern include: 1) funding; and 2) responsibility for continuing the organization. He suggested convening a meeting of the board members.

Responding to Council questions, Ms. Modrzejewski pointed out that the City budget includes \$7,000 for sister cities activities.

Councilmembers discussed ways the City could publicize and support the SSCA. Councilmembers raised the question of whether Councilmembers could serve on the SSCA Board. It was suggested that Councilmembers could join the SSCA as individual members, but they should probably not serve as board members.

Councilmember Hansen noted that he is a member and explained that anyone can join the SSCA for a nominal membership fee. He said the primary advocate for the SSCA was Cheryl Lee's uncle, but there has been little activity since he passed away.

Mayor Ransom envisioned a system in which the SSCA would be funded by the City for the first couple years, after which it would be funded by private sources. He felt that City funds should be used to send Councilmembers to Boryeong, noting that if cities are serious about sister city relations, they will do that. He noted that the City of Federal Way cultivated a relationship with its sister city in a similar way.

The Council continued discussing ways to bolster the sister city program. Councilmember Hansen noted that he may travel to Boryeong this fall.

Responding to Council questions, Mr. Passey outlined the activities sponsored by the SSCA in 2005, which included a visit from Boryeong High School students in the spring and participation by visiting Korean artists in the Shoreline-Lake Forest Park Arts Festival. He said that minimal staff time was expended for SSCA activities in 2005.

Mr. Olander stated that the City expenditure policy allows for Councilmember travel. He suggested that if Councilmembers wish to go to Korea, it may be worthwhile to invite a port commissioner.

Ms. Modrzejewski pointed out that planning activities may be a method of reenergizing the SSCA.

Deputy Mayor Fimia noted that Bill Stafford, of the Trade Development Alliance of Greater Seattle, is an excellent resource on these issues. She said she would like the City focus on one area of trade exchange, such as marketing solar energy products to Korea. In turn, Boryeong could market their mud soap products here.

Mayor Ransom summarized Council consensus to direct staff to arrange a future meeting of the active board members of the SSCA with the intent of identifying an action plan and new leadership.

Turning to a different topic, Mayor Ransom commented on the support by many cities of the Kyoto Accords, which recognizes global warming and its detrimental effects on populations. He felt the City should propose a proclamation or some other means to recognize the serious nature of global warming.

Councilmember Way suggested talking more about it at the Council Retreat. She felt the City should explore what it would entail to reduce the emission of greenhouse gases.

Mr. Olander said there are a number of practical steps the City can take to address this issue, such as exploring sustainable building practices and creating a more “walkable” community. He shared his idea of neighborhood commercial centers throughout the City which could be accessible by walking or cycling.

Deputy Mayor Fimia pointed out that residents of the apartments adjacent to Top Foods have to go all the way out to 175th Street in order to access the grocery store rather than having a more direct walkway between the properties. She used this as an example of how the City can use the Development Code to promote pedestrian-oriented neighborhoods.

Councilmember Hansen pointed out that there are a variety of opinions regarding the causes and extent of global warming. He said information he has read seems to “debunk” the theory as it has been accepted by many people.

Councilmember Gustafson concurred, noting the need for further investigation of the theory. He added that the earth has undergone a series of warming and cooling cycles throughout history.

Councilmember Ryu suggested that despite one’s opinion on global warming, the City can address issues such as flooding in a practical way.

Deputy Mayor Fimia noted that by 2030, even with the Sound Transit expansion, traffic congestion and travel time will quadruple. She wondered how the City will be able to serve a low-density population that will not ultimately be served by transit. She speculated that cities will be forced to build more roads.

There was consensus to discuss these and other issues in more depth at the Council Retreat.

Mayor Ransom declared the meeting adjourned at 7:30 p.m.

Joyce Nichols, Communications and Intergovernmental Relations Director

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CITY OF SHORELINE

**SHORELINE CITY COUNCIL
SUMMARY MINUTES OF REGULAR MEETING**

Monday, March 27, 2006
7:30 p.m.

Shoreline Conference Center
Mt. Rainier Room

PRESENT: Mayor Ransom, Deputy Mayor Fimia, and Councilmembers Gustafson, Hansen, McGlashan, Ryu, and Way

ABSENT: none

1. **CALL TO ORDER**

The meeting was called to order at 7:36 p.m. by Mayor Ransom, who presided.

2. **FLAG SALUTE/ROLL CALL**

Mayor Ransom led the flag salute. Upon roll call by the City Clerk, all Councilmembers were present.

(a) Proclamation of Consul General Jae-Gouk Kim Week

Mayor Ransom read the proclamation and outlined the accomplishments of former Consul General Kim. He noted that the Consul General was a strong supporter of Shoreline and proclaimed the week of March 27, 2006 as "Jae-Gouk Kim Week" throughout the City.

3. **CITY MANAGER'S REPORT**

Bob Olander, Interim City Manager, reported on the following items:

- The Oltman Family recently donated a historical and interpretive sign to the City for visitors of the Bluff Trail along Richmond Beach Saltwater Park.
- Completion of installation of all streetlighting and traffic signal poles at the North City project. There has also been restoration activity on private property on sidewalks, driveways, and walkways.
- Near completion of the support columns for the Interurban Trail Bridge, along with installation of the first shipment of decorative art panels.
- The 2nd Annual Shoreline Live! Variety show on March 28, at 7:00 pm in the Shoreline Center Auditorium.

4. **REPORTS OF BOARDS AND COMMISSIONS:**

Councilmember Ryu attended a reception with Governor Gregoire called “Economic Vitality: Rising to the Goal of Economic Competition.” She suggested that Tom Boydell, Economic Development Manager, research Washington State’s export assistance program on behalf of Shoreline businesses. She also reported on the success of the fundraising efforts at the Shoreline Boosters Auction.

Councilmember Way said she attended an Aurora Corridor “walkabout” with Councilmember McGlashan and Kirk McKinley. They visited McDonald’s, Nora Bistro, several businesses in Ryu Plaza, Wells Fargo Bank, Central Chiropractic, Qualstar Credit Union, Allstate Insurance, Nursing Assistant Training Institute and several other local businesses. She commented that the business owners were glad that the sidewalks were near completion and posters were given to them outlining the progress of the project. There was discussion about promoting the businesses as a way to thank them for enduring the construction on Aurora Avenue. She appreciated being able to attend the National League of Cities (NLC) Conference. She said she attended the Community Economic Development Committee meeting which continues to urge Congress to provide funding for the Community Development Block Grant (CDBG). She also attended the Energy, Environment and Natural Resources committee meeting. The committee decided on a list of priority goals, including energy supplies, water quality, wetland preservation, FEMA maps, global warming, and air quality issues. She added that she attended events with keynote speakers and did some lobbying on the last day. She concluded that all of the materials she obtained at the workshop would be available in the City Manager’s Office.

Councilmember Gustafson attended a Shoreline Public Schools “History Day” function where he and Deputy Mayor Fimia served as judges. Regarding the NLC Conference, he said Senator Voinovich highlighted that children in the United States are behind those of other countries in science, math, and technology. He added that Senator Chertoff from the Department of Homeland Security emphasized the national need for better emergency management planning and the lack of a moral responsibility by Americans to get out of harm’s way if so instructed by federal, state, and local agencies. First Lady Laura Bush discussed youth and juvenile crime and the fact that opportunities for music, physical activity, and art are declining. He pointed out that the Shoreline School District has to reduce its budget by \$4.7 million and noted that after-school programs will be reduced. He said on in the NLC First Tier Suburbs Committee the common issues in suburbs across the country include inadequate housing, aging and deteriorating housing stock, aging household members, increasing maintenance costs, absentee landlords, and predatory lending, among other issues. The main issue, he expressed, is addressing the problem of aging and deteriorating housing.

Councilmember McGlashan said he enjoyed the NLC Conference. He concurred with the NLC President’s focus on creating inclusive communities and noted that the focus of the Community and Economic Development Steering Committee meeting was post-disaster response, housing, and immigration. He stated that he attended “Teens Are

Talking, Are We Listening” here in Shoreline and thanked the sponsors for the three-hour presentation on insights into how teenagers think.

At the NLC Conference Mayor Ransom attended “Building Accountability and Commitment: The Restoration of Communities” which focused on the utilization of alternative means to restore communities and how to think “out-of-the-box” to solve problems. He also attended a seminar on “Leading Your Community Through Effective Strategic Communications” and a Human Development Steering Committee meeting which discussed the “No Child Left Behind” Act, immigration, and healthcare. As a member of the First Tier Cities Planning Committee, he spoke with Senator Patty Murray and Congressman Jay Inslee about their support for local issues, including the Aurora Corridor. He pointed out that Shoreline requested \$2 million in federal funding for the Aurora Corridor, whereas the City of Seattle requested \$4 billion. He reported on other activities while in Washington D.C., including watching a Senate budget debate and visiting the Library of Congress. He commented on Al Gore’s presentation on the Kyoto Treaty, which has the endorsement of over 185 U.S. cities. He wondered if the City of Shoreline should also endorse the Kyoto Accords.

Councilmember McGlashan urged the public to visit Aurora Avenue businesses because they have been adversely impacted by the construction project. He said the business owners are excited about the bridges and the development of the Aurora Corridor, but they need customers to return to their stores.

5. PUBLIC COMMENT

(a) Bob Barta, Shoreline, supported the building of Gateways in Shoreline. He said the Gateways visually connect Shoreline citizens and visitors, sustain the quality of life, and have a redeeming quality. He urged the Council not to let the original goal to build a Gateway plan fall by the wayside.

(b) Todd Linden, Shoreline, on behalf of Friends for Shoreline’s Park Campaign Committee, stated that on May 16th residents will vote on the park bond. He said the bond would build pride and community spirit and give residents an opportunity to have something in common. This vote, he said, is not a vote of the City Council; it is a vote of the public. He highlighted that the website for more information is [www.citizensforshorelineparks .org](http://www.citizensforshorelineparks.org).

(c) George Allen, introduced himself as a new member of King County Councilmember Bob Ferguson’s staff, commenting that he hopes to be an asset to Shoreline. He noted that he will be in charge of outreach regarding the King County Sheriff’s Department. He announced that Councilmember Ferguson is holding a Town Meeting on April 4 in Bothell which will be attended by King County Sheriff Sue Rahr. He said Councilmember Ferguson is very interested in the views of the community on potential changes in oversight and accountability in the Sheriff’s Department.

(d) Eskandar Mohazzabfar, Kirkland, announced an arbitration award was granted to Construction International for \$250,000 for wrongful termination related to Paramount Park. He commented on the stressful and detrimental impact this process has had on his family and business. He asked the Council to direct the City Manager to investigate this matter so other businesses won't have to go what he has gone through.

Mr. Olander announced that the Dayton Triangle property issue, which has been an ongoing issue for several years, has finally been resolved. He added that the disagreement concerning Paramount Park has just been decided through arbitration; the City Attorney will forward a memorandum to Council on this issue. He summarized that the City was not satisfied with the work that was done and appealed under the arbitration clause. He also welcomed Mr. Allen as Councilmember Ferguson's representative.

6. APPROVAL OF THE AGENDA

Deputy Mayor Fimia requested that the Special Meeting Minutes of January 3, 2006 be added to the Consent Calendar. Councilmember Hansen pulled the Workshop Minutes of March 6, 2006 from the Consent Calendar. Councilmember Way pulled Consent Calendar Item 7(c) and moved it to Action Items 8(a).

Deputy Mayor Fimia moved approval of the agenda as revised. Councilmember McGlashan seconded the motion, which carried 7-0 and the agenda was approved.

7. CONSENT CALENDAR

Deputy Mayor Fimia moved approval of the consent calendar as amended. Councilmember Gustafson seconded the motion, which carried 7-0, and the following items were approved:

**Minutes of Special Meeting of January 3, 2006
Minutes of Special Meeting of February 6, 2006
Minutes of Regular Meeting of February 13, 2006
Minutes of Dinner Meeting of February 27, 2006
Minutes of Regular Meeting of February 27, 2006**

Approval of expenses and payroll as of March 16, 2006 in the amount of \$3,018,398.53

Motion to authorize the City Manager to execute Local Agency Agreements, Supplements, and Prospectus to obligate grant funds totaling \$525,631 for the Aurora Corridor Project (N. 165th to N. 205th)

Ordinance No. 416, creating a New Classification, Recreation Coordinator II

Ordinance No. 418, reclassifying the Grant Specialist

Resolution No. 241, approving the Economic Development Task Force Strategic Plan

8. ACTION ITEM: OTHER ORDINANCES, RESOLUTIONS, AND MOTIONS

- (a) Ordinance 414, 2006 Budget Amendment for 2005 Carry overs

Councilmember Way wished to have this item clarified for the public.

Councilmember Hansen moved to approve Ordinance 414, 2006 Budget Amendment for 2005 Carry-overs. Councilmember seconded the motion.

Debbie Tarry, Finance Director, explained that carry-overs occur because departments underestimate their expenditures each year and there are carry-over balances that need to be applied to the next year's budget. Specifically, in 2005 the City overestimated expenditures, especially on capital projects. Now, she said, the City needs to apply the rest of the funds to 2006.

A vote was taken on the motion to approve Ordinance 414, 2006 Budget Amendment for 2005 Carry-overs, which carried 7-0.

- (b) Planning Commission Appointments

Mayor Ransom opened the meeting to public comment.

(1) Bronston Kenney, Shoreline, said these appointments are very important to the City. He said in the past, citizens were given limited comment opportunities, cannot rebut, and builders and developers have been the only groups heard at Planning Commission meetings. He said the purpose of government is for representatives to advance the interests of their constituents. He commented that the Aurora Corridor and 15th Avenue NE are two projects in which poor planning decisions were made. He added that 15th Avenue still hasn't been restored to four lanes.

Deputy Mayor Fimia moved to appoint Sid Kuboi, Rocky Piro, David Pyle, and Michelle Wagner to the Planning Commission. Councilmember Gustafson seconded the motion.

Deputy Mayor Fimia highlighted that there were 19 applications for the four Planning Commission positions. All applicants are extremely talented, well qualified people and the City is blessed to have so many people who are willing to serve. She continued that of the 19 applicants, the subcommittee decided to interview nine of these individuals. Two of them withdrew, so seven candidates were interviewed. She noted that the Council was very impressed by the remaining seven but the four recommended would

bring the best balance to the Commission. She highlighted that there will now be two or three members from the east side of the City.

Councilmember Way was impressed with the caliber of all the applicants and encouraged others to reapply and offer their services to other commissions in the future.

Councilmember Ryu appreciated the interview process and said all the applicants were highly qualified and experienced. She said there will be other openings in the next two years and she is glad to have been a part of the interview process.

Mayor Ransom noted that six of the seven Councilmembers attended the interview session.

Councilmember Gustafson commented that the decision was difficult for the Council to make, but eventually they arrived at a consensus. He said he is comfortable with the recommendation.

Responding to comments made by Deputy Mayor Fimia, City Clerk Scott Passey noted that the completed applications were posted on the City's website, but no personal information had been posted.

A vote was taken on the motion to appoint Sid Kuboi, Rocky Piro, David Pyle, and Michelle Wagner to the Planning Commission, which carried 7-0.

(c) Library Board Appointments

Councilmember McGlashan moved to appoint Jane Hinton, Susan Hoyne, and Thomas M. Peterson to the Library Board. Councilmember Ryu seconded the motion.

Dick Deal, Parks, Recreation and Cultural Services Director, confirmed the resignation of Ed Renaud from the Library Board. He said whoever is chosen to fill his position would have a short term.

Councilmember Ryu moved a substitute to appoint Jane Hinton and Thomas M. Peterson to the full term positions and to appoint Susan Hoyne to the short term position. Councilmember McGlashan seconded the motion.

Deputy Mayor Fimia said the applicants were very diverse and full of experience. He encouraged all of them and especially Mr. Whitman to seek other City volunteer opportunities as they become available. She enthusiastically supported the recommended motion.

Councilmember McGlashan said he was very impressed with the caliber of the seven applicants, who all have expressed a passion for the library system.

A vote was taken on the substitute to appoint Jane Hinton and Thomas M. Peterson to the full term positions and to appoint Susan Hoyne to the short term position, which carried 7-0.

- (d) Approval of the employment agreement appointing Robert Olander as City Manager

Deputy Mayor Fimia moved to approve the employment agreement appointing Robert Olander as City Manager. Councilmember McGlashan seconded the motion.

EXECUTIVE SESSION

At 8:57 p.m., Mayor Ransom announced that the Council would recess into Executive Session for a period of 20 minutes. At 9:22 p.m., Mr. Olander emerged and announced that the Executive Session would be extended for an additional 10 minutes. At 9:42, the Executive Session concluded and the regular meeting reconvened.

Mayor Ransom announced the following amendments to the contract. At Item 3(a) at the end of the second paragraph the following sentence was added: “This is a flat or one-step range.” Additionally, at Item 4(b) after the word “employee” add the words “as an addendum on how it will be done by June 1, 2006.”

Councilmember Gustafson moved to approve the amended employment agreement appointing Robert Olander as City Manager. Councilmember McGlashan seconded the motion.

Deputy Mayor Fimia said this action provides the City with more stability and saves the City thousands of dollars by not having to conduct a national recruitment. She said Mr. Olander prefers a flat salary with no bonuses. She highlighted that the salary is mid-range compared to other cities, and the City is not filling the Deputy City Manager position. Mr. Olander has over 30 years municipal experience and is very experienced in local government, regional, and state professional boards. She commented that she is looking forward to working with Mr. Olander.

Mayor Ransom noted that in the prior City Manager recruitment, the City conducted a national recruitment and 42 applicants were screened down to six that were interviewed by the Council before a final selection was made. He said Mr. Olander represents the “satisficing factor,” meaning that he is an in-house candidate and the full Council felt he is well qualified. Mayor Ransom also pointed out that it is the policy of the City to promote from within and Mr. Olander has earned the respect of the Council and in turn the Council is showing their loyalty by hiring him as the City Manager. He added that Mr. Olander will receive 100% employee benefits and a salary of \$136,000 per year.

Councilmember Hansen said she is looking forward to working with Mr. Olander for at least four years. He said he is very qualified, has done a great job for the City, has the respect of the management team and the Council, and is an excellent choice for the City Manager position.

Councilmember Ryu commented that she also supports the motion. She added that Mr. Olander has over 30 years of public service in Washington State and he brings stability to the City.

Mayor Ransom added that Mr. Olander has been a City Manager for the cities of Ocean Shores, Anacortes, and Des Moines.

A vote was taken on the motion to approve the amended employment agreement appointing Robert Olander as City Manager, which carried 7-0.

Mr. Olander said he feels honored and privileged to be the City Manager of the City of Shoreline and looks forward to many years of progress for the citizens of Shoreline. He added that this is a great community with great, active citizens with a real sense of place with a good City Council and an outstanding staff.

9. NEW BUSINESS

(a) 2005 4th Quarter Financial Report

Deputy Mayor Fimia commented that the fonts on the report were too small for many people to read. She requested that staff use nothing smaller than 10 pitch fonts in the future.

Ms. Tarry noted that when looking at all of the City funds it is almost as if you are looking at separate operating accounts. She explained that the general fund revenues were about \$1 million more than anticipated because of sales tax, utility tax, franchise fees, a contract payment from Seattle City Light, construction, and service industry increases in the City. From 2004 to 2005 the actual sales tax as related to retail trade was down slightly, however, during that same period of time construction sales tax revenues grew by 30% in the City. This, she said, will be monitored throughout 2006. In utility taxes and franchise fees the most growth took place in telephone and cellular phone revenues and this is based on more use in the community.

MEETING EXTENSION

Councilmember Gustafson moved to extend the meeting until 10:10 p.m. Deputy Mayor Fimia seconded the motion, which carried 7-0.

Ms. Tarry stated the City has been promoting the utility tax exemption program for low income residents and senior citizens. As of last week, she noted there have been 150 participants. She added that in the 4th quarter of 2005 there were substantial commercial

permit revenues received by the City (\$150,000). Gambling tax revenues, she said, were about \$3 million, representing the five gambling establishments. She noted that jail expenditures have significantly increased in 2005 based on the number of jail days used by the City.

Councilmember Hansen pointed out that using the Yakima jail is far less expensive than using King County jail.

Mr. Olander stated that the City can get credited more jail days at Yakima from other cities to reduce the jail expenditures.

Ms. Tarry highlighted that the Real Estate Excise Tax (REET) is a significant revenue source for the City. There was significant growth in REET in 2005 based on the value of real estate transactions. The City, however, does not expect the trend to continue as the real estate market is slowing. In summation, she felt the financial results of the City are positive and in 2006 the gambling and sales related tax revenues will be monitored. As far as expenditures, she said, all departments are spending within their respective budgets. The next steps include updating the City's long-term financial model and the Capital Improvement Program later this year.

Mayor Ransom asked if the \$11 million reserves in the General Fund included monies for the new City Hall.

Ms. Tarry stated that the monies for building the new City Hall are in the General Capital Fund and are separate from the General Fund.

Councilmember Gustafson thanked Ms. Tarry for the presentation. He noted that he would be absent from three Council meetings beginning March 31.

10. ADJOURNMENT

At 10:13 p.m., Mayor Ransom declared the meeting adjourned.

Scott Passey, City Clerk

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CITY OF SHORELINE

**SHORELINE CITY COUNCIL
SUMMARY MINUTES OF WORKSHOP MEETING**

Monday, April 3, 2006
6:30 p.m.

Shoreline Conference Center
Mt. Rainier Room

PRESENT: Deputy Mayor Fimia and Councilmembers Hansen, McGlashan, Ryu, and Way

ABSENT: Mayor Ransom and Councilmember Gustafson

1. **CALL TO ORDER**

The meeting was called to order at 6:32 p.m. by Deputy Mayor Fimia, who presided.

2. **FLAG SALUTE/ROLL CALL**

Deputy Mayor Fimia led the flag salute. Upon roll call by the City Clerk, all Councilmembers were present with the exceptions of Mayor Ransom, Councilmember Gustafson, and Councilmember Hansen. Councilmember Hansen arrived at 6:40 p.m.

Upon motion by Councilmember McGlashan, seconded by Councilmember Way and carried 4-0, Mayor Ransom and Councilmember Gustafson were excused.

Deputy Mayor Fimia announced that the proclamation would be presented following the City Manager's report.

3. **CITY MANAGER'S REPORT**

Bob Olander, City Manager, reported on the success of the volunteer project to remove invasive weeds at Echo Lake. He also reported on the success of the Shoreline Live Program, presented by the City's specialized recreation group. Over 350 people were in attendance at this event. Mr. Olander noted the potential improvement to surface water capacity with the purchase of a new generator for water pumping. He concluded his report with an update of the Aurora Corridor Project.

(a) Proclamation of "ShoreLions' Day"

Deputy Mayor Fimia invited members of the ShoreLions team and their supporters forward to receive the proclamation. She read the proclamation, which acknowledged the City-sponsored ShoreLions basketball team's victory in the Special Olympics basketball championship on Sunday, March 5. Coach Christie Wicklander accepted the

proclamation and thanked the City for supporting specialized recreation programs in the City.

4. COUNCIL REPORTS

Councilmember Way reported on the Puget Sound Regional Council's Vision 2020 Awards Program and on the various projects that received recognition at this event.

Councilmember Ryu reported on the Asian-American Leadership Conference and on a forum sponsored by Seattle City Light (SCL) regarding electric rate restructuring. She pointed out that the City is paying a 6 percent rate, and the maximum rate allowed by the franchise agreement is 8 percent. She said the \$9 million utility project for Aurora Corridor Phase 1 will be amortized over a 25-year period, so Shoreline ratepayers will bear the cost. She urged the community to contact SCL for additional information on future forums.

Mr. Olander noted that Finance Director Debbie Tarry has been on the Rate Advisory Committee in the past. He said the City is in discussions with SCL regarding potential rate increases, and he hopes to "get to the bottom" of the rate proposal.

Councilmember McGlashan reported on a fundraiser for Shoreline Public Schools which raised over \$100,000.

Councilmember Hansen asked about the status of the lawsuit between SCL and the Suburban Cities Association (SCA).

Ian Sievers, City Attorney, reported that the SCA and City of Seattle prevailed on an initial summary judgment, but the item is now on appeal to the State Supreme Court.

5. PUBLIC COMMENT

(a) Lawrence Dieffenbach, Shoreline, urged the City Council to write a letter to President Bush and Governor Gregoire asking for an investigation into reports of state-sponsored persecution and murder of Falun Dafa practitioners in China by the Chinese government. He described the crimes against Falun Dafa as a "horrific campaign of torture and persecution" and said the Chinese government must be held accountable.

(b) Michelle Huang, Issaquah, concurred with the previous speaker and described the alleged crimes and atrocities against Falun Dafa practitioners. She pointed out that persecution of Falun Dafa has extended beyond China; practitioners are now facing persecution in many other areas of the world, including the United States. She said now is the time to call for an investigation because Chinese Prime Minister Hu Jin Tao will be meeting with President Bush this month.

(c) LaNita Wacker, Shoreline, noted that Saturday was the anniversary of the death of her husband, Judge Robert Wacker, who was "a loss to this community and an

advocate for youth sports.” She outlined his background in coaching and said he always urged people to donate to the City for youth sports. She said anyone who voted for her husband as judge for the past 28 years should also vote in favor of the parks bond, because it is a vote in favor of parks and youth sports. She presented a check to Parks Director Dick Deal and urged everyone to support parks and recreation programs through their votes and contributions.

(d) Shari Winstead Tracey, Shoreline, reminded everyone to vote for the parks bond on May 16. She described how the bond proceeds would be used and said it is a well-balanced package of parks and open space projects and is a good value to the taxpayers. She said the bond is supported by soccer and little league groups, and the Parks Bond Committee is working hard raising money and disseminating the information with signs, flyers, and newsletters.

Councilmember Way pointed out that the City is already purchasing three acres of the South Woods property, so the bond would account for the remainder of the land and allow the City to acquire the entire parcel.

6. WORKSHOP ITEMS

(a) Comprehensive Housing Strategy Work Plan

Joe Tovar, Planning and Development Services Director, introduced Steve Cohn, Senior Planner, and explained that this proposal responds to the Council request for a comprehensive work plan to address housing needs in Shoreline. He provided a PowerPoint presentation and the context surrounding current housing needs, outlining the housing stock, demographics, and economic forces shaping the housing situation in Shoreline. He described Shoreline as a “first suburb,” which, like similar cities, is experiencing aging housing, an older population, smaller household size, and greater ethnic diversity. He noted that a high percentage of Shoreline’s land is zoned single-family (SF), and 75 percent of the housing stock is single-family housing. He discussed the goals and requirements of the Growth Management Act (GMA), concluding that while the GMA provides direction, the Council retains some degree of discretion on housing policy. He outlined City policies and actions related to housing, such as the adopted Comprehensive Plan Housing Policies, Development Code density incentives for affordable housing, and other programs to assist homeowners to continue living in their homes. He then turned the presentation over to Mr. Cohn to describe the proposed Work Plan.

Mr. Cohn outlined the three focus areas of the Work Plan:

- Focus Area 1: Population to be Served (Who do we want to live here?)
- Focus Area 2: Housing Choice/Type (What do we want to happen with housing supply, what type of housing mix do we want?)

- Focus Area 3: City Involvement in Housing Strategy (How active should the City be in implementing new housing strategy?)

He explained the potential alternatives under each focus area, emphasizing that they are presented as a continuum to illustrate that each contain a range of options. He said the potential outcomes of the plan include Strategy, Comprehensive Plan policies, Development Code amendments, and potential projects and funding sources.

Mr. Cohn concluded his presentation by outlining the proposed Work Plan timeline, which commences in April 2006 with the Council Retreat and concludes with a Council public hearing and adoption in April 2007. The work plan timeline includes an inventory of existing conditions, check-in points with Council, formation of a Citizen Advisory Committee (CAC), and community meetings. Staff estimates that one Full Time Equivalent (FTE) employee working two months during the summer will be needed to gather the information described in the work plan. This cost is estimated to be \$15,000. Approximately .25 - .3 FTE will be needed to work with the committee to develop the comprehensive housing strategy, which can be absorbed with current staffing levels.

Deputy Mayor Fimia called for public comment.

(a) Randy Hughes, Shoreline, noted that Comprehensive Plan Housing Goal H-12, cottage housing, appears to be back on the list. He pointed out that City staff should not offer cottage housing proposals because the public doesn't want cottage housing in Shoreline.

Mr. Tovar clarified that a process is underway to remove Housing Goal H-12 from the Comprehensive Plan.

Deputy Mayor Fimia added that she asked staff to docket H-12 for removal from the Comprehensive Plan to make it consistent with Council's most recent action on cottage housing. She noted that the Comprehensive Plan can only be amended once per year.

(b) Wendy DiPeso, Shoreline, representing Sustainable Shoreline, said it is important to consider not only the character of the community but also the influence of money on development. She urged the Council to support "smart" development that supports small businesses and residents and development that retains community character while still providing necessary services. She advocated for zero-impact design, green-build policies, and creative multi-use development in places such as the Aurora Corridor and Fircrest. She concluded that open space plays an integral role in the equation and the public needs to be involved in what should be a co-creative process.

Councilmember Ryu emphasized the need to assess existing conditions, find out the thoughts and needs of residents, and ensure the City advertises programs aimed at assisting the elderly and low-income residents. She suggested putting this information on Channel 21.

Mr. Cohn noted that the utility companies advertise their utility assistance programs.

Mr. Olander estimated that 800 Shoreline residents currently receive some kind of utility assistance.

Mr. Tovar noted that the proposed Citizen Advisory Committee (CAC) is a more concentrated effort and one method of involving the public.

Councilmember Way favored citizen input earlier in the process, suggesting that a survey could be used to assess their needs and priorities. She expressed interest in exploring the issue of neighborhood character and possibly involving the Historical Museum in looking at historical character. She also felt a subcommittee should be formed early to consider the scope of work.

Mr. Tovar noted the two types of information that staff will explore: 1) empirical, which is easily measured; and 2) intangible, which involves issues such as character and sense of place. He noted that neighborhood character and values may differ from one neighborhood to another, so it might be advisable to include neighborhood organizations in the process.

Councilmember Way concurred with pursuing sustainable and green-build practices, as well as an element to address global warming. She emphasized the need to address the cumulative impacts of the housing strategy.

Mr. Olander said some of those items could move along a separate work plan in the near future.

Councilmember McGlashan agreed with the public comment concerning mixed-use development along Aurora Avenue and Fircrest. Referring to Housing Goal H-20, he pointed out that “affordable” housing really means subsidized housing, because someone, whether the City, the developer, or some other entity, must subsidize the cost. He wondered what types of incentives the City could offer, to which Mr. Cohn replied that many cities use density and height bonuses.

Councilmember Ryu expressed support for the Comprehensive Housing Strategy and wished to ensure that it is connected to the appropriate agencies.

Councilmember Hansen said he will be submitting some additional comments in writing. He concurred with Councilmember McGlashan and said some of the incentives and requirements amount to subsidized housing.

Deputy Mayor Fimia agreed that the public process should be early and frequent, and suggested that the City include a survey in its *Currents* publication. She suggested focusing on outcomes rather than specific data, adding that design review may be an element to include in the plan. She said good design will make future projects much easier to build. She also emphasized the type and location of various forms of housing,

stressing the need for housing along transit corridors. She wondered if the plan could be finalized before the April Retreat.

Mr. Olander recommended waiting so the Council can look at the whole picture and set the priorities for staff.

Councilmember Way advised that a training session on GMA concurrency might be helpful for the Council. She said this is an important element that gets overlooked when projects are permitted.

Mr. Tovar reiterated that the Council has a lot of discretion, and while the issue of GMA concurrency can be complicated, it only becomes an issue after the plan is implemented.

Deputy Mayor Fimia suggested that staff provide a glossary of terms to enhance communication on this issue.

(b) Proposed Action Plan – Housing for Seniors with Limited incomes

Deputy Mayor Fimia called for public comment, however, no one wished to address this item.

Rob Beem, Human Services Manager, said that last year a Council ad-hoc committee was created to investigate housing needs in Shoreline. The City also conducted a workshop in January 2006 with housing developers. Now, he said, this review is based on the combined results from the staff's work with the developers and the City's current policy and strategy. Additionally, City staff is proposing a short term action plan to address the needs of seniors in the community with limited incomes. He announced the four-steps in the plan:

- 1) Working on existing conditions and information
- 2) Educating homeowners on financial tools
- 3) Standing ready to partner with non-profit developers in the community
- 4) Establishing a fund to support housing development

He described the January 19th housing workshop which was paneled by housing developers, funders, and planners throughout the King County area. The panel of experts was asked to review the City's data for their impressions of the City's strategies and to get their advice on what other cities have implemented. He pointed out that in Shoreline, 1-in-5 households have an income of less than 50 percent of the King County median. He said that within the 1-in-5 group, seniors are overrepresented. He said 14 percent of all Shoreline households are seniors, and about 40 percent of the households that are below the King County median income are seniors. He noted that Shoreline has 50 transitional housing units and the King County Housing Authority supports about 820 housing units. The panelists felt the City should look at the high proportion of single family housing and single family housing rental units in Shoreline. He added since there

is a significant portion of single family housing rentals in the City, the issue is determining who is renting the houses. He highlighted some of the things that were recommended by the panel:

- 1) Be aware that household sizes are declining.
- 2) Market is driving change, and we should understand the housing market
- 3) Match the housing strategy to the community values
- 4) Be open to development and redevelopment opportunities

Mr. Beem announced the four steps of the proposed action plan:

- 1) Identify current development opportunities including location and approximate cost, the availability and condition of existing multi-family housing stock, and the availability of land owned by state and local governments and non-profit organizations.
- 2) Implement strategies that will support seniors' independent living.
- 3) Recruiting a developer to build a new facility using HUD section 202 and/or other government funds to allow rents affordable to older adults in this economic segment.
- 4) Establish a special fund to support the production or retention of affordable housing units.

Councilmember McGlashan asked if the City is funding any affordable housing units.

Mr. Beem said the City has made Community Development Block Grant (CDBG) funds available and have done some in the past. Additionally, some of the block grant funding has gone into the Veteran's housing program, the Compass Center. Cities normally use CDBG and local funding for housing programs.

Councilmember McGlashan said he was surprised to see the number of subsidized homes that exist in Shoreline. He commented that the median income in Shoreline seems to be fairly high according to the report, in the 30 – 49 percent range, but for some reason it gets lower in the 50 – 79 percent range. He asked if there was any reason why this happened.

Mr. Cohn speculated that it has to do with the predominance of seniors.

Councilmember Way wondered if Fircrest would be a place for future housing. She asked if there was an option being discussed about reconvening a Fircrest Master Plan process. She suggested the City look into it as an option. She also asked what a "special study area" was.

Mr. Beem said that Fircrest was not considered as a part of this specific strategy. He stated that one of the strategies for seniors is to look at what housing is in place now or is able to be developed through current zoning and regulations. He added that a broader comprehensive strategy is more appropriate to look at the viability of any changes and

understanding them in the context of community priorities and values. These are two pieces of the overall approach, he outlined.

Councilmember Way inquired about the independent living aspect. She stated that her parents live in a retirement living community, and the seniors that reside there have many choices on activities and ways to connect with other residents in the town. Therefore, one option is for the City to look towards having a large retirement complex and the other is how to provide the same services to seniors who are not in one of the retirement homes.

Mr. Olander said the issue of “aging in place” is a major challenge the City needs to consider.

Councilmember Ryu asked if the City was saving the Federal or State government anything by helping seniors with their housing needs and how the City was educating senior residents who want to age in place. She also inquired if the City could become a clearinghouse for the educating of seniors on housing options.

Mr. Beem replied that the City does provide some funding to the Senior Center, which is operated by an independent non-profit, and they have a fairly broad range of services. He pointed out that item #2 in the action plan takes a look at the programs that help seniors remain in their own homes. The City would work with the Senior Center to identify a range of educational opportunities to help our seniors.

Deputy Mayor Fimia said it is a good idea to move forward. She noted that the “1-in-5” information should go into the City newsletter. She said the City should seek partnerships with Shoreline Community College as a part of the “Home Sharing Program.” She commented that at the Council Retreat she will be advocating spending money to partner with non-profits. She favored a housing trust fund. There are other housing needs the City should address, she said. For example, Redmond built a single family development for single mothers with young children.

Mr. Beem highlighted that the Vision House in Shoreline has asked for the City’s support in getting housing like that in the past. He said he has written letters in support of this effort.

Councilmember Way noted that the Vision House is having a fundraising brunch on April 22 for their program.

Councilmember Hansen stated that the Vision House has been pursuing this for some time. He said the major problem that they are dealing with is water permits and a water system developed in that area (Ballinger neighborhood). He said there is more development going on in that area than the water district can support. He agreed that it should be a great project, and he will find out more about the water capacity issue.

Deputy Mayor Fimia outlined that the youth in the community want jobs and the seniors need work done. Maybe there is a way to partner with another agency to fulfill both groups' needs. She stated there should be some questions asked in the neighborhoods about where higher densities can be, or ask developers to build smaller houses with seniors having "first dibs" on them. This could be a survey question, she added.

Councilmember Hansen said the Council needs to make sure private areas are not left out of this plan. Aegis, he added, is a fantastic facility with 103 units for senior citizens. He said his mother and father-in-law are residing there. It is a fine facility and extremely attractive to seniors. He noted that the rent is from \$1,400 to \$4,000 per month depending on services.

Deputy Mayor Fimia inquired whether there was any objection to City staff moving forward with Option #1. Seeing none, there was Council consensus to direct City staff to implement the action plan as proposed (Option #1).

RECESS

At 8:54 p.m., Mayor Ransom called for a 5 minute recess. At 8:59 p.m. the meeting reconvened.

(c) Sidewalks – 2006 Priority Routes, Scope, and Process

Paul Haines, Public Works Director stated he has received positive calls and feedback on the sidewalk construction projects completed in 2006. He introduced Public Works Operations and Maintenance Manager, Jesus Sanchez, and Project Manager, Jon Jordan. This is not an easy task, he pointed out, since the 2006 and 2007 projects have very tight timetables. He discussed the scope for 2006 and 2007, noting that the staff has met with several entities to listen to concerns while keeping in mind the priorities from the Transportation Master Plan. He noted the following focused set of criteria for the 2006 projects:

- The projects must be built in 2006 with minimal delay
- The projects are significant service projects for the schools
- The projects can be designed and built at less cost than standard City sidewalks

He added that the final criterion is a technique to stretch the \$900,000 to cover the most miles in the City. He said the sidewalks are going to look different, but they will be evaluated to ensure they are acceptable alternatives.

Mr. Sanchez said his focus is to use in-house skills rather than consultants for these projects. This minimizes administration costs, so the majority of funding goes directly into the projects themselves. He said using asphalt instead of concrete for pedestrian paths is one way of stretching project dollars. They are also trying different techniques to move people on foot in the safest, most efficient manner based on the Transportation Master Plan (TMP).

Mr. Jordan displayed slides of the walk route on 10th Avenue NE to Ridgecrest. He outlined that the Neighborhood Traffic Action Plan identified this as a high priority.

Mr. Sanchez said he and Mr. Haines met with the principal of Ridgecrest and she asked for more connectivity at the south end of the school. He pointed out that there was a person who was concerned with losing some space, but he reassured her that he would personally visit with her and make sure the design issues are worked on prior to putting the sidewalk in. He also told her that the City could not compromise on pedestrian safety for residents, but they would try to accommodate her needs. He displayed a typical cross-section of 10th Avenue and described the project. Continuing, he discussed 3rd Avenue NW, from Richmond Beach Road to 193rd Street NW to Einstein School, which is a high traffic volume, transit route. He said the principal of the school is excited because students cut through Hillwood Park to access the commercial area on Richmond Beach Road. Responding to Deputy Mayor Fimia, Mr. Sanchez said he would report back to the Council on cost estimates for this solution.

Mr. Jordan displayed slides of the cross section improvements. He noted that they are less expensive and there will be a “green” amenity zone at this location. Responding to Councilmember Way, he said residents are welcome to plant items in the amenity zone as long as they maintain them.

Mr. Sanchez added that they were planning to contact residents in the immediate area concerning this issue. He discussed Dayton Avenue to N. 172nd which is a walking route to Shorewood High School and St. Luke’s School and a transit route and a high traffic roadway. This project is supported by Principal Green of Shorewood High School, who would also like to see improvements further north of Linden Avenue as well as a pedestrian path connecting Park Avenue N. from the school to the Rec Center. This will connect to existing sidewalks and will be a part of the Dayton Wall Project.

Mr. Olander questioned if the sidewalks would eliminate off-street parking.

Mr. Jordan said there will be some impact but an input response process is being established.

Mr. Sanchez also added that there will still be parallel off-street parking when the project is completed.

Councilmember McGlashan clarified that there would be adequate distance for ADA accessibility.

Councilmember Way inquired how the bike route on 10th Avenue NE fits into this plan.

Mr. Cohn said there is still design work to do on 10th Avenue NE. If the road isn’t striped with a bike lane, then it is not the intent to create a bike lane. He said it is better to have

vehicles parked on the street because they act as a traffic calming device. He said that the volume of vehicles and the speeds that they travel are the real issue in the City.

Councilmember Way asked how difficult would it be to stripe that street since it is a bike route.

Mr. Jordan said these roads are collector arterials because of the higher speeds and higher volume of cars on that road. He noted the arterials are not bike “friendly” and said residential neighborhoods are more suited for bicyclists. Conversely, 8th Avenue NE is well-suited for bicyclists because it has 5-foot wide bike lanes.

Mr. Cohn said the disadvantage for bike lanes is that cars cannot park on the street.

In response to Councilmember Way, Mr. Jordan said he will take a look at the width of 10th Avenue and determine if it can be used for a bike route as proposed in the TMP.

The discussion moved to the improvements on 8th Avenue NW, which includes walking paths, and safety/amenity zones.

Councilmember Way asked if there were any problems with people identifying their property in relation to the City right-of-way (ROW).

Mr. Sanchez explained that many people have “taken over” the ROW along 8th Avenue NW. He said while the “spirit of the law” is being followed, the City should try to balance residents’ desires with the City’s safety needs.

Responding to Councilmember Ryu, Mr. Sanchez affirmed that the City will not be spraying pesticides and herbicides on City ROW at the request of the Richmond Beach neighborhood.

Staff then described potential additive routes for 2006, including Fremont Avenue N. and N 195th Street. These two priority 1 routes are additive because of the estimated budget and schedule constraints and because of the lower speeds and volumes compared to the other routes. They may be added to the 2006 projects if funding and schedule allow.

Councilmember Way wondered if the projects could be designed to protect as many street trees as possible.

Mr. Sanchez said staff will look at meandering pathways and other options to protect street trees, but it must not compromise the goals related to safe and friendly streets.

Staff concluded the presentation by outlining the next steps, which include development of conceptual plans, bid documents, awarding the contract, public outreach, final design, and project construction. He emphasized the need for public input and outreach, adding that people can also provide comments and responses on the City Website.

Mr. Haines noted that staff now has to talk with every property owner and coordinate with the schools that will be providing summer school. He said the projects, which propose to spend \$900,000 on pedestrian facilities this year, are simply an acceleration of the City's Six-Year Capital Improvement Plan.

Councilmember Hansen complimented the Public Works staff, noting they have done a tremendous job of solving problems and creating solutions. He said the plan does not outline the proportion of asphalt to concrete, so he is not sure what portions will be asphalt and what portions will be concrete. He expressed concerns about the lifespan of asphalt, noting that concrete is much more durable. He said he would rather go slower and do a "first class job" with concrete rather than a quick, cheap job with asphalt.

Mr. Sanchez responded to Councilmember Hansen's concerns, noting that the comparative costs between using asphalt and concrete may not be that different. He emphasized that staff will ensure that quality pathways are constructed. He noted that an extruded curb will give added protection to asphalt paths.

Mr. Haines acknowledged that asphalt is less durable than concrete. He noted that staff would need more time to construct concrete sidewalks.

Councilmember Hansen noted that concrete is a better long-term solution than asphalt. He commented that the asphalt path on 20th NW looks "cheesy." He noted that Shoreline inherited some sidewalk problems because projects were constructed cheaply.

Mr. Jordan clarifies that the standard curb, gutter, and ramps in all the projects will be constructed of concrete.

Deputy Mayor Fimia called for public comment.

(a) Wendy DiPeso, Shoreline, representing Sustainable Shoreline, referred to the alternative pathway concepts on page 38 of the Council packet. She pointed out that some designs, such as the Widened Shoulder with Ditch or Swale, don't necessarily protect pedestrians from traffic. She wondered about the possibility of overlaying a ditch or swale with some type of permeable surface, such as a boardwalk. This is better for the environment and it would protect pedestrians from moving vehicles.

MEETING EXTENSION

At 10:00 p.m., Councilmember Ryu moved to extend the meeting until 10:15 p.m. Councilmember Way seconded the motion, which carried 5-0.

Mr. Haines noted that amenity zones that are fed by street water can be linked to the bidding process. Porous pavement/asphalt can be added as an alternative bid element.

Councilmember McGlashan felt it would be more accurate to call the plan the "Safe Walking Path" program rather than "Sidewalk Plan." He felt the plan was missing some

needs, and he strongly agreed that ditches should be covered. He wondered if the plan included funding for sidewalks with existing utility poles, pointed out that wheelchairs cannot negotiate the sidewalk on Richmond Beach Road west of N 185th Street due to utility poles. He also wondered if the city could negotiate with property owners to put pathways on their property in order to retain street parking on Fremont Avenue and Dayton Avenue. He supported the concept of “doing it right the first time,” noting that the sidewalks King County installed in front of his business are crumbling. He also felt the City should consider more bicycle lanes in its projects.

Mr. Jordan said that staff considered “meandering pathways” to retain some existing street parking, but in some cases it would involve significant earthwork.

Mr. Haines said although concrete provides for a better structure, these projects should be viewed as interim or demonstration projects. He noted that the City will continue to require developers to build concrete sidewalks as a part of their projects, unless the City changes its policy.

Mr. Olander noted that the City endeavors to secure grant funds for permanent projects, such as concrete. He said it’s usually a 50 to 70-year process for concrete sidewalks.

Councilmember Ryu expressed support for the plan, noting her excitement at what she considers a very viable project. She said the City cannot wait 50 or 60 years for a permanent solution in many cases. She felt the proposal “puts money on the road” and emphasized the interim and demonstration nature of the projects. She pointed out that an extruded curb is cheaper to tear out, if and when that needs to happen. She said the plan is very workable and she will support it when the time comes.

Councilmember Way congratulated staff on what she considered to be a viable plan. Regarding pavement types, she urged the City to consider permeable pavement, because the state-of-the-art is moving in that direction. She commented on the many benefits that Sea Streets provide, and wondered if the various solutions could be combined to include bicycle lanes.

MEETING EXTENSION

At 10:15 p.m., Councilmember McGlashan moved to extend the meeting until 10:25 p.m. Councilmember Ryu seconded the motion, which carried 4-1, with Councilmember Hansen dissenting.

Responding to Councilmember Way, Mr. Jordan noted that the draft matrix on page 35 of the Council packet was incomplete as it related to ADA accessibility.

Councilmember Way said the color-coded maps were a bit confusing to read, as it was not entirely clear to her which streets were considered high-priority.

Mr. Sanchez said the key focus of the maps is connectivity to schools and the ease of installing the proposed solutions, as well as other criteria. He explained that a higher-priority project might take more time to plan, so it would not be constructed this year.

Mr. Haines emphasized that staff is requesting Council concurrence with the 2006 route priorities so it can begin the design and bidding process.

Mr. Olander added that Sea Streets cannot be included in the project list this year, and staff cannot necessarily promise pervious asphalt either. He emphasized the need for flexibility.

Councilmember Way asked how the Council can work with staff so it can make the right choices and decisions regarding materials and design.

Mr. Olander said that process will occur when staff returns to Council with the bids.

Mr. Haines said the bids will be complex documents, and the basis of the award may be a bit confusing, but that will be explained. Mr. Sanchez said while the bids will tell the City a lot about what kinds of projects are possible, staff is simply asking for concurrence on the routes first.

MEETING EXTENSION

At 10:25 p.m. Councilmember Ryu moved to extend the meeting until 10:35 p.m. Councilmember Way seconded the motion, which carried 3-2, with Councilmembers Hansen and McGlashan dissenting.

Councilmember Ryu wondered if the Fremont Avenue project could be substituted for the 10th Avenue NE project so that a Sea Street solution could be designed for 10th Avenue at a later time.

Mr. Haines strongly recommended that the Council approve the proposed list, since the cost and disruption would make 10th Avenue a very difficult Sea Street project.

Mr. Olander added that the City should be very careful in deciding where a Sea Street should go. He emphasized the need to be very selective, and staff is not comfortable with making 10th Avenue a Sea Street at this time.

Councilmember Way said she would be ‘thrilled’ if they could be incorporated somewhere in the proposed plan, since the watershed has been “hammered.” She urged staff to explore pervious surface materials.

Mr. Olander affirmed that the proposed routes already have drainage.

Mr. Haines speculated that Aurora Avenue might be a good place to consider pervious pavement alternatives.

Councilmember Fimia said she is enthusiastic about the proposal, noting that it provides for safe walkways for children and other pedestrians. She pointed out that many children are currently in jeopardy as they walk in Shoreline. She said the proposed plan is flexible, fast, affordable, relatively durable, and the mix of materials and design will provide an effective pedestrian solution at key locations in the City. She noted that the overall project size in linear feet is just under 2 miles.

There was Council consensus to direct staff to move forward with the Sidewalks – 2006 Priority Routes, Scope, and Process.

7. ADJOURNMENT

At 10:32 p.m., Mayor Ransom declared the meeting adjourned.

Scott Passey, City Clerk

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CITY OF SHORELINE
SHORELINE CITY COUNCIL
SUMMARY MINUTES OF DINNER MEETING

Monday, April 10, 2006
6:00 p.m.

Shoreline Conference Center
Highlander Room

PRESENT: Mayor Ransom, Deputy Mayor Fimia, and Councilmembers McGlashan, Ryu, and Way

ABSENT: Councilmembers Gustafson and Hansen

STAFF: Bob Olander, City Manager; Julie Modrzejewski, Assistant City Manager; and Joyce Nichols, Communications and Intergovernmental Relations Director

GUEST: none

Bob Olander, City Manager, convened the meeting at 6:25 p.m. with a discussion of the City Council March Retreat Report. A couple of typographical errors were corrected. The Council reviewed proposed changes and comments to clarify its intent and/or suggestions.

One point of discussion was structuring City Council meetings to accommodate community presentations at the second meeting each month. Members discussed the ways that could be structured to make sure the information addresses what that group is working on in the community to address problems or needs.

The Council agreed that Deputy Mayor Fimia and Ms. Modrzejewski would work on fleshing out the details and report back.

Ms. Nichols discussed the proposed work plan developed by the Suburban Cities Association (SCA) for 2006. SCA staff has asked for feedback from member cities on the plan.

The Council discussed several issues, including transit, jail and mental health and the relative importance of these items. The Council was asked to give any additional feedback on the plan to Mayor Ransom prior to the SCA meeting on April 12.

Ms. Modzejewski reviewed upcoming items for the Council Retreat. She noted that a draft agenda would be available later this week. She asked if the Council needed more information prior to the retreat and to identify those items by April 14.

Mr. Olander said typically Council sets goals and priorities and a scope of work. Staff comes back with information and a workplan for Council review.

Councilmember McGlashan asked for the Council goals from the City's first 10 years.

Mayor Ransom expressed interest in dealing with the many issues that fall below the level of top priorities but still need to be done.

Mr. Olander said he's asked staff to provide information to the Council on issues they believe will need to be addressed in the coming 18 months.

Ms. Modrzejewski provided a draft of a Web site input form for community goal-setting.


Several suggestions were made for changes, which staff will incorporate. The Council will continue discussing the public participation components at its retreat.

Mayor Ransom declared the meeting adjourned at 7:28 p.m.

Joyce Nichols, Communications and Intergovernmental Relations Director

CITY COUNCIL AGENDA ITEM

CITY OF SHORELINE, WASHINGTON

AGENDA TITLE:	Approval of Expenses and Payroll as of April 13, 2006
DEPARTMENT:	Finance
PRESENTED BY:	Debra S. Tarry, Finance Director 

EXECUTIVE / COUNCIL SUMMARY

It is necessary for the Council to formally approve expenses at the City Council meetings. The following claims/expenses have been reviewed pursuant to Chapter 42.24 RCW (Revised Code of Washington) "Payment of claims for expense, material, purchases-advancements."

RECOMMENDATION

Motion: I move to approve Payroll and Claims in the amount of \$939,125.89 specified in the following detail:

***Payroll and Benefits:**

Payroll Period	Payment Date	EFT Numbers (EF)	Payroll Checks (PR)	Benefit Checks (AP)	Amount Paid
03/12/06-03/25/06	3/31/2006	13502-13683	4881-4924	28742-28752	\$397,453.51
					<u>\$397,453.51</u>

***Accounts Payable Claims:**

Expense Register Dated	Check Number (Begin)	Check Number (End)	Amount Paid
3/31/2006	28649	28653	\$53,172.50
4/3/2006	28654	28679	\$18,531.82
4/4/2006	28680	28692	\$49,122.87
4/5/2006	28693	28719	\$52,721.80
4/6/2006	28720	28740	\$102,883.84
4/7/2006	28741		\$23.47
4/7/2006	28753	28757	\$94,408.38
4/12/2006	28502		(\$290.00)
4/12/2006	28758		\$245.00
4/12/2006	28759	28769	\$5,876.88
4/13/2006	27790		(\$200.00)
	28755		(\$71.20)
4/13/2006	28770	28797	\$165,247.02
			<u>\$541,672.38</u>

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CITY COUNCIL AGENDA ITEM
CITY OF SHORELINE, WASHINGTON

AGENDA TITLE:	Approval of Ordinance No. 417 to Reclassify a Position Within the City's Classification and Compensation Plan
DEPARTMENT:	Human Resources
PRESENTED BY:	Marci Wright, Human Resources Director Dick Deal, Parks, Recreation and Cultural Services Director

ISSUE STATEMENT: The Parks, Recreation and Cultural Services Department has recently reviewed the operations in its Recreation Division. As part of this review, the Department has identified that one of its existing Recreation Assistant II positions is required to perform significantly higher level duties on an on-going basis: the Recreation Assistant II assigned to the Shoreline Pool. This position functions as the assistant pool manager on a day to day basis and the responsibilities of assisting with the pool management including the size of the staff demand skills and knowledge beyond that required of our current Recreation Assistant II classification. None of the other three Recreation Assistant II positions have comparable facility and staff management responsibilities.

In order to appropriately compensate for these assistant pool manager tasks, the Department is seeking to reclassify the incumbent to a new classification, Recreation Assistant III. This new classification would expand the current Recreation Assistant series to add a third level to reflect the higher level duties connected with assisting with the pool operation and staff management.

ANALYSIS: Reclassifying the Recreation Assistant II serving as assistant pool manager to Recreation Assistant III results in:

1. On site manager of facility and staff when the manager is absent
2. Increased administrative support for the Pool Manager assisting in preparation of time cards and supervisory responsibility of employees. Currently there are four regular part-time employees and between twenty-five to forty extra help employees at the pool
3. The new position requires additional certifications to meet pool safety and health standards. These certifications will allow this position to conduct in-house training of staff
4. Ability to assist the Pool Manager in the development of aquatic policies and procedures
5. Assistance to the Pool Manager with annual budget preparation

As a result, we recommend the creation of a new classification: Recreation Assistant III. We are further recommending this new classification be assigned to Salary Range 35, which is 10% above the Recreation Assistant II classification (Range 31). The 10%

difference between salary ranges is consistent with the general guidelines in our compensation and salary plan of 10% between classifications in a series.

FINANCIAL IMPACT: The 2006 cost to implement this reclassification is estimated to be \$4,500 and can be absorbed within the Recreation Division budget.

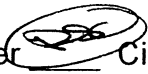

RECOMMENDATION

Staff recommends that Council adopt Ordinance No. 417 reclassifying the Recreation Assistant II serving as assistant pool manager to the new classification of Recreation Assistant III and adding this new classification to the City of Shoreline Classification and Compensation Plan.

ATTACHMENTS

Attachment A – Ordinance No. 417 Creating a New Classification Entitled Recreation Assistant III in the Parks, Recreation and Cultural Services Department, Reclassifying an Incumbent Recreation Assistant II (Serving as Assistant Pool Manager) to this New Classification and Amending Ordinance No. 416, By Amending The 2006 Non-Exempt Salary Table To Add This Classification

Attachment B – Recreation Assistant III classification specification

Approved By: City Manager  City Attorney 

ORDINANCE NO. 417

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SHORELINE, WASHINGTON, CREATING A NEW CLASSIFICATION, ENTITLED RECREATION ASSISTANT III IN THE PARKS, RECREATION AND CULTURAL SERVICES DEPARTMENT, RECLASSIFYING AN INCUMBENT RECREATION ASSISTANT II (SERVING AS ASSISTANT POOL MANAGER) TO THIS NEW CLASSIFICATION AND AMENDING ORDINANCE NO. 416, BY AMENDING THE 2006 NON-EXEMPT SALARY TABLE TO ADD THIS CLASSIFICATION

WHEREAS, Ordinance No. 416 amended the 2006 Final Budget for the City of Shoreline (hereafter "2006 Budget"); and

WHEREAS, City staff have determined it is appropriate to create a new classification entitled Recreation Assistant III and to reclassify the incumbent Recreation Assistant II serving as assistant manager of the Shoreline Pool to this new classification; and

WHEREAS, a salary range should be set which is commensurate with the new classification; and

WHEREAS, the position shall continue to work in the Parks, Recreation and Cultural Services Department and no amendments to the Department's 2006 budget are needed;

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

Section 1. Amendment to the 2006 Budget. The Non-Exempt Salary Table of the 2006 Budget as adopted by Ordinance 404 as amended is further amended as follows:

A new classification designated "Recreation Assistant III" is added to Range 35 of the 2006 Exempt Salary Table.

Section 2. Effective date. A summary of this ordinance consisting of its title shall be published in the official newspaper of the City and the ordinance shall take effect and be in full force five (5) days after the date of publication.

PASSED BY THE CITY COUNCIL ON APRIL 24, 2006.

Robert Ransom, Mayor

ATTEST:

APPROVED AS TO FORM:

Scott Passey
City Clerk

Ian Sievers
City Attorney

Date of Publication:
Effective Date:

City of Shoreline

Range Placement Table

2.5% Between Ranges; 4% Between Steps

Salary Table 02 - NON-EXEMPT

EFFECTIVE JANUARY 1, 2006

Range	Title	Hourly Rate	Min Step 1	Step 2	Step 3	Step 4	Step 5	Max Step 6
1	Lifeguard/Instructor II	Hourly	8.07	8.40	8.73	9.07	9.44	9.82
2		Hourly	8.28	8.60	8.94	9.30	9.66	10.05
3		Hourly	8.47	8.81	9.17	9.53	9.91	10.31
4		Hourly	8.68	9.04	9.39	9.77	10.16	10.57
5		Hourly	8.90	9.26	9.64	10.02	10.42	10.83
6		Hourly	9.13	9.48	9.87	10.26	10.68	11.10
7		Hourly	9.37	9.73	10.12	10.53	10.95	11.39
8		Hourly	9.60	9.98	10.37	10.80	11.22	11.67
9		Hourly	9.83	10.23	10.63	11.06	11.51	11.97
10		Hourly	10.09	10.49	10.90	11.34	11.79	12.26
11		Hourly	10.32	10.75	11.18	11.62	12.09	12.57
12		Hourly	10.58	11.01	11.46	11.91	12.39	12.89
13		Hourly	10.86	11.29	11.74	12.22	12.70	13.21
14		Hourly	11.13	11.57	12.04	12.52	13.02	13.54
15		Hourly	11.40	11.86	12.33	12.83	13.34	13.87
16		Hourly	11.70	12.17	12.65	13.15	13.68	14.23
17		Hourly	11.99	12.46	12.96	13.48	14.03	14.58
18	Senior Lifeguard	Hourly	12.28	12.77	13.28	13.81	14.37	14.95
19		Hourly	12.58	13.09	13.61	14.16	14.72	15.31
20		Hourly	12.90	13.42	13.95	14.52	15.10	15.70
21		Hourly	13.22	13.75	14.31	14.88	15.47	16.10
22		Hourly	13.56	14.10	14.66	15.26	15.86	16.50
23		Hourly	13.90	14.45	15.03	15.63	16.26	16.91
24		Hourly	14.25	14.81	15.41	16.02	16.66	17.33
25		Hourly	14.59	15.18	15.79	16.43	17.08	17.76
26		Hourly	14.96	15.56	16.18	16.83	17.50	18.21

City of Shoreline

Range Placement Table

2.5% Between Ranges; 4% Between Steps

Salary Table 02 - NON-EXEMPT

EFFECTIVE JANUARY 1, 2006

Range	Title	Hourly Rate	Min Step 1	Step 2	Step 3	Step 4	Step 5	Max Step 6
27	Teen Program Assistant Recreation Assistant I	Hourly	15.34	15.95	16.60	17.27	17.95	18.66
28		Hourly	15.73	16.36	17.01	17.69	18.40	19.13
29	Administrative Assistant I	Hourly	16.12	16.77	17.44	18.13	18.86	19.61
30		Hourly	16.52	17.18	17.87	18.59	19.32	20.10
31	Recreation Assistant II Parks Maintenance Worker I	Hourly	16.93	17.62	18.32	19.05	19.81	20.60
32	Public Works Maintenance Worker I	Hourly	17.36	18.06	18.78	19.52	20.31	21.12
33	Finance Technician Administrative Assistant II	Hourly	17.80	18.51	19.24	20.02	20.81	21.65
34	Technical Assistant	Hourly	18.24	18.97	19.73	20.52	21.33	22.19
35	Capital Projects Technician Accounts Payable/Payroll Technician Parks Maintenance Worker II Recreation Assistant III	Hourly	18.69	19.44	20.21	21.03	21.87	22.74
36		Hourly	19.17	19.93	20.73	21.55	22.41	23.31
37	Administrative Assistant III Public Works Maintenance Worker II	Hourly	19.63	20.42	21.24	22.09	22.97	23.89
38	Payroll Officer	Hourly	20.12	20.92	21.76	22.63	23.55	24.48
39	Senior Parks Maintenance Worker Facilities Maintenance Worker II	Hourly	20.62	21.45	22.32	23.20	24.14	25.09
40	Project Inspector I Engineering Technician	Hourly	21.14	22.00	22.87	23.79	24.74	25.73
41	CRT Representative Surface Water Quality Specialist	Hourly	21.68	22.55	23.45	24.39	25.35	26.37
42	Deputy City Clerk Sr. Public Works Maintenance Worker Records and Information Manager	Hourly	22.22	23.11	24.03	24.99	25.98	27.03
43	Environmental Educator Right-of-Way Inspector Lead CRT Representative	Hourly	22.78	23.69	24.63	25.62	26.64	27.71
44	Code Enforcement Officer Plans Examiner I	Hourly	23.34	24.28	25.25	26.25	27.31	28.39

City of Shoreline

Range Placement Table

2.5% Between Ranges; 4% Between Steps

Salary Table 02 - NON-EXEMPT

EFFECTIVE JANUARY 1, 2006

Range	Title	Hourly Rate	Min Step 1	Step 2	Step 3	Step 4	Step 5	Max Step 6
45	Planner II	Hourly	23.92	24.88	25.88	26.92	27.99	29.12
46	Recreation Coordinator Project Inspector II	Hourly	24.52	25.51	26.53	27.58	28.69	29.84
47	Computer/Network Specialist	Hourly	25.15	26.15	27.20	28.28	29.41	30.59
48	Plans Examiner II Combination Inspector	Hourly	25.77	26.80	27.87	28.99	30.14	31.35
49	Facilities Supervisor	Hourly	26.42	27.47	28.57	29.71	30.90	32.13
50		Hourly	27.07	28.15	29.28	30.45	31.67	32.94
51		Hourly	27.74	28.86	30.01	31.21	32.46	33.76
52	Plans Examiner III	Hourly	28.45	29.59	30.77	32.00	33.28	34.61
53		Hourly	29.16	30.32	31.54	32.81	34.12	35.48
54		Hourly	29.88	31.08	32.32	33.62	34.97	36.36
55		Hourly	30.63	31.86	33.14	34.46	35.84	37.28
56		Hourly	31.41	32.66	33.96	35.32	36.73	38.21
57		Hourly	32.19	33.48	34.82	36.21	37.65	39.17
58		Hourly	32.99	34.31	35.68	37.11	38.60	40.14
59		Hourly	33.82	35.18	36.58	38.04	39.57	41.14
60		Hourly	34.66	36.05	37.49	38.99	40.55	42.17
61		Hourly	35.54	36.96	38.43	39.97	41.57	43.24
62		Hourly	36.42	37.89	39.40	40.98	42.61	44.31
63		Hourly	37.32	38.82	40.37	41.99	43.67	45.42
64		Hourly	38.27	39.79	41.39	43.05	44.76	46.56
65		Hourly	39.21	40.79	42.42	44.11	45.88	47.72
66		Hourly	40.20	41.80	43.48	45.22	47.03	48.91
67		Hourly	41.21	42.86	44.57	46.36	48.21	50.13
68		Hourly	42.23	43.92	45.67	47.50	49.41	51.38
69		Hourly	43.29	45.02	46.82	48.70	50.64	52.67
70		Hourly	44.37	46.14	48.00	49.92	51.92	53.99

City of Shoreline

Range Placement Table

2.5% Between Ranges; 4% Between Steps

Salary Table 02 - NON-EXEMPT

EFFECTIVE JANUARY 1, 2006

Range	Title	Hourly Rate	Min Step 1	Step 2	Step 3	Step 4	Step 5	Max Step 6
71		Hourly	45.48	47.30	49.20	51.16	53.20	55.33
72		Hourly	46.63	48.49	50.43	52.45	54.54	56.72
73		Hourly	47.79	49.70	51.69	53.76	55.90	58.14
74		Hourly	48.98	50.93	52.98	55.10	57.31	59.59
75		Hourly	50.21	52.22	54.30	56.48	58.74	61.08

CITY OF SHORELINE

RECREATION ASSISTANT III

Class specifications are intended to present a descriptive list of the range of duties performed by employees in the class. Specifications are not intended to reflect all duties performed within the job.

DEFINITION

To assist in planning and implementing City recreation programs, primarily in the areas of aquatics program and facility management;. provide administrative support to recreation programs, prepare recreational facilities for participant use, and provide supervision of recreation programs and special events.

DISTINGUISHING CHARACTERISTICS

This is the advanced journey level class in the Recreation Assistant series. Employees within this class are distinguished from the Recreation Assistant II by the responsibility of serving as assistant manager to the Recreation Coordinator II managing the aquatic facility. Employees perform the most difficult and responsible types of duties assigned to classes within this series including supervising regular staff. Employees at this level are required to be fully trained in all procedures related to assigned area of responsibility and to work independently

SUPERVISION RECEIVED AND EXERCISED

Receives general supervision from a Recreation Coordinator II
Supervises lower level staff..

ESSENTIAL AND MARGINAL FUNCTION STATEMENTS *Essential and other important responsibilities and duties may include, but are not limited to, the following:*

Essential Functions:

1. Assist the Recreation Coordinator II in planning and implementing recreation programs in the areas of aquatics, and overall operation of an aquatic facility for public use.
2. Prepare recreational facilities for use; ensure that appropriate equipment is available for classes and events; set up and take down equipment.
3. Supervise staff, including interviewing, selecting, coaching and evaluating staff, as assigned
4. Assist with the day to day management of a recreation facility, including scheduling staff and programs to maximize use and meet the needs of the aquatic facility's customers.
5. Oversee orientation and training of all aquatics staff, including providing training as needed. (strike)
6. Perform a variety of administrative tasks in support of recreation programs; receive program registrations, collect fees and document cancellations; maintain waiting lists for recreation programs, classes and activities as needed; explain registration requirements to the general public.
7. Assist in monitoring and evaluating recreation programs; develop recommendations for Recreation Coordinator II concerning program improvements and enhancements; ensure the evaluation process for recreation programs is completed.
8. Assist in the development and implementation of recreation program and facility goals, objectives, policies and priorities; draft operation policies and procedures; implement resulting policies and procedures.
9. Maintain and monitor the use of recreational facilities, including adherence to all applicable safety and facility rules and regulations

10. Operate office equipment to perform administrative tasks including computers and supporting software applications, copiers, fax machines and telephones.
11. Maintain attendance reports, activity logs, incident/accident reports and related records.

Marginal Functions:

1. Perform related duties and responsibilities as required.

QUALIFICATIONS

Knowledge of:

Operations, services and activities of a comprehensive City recreation program.
 Methods and techniques of staff supervision.
 Operation of recreation/aquatic facility
 Principles and practices of recreation program development and implementation.
 Principles, methods and techniques of instruction in assigned areas.
 Methods and techniques of planning, organizing and supervising recreation activities.
 Methods and techniques of scheduling.
 Occupational hazards and standard safety practices.
 Pertinent Federal, State and local codes, laws and regulations.
 A wide variety of recreation facilities, including daily operations and equipment.
 Rules, practices, techniques and equipment used in a wide range of recreation activities.
 Principles and procedures of record keeping.
 Modern office procedures, methods and equipment including computers and software.

Ability to:

Design and develop daily curricula for assigned program areas.
 Assist in the development and implementation of recreation programs for all ages and ability levels..
 Supervise and evaluate employees.
 Provide day to day supervision of a recreation/aquatic facility.
 Provide staff training and instruction
 Lead program participants in recreational activities in assigned areas.
 Assist in promoting recreation activities in the community.
 Provide recreation program information to instructors, leaders and the general public.
 Plan, organize and supervise assigned recreation activities.
 Assist in program monitoring and evaluation.
 Establish and maintain safe recreational environments.
 (strike)Assist in program monitoring and evaluation.
 Maintain pool chemistry and filtration equipment.
 Respond to requests and inquiries from the general public.
 Work independently in the absence of supervision.
 Lead extra help staff
 Assist in operating and maintaining recreation facilities including the indoor aquatic facility.
 Set up and take down equipment for recreation programs and special events.
 Maintain accurate records and files.
 Operate office equipment including computers and supporting word processing and spreadsheet applications.
 Understand and follow oral and written instructions.
 Communicate clearly and concisely, both orally and in writing.
 Establish and maintain effective working relationships with those contacted in the course of work.
 Maintain physical condition appropriate to the performance of assigned duties and responsibilities.

QUALIFICATIONS

Experience and Training Guidelines

Any combination of experience and training that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:

Experience:

Three years of increasingly responsible experience working in sports or recreation programs, including experience working in an aquatics facility.

Training:

Equivalent to the completion of the twelfth grade supplemented by college level course work in recreation, education, social services or a related field.

License/Certificate:

Possession of current first aid/CPR certification

Possession of valid Washington State Driver's License

Possession of lifesaving and WSI certificates Prefer Pool Operator certificate

WORKING CONDITIONS

Environmental Conditions:

Office and indoor/outdoor recreational facility environment; travel from site to site; exposure to computer screens, potentially hazardous chemicals, inclement weather conditions; may work in or with water; may work on slippery or uneven surfaces. Schedule may include evening and weekend hours

Physical Conditions:

Essential and marginal functions may require maintaining physical condition necessary for walking, standing or sitting for prolonged periods of time, and for performing pool rescues; moderate or light lifting and carrying; operating motorized vehicles; may operate pool equipment; near visual acuity for performing administrative tasks on a computer.

Note:

1. Any combination of education and experience may be substituted, so long as it provides the desired skills, knowledge and abilities to perform the essential functions of the job.
2. All requirements are subject to possible modification to reasonably accommodate individuals with disabilities. However, some requirements may exclude individuals who pose a direct threat or significant risk to the health and safety of themselves or other employees.
3. While requirements may be representative of minimum levels of knowledge, skills and abilities to perform this job successfully, the incumbent will possess the abilities or aptitudes to perform each duty proficiently.
4. This job description in no way implies that these are the only duties to be performed. Employees occupying the position will be required to follow any other job-related instructions and to perform any other job related duties requested by their supervisor.

I have read and understand this class description.

Signature

Date

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CITY COUNCIL AGENDA ITEM
CITY OF SHORELINE, WASHINGTON

AGENDA TITLE:	Motion to Authorize the City Manager to Execute a Settlement Agreement and Warranty Deed for land acquisition for the North Central segment of the Interurban Trail.
DEPARTMENT:	Public Works
PRESENTED BY:	Kirk McKinley, Aurora and Interurban Project Manager Dave Buchan, Capital Projects Manager

PROBLEM/ISSUE STATEMENT:

The alignment for the North Central segment of the Interurban Trail spans between N 175th Street and N 192nd Street. That portion of the trail from N 185th and Midvale to N 192nd Street runs along the west margin of Midvale Avenue North. To create sufficient right-of-way along the west margin of Midvale Avenue North for the trail, staff has recommended that the City acquire a 204' long by 11' wide strip of land on the east side of the Dunn Lumber warehouses that fronts on Midvale Avenue North. Acquisition of this 2,245 square foot parcel will allow the trail to be safely aligned on the west margin of Midvale Avenue North. Attached please find a site plan that depicts the site in question.

This 2,245 square foot parcel has been surveyed, appraised and Dunn Lumber has agreed to the sale of this parcel of land. Mr. Robert Dunn, President of Dunn Lumber has signed a Purchase and Sale agreement for this parcel in the amount of \$78,575, which represents a sale price of \$35.00 per square foot for this 2,245 square foot parcel. This value is supported by a recent appraisal.

Acquisition of this parcel needs to proceed now to make way for construction of the North Central segment of the trail this summer.

FINANCIAL IMPACT:

Funding for the North Central segment of the trail includes an allocation of \$129,533 from King County's Open Space Bond funds. These funds can be used only for property acquisition. The Open Space Bond funding is currently available through the 2006-2011 CIP. Future property acquisitions for the North Central project will expend the balance of Open Space Bond funds for this project.

RECOMMENDATION

Staff recommends that Council authorize the City Manager to proceed with execution of a Settlement Agreement and Warranty Deed to enable this acquisition to be finalized and recorded.

Approved By: City Manager  City Attorney ____

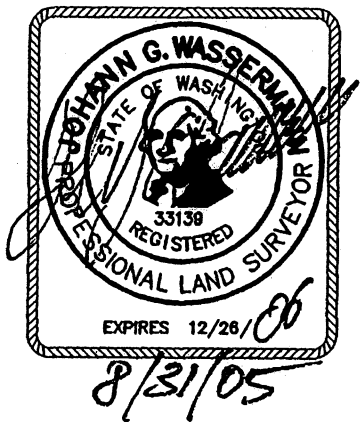
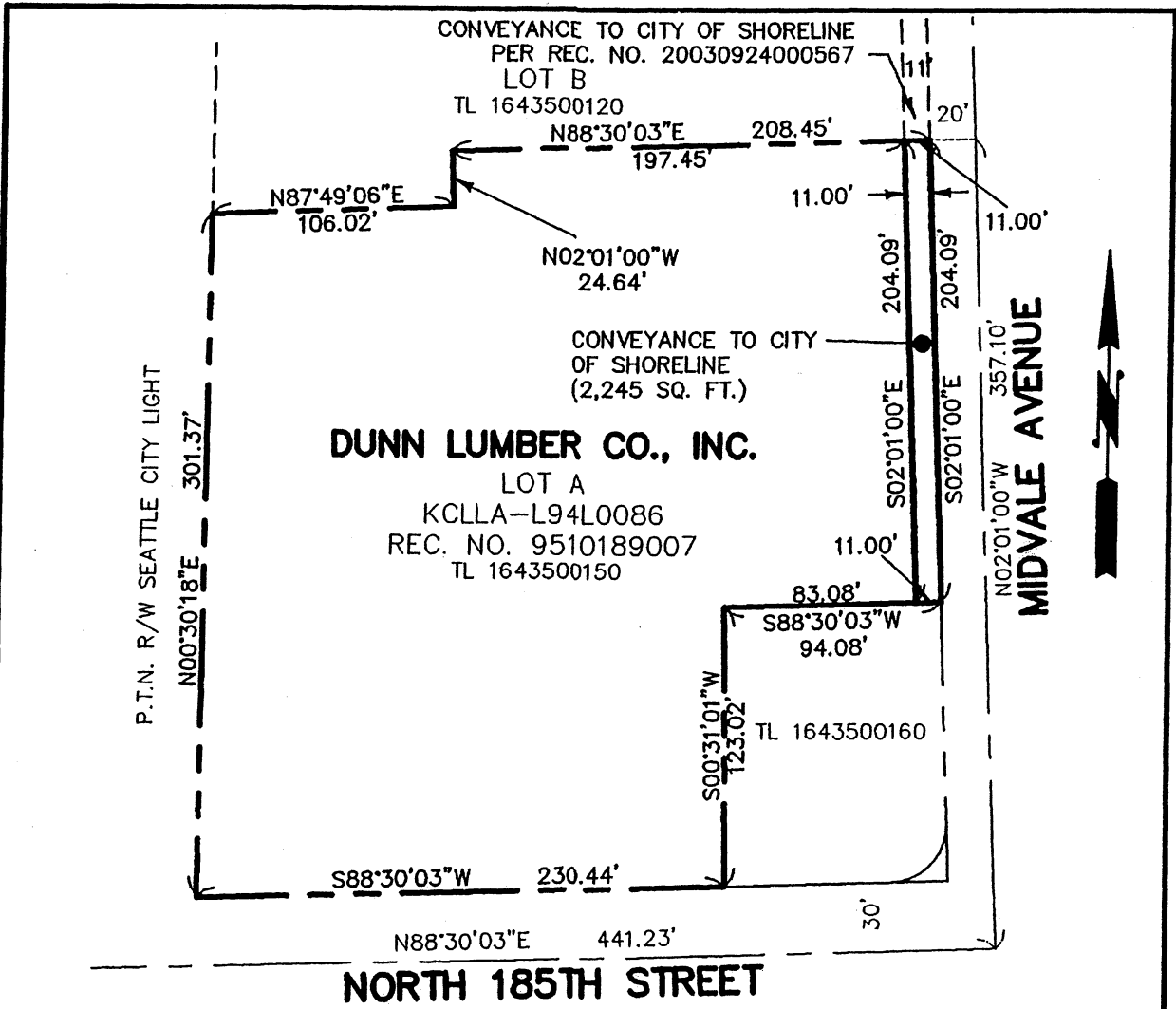


EXHIBIT B

CONVEYANCE TO CITY OF SHORELINE
CITY OF SHORELINE
DUNN LUMBER CO., INC.
SHORELINE KING COUNTY WASHINGTON

BUSH, ROED & HITCHINGS, INC.
CIVIL ENGINEERS & LAND SURVEYORS
2009 MINOR AVE. EAST, SEATTLE, WA 98102
(206) 323-4144 FAX (206) 323-7135
1-800-935-0508

JOB NO	2005172.00
SCALE	1" = 80'
DRAWN	RHT
CHECKED	JGW
DATE	8-29-05

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CITY COUNCIL AGENDA ITEM
CITY OF SHORELINE, WASHINGTON

AGENDA TITLE:	Motion to Authorize the City Manager to Execute a Construction Contract with Precision Earthworks, Inc. for the Field Preparation component of the Shoreline Park Soccer fields A and B Improvements project.
DEPARTMENT:	Public Works
PRESENTED BY:	Dick Deal, Director of Parks, Recreation and Cultural Resources Dave Buchan, Capital Projects Manager

PROBLEM/ISSUE STATEMENT:

The Shoreline Park Fields A and B new artificial field surfacing project has been divided into two separate components that will complete the project as scoped. The first component is the "Field Preparation" that will prepare the existing fields for the actual installation of a synthetic surfacing material for the fields. The second component is the purchase and installation of new synthetic surfacing on the fields to complete the project.

Staff is requesting in this report that Council authorize the City Manager to execute a construction contract with Precision Earthworks, Inc. in the amount of \$472,464 to construct the Field Preparation of the Shoreline Park Fields A and B Improvements project.

The Engineer's estimate for the base bid is \$513,000. The recommended contract award of \$472,464 is 8% under the Engineer's estimate. We are recommending that Additive Alternate #1 which provides for replacement fencing on the south field, not be awarded at this time until we have firm pricing on the synthetic surfacing component of this project. The Additive Alternate price is good for a period of 60 days which will allow the City to pursue this alternate later if we are confident that budget is available for this work.

The bid opening on the Field Preparation component was April 7, 2006 and there were five bids. Precision Earthworks, Inc. is the low, responsive, responsible bid.

The bids were as follows:

Contractor	Base bid	Additive Alternate #1
Precision Earthworks	\$472,464.00	\$45,696
Premier Field Development	\$477,400.26	\$53,312
Ram Construction GC	\$500,480.00	\$46,240
A-1 Landscaping	\$566,848.00	\$59,840
Ohno Construction Co.	\$745,280.00	\$53,312

Precision Earthworks, Inc. is a local company that has extensive experience with the type of work involved with our Field Preparation contract. Our consultant team, D.A. Hogan, has personally supervised their work in the past and has indicated to us that they recommend the award of the contract to Precision Earthworks. City staff have conducted reference checks and all were favorable as to qualifications to perform this work.

The "Field Preparation" component of this project will construct all of the work necessary for installation of new synthetic field surfacing later this summer. The field prep work includes removing the top 4-6" of sand mix from the field, exposing and cleaning all sub-surface drain pipe, placing new gravel over the drain system to assure a well-drained field, putting on new coarse sand and gravel topping on the field, laser-grading the entire surface, installing a full irrigation system and perimeter anchors on which to attach the new artificial surfacing.

Synthetic Surfacing Component

The favorable results of bidding on the Field Preparation component will now enable the City to move ahead with obtaining pricing for the second component of this project which is the actual synthetic surfacing. Staff will prepare a purchase order for Council consideration on May 8, 2006 with the King County Director's Association (KCDA) for the purchase and installation of synthetic field surfacing.

The KCDA is a statewide buying cooperative for school districts, County governments and municipalities that offer pre-approved pricing for all manner of equipment and materials. Purchasing products through KCDA meets all State and City requirements for competitive bidding. KCDA offers three quality synthetic field surfacing products at pre-approved pricing. Staff will evaluate the cost and performance characteristics of each of the three products over the next week and will be making a recommendation to Council regarding the preferred material. Attention has been given to the two project components to assure that there will be minimal to zero complications between the field preparation work and the installation of the synthetic surfacing on both fields A and B at Shoreline Park. The artificial surfacing installer will be required to approve in writing the condition of the completed Field Preparation work and declare that the work is acceptable for artificial surfacing installation in conjunction with the City's approval of the work.

FINANCIAL IMPACT:

Available funding in 2006 to complete the Shoreline Fields A and B project is \$1,581,665. The recommended award of contract to Precision Earthworks, Inc. at \$472,464 will leave a project balance of \$1,046,201. Staff is confident that a quality synthetic surfacing material can be purchased and installed through KCDA within or very close to the available remaining budget.

Revenues Sources	Available Funding
Soccer Club Contribution	200,000
General Capital Fund	1,381,665
Total	\$1,581,665
Expenditures	Proposed Amount
Design	\$63,000
Field Preparation Contract	\$472,464
Available for Synthetic Surfacing	\$1,046,201
Total	\$1,581,665

We do have written commitments and a schedule from the soccer clubs for their contributions to the project. Staff will be presenting to Council on May 8, 2006, a recommended contract with KCDA for purchase and installation of the recommended synthetic surfacing for Shoreline Park Fields A and B. Staff is not recommending award of Additive Alternate #1 at this time. The work included in this item will be accomplished at later date.

RECOMMENDATION

Staff recommends that Council authorize the City Manager to execute a construction contract with Precision Earthworks, Inc. in the amount of \$472,464 to carry out the Field Preparation component of the Shoreline Park Fields A and B project.

Approved By: City Manager  City Attorney ____

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CITY COUNCIL AGENDA ITEM
CITY OF SHORELINE, WASHINGTON

AGENDA TITLE:	Council Approval of Interlocal Agreement with WSDOT for maintenance responsibility of fence and landscape maintenance
DEPARTMENT:	Public Works
PRESENTED BY:	Jesus Sanchez, Operations Manager

PROBLEM/ISSUE STATEMENT:

In 2005 the Washington State Department of Transportation (WSDOT) constructed a large detention pond on State-owned land on the southeast corner of the N 175th Street and Interstate 5 (I-5) intersection in the City of Shoreline. Original WSDOT plans called for a 6' high chain-link fence to be built around the perimeter of the pond for safety.

Also in 2005 the City of Shoreline completed construction of the N 175th Street East Gateway project which placed a Gateway monument on the south side of N 175th Street greeting eastbound traffic on N 175th.

The City of Shoreline wanted to provide a better appearance in the Gateway monument area and suggested to the State that the City of Shoreline standard metal fence in this space would improve the overall appearance of the site. After discussion with WSDOT officials it was agreed that the City would provide, at its own cost, 220 lineal feet of City standard fencing along the north boundary of the detention pond where the City Gateway is located. The 220 lineal feet of City of Shoreline fencing is priced at \$11,477.63. In return, WSDOT would reimburse the City for WSDOT's cost of the originally proposed 220 lineal feet of chain link fencing. The State cost for chain link fencing was established at \$6,407.00. Therefore, the overall City of Shoreline expense to improve this site is \$5,070.63.

A proposed Interlocal Agreement between WSDOT and the City of Shoreline has been drafted to formalize the terms and conditions of this agreement. Under the agreement the City provides 220 lineal feet of City-standard fencing and also agrees to maintain the landscape north of the new fence and in the area of the City Gateway. WSDOT agrees to manage and maintain the detention pond, provide chain link fencing around the other three sides of the pond and maintain all landscape areas south of the City provided fencing. While the dollar value of the funding is normally an administrative process, the signing of the agreement for maintenance responsibility requires City Council approval.

The State Attorney General's office has approved the form and content of the Interlocal Agreement as has the City of Shoreline City Attorney.

FINANCIAL IMPACT:

City of Shoreline Public Works Operations funding has been used to purchase the fencing is part of its annual work plan. There are sufficient funds for the maintenance costs in the existing Public Works Operations Programs.

RECOMMENDATION

Staff recommends that Council authorize the City Manager to execute the Interlocal Agreement to formalize the operations plan for this site.

Approved By: City Manager  City Attorney 

Interlocal Agreement
GCA 4259
I-5 and NE 175th St.
Construct and Maintain – Fence
Maintain – Landscape Area

THIS AGREEMENT is made and entered into between the STATE OF WASHINGTON Department of Transportation, acting by and through the Secretary of Transportation, hereinafter called the "STATE," and the City of Shoreline, 17544 Midvale Avenue North, Washington 98133-4921, hereinafter called the "CITY."

WHEREAS, the STATE is constructing a project called I-5, NE 175th ST to NE 205th ST, Northbound Auxiliary Lane, contract 6861, hereinafter called the "PROJECT," and

WHEREAS, the PROJECT provides for the installation of a chain link fence to surround the STATE's detention pond, and

WHEREAS, the CITY has asked to construct and maintain another style of fence, hereinafter referred to as the "FENCE," in lieu of a portion of the PROJECT chain link fence, and

WHEREAS, the STATE has agreed to contribute an amount equal to the estimated cost of a chain link fence toward the FENCE, and

WHEREAS, the CITY requests to maintain the PROJECT landscape area between the FENCE and the CITY's street, NE 175th St., and

WHEREAS, the STATE is agreeable to the CITY constructing and maintaining the FENCE and maintaining the PROJECT landscape area between the FENCE and the CITY's street, NE 175th St., and

WHEREAS, the STATE and CITY desire to clarify the construction, ownership and maintenance responsibilities of the CITY for the FENCE and PROJECT landscape area between the FENCE and the CITY's street, NE 175th ST.,

NOW, THEREFORE, by virtue of RCW 47.28.140 and in consideration of the terms, conditions, covenants, and performances contained herein, or attached and incorporated and made a part hereof,
IT IS MUTUALLY AGREED AS FOLLOWS:

1. CONSTRUCTION AND OWNERSHIP OF FENCE

- 1.1 CITY shall construct the FENCE as shown on Exhibit A, attached hereto and by this reference made a part of this AGREEMENT.

- 2.3 If the CITY does not construct the FENCE prior to July 31, 2006, the STATE cannot contribute any monies toward the FENCE.

3. MAINTENANCE OF FENCE AND LANDSCAPING

- 3.1 The CITY agrees to maintain the FENCE, upon receipt of the letter of acceptance by the STATE as provided in section 1.5.
- 3.2 In the event the FENCE is damaged due to actions by a third party or the CITY, the CITY agrees to timely repair and/or replace the FENCE and agrees to be solely responsible for the costs of FENCE repair and/or replacement. If the CITY fails to repair the FENCE in a timely manner, the STATE may repair or replace the FENCE, and the CITY agrees to reimburse the STATE for all direct and indirect costs associated with said repairs and/or replacement of the FENCE. The STATE will bill the CITY within thirty days of the work to recover all costs associated with the repair or replacement of the FENCE, and the CITY agrees to remit payment within thirty days of receipt of the STATE's invoice. If the CITY fails to remit payment within sixty days of receipt of the STATE's invoice, the CITY agrees that the STATE may deduct the invoice amount from any motor vehicle fund monies due the CITY pursuant to RCW 47.24.050.
- 3.3 The CITY agrees to commence maintenance of the landscape area from the FENCE, north to NE 175th St., hereinafter the "AREA," upon completion of the PROJECT's first year plant establishment period. The STATE will notify the CITY upon completion of PROJECT plant establishment period. Upon receipt of STATE notification, the CITY will assume full maintenance responsibility for the AREA.
- 3.4 The CITY and STATE will work together to ensure that the fencing will be maintained to provide a barrier to the pond in the southeast quadrant of the Interstate 5 and NE 175th St Interchange.
- 3.5 The STATE and CITY representatives for FENCE and landscape maintenance work under this AGREEMENT are as follows:

STATE	CITY
Jim McBride, Area 5, Maintenance Superintendent WSDOT – Maintenance 10833 Northup Way NE Bellevue, WA, 98004-1415	Jesus Sanchez, Operations Manager City of Shoreline - Public Works 17544 Midvale Ave N Shoreline, WA 98133-4921
Phone: 425.739.3730	Phone: 206.546.2519
Email: mcbridj@wsdot.wa.gov	Email: jsanchez@ci.shoreline.wa.us

the claim, suit, or action for injuries, death, or damages (both to persons or property) is caused by the sole negligence of the STATE. Where such claims, suits, or actions result from concurrent negligence of the PARTIES, the indemnity provisions provided herein shall be valid and enforceable only to the extent of the PARTY's own negligence.

- 8.2 The CITY agrees that its obligations under this section extend to any claim, demand and/or cause of action brought by, or on behalf of, any of its employees or agents while performing FENCE construction, and/or maintenance of the FENCE and AREA while located on STATE-owned right of way. For this purpose, the CITY, by mutual negotiation, hereby waives with respect to the STATE only, any immunity that would otherwise be available against such claims under the Industrial Insurance provisions chapter 51.12 RCW.
- 8.3 This indemnification and/or waiver shall survive the termination of this AGREEMENT.

9. VENUE

- 9.1 In the event that either PARTY deems it necessary to institute legal action or proceedings to enforce any right or obligation under this AGREEMENT, the PARTIES hereto agree that any such action or proceedings shall be brought in the superior court situated in Thurston County, Washington.

IN WITNESS WHEREOF, the PARTIES hereto have executed this AGREEMENT as of the last date written below.

CITY OF SHORELINE

STATE OF WASHINGTON
DEPARTMENT OF
TRANSPORTATION

Print name: _____

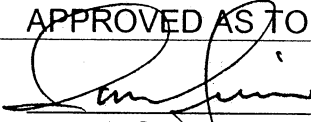
Title: _____

Date: _____

William S. Vlcek, P.E.
Assistant Regional Administrator
King and Snohomish Counties

Date: _____

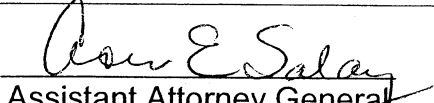
APPROVED AS TO FORM: _____



City Attorney

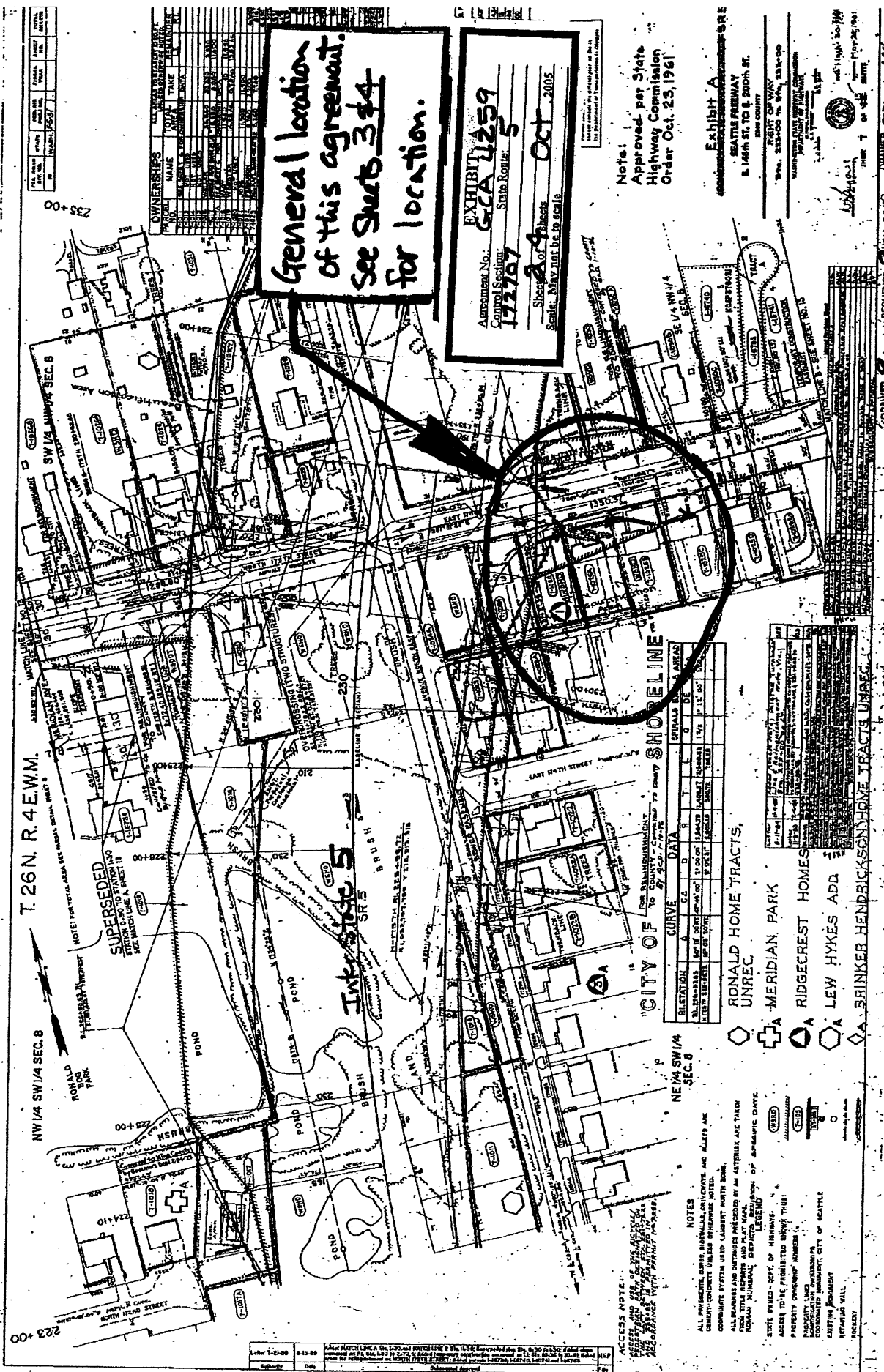
Date: 2/23/06

APPROVED AS TO FORM: _____



Assistant Attorney General

Date: 2-10-06



General location
of this agreement.
See Sheets 3 & 4
for location.

EXHIBIT A
Agreement No. GCA 4259
Control Section: State Route 5
173787
Sheet 2 of 4
Oct 2005
Scale: May not be to scale

Note:
Approved per State
Highway Commission
Order Oct. 23, 1961

Exhibit A
SEATTLE FREEWAY
S. 148th St. to S. 200th St.
S. 148th St. to S. 200th St.

DATE: 10/23/61
BY: [Signature]
FOR: [Signature]

SEQUENCE 2
DRAWING 9

T. 26N. R. 4E.W.M.

NW 1/4 SW 1/4 SEC. 8

SUPERSEDED
SW 1/4 SEC. 8
SEE MATCH LINE TO SHEET 13

Intersect 5
SR 5

CITY OF SHOPELINE

STATION	CURVE DATA		TANGENT BEARING	TANGENT DISTANCE	CHORD BEARING	CHORD DISTANCE	PI	PC	PT	PVI	ELEVATION
	ANGLE	RADIUS									
1+00	90°	100'	N 0° 0' E	100.00	N 45° 0' E	141.42	90°	1+00.00	1+100.00	1+100.00	100.00
2+00	90°	100'	N 45° 0' E	100.00	N 0° 0' E	141.42	90°	2+00.00	2+100.00	2+100.00	100.00

RONALD HOME TRACTS,
UNREC.

MERIDIAN PARK

RIDGECREST HOMES

LEW HYKES ADD

BRINKER HENDRICKSON HOME TRACTS UNREC.

NE 1/4 SW 1/4 SEC. 8

NOTES
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NE 175TH ST.

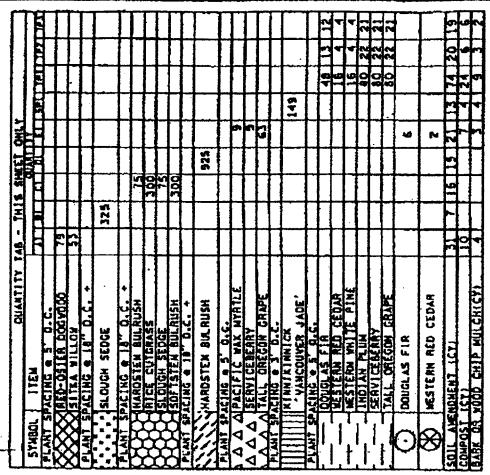



EXHIBIT ¹⁰⁴
Agreement No.: 62CA 4259
Control Section: State Route 5
172107
Sheet of 44 Thesis
Scale: May not be to scale
Oct .2005

STATE OF
WASHINGTON
REGISTERED
LANDSCAPE ARCHITECT

Julia Anderson

SALLY A. ANDERSON
CERTIFICATE NO. 372
DATE: *9-23-04*

- NOTES:
1. SPACE TREES NO CLOSER THAN 10' D.C.
 2. SAVE AND PROTECT ALL EXISTING DESIRABLE VEGETATION AS SPECIFIED IN SECTION 1.07.16(2) OF THE STANDARD SPECIFICATIONS.
 3. FOR LEGEND SEE SHEET PL-1.
- 
- 0 10 20 30
SCALE IN FEET

EXISTING TREE
SAVE AND PROTECT

QUARRY SPALLS

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CITY COUNCIL AGENDA ITEM
CITY OF SHORELINE, WASHINGTON

AGENDA TITLE:	Amendment to MacLeod Reckord Design Contract for North Central Segment of the Interurban Trail.
DEPARTMENT:	Public Works
PRESENTED BY:	Kirk McKinley, Aurora and Interurban Project Manager Dave Buchan, Capital Projects Manager

PROBLEM/ISSUE STATEMENT:

The purpose of this report is seek approval of an amendment to the design and engineering contract with MacLeod Reckord Landscape Architects for the completion of design on the North Central segment of the Interurban Trail. In late February Council approved a change in the scope of work for the North Central segment of the Interurban Trail to include the preparation of plans and specifications necessary to solicit Additive Alternate pricing for a series of lighting improvements, additional sidewalk construction and the provision of a 20-stall parking lot near N 178th and Midvale. All but one element of the following design and engineering tasks are directly related to that change in scope.

The MacLeod Reckord contract for design of the North Central segment of the Interurban Trail has been previously amended under the City Manager's authority to accommodate minor changes in the scope of work for the trail. Previous scope changes included such things as traffic studies for key intersections adjacent the trail and additional landscape design for trail routing alternatives between N 188th and N 192nd on Midvale Avenue North.

This Contract Amendment is proposed in the amount of \$50,450 and will require Council approval as this amendment exceeds the City Manager authority for approval of amendments. This amendment will facilitate final design details of the North Central segment of the Interurban Trail. These include:

Electrical Engineering: Electrical engineering services to establish circuitry, transformer, and metering locations for all lighting options proposed for this project. This work is related to scope change for lighting already approved by Council.

Civil Engineering: Civil engineering services to design bioswale and raingarden drainage improvements to be located west of Midvale Avenue N near N 180th Street adjacent to the trail, additional sidewalk design and Civil Engineering services to finalize the proposed 20-stall parking lot at N 178th Street and Midvale Avenue N. These scope additions are related to improvements earlier approved by Council.

Hazardous Materials Surveys and Specifications: Hazardous materials surveys and preparation of specifications for both abatement of hazardous materials and building demolition to clear buildings from the Seattle City Light right-of-way.

The City of Shoreline has agreed with Seattle City Light to assume responsibility for the abatement and demolition of at least one structure along the right-of-way and to then pursue reimbursement on any and all buildings demolished. While most building owners are complying with Seattle City Light requirements that their buildings be removed from the Seattle City Light right-of-way by April 30, 2006, it is still possible that up to two additional buildings will remain standing after April 30, 2006.

The City seeks to be prepared to perform the required hazardous materials testing, abatement, and demolition of buildings if owners refuse to fulfill their responsibilities in this regard. This work will be done on an as-needed basis only.

FINANCIAL IMPACT:

Funds for this proposed amendment can be accommodated within the existing budget for the North Central segment of the Interurban Trail.

Summary of North Central Segment Funding

Revenues Sources	Currently Available
King County Parks Grant	\$129,533
Interagency for Outdoor Recreation	\$1,012,693
Private Partner Contributions	\$100,556
*Roads Capital Fund	\$1,288,410
Total	\$2,531,192
Expenditures	Proposed Amounts
Design	\$384,799
Right of Way Acquisition	\$176,580
Construction	\$1,926,000
Total	\$2,487,379

*This figure includes the addition of \$622,750 in Roads Capital funding to the North Central Segment of the Interurban Trail to fund the additive elements to the project, which Council discussed and approved on January 17, 2006. (The budget amendment authorizing this transfer still needs to be approved.)

In the scope item related to hazardous material survey and specifications, staff will pursue reimbursement where possible.

RECOMMENDATION

Staff recommends that Council authorize the City Manager to execute the amendment to the MacLeod Reckord contract in the amount of \$50,540 for final design of the North Central segment of the Interurban Trail.

Approved By:

City Manager



City Attorney

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CITY COUNCIL AGENDA ITEM
CITY OF SHORELINE, WASHINGTON

AGENDA TITLE:	Youth /Human Services Strategy Work Plan
DEPARTMENT:	Office of Human Services
PRESENTED BY:	Rob Beem, Human Services Manager Julie Modrzejewski, Assistant City Manager

PROBLEM/ISSUE STATEMENT

The City Council expressed an interest in pursuing development of a youth and or human services strategy during the development and adoption of the 2006 Annual Budget. At that time no specific work program was identified. Staff is bringing this topic forward to seek Council guidance in determining the scope of this effort and as background information prior to the Council retreat.

INTRODUCTION

Currently the City's actions in the youth area are governed by a Youth Services Policy Plan adopted in 2000. This plan provides a philosophical framework and a set of operational guidelines for the City's work in Human Services and in various Recreation and Teen Services funding and programming. The over all Human Services policy direction is guided by the 15 Human Service Outcomes listed below.

Other cities in the region and across the country have pursued the development of community-wide youth strategies or master plans. Each of these efforts shares common goals to:

1. Understand current needs of a community's youth;
2. To identify and fill gaps in services;
3. Develop consensus around their communities' approach to supporting healthy youth development;
4. Promote stronger partnerships among cities, schools, service providers, congregations and others engaged in supporting youth; and
5. Expand community support for services that address youth needs.

This agenda item identifies four work plan alternatives for the Council to consider in defining the scope of this effort. By defining the scope, staff will be able to determine the Council's outcome and timeline expectations.

BACKGROUND/DISCUSSION

Many organizations, institutions, agencies and families share the responsibility for supporting the growth and development of children, youth, and families in Shoreline. In 2000 the City of Shoreline adopted a Youth Services Policy that identified the City's role in serving the community's children and youth (See Attachment 1). The policy also identifies an overall policy framework and approach the City will take towards youth services based on making investments early, a focus on prevention and a bias to strengthen developmental assets among Shoreline's youth (See Attachment 2 "40 Developmental Assets").

The Youth Services Policy was developed during 1999 through an extensive community process involving surveys of youth and service providers, reviews of best practices, relationships with community partners and an assessment of the City's role and capacity. The policy identifies an overall framework and specific areas where the City will play active or supportive roles.

Advancements since the Youth Services Plan was Adopted

Since the adoption of the policy there have been numerous local developments, expansions in capacity and understanding of the types of services and supports that best promote healthy youth development.

Examples of developments in Shoreline include:

- Expanded offerings through the Recreation and Teen Services
 - ◆ After schools clubs and Kellogg and Ballinger Homes
 - ◆ Increased late-night programming
 - ◆ Expanded summer playground
- Addition of new youth services supported with direct human services funding
- The creation of community coalitions have formed to address:
 - ◆ Early learning and birth to age six services. This group is called FACES-North, (Family and Child Early Support)
 - ◆ Strengthened connections among schools, the City and service providers through the Community Resource Team
- The City and the Shoreline Public Schools' Joint Use Agreement
- Students in the Shoreline public schools have responded to a Healthy Youth Survey in 2002 and 2004 and will again in 2006, providing significant new data regarding their needs and strengths.

Throughout the region and county there has been a dramatic advancement in the understanding of what constitutes effective practice and in the emphasis on service and supports for youth as well as the broader spectrum of human services. These advances include:

- United Way and King County's development of human services needs assessments for North County, including Shoreline
- The creation by SOAR (title of program, not an acronym) of separate county-wide actions agendas for children from birth to age six and for school-age children and youth (See Attachment 3);
- Significant research on brain development at all stages of development;
- Identification of practice and programs that respond to the brain research findings; and
- Development of strong support for "out of school time" activities

Through the National League of Cities Institute on Youth and Families, we have learned of other effective community efforts that pull together all players: schools, cities, families, businesses, congregations, youth serving organizations and youth. These efforts help to make a community's investments in services for youth more unified, effective, coordinated and efficient. One key lesson learned from these experiences is the value of strong partnerships among the community's leaders in the convening and guidance of this work. The Claremont Youth Master Plan provides a typical example (See Attachment 4 for a summary and list of accomplishments to-date). Key elements of the plan include:

- Joint leadership from the City Council, School Board, City Manager and Superintendent of Schools;
- Guidance from a 17 member steering committee;
- Assessment of needs and opportunities;
- Surveys of youth and organizations;
- A two-year completion time frame; and
- A multi-year action plan

Similar efforts have occurred in other Puget Sound communities. The most extensive of these is Bellevue Youth Link and the Seattle Families and Children Levy.

Human Services Strategy Provides Context and Direction

The City's overall approach to meeting human services needs of its residents was crafted by a 23 member task force and adopted in 1999 by the City Council. The City's efforts are grounded in a "strength-based approach" to addressing needs. The task force's report notes that:

"[The] city's overall approach for its health and human services strategy be one that identifies and builds on strengths in the community while also mitigating risks. Fundamental to this strategy is the so-called strength-based or asset development approach."

"[The] strength-base framework ...was selected over the problem-reduction model that had been commonly used in human services. The strength-based approach focuses on how communities can build upon existing assets to develop a stronger base of community support for individuals and families in need. The older problem reduction model tends to measure success by the reduction and elimination of problems."

To provide a focus to the City's efforts 15 Desired Outcomes were identified. These outcomes specify the types of changes the City expects as a result of our efforts. A majority of these outcomes target the needs of Shoreline's youth. The adopted Youth Services Policy is built around these nine (9) youth oriented outcomes.

Human Services Desired Outcomes

1. More youth Involved in structured, positive activities during non-school hours.
2. Reduce delinquency, violence, and crime.
3. More young people more skilled and prepared.
4. Reduce substance abuse.
5. Reduce child abuse and neglect.
6. More people have adequate food, shelter, and clothing.
7. More youth have contact with caring adults.
8. Preserve the independence and quality of life for seniors.
9. More community members work together to solve problems.
10. Increase affordable childcare.
11. Increase affordable housing.¹
12. Increase employment.
13. Reduce teen pregnancy.
14. Reduce domestic and dating violence.
15. Increase overall levels of academic, vocational, and self-improvement learning for people of all ages, to ensure employability and personal growth.

The Task Force's report calls for the City to engage with community partners and stakeholders on an ongoing basis to both leverage community resources for action around the outcomes and to provide consistency and direction to the community's efforts.

DEFINING THE SCOPE OF THE EFFORT: **ALTERNATIVES ANALYZED**

There are four work plan alternatives for Council to consider in defining the scope of this effort. Each alternative increases in scope moving from Alternative 1 to Alternative 4. Alternative 1 focuses only on City activities and Alternative 4 encompasses both a review of the full range of human services outcomes as well as developing a community-wide action plan.

¹ Council reviewed housing needs for seniors with limited incomes and directed staff to implement an action plan as proposed on April 3, 2006.

Alternative 1: Update the Youth Services Policy Plan

The current Youth Services Policy addresses the City's role only. While it encourages the City to work with and through others it does not identify a specific plan or set of goals for action. Consulting with the community to update the policy would deliver results the fastest and would be the least complex approach. Moving up the continuum calls for the formation of broader partnerships and will require increased levels of shared leadership in the definition of the effort's goals and scope.

The Seattle Levy focuses on specific city/school activities only and the Claremont Youth Master Plan represents the most complex end of the spectrum.

The advantage of a community-wide scope is that it allows all potential partners and participants to address their own issues in the process. The end result has a higher probability of achieving the goal of more unified, effective, coordinated and efficient services for youth.

Alternative 2: Develop a Youth Strategies Action Plan

The Youth Services Policy addresses the City's role in the full-spectrum of issues and programs for serving children and youth. Using the policy as a framework, the City would review the plan, identify gaps and needs, and work closely with its partners to develop an action plan.

Including our key partners in the development of an action plan increases the potential benefit derived from the effort. Any effective action plan must account for availability or lack of availability of resources for implementation. When the scope is seen as being broader than readily available resources partners can be reluctant to invest fully. In such instances the work is often broken into phases and the time horizon is extended.

Alternative 3: Develop a Comprehensive Youth Services Master Plan

This effort would require pulling together numerous partners (e.g., School District, Center for Human Services, YMCA, etc.) who are involved in the delivery of programs and services to youth and key stakeholders and engage them in a thorough community planning process. The outcome of this effort would be the development of a comprehensive "road map" outlining needs, goals, objectives, and priorities.

Alternative 4: Develop an Implementation Action Plan to address the Highest Priority Human Services Desired Outcomes.

This effort would create a prioritized action plan identifying logical "next steps" in addressing the existing Human Services Desired Outcomes. This process would involve key partners and stakeholders who are involved in the delivery of human services programs and services; however, it would be less burdensome than a comprehensive master planning process. The process would include a review of the 15 desired outcomes, identification of gaps or needs, crafting of strategies, and identification of priorities and resources. With a majority of the 15 Desired Outcomes targeting youth, this area would receive substantial attention and focus. The advantage of this approach is that it allows a broader review of all 15 human service Desired Outcomes before deciding which particular areas (including youth) should receive added emphasis, action steps, or planning.

For Alternatives 2, 3 or 4, success in crafting and implementing a broad agenda is significantly affected by our partners' ability and willingness to participate. This is often a function of:

- Their perception of the extent to which participation in such a process will help them to achieve goals that are central to their mission;
- The costs of participation and implementation; and
- The time they have to commit.

In developing the existing Youth Services Policy the City worked with staff level partners from the Shoreline public schools, youth, community organizations and other governments. Clearly, with a more comprehensive approach, staff anticipates engaging key staff and even key leaders from these partnering groups. We will want to be cognizant of our partners' time and ability to take on this task and scope or phase the effort accordingly.

PROPOSED TIMELINE

Developing the work plan, at any level or breadth of involvement, will involve similar steps. The timeline presented assumes that the scope of this effort extends beyond revisions to the City's policy framework and the City's own activities. It also assumes the youth themselves will play a key role in any committee or task force work and in any data gathering. As with all such efforts involving and focusing on youth, the schedule is significantly shaped around the school calendar. The Shoreline Public Schools' possible leadership transitions may also impact their time availability. Initial ground-work to identify the partners and to collect data can begin before the close of school. The more significant work with youth, school leaders, and partners who serve youth will be better supported in the fall. This timing is also dictated by the limited availability of staff resources from the Office of Human Services during the June-September funds allocation process. For planning purposes, here is a proposed timeline:

Spring 2006

- At Council Retreat, affirm, revise and refine scope of effort
- Assemble leadership/steering committee

Summer 2006

- Review and inventory youth survey data, regional actions agendas, recent best practices information which will inform the efforts work

Early Fall 2006

- Steering Committee meets to review data and best practices information and refine scope and breadth of effort.
- Check-in point with Council and partners

Late Fall 2006

- Steering Committee meets with key stakeholders, including youth to identify needs and issues

Winter 2007

- Steering Committee or task groups begin work to develop proposed strategies and identify priorities

Spring 2007

- Check-in point with Council and partners
- Community meeting on proposed action plan strategies and options
- Council and partners review and adopt strategy/master plan

Depending upon which work plan alternative the Council selects, the timeline would need to be modified accordingly. As one would expect, the more stakeholders involved, the likelier the timeline will need to be extended.

FINANCIAL IMPACT

These alternatives range in cost from .25 FTE and \$5,000 to .75 FTE and \$20,000. The Human Services 2006 Budget contains \$20,000 to be used for this update and possibly an update of the human services plan. The .25 FTE level can be supported within current staffing levels and workload priorities. The 2006 Budget allocates sufficient funding.

RECOMMENDATION

This item is for discussion only and as background for setting priorities at the upcoming Council retreat. Staff recommends that if the City Council wishes to pursue Alternative 2 or 3 that it be done in context of an overall review called for in Alternative 4.

Approved By: City Manager ~~_____~~ City Attorney _____

ATTACHMENTS

- Attachment 1: Summary of Shoreline Youth Services Plan
- Attachment 2: 40 Developmental Assets
- Attachment 3: SOAR Action Plans Summaries: Birth – Six, School Age Children and Youth
- Attachment 4: Claremont Youth Master Plan Summary

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

AGENDA TITLE:	Special Use Permit 201473 for expansion of the student union building on Shoreline Community College campus.
DEPARTMENT:	Planning and Development Services
PRESENTED BY:	Paul Cohen, Planner III

ISSUE STATEMENT:

The issue before the Council is an application for the expansion of the Pagoda Union Building on the Shoreline Community College campus (Exhibit A). The proposal to expand involves partially demolishing the existing building and rebuilding from the original 2 stories to 3 stories within the existing footprint of the building (Exhibit B). Internally the proposal would add more student programs and services as well as improve the existing functions. Externally the proposal would remove 12 parking spaces and improve surrounding landscaping and plaza areas.

New colleges are not permitted in R-4 zones, however, an existing and nonconforming use may be expanded subject to a Special Use Permit (SMC 20.30.280) and analyzed on its nine criteria. A SUP is a Type C action and is reviewed by the Planning Commission where an open record public hearing was held and closed. The Planning Commission deliberated on parking in general and displaced parking during the construction phase (Exhibit C). They recommended approval with the following two conditions.

Condition 1. Prior to building permit issuance of the Pagoda Union Building, the Community College shall submit an off-site parking agreement to accommodate displaced parking due to the construction of the building; and

Condition 2. A campus master plan shall be completed by the Community College and approved by the City prior to the applications of any future construction permits to add habitable space. The master plan shall minimally address parking, area traffic and circulation, storm drainage, critical areas, and on-site future improvements.

This recommendation is forwarded to the City Council as the final decision-making authority for Type C, quasi-judicial actions. A Council decision is based on the record because the public hearing has closed.

Prior to construction on the site a building permit shall be obtained. A building permit for the proposal has been submitted for review but is on hold until approval of this SUP.

The permit submittal will be reviewed administratively and is subject to the requirements of the Shoreline Municipal Code (SMC) and the 2003 International Building Code.

ALTERNATIVES ANALYZED:

The following options are within Council's discretion and have been analyzed by staff:

- Approve the SUP request as recommended by the Planning Commission with conditions.
- Approve the SUP request as recommended by the Planning Commission with modified conditions.
- Deny the SUP request.
- Remand the SUP request to the Planning Commission for modifications to the findings, conclusion and recommendation.

FINANCIAL IMPACTS: There are no direct financial impacts to the City.

RECOMMENDATION:

Approve the applicant's request for SUP for expansion of the student union building based on the Planning Commission findings, conclusion and recommendation that all SUP criteria are met (Exhibit D).

Approved By: City Manager  City Attorney ____

Exhibits:

Exhibit A: Vicinity Map

Exhibit B: Site Plan and Building Elevations

Exhibit C: Planning Commission Findings and Determination

Exhibit D: Ordinance No. 424

Exhibit E: Planning Commission Staff Report - March 2, 2006

Exhibit F: Planning Commission Minutes for Meeting - March 2, 2006

Exhibit G: SMC 20.30.030-070

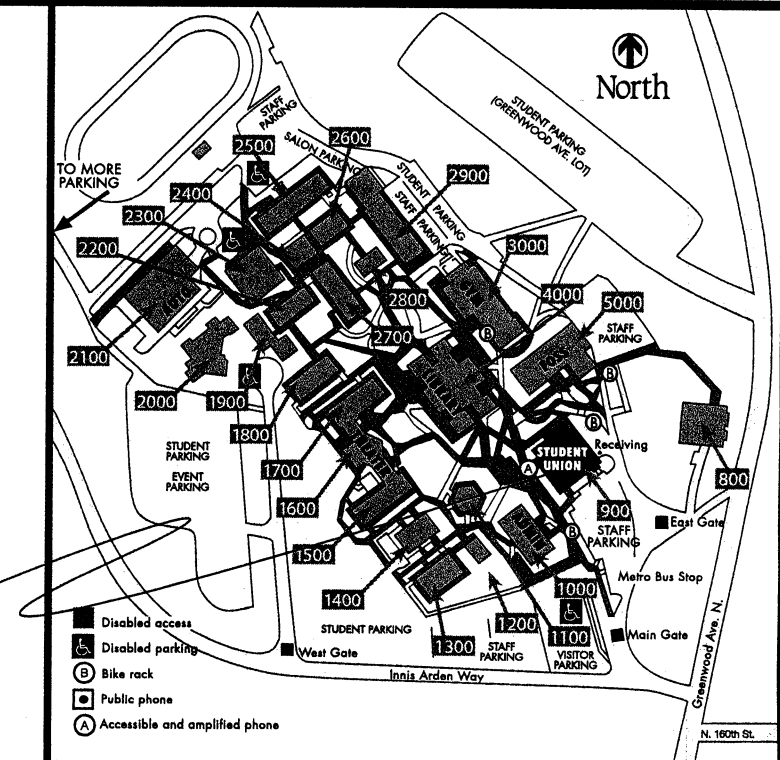
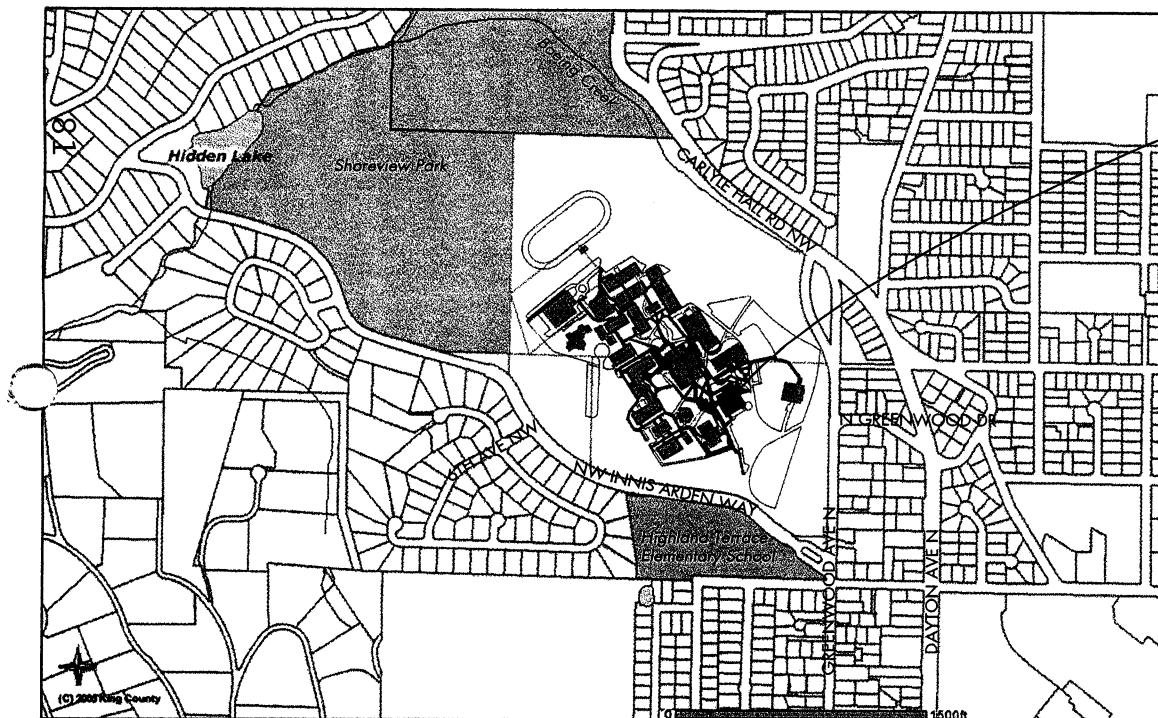
Pagoda Union Building (PUB) Vicinity Map

Date: October 3, 2005

Prepared by: Jennifer Witzgall, Planner
(425) 741-3800

Reid Middleton, Inc.

728 - 134th Street SW, Suite 200
Everett, Washington 98204



Information Desk	1000, 5000	Employment Services	5000	Parent-Child Center	1900
Academic Skills Center	1500	Engineering	2517	Personnel Office	1000
Administration	1000	English Lab	1500	Physical Education Division	3000
Admissions and Records	5000	ESL-GED Tech Center	1700	Physics Lab	2924
Advising and Counseling	5000	Financial Aid	5000	Plant Operations	900
Automotive Training Center	2100	FOSS Building	5000	President of College	1000
Biology Lab	2600	Geology Lab	2920	PUB (Pagoda Union Building)	900
Biotechnology Lab	2930	Gymnasium	3000	Puget Sound Auto Dealers Assn	2100
Bookstore	5000	Health Occupations Division	2300	Purchasing	1200
Business Admin/Computer Labs	1300	Humanities Division	5000	Registration	5000
Business Admin Division	1400	Intra-American Studies & Social Sciences Division	5000	Science Division	2800
Business Office, Budgeting	1200	Lecture Halls	1100, 2925	Safety and Security	900
Cafeteria	900	Library, Media & Tech. Center	4000	Student Body Association	900
Cashier	5000	Machine Shop	2500	Student Lounge	5000
Chemistry Lab	2700	Math Learning Center	2200	TDD	5000
Community Involvement Prog	5000	Media Center	4000	Theater	1600
Continuing Education Lake Forest Park	5000	Metal Fabrication Lab	2900	Transcripts/Records	5000
Cosmetology/	5000	Multicultural/Diversity Ed Ctr	900	VP for Academic Affairs	1000
SCC Salon 928 N 160th St Shoreline	5000	Music Building	800	VP for Business	1000
Counseling Center	5000	Nursing	2300	VP for Student Services	5000
Dental Hygiene Clinic	2500	Oceanography Lab	2903	Visual Communication Tech	2000
Educational Opportunity Prog	5000			Women's Programs	900

EXHIBIT A

OCT 31 2005

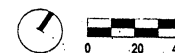
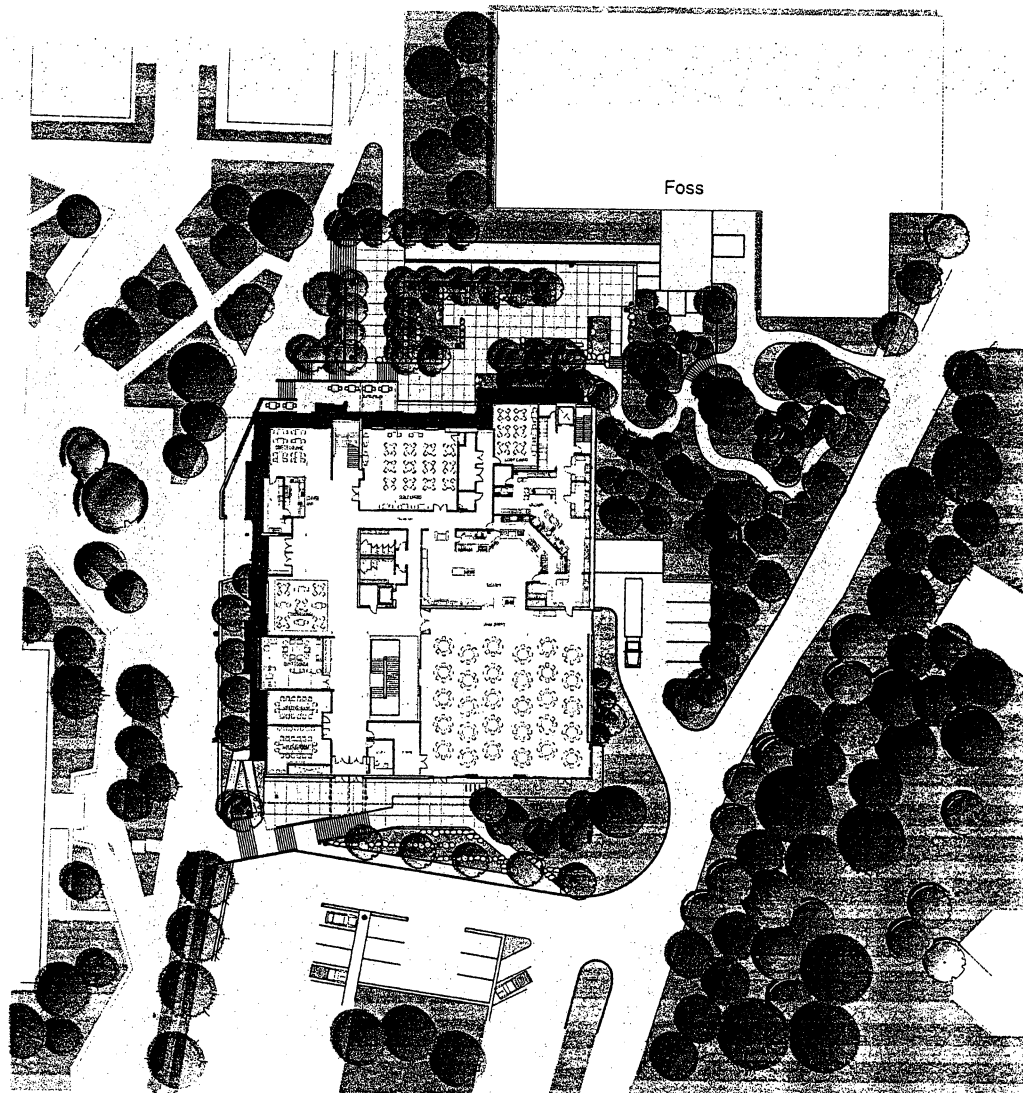
201473

shoreline
college
pagoda
student
union

Shoreline Community College

EDAW
315 WESTERN AVENUE, SUITE 200
SEATTLE, WASHINGTON 98104
PH 206.343.7700
FAX 206.343.8000
WWW.EDAW.COM

EXHIBIT B



FINDINGS AND DETERMINATION OF THE CITY OF SHORELINE PLANNING COMMISSION Shoreline Community College Special Use Permit

Summary - This Special Use Permit (SUP), a Quasi-Judicial or "Type C Action," before the City Council is a request to rebuild the existing student union building from 2 stories to 3 stories on the Shoreline Community College campus. The building square footage is proposed to expand by 50% and the building height is proposed to exceed the underlying zoning height limit by 10 feet. Internally, the proposal would add more student union programs and services as well as improve the existing functions. Externally the proposal would remove 12 parking spaces and improve surrounding landscaping.

A building permit for the proposal has been submitted at this time but is on hold until approval of the SUP. Prior to construction on the site a building permit shall be obtained. The permit submittal will be reviewed administratively and is subject to the requirements of the Shoreline Municipal Code (SMC) and the 2003 International Building Code.

I. FINDINGS OF FACT

1. Project Description

The subject site is located at the southeast end of campus near the main entry. Like most campuses it is surrounded by the usual network of pedestrian paths, plazas, and parking.

The project site is located in the Highland Terrace Neighborhood. The campus is zoned R-4 as are the neighborhoods to the west and south. East of Greenwood Avenue the neighborhood is zoned R-6. Currently and in the recent past the neighborhood experienced commuter traffic and parking issues related to the campus in general.

2. Timing and Authority

The application process for this project began when the applicant held the requisite neighborhood meeting on September 12, 2005. A complete application was submitted to the City on October 31, 2005. A public notice of application and public hearing was posted at the site, advertisements were placed in the Seattle Times and Shoreline Enterprise, and notices were mailed to property owners within 500 feet of the site on December 15, 2005 and re-noticed for a postponed hearing on February 9, 2006. This notice solicited public comments but no comment letters were received. The Planning Commission held a public hearing on March 2, 2006. The hearing closed and the Planning Commission made recommendations with conditions.

This application is for both the expansion of the use and the structure. The state law behind this approach is based on the attached RCW 36.70A.200 – Siting of essential public facilities – limitations and liabilities. (1) Each City shall include a process for

identifying and siting essential public facilities which include state educational facilities. (5) No local comprehensive plan or development regulations may preclude the siting of essential public facilities.

A SUP is required because colleges are not permitted in R-4 zones, however, an existing, legal, and nonconforming use may be expanded subject to a Special Use Permit (SMC 20.30.280). A Type C action (SUP) is reviewed by the Planning Commission, where an Open Record Public Hearing is held and a recommendation for approval or denial is developed. This recommendation is then forwarded to the City Council, who is the final decision making authority for Type C actions.

The Planning Commission was asked to review the Special Use by applying the nine criteria in Section 20.30.330 (B) of the Shoreline Municipal Code (SMC). The City Council may approve an application for Special Use of property if the proposal meets all these criteria.

4. Public Comment - The City received no public comment letters regarding this proposed expansion of the student union building.

5. SEPA Determination - SEPA review is required for this application under the City's substantial authority established in SMC 20.30.490. The Shoreline Community College, acting as lead SEPA agency on this action, issued a SEPA Determination of Non-Significance November 28, 2005.

6. ANALYSIS OF SUP CRITERIA

Section 20.30.330.B of the Shoreline Municipal Code outlines the criteria by which Special Use Permit applications are reviewed. The City shall grant a Special Use Permit, only if the applicant demonstrates that it meets each of the following criteria. See Attachment H for the applicant's response to criteria.

Criterion 1: The use will provide a public benefit or satisfy a public need of the neighborhood, district or City.

The improved and updated student union building will better facilitate students and respond to student needs in Shoreline's only higher education institution.

The special use meets criterion 1.

Criterion 2: The characteristics of the special use will be compatible with the types of uses permitted in surrounding areas.

The proposed student union building is compatible with the surrounding campus uses because they are college facilities as well. The surrounding residential neighborhood is compatible only in that the campus has been there for 40 years including the student union building. More recently there are problems with traffic and parking impacts on the surrounding residential areas that is more an enforcement issue than on-site, parking issue. A parking study showed that the campus is at 85% of capacity at peak hour use

(9:30 AM). If the additional parking impacts are conditioned to be mitigated by the proposal then the proposed expansion could be compatible.

The special use meets criterion 2 if conditioned as recommended.

Criterion 3: The special use will not materially endanger the health, safety and welfare of the community.

There are no health and safety issues related to this proposal. If approved, the City will require a building permit to construct the building and be reviewed for structural safety. However, the welfare of the community is related to Criterion 2 and parking impacts in the neighborhood.

The special use meets criterion 3

Criterion 4: The proposed location shall not result in either the detrimental over-concentration of a particular use within the City or within the immediate area of the proposed use, unless the proposed use is deemed a public necessity.

The proposal is replacing the same use within the existing campus and therefore will not create a detrimental over-concentration of college uses.

The special use meets criterion 4.

Criterion 5: The special use is such that pedestrian and vehicular traffic associated with the use will not be hazardous or conflict with existing and anticipated traffic in the neighborhood.

The special use will not cause any increased pedestrian or vehicular traffic in the neighborhood except the infrequent service vehicle after construction.

The special use meets criterion 5.

Criterion 6: The special use will be supported by adequate public facilities or services and will not adversely affect public services to the surrounding area or conditions can be established to mitigate adverse impacts.

The need for public facilities is not increased; adequate infrastructure exists for the site.

The special use meets criterion 6.

Criterion 7: The location, size and height of buildings, structures, walls and fences, and screening vegetation for the special use shall not hinder or discourage the appropriate development or use of neighboring properties.

The proposed building will be taller than most of the surrounding buildings but will not prevent other campus buildings from redeveloping. The added third story is approximately 500 feet from Greenwood Ave N which is the closest residential area. The student union building is not visible from Greenwood Ave because there is dense, mature vegetation between. All other nearby residential property is fully developed.

The special use meets criterion 7.

Criterion 8: The special use is not in conflict with the policies of the Comprehensive Plan or the basic purposes of this title.

The Shoreline Community College campus is designated on the Comprehensive Plan 2001 as Single Family Institution.

LU67: Provide for Essential Public Facilities as required by State regulations. Ensure that these essential public facilities:

- Provide for basic public needs (health, welfare, and safety);
- Offer substantial public benefits to Shoreline and to the greater community (e.g., public services, public amenities);
- Enhance the identity and image of the community (e.g., attractive, compatible with surrounding community, community service orientation); and
- Are accessible to community members and/or to the regional population, where appropriate.

LU70: Ensure that all new development, redevelopment, and/or expansion of an existing use shall comply with Essential Public Facilities policies and regulations.

LU72: Ensure that the design of these facilities will mitigate impacts to the project site and to the affected community through:

- Siting of facilities in a location that will have the least impacts on the surrounding community.
- Design of facilities to be visually attractive and harmonious with existing facilities and with surrounding developments. Structures, landscaping, signage and other improvements should comply with the goals outlined in the Community Design Element of the Comprehensive Plan.
- Use of aesthetically compatible buffers (e.g. fences, landscaping and similar means) to separate the Essential Public Facility from surrounding uses.
- Improvements to limit impacts to environmental health (e.g. footprint, noise quality; air quality; use, storage and destruction of hazardous materials, storm water runoff management).
- Infrastructure improvements (e.g., transportation, capital facilities and utilities) to support the underlying facility. Improvements may include, but need not be limited to streets, sidewalks, streetlights, transit shelters, parking and utility lines.
- Open space as part of the development plan. Where feasible and appropriate, this open space should be accessible to the public.
- Provision of aesthetic improvements (including application of the One

Percent for the Arts) as a part of the development plan; where feasible and appropriate, these arts improvements should be accessible for community viewing.

LU75: All new Essential Public Facilities and redevelopment, expansion of a use and/or change of a use of an existing Essential Public Facility shall be required to undergo development review by the City of Shoreline. Development standards and review criteria shall consider:

- the types of facility uses and operations and their impacts;
- compatibility of the proposed development, expansion or change of use, with the development site, with neighboring properties and with the community as a whole;
- environmental review pursuant to State Environmental Policy Act (SEPA Rules WAC 197-11); and
- development standards to mitigate aesthetic and functional impacts to the development site and to neighboring properties.

The special use meets criterion 8 if conditioned as recommended.

Criterion 9: The special use is not in conflict with the standards of the critical areas overlay.

The site of the student union building is not in a critical area.

The special use meets criterion 9.

II. CONCLUSIONS

The applicant has proposed an expansion of the student union building that does not expand the facility toward the surrounding neighborhood or increase impervious surfaces while staying within the context of the overall campus. The immediate concern is that construction may take a year and that up to 90 parking stalls will be temporarily displaced, which adds pressure for parking on a campus already with parking problems. In the past, the college has made small changes that did not meet the threshold for overall improvements to the traffic and off-site parking there. The City has encouraged the college for several years to create a master plan that the City can approve. The City has not received an application for a master plan. The proposed building is adding a floor of college functions that do not require parking. The City's Engineer has evaluated the college's parking study and finds the use and capacity to be adequate.

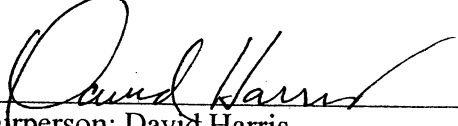
III. RECOMMENDATION

Based on the Findings, the Planning Commission recommends adoption of the Special Use Permit with the following conditions.

Condition 1. Prior to building permit issuance of the student union building the community college shall submit an off-site parking agreement to accommodate displaced parking due to the construction of the building.

Condition 2. A campus master plan shall be completed by the college and approved by the City prior to the applications of any future construction permits to add habitable space. The master plan shall minimally address parking, area traffic and circulation, storm drainage, critical areas, and on-site future improvements.

City of Shoreline Planning Commission


Chairperson: David Harris

Date: 3/31/2006

EXHIBIT D

ORDINANCE NO 424.

AN ORDINANCE OF THE CITY OF SHORELINE, WASHINGTON APPROVING A SPECIAL USE PERMIT FOR THE PURPOSE OF RECONSTRUCTING THE PAGODA UNION BUILDING ON THE SHORELINE COMMUNITY COLLEGE CAMPUS.

WHEREAS, certain property, located at 16101 Greenwood Avenue North on the Shoreline Community College campus ("property"), is designated as R-4 on the Zoning Map and in the 2005 Comprehensive Plan as Single Family Institutional; and

WHEREAS, applicants desired expansion on this property consists of reconstructing the Pagoda Union Building from 2 stories to 3 stories; and

WHEREAS, this desired expansion requires approval of a Special Use Permit; and

WHEREAS, the applicants have filed a Special Use Permit application for the expansion;
and

WHEREAS, on March 2, 2006, a public hearing on the application for Special Use Permit was held before the Planning Commission for the City of Shoreline pursuant to notice as required by law; and

WHEREAS, on March 2, 2006, the Planning Commission recommended approval of the Special Use Permit and entered findings of fact and a conclusion based thereon in support of that recommendation; and

WHEREAS, upon consideration of the application and the Planning Commission recommendation, the City Council has determined that the Special Use Permit application for the property located at 16101 Greenwood Avenue North on the Shoreline Community College campus is consistent with the Comprehensive Plan, Shoreline Municipal Code, and appropriate for this site;

WHEREAS, the City Council has determined that the approval of the Special Use Permit shall include two conditions of approval: Condition 1. Prior to building permit issuance of the Pagoda Union Building, the Community College shall submit an off-site parking agreement to accommodate displaced parking due to the construction of the building; and Condition 2. A campus master plan shall be completed by the Community College and approved by the City prior to the applications of any future construction permits to add habitable space. The master plan shall minimally address parking, area traffic and circulation, storm drainage, critical areas, and on-site future improvements.

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

Section 1. Findings. The Planning Commission Findings and Recommendation on File No. 201473, as set forth by the record and as attached hereto as Exhibit 1, are hereby adopted.

Section 2. Severability. If any provision of this ordinance or the application of a provision to any person or circumstance, is declared invalid, then the remainder of this Agreement, or the application of such provision to other persons or circumstances, shall not be affected.

Section 3. Effective Date. This ordinance shall go into effect five days after passage, and publication of the title as a summary of this ordinance.

PASSED BY THE CITY COUNCIL ON April 24, 2006.

Mayor Robert Ransom

ATTEST:

APPROVED AS TO FORM:

Scott Passey, CMC
City Clerk

Ian Sievers
City Attorney

Date of Publication:
Effective Date:

EXHIBIT E



Memorandum

DATE: March 2, 2006

TO: Shoreline Planning Commission

FROM: Paul Cohen, Planning and Development Services Department

RE: Shoreline Community College – Addendum to Special Use Permit

You have received the staff report for the expansion of the student union building on the Shoreline Community College campus. Though the application is for the expansion of this land use it was not explained in the staff report that this expansion will increase the building height above the 30 foot height limit of the underlying zone by 10 feet. The height increase is approximately 6 feet above the roofline of the existing building.

This application is for both the expansion of the use and the structure. The state law behind this approach is based on the attached RCW 36.70A.200 – Siting of essential public facilities – limitations and liabilities. (1) Each City shall include a process for identifying and siting essential public facilities which include state educational facilities. (5) No local comprehensive plan or development regulations may preclude the siting of essential public facilities.

The community college states that the expansion of this facility is essential to meet the program needs of the college as enrollment has increased and services have changed since the building was built in 1964. This expansion does not include classrooms but the program and service needs of students using the existing classrooms.

The building height increase can best be analyzed under SUP Criteria 2 and 7.

Criterion 2: The characteristics of the special use will be compatible with the types of uses permitted in surrounding areas. The 10 foot zoning height increase or the 6 foot increased height above the existing roofline will remain compatible with the single family neighborhood to the east because of the 500 foot separation with treed vegetation and the relatively minor height increase above the existing building.

Criterion 7: The location, size and height of buildings, structures, walls and fences, and screening vegetation for the special use shall not hinder or discourage the appropriate development or use of neighboring properties.

The proposed building will be taller than most of the surrounding buildings but will not prevent other campus buildings from redeveloping. All other nearby residential properties are fully developed.

The staff recommendation for approval with two conditions remains unchanged because the applicable state law and SUP criteria are met.

(e) Sliding scale zoning, which allows the number of lots for single-family residential purposes with a minimum lot size of one acre to increase inversely as the size of the total acreage increases.

(3)(a) Accessory uses allowed under subsection (2)(a) of this section shall comply with the following:

(i) Accessory uses shall be located, designed, and operated so as not to interfere with natural resource land uses and shall be accessory to the growing of crops or raising of animals;

(ii) Accessory commercial or retail uses shall predominately produce, store, or sell regionally produced agricultural products from one or more producers, products derived from regional agricultural production, agriculturally related experiences, or products produced on-site. Accessory commercial and retail uses shall offer for sale predominantly products or services produced on-site; and

(iii) Accessory uses may operate out of existing or new buildings with parking and other supportive uses consistent with the size and scale of existing agricultural buildings on the site but shall not otherwise convert agricultural land to nonagricultural uses.

(b) Accessory uses may include compatible commercial or retail uses including, but not limited to:

(i) Storage and refrigeration of regional agricultural products;

(ii) Production, sales, and marketing of value-added agricultural products derived from regional sources;

(iii) Supplemental sources of on-farm income that support and sustain on-farm agricultural operations and production;

(iv) Support services that facilitate the production, marketing, and distribution of agricultural products; and

(v) Off-farm and on-farm sales and marketing of predominately regional agricultural products and experiences, locally made art and arts and crafts, and ancillary retail sales or service activities. [2004 c 207 § 1; 1997 c 429 § 23.]

Severability—1997 c 429: See note following RCW 36.70A.3201.

36.70A.180 Report on planning progress. (1) It is the intent of the legislature that counties and cities required to adopt a comprehensive plan under RCW 36.70A.040(1) begin implementing this chapter on or before July 1, 1990, including but not limited to: (a) Inventorying, designating, and conserving agricultural, forest, and mineral resource lands, and critical areas; and (b) considering the modification or adoption of comprehensive land use plans and development regulations implementing the comprehensive land use plans. It is also the intent of the legislature that funds be made available to counties and cities beginning July 1, 1990, to assist them in meeting the requirements of this chapter.

(2) Each county and city that adopts a plan under RCW 36.70A.040 (1) or (2) shall report to the department annually for a period of five years, beginning on January 1, 1991, and each five years thereafter, on the progress made by that county or city in implementing this chapter. [1990 1st ex.s. c 17 § 19.]

36.70A.190 Technical assistance, procedural criteria, grants, and mediation services. (1) The department shall

establish a program of technical and financial assistance and incentives to counties and cities to encourage and facilitate the adoption and implementation of comprehensive plans and development regulations throughout the state.

(2) The department shall develop a priority list and establish funding levels for planning and technical assistance grants both for counties and cities that plan under RCW 36.70A.040. Priority for assistance shall be based on a county's or city's population growth rates, commercial and industrial development rates, the existence and quality of a comprehensive plan and development regulations, and other relevant factors.

(3) The department shall develop and administer a grant program to provide direct financial assistance to counties and cities for the preparation of comprehensive plans under this chapter. The department may establish provisions for county and city matching funds to conduct activities under this subsection. Grants may be expended for any purpose directly related to the preparation of a county or city comprehensive plan as the county or city and the department may agree, including, without limitation, the conducting of surveys, inventories and other data gathering and management activities, the retention of planning consultants, contracts with regional councils for planning and related services, and other related purposes.

(4) The department shall establish a program of technical assistance:

(a) Utilizing department staff, the staff of other state agencies, and the technical resources of counties and cities to help in the development of comprehensive plans required under this chapter. The technical assistance may include, but not be limited to, model land use ordinances, regional education and training programs, and information for local and regional inventories; and

(b) Adopting by rule procedural criteria to assist counties and cities in adopting comprehensive plans and development regulations that meet the goals and requirements of this chapter. These criteria shall reflect regional and local variations and the diversity that exists among different counties and cities that plan under this chapter.

(5) The department shall provide mediation services to resolve disputes between counties and cities regarding, among other things, coordination of regional issues and designation of urban growth areas.

(6) The department shall provide planning grants to enhance citizen participation under RCW 36.70A.140. [1991 sp.s. c 32 § 3; 1990 1st ex.s. c 17 § 20.]

*** 36.70A.200 Siting of essential public facilities—Limitation on liability.** (1) The comprehensive plan of each county and city that is planning under RCW 36.70A.040 shall include a process for identifying and siting essential public facilities. Essential public facilities include those facilities that are typically difficult to site, such as airports, state education facilities, and state or regional transportation facilities as defined in RCW 47.06.140, state and local correctional facilities, solid waste handling facilities, and in-patient facilities including substance abuse facilities, mental health facilities, group homes, and secure community transition facilities as defined in RCW 71.09.020.

(2) Each county and city planning under RCW 36.70A.040 shall, not later than September 1, 2002, establish a process, or amend its existing process, for identifying and siting essential public facilities and adopt or amend its development regulations as necessary to provide for the siting of secure community transition facilities consistent with statutory requirements applicable to these facilities.

(3) Any city or county not planning under RCW 36.70A.040 shall, not later than September 1, 2002, establish a process for siting secure community transition facilities and adopt or amend its development regulations as necessary to provide for the siting of such facilities consistent with statutory requirements applicable to these facilities.

(4) The office of financial management shall maintain a list of those essential state public facilities that are required or likely to be built within the next six years. The office of financial management may at any time add facilities to the list.

* (5) No local comprehensive plan or development regulation may preclude the siting of essential public facilities.

(6) No person may bring a cause of action for civil damages based on the good faith actions of any county or city to provide for the siting of secure community transition facilities in accordance with this section and with the requirements of chapter 12, Laws of 2001 2nd sp. sess. For purposes of this subsection, "person" includes, but is not limited to, any individual, agency as defined in RCW 42.17.020, corporation, partnership, association, and limited liability entity.

(7) Counties or cities siting facilities pursuant to subsection (2) or (3) of this section shall comply with RCW 71.09.341.

(8) The failure of a county or city to act by the deadlines established in subsections (2) and (3) of this section is not:

(a) A condition that would disqualify the county or city for grants, loans, or pledges under RCW 43.155.070 or 70.146.070;

(b) A consideration for grants or loans provided under RCW 43.17.250(2); or

(c) A basis for any petition under RCW 36.70A.280 or for any private cause of action. [2002 c 68 § 2; 2001 2nd sp.s. c 12 § 205; 1998 c 171 § 3; 1991 sp.s. c 32 § 1.]

Purpose—2002 c 68: "The purpose of this act is to:

(1) Enable the legislature to act upon the recommendations of the joint select committee on the equitable distribution of secure community transition facilities established in section 225, chapter 12, Laws of 2001 2nd sp. sess.; and

(2) Harmonize the preemption provisions in RCW 71.09.250 with the preemption provisions applying to future secure community transition facilities to reflect the joint select committee's recommendation that the preemption granted for future secure community transition facilities be the same throughout the state." [2002 c 68 § 1.]

Severability—2002 c 68: "If any provision of this act or its application to any person or circumstance is held invalid, the remainder of the act or the application of the provision to other persons or circumstances is not affected." [2002 c 68 § 19.]

Effective date—2002 c 68: "This act is necessary for the immediate preservation of the public peace, health, or safety, or support of the state government and its existing public institutions, and takes effect immediately [March 21, 2002]." [2002 c 68 § 20.]

Intent—Severability—Effective dates—2001 2nd sp.s. c 12: See notes following RCW 71.09.250.

36.70A.210 County-wide planning policies. (1) The legislature recognizes that counties are regional governments within their boundaries, and cities are primary providers of urban governmental services within urban growth areas. For the purposes of this section, a "county-wide planning policy" is a written policy statement or statements used solely for establishing a county-wide framework from which county and city comprehensive plans are developed and adopted pursuant to this chapter. This framework shall ensure that city and county comprehensive plans are consistent as required in RCW 36.70A.100. Nothing in this section shall be construed to alter the land-use powers of cities.

(2) The legislative authority of a county that plans under RCW 36.70A.040 shall adopt a county-wide planning policy in cooperation with the cities located in whole or in part within the county as follows:

(a) No later than sixty calendar days from July 16, 1991, the legislative authority of each county that as of June 1, 1991, was required or chose to plan under RCW 36.70A.040 shall convene a meeting with representatives of each city located within the county for the purpose of establishing a collaborative process that will provide a framework for the adoption of a county-wide planning policy. In other counties that are required or choose to plan under RCW 36.70A.040, this meeting shall be convened no later than sixty days after the date the county adopts its resolution of intention or was certified by the office of financial management.

(b) The process and framework for adoption of a county-wide planning policy specified in (a) of this subsection shall determine the manner in which the county and the cities agree to all procedures and provisions including but not limited to desired planning policies, deadlines, ratification of final agreements and demonstration thereof, and financing, if any, of all activities associated therewith.

(c) If a county fails for any reason to convene a meeting with representatives of cities as required in (a) of this subsection, the governor may immediately impose any appropriate sanction or sanctions on the county from those specified under RCW 36.70A.340.

(d) If there is no agreement by October 1, 1991, in a county that was required or chose to plan under RCW 36.70A.040 as of June 1, 1991, or if there is no agreement within one hundred twenty days of the date the county adopted its resolution of intention or was certified by the office of financial management in any other county that is required or chooses to plan under RCW 36.70A.040, the governor shall first inquire of the jurisdictions as to the reason or reasons for failure to reach an agreement. If the governor deems it appropriate, the governor may immediately request the assistance of the department of community, trade, and economic development to mediate any disputes that preclude agreement. If mediation is unsuccessful in resolving all disputes that will lead to agreement, the governor may impose appropriate sanctions from those specified under RCW 36.70A.340 on the county, city, or cities for failure to reach an agreement as provided in this section. The governor shall specify the reason or reasons for the imposition of any sanction.

(e) No later than July 1, 1992, the legislative authority of each county that was required or chose to plan under RCW 36.70A.040 as of June 1, 1991, or no later than fourteen

PLANNING COMMISSION AGENDA ITEM
CITY OF SHORELINE, WASHINGTON

AGENDA TITLE: Public Hearing for Special Use Permit to rebuild the existing student union building from 2 stories to 3 stories on the Shoreline Community College campus located at 16101 Greenwood Avenue N.

DEPARTMENT: Planning and Development Services

PRESENTED BY: Paul Cohen, Planner III

I. PROPOSAL

This Special Use Permit (SUP), a Quasi-Judicial or "Type C Action," before the Planning Commission is a request to rebuild the existing student union building from 2 stories to 3 stories on the Shoreline Community College campus. Internally, the proposal would add more student union programs and services as well as improve the existing functions. Externally the proposal would remove 12 parking spaces and improve surrounding landscaping. (Attachment A)

A SUP is required because colleges are not permitted in R-6 zones, however, an existing, legal, and nonconforming use may be expanded subject to a Special Use Permit (SMC 20.30.280). A Type C action (SUP) is reviewed by the Planning Commission, where an Open Record Public Hearing is held and a recommendation for approval or denial is developed. This recommendation is then forwarded to the City Council, who is the final decision making authority for Type C actions.

A building permit for the proposal has been submitted at this time but is on hold until approval of the SUP. Prior to construction on the site a building permit shall be obtained. The permit submittal will be reviewed administratively and is subject to the requirements of the Shoreline Municipal Code (SMC) and the 2003 International Building Code.

Environmental Review - SEPA review is required for this application under the City's substantial authority established in SMC 20.30.490. The Shoreline Community College, acting as lead SEPA agency on this action, issued a SEPA Determination of Non-Significance November 28, 2005 (Attachment B).

II. FINDINGS

1. SITE

The subject site is located at the southeast end of campus near the main entry. Like most campuses it is surrounded by the usual network of pedestrian paths, plazas, and parking. A site plan and building elevation are located in Attachment C and D.

2. NEIGHBORHOOD

The project site is located in the Highland Terrace Neighborhood. The campus is zoned R-4 as are the neighborhoods to the west. South and east of Greenwood Avenue the neighborhood is zoned R-6. Currently and in the recent past the neighborhood experienced commuter traffic and parking issues related to the campus in general. The zoning classifications and comprehensive plan land use designations for the project sites and immediate vicinity are illustrated in Attachments E and F.

3. TIMING AND AUTHORITY

The application process for this project began when the applicant held the requisite neighborhood meeting on September 12, 2005. A complete application was submitted to the City on October 31, 2005. A public notice of application and public hearing was posted at the site, advertisements were placed in the Seattle Times and Shoreline Enterprise, and notices were mailed to property owners within 500 feet of the site on December 15, 2005 and re-noticed for a postponed hearing on February 9, 2006 (Attachment G). This notice solicited public comments but no comment letters were received.

The Planning Commission is being asked to review the Special Use by applying the nine criteria in Section 20.30.330 (B) of the Shoreline Municipal Code (SMC). The City Council may approve an application for Special Use of property if the proposal meets all these criteria.

4. PUBLIC COMMENT

The City received no public comment letters regarding this proposed expansion of the student union building.

5. ANALYSIS OF SUP CRITERIA

Section 20.30.330.B of the Shoreline Municipal Code outlines the criteria by which Special Use Permit applications are reviewed. The City shall grant a Special Use Permit, only if the applicant demonstrates that it meets each of the following criteria. See Attachment H for the applicant's response to criteria.

Criterion 1: The use will provide a public benefit or satisfy a public need of the neighborhood, district or City.

The improved and updated student union building will better facilitate students and respond to student needs in Shoreline's only higher education institution.

The special use meets criterion 1.

Criterion 2: The characteristics of the special use will be compatible with the types of uses permitted in surrounding areas.

The proposed student union building is compatible with the surrounding campus uses because they are college facilities as well. The surrounding residential neighborhood is compatible only in that the campus has been there for 40 years including the student union building. More recently there are problems with traffic and parking impacts on the surrounding residential areas that is more an enforcement issue than on-site, parking issue. The Attachment I parking study shows that the campus is at 85% of capacity at peak hour use (9:30 AM). If the additional parking impacts are conditioned to be mitigated by the proposal then the proposed expansion could be compatible.

The special use meets criterion 2 if conditioned as recommended.

Criterion 3: The special use will not materially endanger the health, safety and welfare of the community.

There are no health and safety issues related to this proposal. If approved, the City will require a building permit to construct the building and be reviewed for structural safety. However, the welfare of the community is related to Criterion 2 and parking impacts in the neighborhood.

The special use meets criterion 3

Criterion 4: The proposed location shall not result in either the detrimental over-concentration of a particular use within the City or within the immediate area of the proposed use, unless the proposed use is deemed a public necessity.

The proposal is replacing the same use within the existing campus and therefore will not create a detrimental over-concentration of college uses.

The special use meets criterion 4.

Criterion 5: The special use is such that pedestrian and vehicular traffic associated with the use will not be hazardous or conflict with existing and anticipated traffic in the neighborhood.

The special use will not cause any increased pedestrian or vehicular traffic in the neighborhood except the infrequent service vehicle after construction.

The special use meets criterion 5.

Criterion 6: The special use will be supported by adequate public facilities or services and will not adversely affect public services to the surrounding area or conditions can be established to mitigate adverse impacts.

The need for public facilities is not increased; adequate infrastructure exists for the site.

The special use meets criterion 6.

Criterion 7: The location, size and height of buildings, structures, walls and fences, and screening vegetation for the special use shall not hinder or discourage the appropriate development or use of neighboring properties.

The proposed building will be taller than most of the surrounding buildings but will not prevent other campus buildings from redeveloping. The added third story is approximately 500 from Greenwood Ave N. All other nearby residential property is fully developed.

The special use meets criterion 7.

Criterion 8: The special use is not in conflict with the policies of the Comprehensive Plan or the basic purposes of this title.

The Shoreline Community College campus is designated on the Comprehensive Plan 2001 as Single Family Institution.

LU67: Provide for Essential Public Facilities as required by State regulations. Ensure that these essential public facilities:

- Provide for basic public needs (health, welfare, and safety);
- Offer substantial public benefits to Shoreline and to the greater community (e.g., public services, public amenities);
- Enhance the identity and image of the community (e.g., attractive, compatible with surrounding community, community service orientation); and
- Are accessible to community members and/or to the regional population, where appropriate.

LU70: Ensure that all new development, redevelopment, and/or expansion of an existing use shall comply with Essential Public Facilities policies and regulations.

LU72: Ensure that the design of these facilities will mitigate impacts to the project site and to the affected community through:

- Siting of facilities in a location that will have the least impacts on the surrounding community.
- Design of facilities to be visually attractive and harmonious with existing facilities and with surrounding developments. Structures, landscaping, signage and other improvements should comply with the goals outlined in the Community Design Element of the Comprehensive Plan.

- Use of aesthetically compatible buffers (e.g. fences, landscaping and similar means) to separate the Essential Public Facility from surrounding uses.
- Improvements to limit impacts to environmental health (e.g. footprint, noise quality; air quality; use, storage and destruction of hazardous materials, storm water runoff management).
- Infrastructure improvements (e.g., transportation, capital facilities and utilities) to support the underlying facility. Improvements may include, but need not be limited to streets, sidewalks, streetlights, transit shelters, parking and utility lines.
- Open space as part of the development plan. Where feasible and appropriate, this open space should be accessible to the public.
- Provision of aesthetic improvements (including application of the One Percent for the Arts) as a part of the development plan; where feasible and appropriate, these arts improvements should be accessible for community viewing.

LU75: All new Essential Public Facilities and redevelopment, expansion of a use and/or change of a use of an existing Essential Public Facility shall be required to undergo development review by the City of Shoreline. Development standards and review criteria shall consider:

- the types of facility uses and operations and their impacts;
- compatibility of the proposed development, expansion or change of use, with the development site, with neighboring properties and with the community as a whole;
- environmental review pursuant to State Environmental Policy Act (SEPA Rules WAC 197-11); and
- development standards to mitigate aesthetic and functional impacts to the development site and to neighboring properties.

The special use meets criterion 8 if conditioned as recommended.

Criterion 9: The special use is not in conflict with the standards of the critical areas overlay.

The site of the student union building is not in a critical area.

The special use meets criterion 9.

III. CONCLUSIONS

The applicant has proposed an expansion of the student union building that does not expand the facility toward the surrounding neighborhood or increase impervious surfaces while staying within the context of the overall campus. The only concern is the added pressure for parking on a campus already with parking problems. In the past, the college has made small changes that did not meet the threshold for overall improvements to the traffic and off-site parking there. The City has encouraged the college for several years to create a master plan that the City can approve. The City

has not received an application for a master plan. The proposed building is adding a floor of college functions that do not require parking, however, it will remove 12 associated parking spaces. The City's Engineer has evaluated the college's parking study and finds the use and capacity to be adequate.

IV. PLANNING COMMISSION ROLE AND OPTIONS

The Planning Commission is required to conduct a Public Hearing on the proposal because this is a Type C action. The Commission should consider the application and any public testimony and develop a recommendation for approval or denial. The City Council will then consider this recommendation prior to their final decision on the application.

Planning Commission has the following options for their recommendation to the City Council:

1. Recommend approval with conditions of the SUP based on the staff findings and conclusions.
2. Recommend approval without conditions of the SUP based on new findings and conclusions as amended by the Planning Commission.
3. Recommend denial of the SUP based on new findings and conclusions as amended by the Planning Commission.

STAFF RECOMMENDATION

Staff recommends that the Planning move to recommend to the City Council that the proposed Special Use be approved with conditions for the property located at 161201 Greenwood Ave. N. and enter into findings based on the information presented in this staff report that this proposal does meet the decision criteria for the of property as outlined in the Shoreline Municipal Code Section 20.30.330.

Condition 1. The community college shall submit with the building permit application of the student union building a site plan that replaces the 12 lost parking spaces.

Condition 2. A campus master plan shall be completed by the college and approved by the City prior to the applications of any future construction permits to add habitable space. The master plan shall minimally address parking, area traffic and circulation, storm drainage, critical areas, and on-site future improvements.

ATTACHMENTS

Attachment A: Applicant's Description
Attachment B: SEPA Determination
Attachment C: Site Plan
Attachment D: Elevation
Attachment E: Zoning Designations
Attachment F: Comprehensive Plan Designations

Attachment G: Public Notice
Attachment H: Applicant's Response to SUP Criteria
Attachment I: Parking Study

**Pagoda Union Building (PUB) Renovation
Detailed Description of Special Use**

Shoreline Community College proposes to renovate and expand the existing Pagoda Union Building (PUB) and improve the surrounding landscape. Currently, the PUB, nestled into its steeply sloping site, houses food services, vending, a multi-use room, a campus security office, and office space for student government and programs. The PUB exists as it did when it was first built in 1964, and due to increased enrollment and the steady expansion of services at the College, the building has for years been operating beyond full capacity and can no longer effectively serve the needs of the student body. In addition to being undersized, it has low ceilings and an internal arrangement of spaces that severely limits flexibility and takes little advantage of natural light for those working inside.

The surrounding landscape, with its mature trees and flowering plants, is valuable as a part of the visual and environmental context of the campus. However, many of the paths through it do not meet current ADA standards, are in disrepair, and are in need of replacement. The new landscaping will provide a balance of paved and landscaped areas for circulation and seating, providing opportunities for casual interaction between students amongst the carefully designed environment of building and landscape.

The PUB will be renovated and expanded to provide another 50% of programmed area within the existing PUB footprint. The basement, which currently houses the main delivery and distribution, campus facilities, and utility spaces will be converted to provide space for the new bookstore, campus newspaper, meeting rooms, game room, and print/mail services. The main floor will be demolished to allow two new floors to be added. The new main/2nd floor will provide meeting rooms and study lounges, a coffee shop, and food services including a room for quiet dining and a large, multi-use dining room. Office space for Student Government and Programs, the Women's and Multi-Cultural Center, International Programs, and Community Development will reside on the 3rd floor, where privacy more typical of an office environment is required. The completed project will have space for approximately 85 to 100 people to work. No increase in the number of students is expected as a result of the project.

Since the project site slopes downward from west to east, the height of the renovated building measured from grade will vary from 34 feet along the west façade to 46 feet along the east façade. In response to the existing building context, the PUB will be designed with a variety of materials already found on campus. Cladding of brick, metal panel, wood, and glass will be arranged to provide a balanced relationship between the new PUB and the buildings and landscape that surround it. The result will be a welcoming, comfortable, spacious and well-lit environment, designed and built with flexibility to endure and serve the students and the local Shoreline community for years to come. The building footprint will remain the same as what currently exists, and the total impervious area for the constructed project will be less than currently exists on the site.

Bidding and permitting for the project are planned to begin in late January of 2006 and are anticipated to extend into mid March of 2006. Contracts are anticipated to be complete by early April of 2006 and construction is anticipated to begin in mid April of 2006 and is anticipated to last for approximately 13 months. It is anticipated that the project will be complete and that move in can begin in June of 2007. The proposed project requires a City of Shoreline Commercial Building Permit, City of Shoreline Grading Permit, and a City of Shoreline Special Use Permit. Conceptual sketches of the completed project from north, south, east, and west views are attached.

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DETERMINATION OF NON-SIGNIFICANCE**Shoreline Community College Pagoda Student Union Building (PUB) Renovation****DESCRIPTION OF PROPOSAL:**

Shoreline Community College proposes to renovate and expand the existing Pagoda Union Building (PUB) and improve the surrounding landscape. The PUB will be renovated and expanded to provide an additional 50% of programmed area within the existing PUB footprint. The basement will be converted to provide space for a new bookstore and other ancillary uses. The main floor will be demolished to allow two new floors to provide space for expanded student services. Office space for various campus organizations will reside on the new 3rd floor. Total impervious area for the constructed project will be less than what currently exists on the site.

PROPONENT: Shoreline Community College

LOCATION OF PROPOSAL: Shoreline Community College, 16101 Greenwood Avenue North, Shoreline, WA 98133.

LEAD AGENCY: Shoreline Community College

The lead agency for this proposal has determined that it does not have a probable significant adverse impact on the environment. An environmental impact statement (EIS) is not required under RCW 43.21C.030(2)(c). This decision was made after review of an environmental checklist and other information on file with the lead agency. This information is available to the public on request.

PUBLIC NOTICE AND COMMENT PERIOD:

This Determination of Non-Significance (DNS) is issued under WAC 197-11-340(2); the lead agency will not act on this proposal for 14 days from the date below. Comments must be submitted to the Responsible Official by October 20, 2005. This DNS was published in the Legal Notices section of the Seattle Times daily newspaper on Thursday, October 6, 2005. This DNS was posted at the proposal site in two locations.

RESPONSIBLE OFFICIALS:

Kae Peterson, Senior Executive of Community Resources, Shoreline Community College
Wendell Johnson, Director of Development Services, Reid Middleton, Inc.

TELEPHONE: Wendell Johnson - (425) 741-3800

ADDRESS: Reid Middleton, Inc. 728 134th Street SW, Suite 200, Everett, WA 98204

DATE: October 6, 2006

PUBLISHED: October 6, 2005

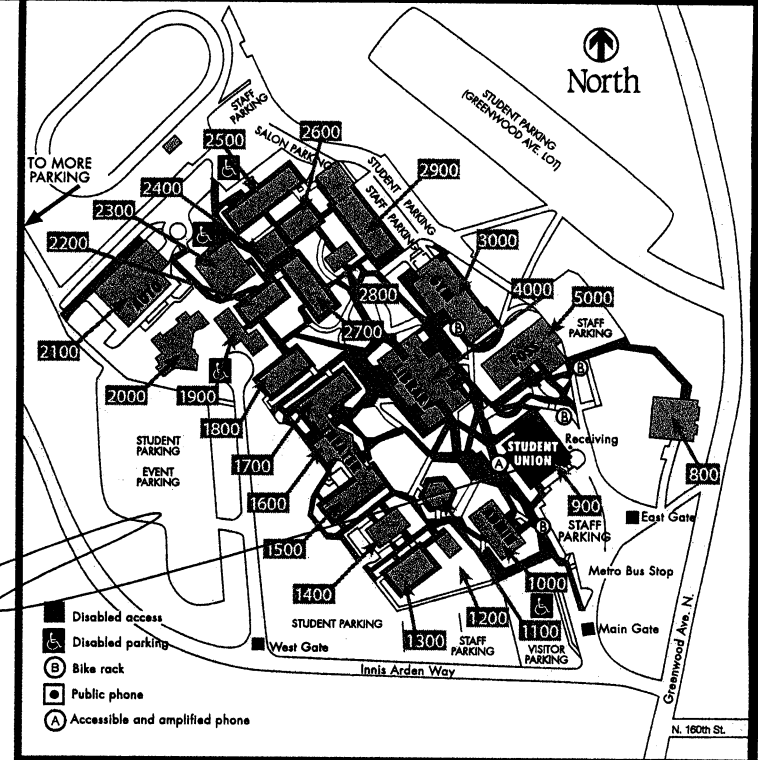
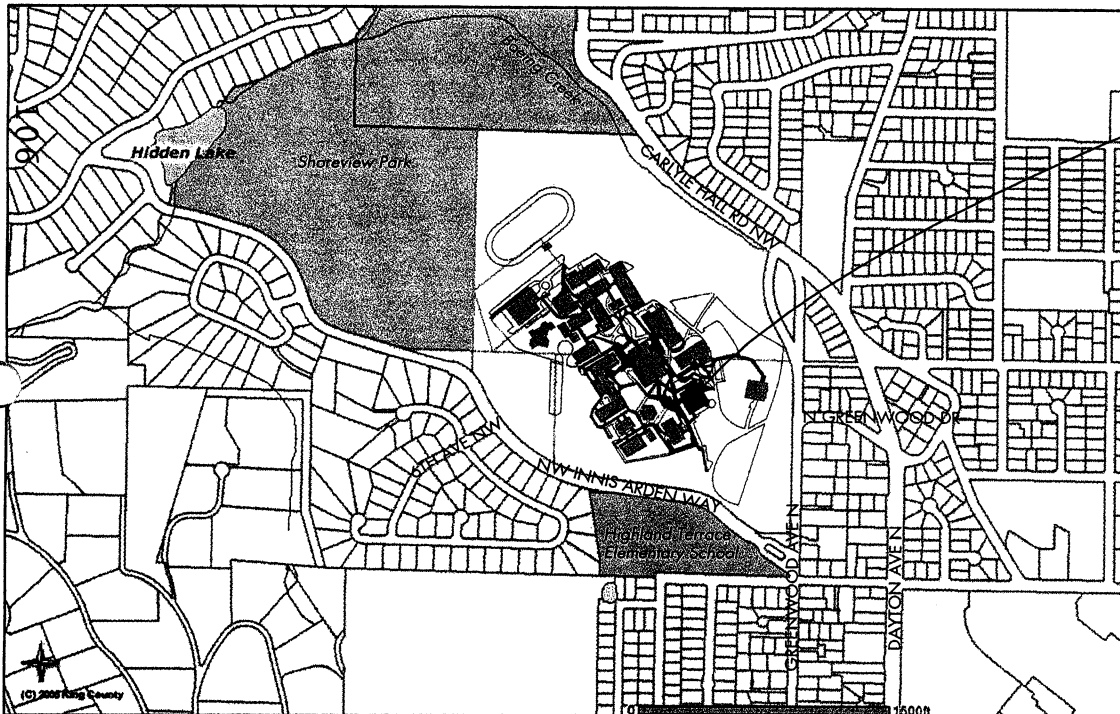
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Pagoda Union Building (PUB) Vicinity Map

Date: October 3, 2005

Prepared by: Jennifer Witzgall, Planner
(425) 741-3800

Reid Middleton, Inc.
728 - 134th Street SW, Suite 200
Everett, Washington 98204

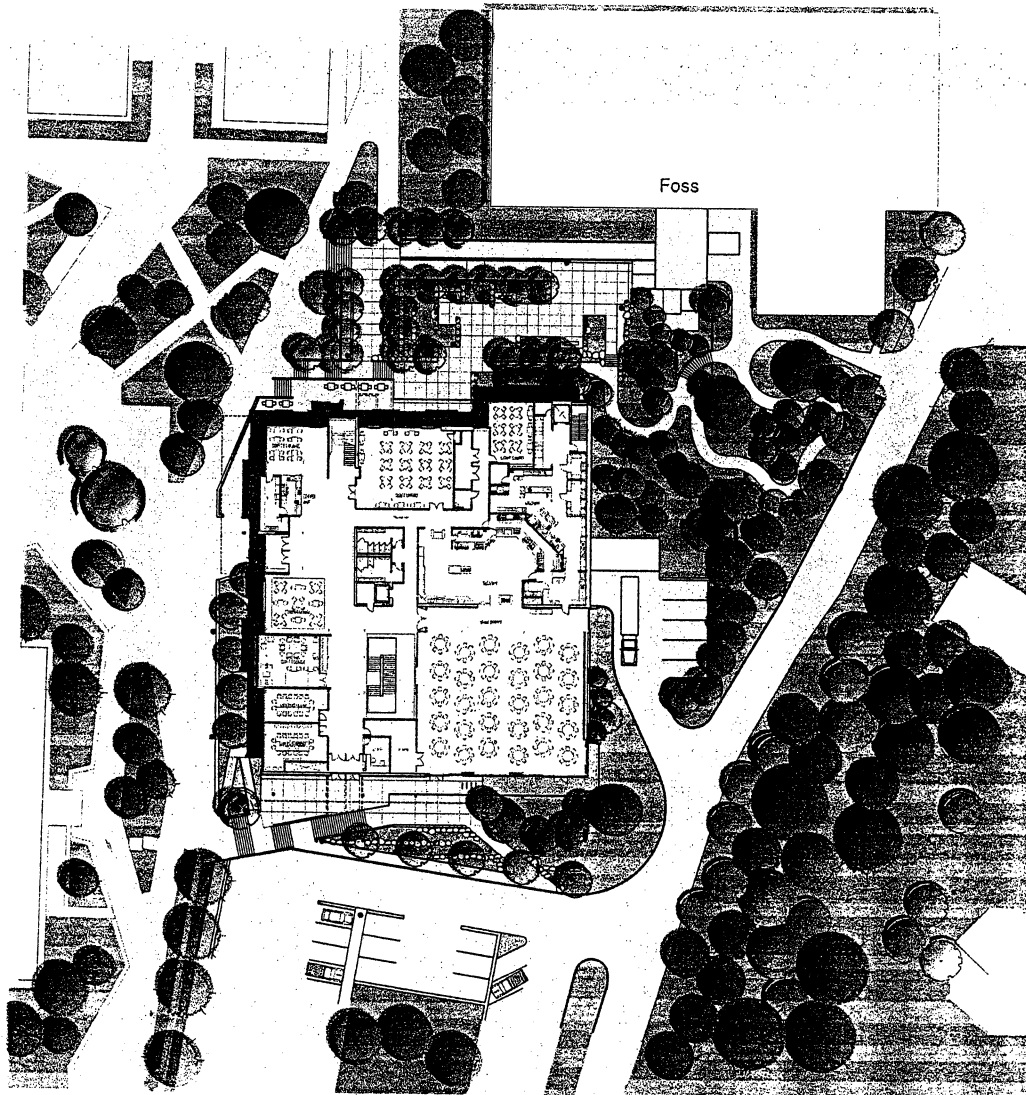


Information Desk	1000, 5000	Employment Services	5000	Parent-Child Center	1900
Academic Skills Center	1500	Engineering	2517	Personnel Office	1000
Administration	1000	English Lab	1500	Physical Education Division	3000
Admissions and Records	5000	ESL/GED Tech Center	1700	Physics Lab	2924
Advising and Counseling	5000	Financial Aid	5000	Plant Operations	900
Automotive Training Center	2100	FOSS Building	5000	President of College	1000
Biology Lab	2600	Geology Lab	2920	PUB (Pagoda Union Building)	900
Biotechnology Lab	2930	Gymnasium	3000	Puget Sound Auto Dealers Assn	2100
Bookstore	5000	Health Occupations Division	2300	Purchasing	1200
Business Admin/Computer Labs	1300	Humanities Division	5000	Registration	5000
Business Admin Division	1400	Intra-American Studies & Social Sciences Division	5000	Science Division	2800
Business Office, Budgeting	1200	Lecture Halls	1100, 2925	Safety and Security	900
Cafeteria	900	Library, Media & Tech. Center	4000	Student Body Association	900
Cashier	5000	Machine Shop	2500	Student Lounge	5000
Chemistry Lab	2700	Math Learning Center	2200	TDD	5000
Community Involvement Prog	5000	Media Center	4000	Theater	1600
Continuing Education - Lake Forest Park	5000	Metal Fabrication Lab	2900	Transcripts/Records	5000
Cosmetology	5000	Multicultural/Diversity Ed Ctr	900	VP for Academic Affairs	1000
SCC Salon 928 N 160th St Shoreline	5000	Music Building	800	VP for Business	1000
Counseling Center	5000	Nursing	2300	VP for Student Services	5000
Dental Hygiene Clinic	2500	Oceanography Lab	2903	Visual Communication Tech	2000
Educational Opportunity Prog	5000			Women's Programs	900

ATTACHMENT C

OCT 31 2005

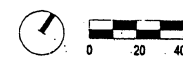
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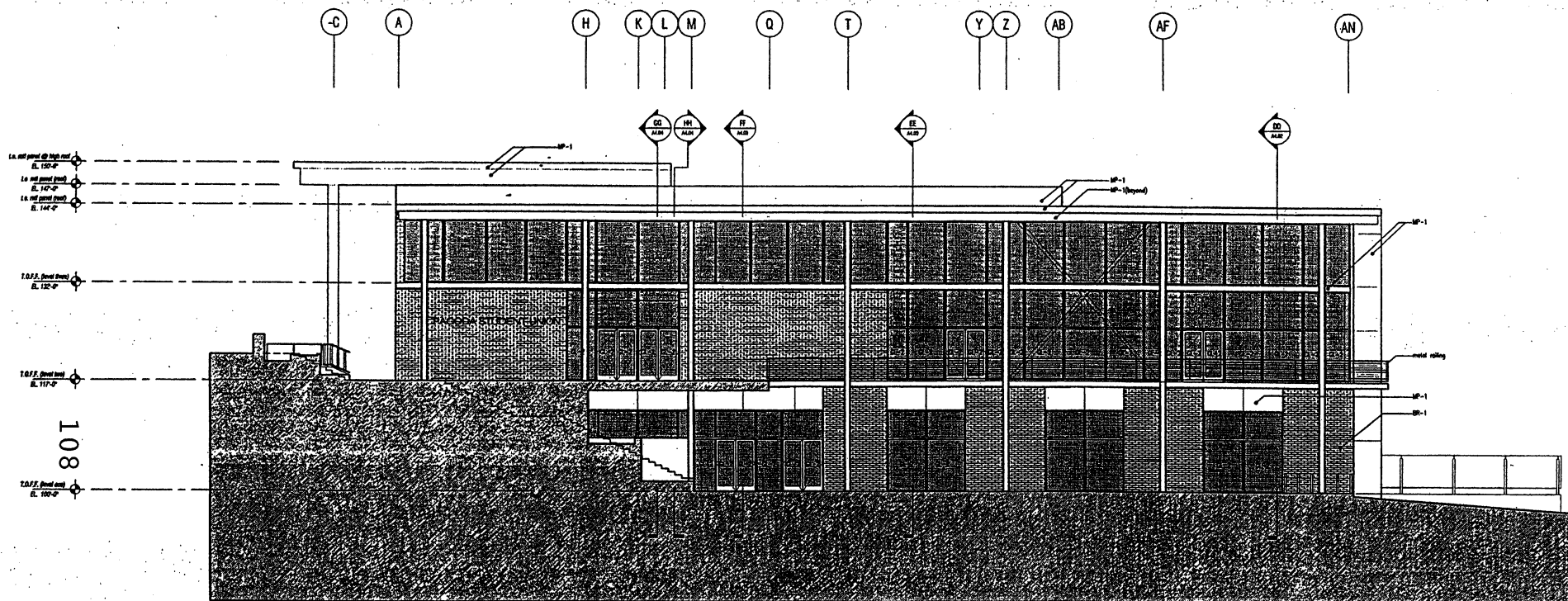


shoreline
college
pagoda
student
union

Shoreline Community College

EDAW
215 WESTERN AVENUE, SUITE 300
PORTLAND, OREGON 97204
TEL: 503.253.7700
FAX: 503.253.7700
WWW.EDAW.COM





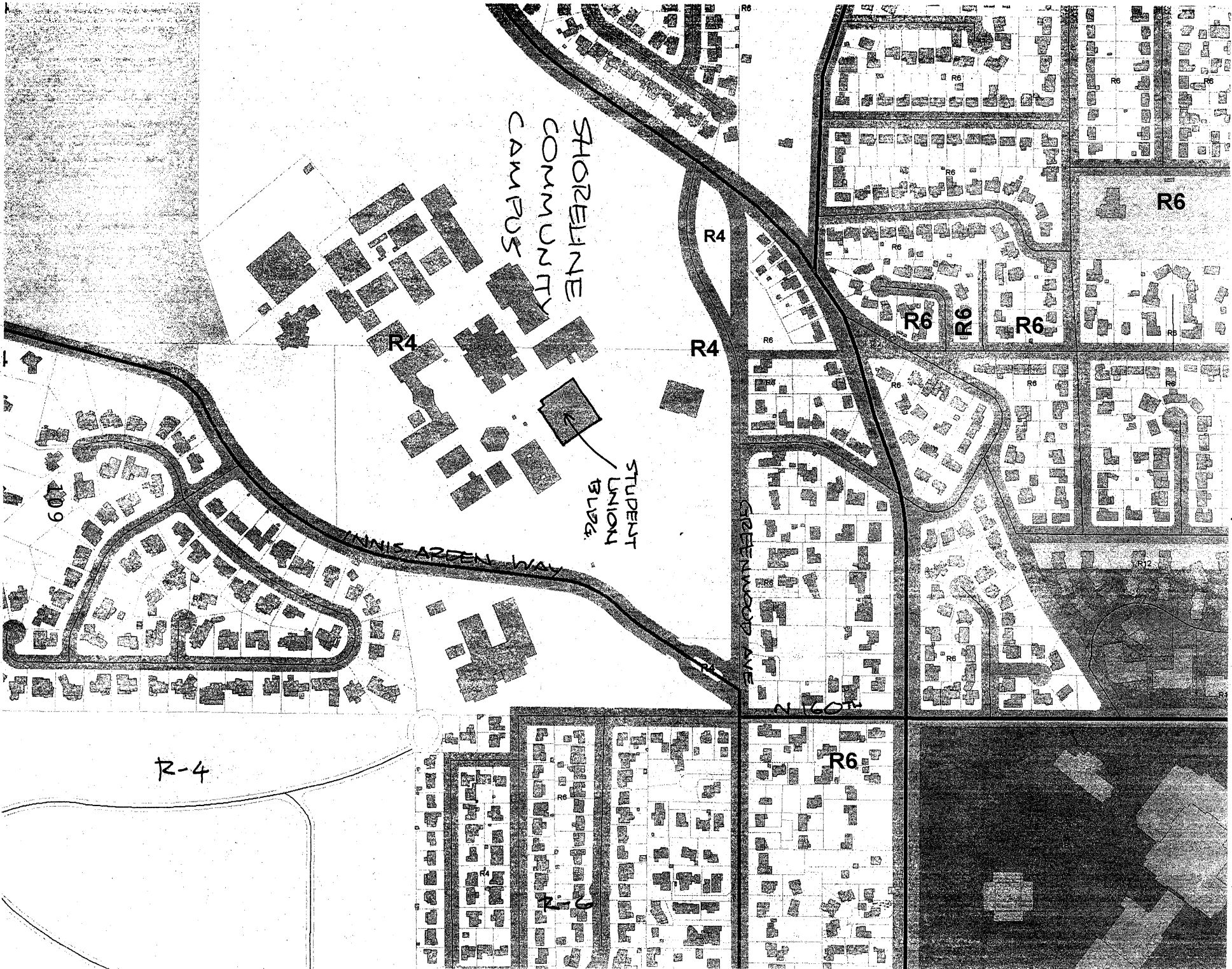
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ATTACHMENT E

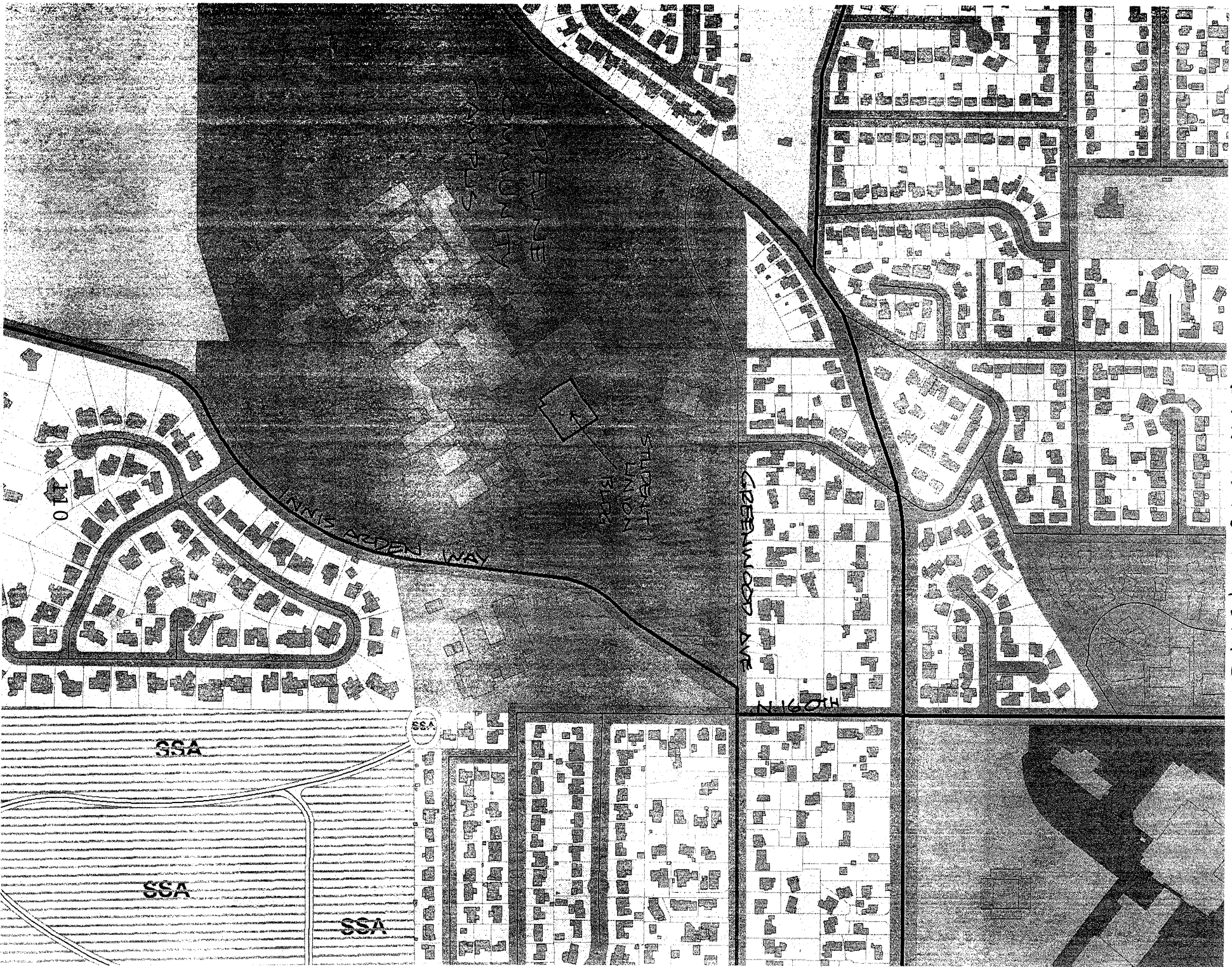
ZONING MAP



ATTACHMENT F

COMPREHENSIVE PLAN

← NORTH



ATTACHMENT G



Planning and Development Services

17544 Midvale Avenue N., Shoreline, WA 98133-4921
(206) 546-1811 ♦ Fax (206) 546-8761

NOTICE OF APPLICATION AND NEW PUBLIC HEARING DATE **FOR** **SHORELINE COMMUNITY COLLEGE - STUDENT UNION BUILDING**

PROJECT INFORMATION

PROPOSED ACTION:	Special Use Permit
PROPOSED PROJECT DESCRIPTION:	The construction of a new, 3 story student union building to replace the existing 2 story building – expanding the building floor area by 50%. 12 parking stalls will be eliminated due to the site improvements. A SUP is required to locate or expand a regional land use that may not be allowed in the zoning but provides a community benefit (SMC 20.30.330).
PROJECT NUMBER:	201473
PROPERTY OWNER/APPLICANT:	Shoreline Community College / Wendell Johnson of Reid Middleton
LOCAL AGENT:	Wendell Johnson
LOCATION:	Southeast corner of the Shoreline Community College campus – 16101 Greenwood Ave N. Shoreline, WA.
CURRENT ZONING:	Single Family 4 units per acre (R4)
CURRENT COMPREHENSIVE PLAN LAND USE DESIGNATION:	Single Family Institutional
DATE OF APPLICATION:	October 31, 2005
DETERMINATION OF COMPLETENESS:	November 30, 2005
EFFECTIVE DATE OF NOTICE:	February 9, 2006
END OF PUBLIC COMMENT PERIOD:	February 23, 2006
TENTATIVE OPEN RECORD HEARING DATE:	March 2, 2006, 7:00 P.M. Shoreline Conference Center, Rainier , 18560 1 ST AVE NE, Shoreline WA

PROJECT REVIEW

The Planning and Development Services Department has conducted an initial evaluation of the project proposal in accordance with procedures outlined in the Shoreline Municipal Code. Issuance of this Notice of Application and Public Hearing does not constitute approval of this project proposal for construction. Additional conditions based on public comments and further staff review may be required for incorporation into the project proposal. Preliminary determination of the development regulations that will be used for project review and consistency include, but are not limited to: the *Shoreline Municipal Code*, *City of Shoreline Comprehensive Plan*, *Uniform Building Code*, *Uniform Fire Code*, and *King County Surface Water Design Manual*.

A SEPA determination of non-significance was issued by the Community College on November 28, 2005 .

PUBLIC COMMENT on PROPOSAL

The Planning Commission will conduct an open record public hearing on **Thursday, March 2, 2006 at 7:00 p.m.** in the Board Room of the Shoreline Conference Center at 18560 First Ave NE, Shoreline, WA. Public testimony will be accepted during this hearing. All interested Citizens are encouraged to attend the public hearing and may provide written and/or oral testimony during the public comment period of the hearing. The Planning Commission will make a recommendation on this project proposal to the Shoreline City Council. The City Council is the final decision making authority on this project. Appeals City Council decisions shall be made to Superior Court. The Planning Commission meeting is wheelchair accessible. Any person requiring a disability accommodation should contact the City Clerk's Office at 206.546.8919 in advance for information. For TTY telephone service, call 206.546.0457. For up-to-date information on future agendas, call 206.546.2190. For questions or comments, contact the project manager, Paul Cohen, at 206.546.6815, or write to Planning and Development Services, City of Shoreline, 17544 Midvale Avenue N., Shoreline, WA 98133 or e-mail pcohen@ci.shoreline.wa.us.

**Pagoda Student Union Building (PUB) Expansion
Special Use Permit (SUP) Criteria Compliance**

1. The use will provide a public benefit or satisfy a public need of the neighborhood, district or City.

The proposed expansion of the Pagoda Union Building (PUB) will provide a public benefit by enabling Shoreline Community College to better accommodate its existing and future student populations. This project will increase the College's ability to provide student based programs and activities and will increase the amount of available office space.

2. The characteristics of the special use will be compatible with the types of uses permitted in surrounding areas.

The project site is within the Shoreline Community College Campus. All of the buildings adjacent to the PUB are part of the College's facilities. Adjacent buildings include the FOSS Building, Administration Building, and the campus library. The proposed PUB expansion will compatible with these surrounding uses because it will also serve student and the College's needs.

3. The special use will not materially endanger the health, safety, and welfare of the community.

The proposed PUB expansion will not endanger the health, safety, and welfare of the community. Best Management Practices will be employed during construction to minimize any risks to the public typically associated with construction projects. There are no apparent additional risks to the construction of this project. Following construction, the completed PUB will provide space for offices and student services and will provide additional space to serve the College's needs. This should in no way endanger the health, safety, and welfare of the community.

4. The proposed location shall not result in either the detrimental over-concentration of a particular use within the City or within the immediate area of the proposed use, unless the proposed use is deemed a public necessity.

The proposed project is for the expansion of an existing building (the PUB) and will not increase its current footprint. The PUB is being expanded by one story, which will help Shoreline Community College better meet its student's needs. The proposed project will not expand the College's facilities beyond the College's current boundaries.

5. The special use is such that pedestrian and vehicular traffic associated with the use will not be hazardous or conflict with existing and anticipated traffic in the neighborhood.

The proposed PUB expansion will not cause a direct increase in the number of students attending Shoreline Community College and will therefore not cause an increase in pedestrian and vehicular traffic accessing the College campus. Although the College's student attendance may increase in the future, this will not be a result of the PUB expansion.

6. The special use will be supported by adequate public facilities or services and will not adversely affect public services to the surrounding area or conditions can be established to mitigate adverse impacts.

The proposed PUB expansion will not adversely affect public services to the surrounding area. Since this is the expansion of an existing building, the new PUB will not require a significantly larger quantity of public utility services (i.e. water, sewer, etc.).

7. The location, size and height of buildings, structures, walls and fences, and screening vegetation for the special use shall not hinder or discourage the appropriate development or use of neighboring properties.

Since the PUB is located within the Shoreline Community College campus, it is separated from surrounding properties and will, therefore, not hinder or discourage the appropriate development or use of these neighboring properties. The expansion of the PUB will also not hinder any future development on the College's campus because it is not increasing the existing building's footprint.

8. The special use is not in conflict with the policies of the Comprehensive Plan or the basic purposes of this title.

The proposed PUB expansion is compatible with other uses on the Shoreline Community College campus. The intention of this project is to increase the College's ability to serve its student population with increased space for offices and for student-based programs and activities. The PUB expansion will not impact surrounding properties because it is separated from these surrounding properties by the College campus.

9. The special use is not in conflict with the standards of the Critical Areas Overlay.

The project site is not located within any known or mapped critical areas and is therefore not in conflict with the standards of the Critical Areas Overlay.



8250 - 165th Avenue NE
Suite 100
Redmond, WA 98052-6628
T 425-883-4134
F 425-867-0898
www.tsinw.com

MEMORANDUM

19 January 2006

To: Wendell Johnson
Director, Development Services
Reid Middleton, Inc.
728 134th St. S.W., Suite 200
Everett, WA 98204

Cc: Kae Peterson, Senior Executive Director
Community/Resource Development
Shoreline Community College
16101 Greenwood Ave North
Shoreline, WA 98133

From: David Johnson

Subject: Pagoda Union Building (PUB) Renovation Parking Issues

This memo addresses concerns expressed by City of Shoreline Project Manager Paul Cohen in his email of January 11, 2006 that the renovation of the Pagoda Union Building (PUB) on the campus of Shoreline Community College will impact parking facilities.

Project Description

Shoreline Community College proposes to renovate the existing Pagoda Union Building (PUB) and improve the surrounding landscape. Currently, the PUB provides space for food services, vending, a multi-use room, a campus security office, and office space for student government and programs. The PUB has been operating beyond full capacity and is limited by a dated design and poorly arranged spaces. The PUB will be renovated within the existing footprint to support several campus programs, and the completed project will have space for approximately 85 to 100 people to work. No increase in the number of students is expected as a result of the project. It is anticipated that the project will be complete by June of 2007. The net effect on parking facilities will be 12 fewer spaces in Lot E-10, a lot that serves college staff to the southeast of the PUB.

Parking Supply and Utilization Study

Transportation Solutions, Inc. (TSI) performed a parking supply and utilization study in support of the Campus Master Plan FEIS in January of 2004. On-campus and

on-street parking supply and demand characteristics were surveyed to document the existing on-campus and on-street parking supplies and the parking demand generated by SCC faculty, staff, and students as well as nearby residents and others parking on adjacent streets. There are three parking resources utilized by SCC; on-campus parking, satellite lot parking, and on-street parking in the adjacent neighborhood. The on-campus parking supply consists of approximately 2,150 stalls. The existing parking supply is summarized in the following table:

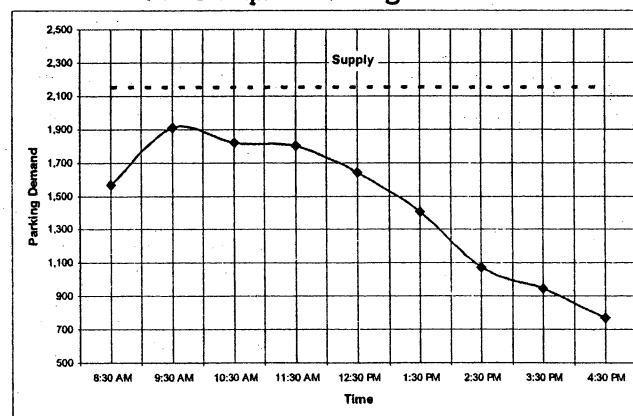
Existing On-Campus Parking Supply		
	Parking Zone	Supply
1	Visitor Lot	148
2	SW Lots	401
3	Central Core and Northwest Lots	1,150
4	East Lots	128
5	North Greenwood Lot	326
Total		2,153

Source: TSI

Lot E-10, which would be affected by the renovation project, is in Zone 4, the "East Lots". This lot currently provides 95 parking spaces.

The hourly demand for on-campus parking is illustrated in the following chart. Parking demand peaks at approximately 1,900 vehicles around 9:30 AM and then drops slowly throughout the remainder of the day. Demand for parking in the lots close to the campus core was near or at capacity, with lot E-10 having 88 spaces occupied during this peak period (93%).

On-Campus Parking Demand



Source: TSI

Campus wide, 88% of the parking stalls were occupied at 9:30 AM. The effective parking supply is typically 90% of the total supply. It is necessary to provide this 10% reserve capacity to reduce circulation and congestion within the parking lots, allow for parking maneuvers, and reduce the delays in finding a parking stall.

It should be noted that this study observed a "spill over" effect where drivers looking for parking spaces would search for on-street parking instead of on-campus parking. This was *not* due to parking lots being full, but rather motivated by the desire for free parking on adjacent streets and the lack of parking restrictions on many of the adjacent streets. This is supported by the fact that on-street parking supplies near the campus are typically at capacity before the utilization of on-campus lots peaks.

The combination of campus, satellite lot, and on-street, campus-generated parking demand is summarized in the Total Parking Demand table included below. (Again, these figures are from the parking study performed by TSI in January, 2004.) The campus generates a peak parking demand of approximately 2,145 vehicles at 9:30 AM. The available parking is 2,553 spaces.

Total Parking Demand and Supply		
Parking Location	Peak Demand (9:30 AM)	Supply
Campus	1,900	2,153
Satellite Lot	140	210
On-Street	105	190
Total	2,145	2,553

Source: TSI

With the PUB renovation, 12 spaces would be lost. This would increase the utilization rate from 84.0% to 84.4%. Based on this parking study, the impact of the renovation on campus parking would not be noticeable and parking demand would be accommodated by the existing supply.

SCC Master Plan Provisions for Parking

In order to place parking supplies and utilization in the context of campus growth and general planning, the following section summarizes the parking section of the SCC Master Plan Final EIS. The Final EIS has not been published. The Master Plan incorporates a net increase of approximately 211,000 SF of on-campus building space over the next 10 years to serve an increase in enrollment of 1,170 student FTE's (full time equivalents), the impacts of this project can be considered in light of the entire project.

Under the SCC Master Plan, the number of student FTE's would increase by 1,170 from 5,600 to 6,770. In the previously mentioned parking study, a peak parking demand factor of 0.38 stalls per student FTE was established. It is important to understand that the key factor that generates parking demand is the size of the student population. It is not building area or other program based functions.

Applying the *peak* parking demand factor to the 6,770 future student FTE's results in a peak parking demand of approximately 2,570 stalls. A parking supply of 2,830 stalls (10% greater than the forecasted demand) should adequately accommodate future demand. The proposed supply of *on-campus* parking under the Master Plan is shown in the following table:

SCC Master Plan Proposed Parking Supply (w/ PUB Renovation)

	Parking Zone	Existing Supply	Parking Removed	Parking Added	Future Supply
1	Visitor Lot	148	0	0	148
2	SW Lots	401	0	0	401
3	Central Core and Northwest Lots	1,150	-645	1,350	1,855
4	East Lots	128	-12	0	116
5	North Greenwood Lot	326	0	0	326
Total		2,153	-645	1,350	2,846

Source: LMN Architects

The proposed parking should adequately accommodate the forecasted demand. 2,830 spaces were required to meet future demand and provide a safety margin of 10%, and the spaces available will be approximately 2,858. With the loss of 12 spaces, the available parking will still be above 2,830 spaces.

City of Shoreline Code Requirements

Aside from the practical concerns for parking, it is important to note that the City of Shoreline parking codes establish minimum parking supplies for different land uses. The City's minimum off-street parking requirement must be provided within 500 feet of a building entrance. Provisions are made to reduce the minimum requirement through trip reduction measures or shared use of parking supplies. The proposed parking supply is greater than the minimum required by code, which is shown in the table below as it relates to the SCC Master Plan:

SCC Master Plan Minimum Parking Requirements

Land Use	Minimum Requirement	Units	Minimum Required Off-Street Supply
Vocational School	1 stall per classroom	156 classrooms	156
	1 per 5 students	6,770 students	1,354
Total			1,510

Source: LMN Architects, City of Shoreline Municipal Code, Title 20.50.390

In fact, current on-campus parking supply (2,153) already meets the City's code requirements for the higher enrollment levels expected in the future. The loss of 12 spaces in lot E-10 will not impact code compliance.

Conclusions

Renovation of the PUB on the campus of Shoreline Community College will cause a net loss in available parking of 12 spaces in the affected lot. Because of the reduced parking supply, a few staff will need to park in nearby lots that have surplus parking. The renovation project serves the existing campus population and programs and would not generate additional parking demand.

TSI performed a parking supply and utilization study in support of the Campus Master Plan FEIS in January of 2004. On-campus and on-street parking supply and demand characteristics were surveyed and it was determined that there is a peak demand of 2,145 vehicles at 9:30 AM and available parking is 2,553 spaces. With the 12 spaces lost to the PUB renovation, the utilization rate would increase only incrementally, from 84.0% to 84.4%. It was also noted during this study that "spill over" parking from campus lots onto city streets was not due to a lack of parking spaces, but instead motivated by students searching for free parking and the lack of parking restrictions on adjacent streets.

Additionally, SCC is implementing a Master Plan to accommodate major student body growth over the next 10 years. Part of this plan involves the construction of major new parking facilities, providing a net total of 2,858 parking spaces. Even with the loss of the 12 spaces in lot E-10 to the PUB renovation, there will be adequate parking to meet the needs of the increased enrollment and still provide for an adequate margin of safety.

The City of Shoreline's measure of parking supplies is the parking code that establishes minimum parking standards for various uses. The city will require SCC to provide 1,508 parking spaces to serve the 6,760 FTE's anticipated in the Master Plan. In fact, current on-campus parking supplies far exceed this amount. The loss of 12 spaces to the PUB renovation will have no effect on code compliance.

Program Element	Location		Existing Area	Program Area	Quantity	Total Program	Notes
	Bldg.	Rm.					
Level One							
Storage	900	902	212			0	
Hallway	900	904	2934			0	
Office	900	908	128			0	
Office	900	909	182			0	
Freezer	900	911	102			0	
Storage	900	912	188			0	
Hallway	900	913	963			0	
Kitchen supplies	900	916	246			0	
Archives	900	918	229			0	
Lunch Room	900	919	368			0	
Warehouse/storage/surplus	900	920	5067			0	
Electrical Inv.	900	921	380			0	
Carpentry Shop/Storage	900	922	1846			0	
Supplies	900	923	568			0	
Maintenance	900	924	1217			0	
Storage	900	910	227			0	
Electrical Room	900	901	584			0	
EMCS	900	903	168			0	
Boiler Room	900	905	224			0	
Compressor Room	900	906	100			0	
Air Handler Room	900	907	1053			0	
Mens Restroom	900	914	393	184	1	184	
Womens Restroom	900	915	415	184	1	184	
Game Room				1120	1	1120	
Meeting Room				660	1	660	
Bookstore				5637	1	5637	
Bookstore Storage				1143	1	1143	
Mall Room / Copy				790	1	790	
Shipping / Receiving				838	1	838	
Ebbtide				965	1	965	
Storage				1135	1	1135	
Mechanical / Electrical				2959	1	2959	
Subtotal			17794			15745	
Total Net Assignable			12862			15745	
Total Gross			19586			21329	
Level Two							
Game Room	900		1225			0	
Office 1	900		86			0	
Office 2	900		116			0	
Student Services	900		319			0	
Lobby	900		558			0	
Office 3	900		86			0	
Office 4	900		86			0	
Hallway A	900		1176			0	
Womens Center	900		240			0	
Office 5	900		178			0	
Multi-cultural Center	900		722			0	
Womens Toilet	900		279			0	
Mens Toilet	900		383			0	
Courtyard	900		646			0	
Dining/Vending	900		316			0	
Meeting Room	900		1573			0	
Hallway C	900		649			0	
Office 6	900		136			0	
Janitor	900		25			0	
Freezer 1	900		73			0	
Freezer 2	900		73			0	
Security	900		402			0	
Storage	900		121			0	
Hallway B	900		1208			0	
Main Dining	900		4254	5514	1	5514	
Servery	900		1978	1998	1	1998	
Kitchen	900		1353	2123	1	2123	
Staff Dining	900		640	587	1	587	
Storage				768	1	768	
Quiet Dining				1590	1	1590	
Coffee Shop				745	1	745	
Quiet Lounge				680	1	680	
Meeting Room				610	2	1020	
Study / Lounge				780	1	780	
Restrooms				220	2	440	
Mechanical/Electrical				174	1	174	
Subtotal			18901			15025	
Total Net Assignable			14002			15025	
Total Gross Floor			20368			24360	
Level Three							
International				2149	1	2149	
Lounge/Gallery				821	1	821	
Community Development				1375	1		
Multi-Cultural				547	1	547	
Women's Center				974	1	974	
Conference Room				451	1	451	
Boiler Room				430	1	430	
Work Room				173	1	173	
Student Programs				2460	1	2460	
Restrooms				200	2	400	
Storage				190	1	190	
Mechanical/Electrical					1	0	
Subtotal						8,005	
Total Net Assignable						8,005	
Total Gross						11,547	
Totals							
Net Assignable			26,864			38,775	
Total Gross			39,954			57,236	

CITY OF SHORELINE

SHORELINE PLANNING COMMISSION SUMMARY MINUTES OF REGULAR MEETING

March 2, 2006
7:00 P.M.

Shoreline Conference Center
Mt. Rainier Room

COMMISSIONERS PRESENT

Chair Harris
Vice Chair Piro (arrived at 7:07 p.m.)
Commissioner Sands
Commissioner Broili
Commissioner McClelland
Commissioner Phisuthikul
Commissioner MacCully
Commissioner Kuboi
Commissioner Hall

STAFF PRESENT

Joe Tovar, Director, Planning & Development Services
Steve Cohn, Senior Planner, Planning & Development Services
Paul Cohen, Senior Planner, Planning & Development Services
Glen Pickus, Planner II, Planning & Development Services
Steve Szafran, Planner II, Planning & Development Services
Jessica Simulcik Smith, Planning Commission Clerk

CALL TO ORDER

Chair Harris called the regular meeting of the Shoreline Planning Commission to order at 7:03 p.m.

ROLL CALL

Upon roll call by the Commission Clerk, the following Commissioners were present: Chair Harris, Commissioners Sands, Broili, McClelland, Phisuthikul, MacCully, Hall and Kuboi. Vice Chair Piro arrived at 7:07 p.m.

APPROVAL OF AGENDA

The Director's Report was moved to after the public hearing and Commission deliberations on the Special Use Permit application for Shoreline Community College. The agenda was approved as amended.

APPROVAL OF MINUTES

The February 16, 2006 minutes were not available for approval.

GENERAL PUBLIC COMMENT

There was no one in the audience who expressed a desire to address the Commission during this portion of the meeting.

PUBLIC HEARING ON SPECIAL USE PERMIT FOR SHORELINE COMMUNITY COLLEGE PAGODA BUILDING

Chair Harris reviewed the rules, procedures and agenda for the Type C Quasi Judicial Public Hearing. He invited Commissioners to disclose any ex parte communications they received regarding the subject of the hearing outside of the hearing. None of the Commissioners identified ex parte communications. (Note: Vice Chair Piro had not arrived at the meeting yet.)

Staff Report

Mr. Cohen, project manager for the subject application, introduced Glen Pickus, who is also a member of the planning team. He advised that Mr. Pickus joined the Planning & Development Services Staff in mid-August.

Mr. Cohen reviewed that the application is to expand the existing Shoreline Community College Student Union (Pagoda) Building from two stories to three stories. There would be no expansion in the building footprint, but the overall square footage would increase by approximately 50% to a total of 60,000 square feet by adding an extra floor. He briefly described the location of the subject building, and pointed out that the site has access from the south, with a service access off of Greenwood Avenue, as well. The building is separated from Greenwood Avenue by about 500 feet.

Mr. Cohen explained that because the college is a non-conforming use in single-family zone, expansion requires a special use permit. He stated that staff received no written or oral comments regarding the proposed project. He explained that when analyzing a special use permit, nine criteria must be considered. He briefly reviewed staff's analysis that concluded that the proposal would meet each of the criteria:

- **Criterion 1: The use will provide a public benefit or satisfy a public need of the neighborhood, district or City.** The improved and updated Student Union Building would allow the college to better facilitate and respond to students' needs in Shoreline's only higher education institution.
- **Criterion 2: The characteristics of the special use will be compatible with the types of uses permitted in surrounding areas.** The updated building would be compatible with the other campus buildings that surround it and with the surrounding residential neighborhood because the current building has been in existence for the past 40 years. However, there are some issues that must be considered such as traffic and parking impacts. The applicant completed a parking study showing adequate capacity for parking on the site, and the issue tends to be more related to enforcement. Staff recommends an additional condition regarding a master use plan.

- **Criterion 3: The special use will not materially endanger the health, safety and welfare of the community.** There would be no health or safety issues related to the proposal. If approved, the City would require a building permit and structural safety issues would be reviewed at that time.
- **Criterion 4: The proposed location shall not result in either the detrimental over-concentration of a particular use within the City or within the immediate area of the proposed use, unless the proposed use is deemed a public necessity.** Because the proposal would replace the same use within the existing campus, it would not create an over-concentration of college uses.
- **Criterion 5: The special use is such that pedestrian and vehicular traffic associated with the use will not be hazardous or conflict with existing and anticipated traffic in the neighborhood.** The special use would not cause any increased pedestrian or vehicular traffic in the neighborhood, except the infrequent service vehicle after construction.
- **Criterion 6: The special use will be supported by adequate public facilities or services and will not adversely affect public services to the surrounding area or conditions can be established to mitigate adverse impacts.** The need for public facilities would not be increased by the proposed use, and adequate infrastructure exists for the site.
- **Criterion 7: The location, size and height of buildings, structures, walls and fences, and screening vegetation for special use shall not hinder or discourage the appropriate development or use of neighboring properties.** The proposal would not hinder the development of other buildings on the campus because it would stay within the same footprint. In addition, the neighboring properties have all been developed into permanent uses.
- **Criterion 8: The special use is not in conflict with the policies of the Comprehensive Plan or the basic purposes of this title.** There are four policies in the Comprehensive Plan (LU67, LU70, LU72, and LU75) that talk to the fact that essential public facilities are allowed by State regulation, provide benefits to the community, should be designed to be compatible with the community, and impacts should be mitigated. Staff believes the proposal would be consistent with the Comprehensive Plan policies.
- **Criterion 9: The special use is not in conflict with the standards of the critical areas overlay.** The site of the Student Union Building has not been identified as a critical area.

Mr. Cohen concluded by stating that staff does not believe the proposal to expand the facility would impact the surrounding neighborhood nor would it increase impervious surface, since the building would stay within the context of the overall campus. Staff's only concern is the added pressure for parking on a campus where problems already exist. He advised that, in the past, the college has made small changes without addressing the overall parking problem, but they are in the process of preparing a master plan for City approval. As part of their review of the college's Master Plan, staff would consider issues such as stormwater, traffic, parking, etc.

Mr. Cohen said staff's preliminary recommendation is that the special use permit be approved with two conditions:

- **Condition 1: The Community College shall submit building permit applications for the proposal that show where they would replace the 12 parking spaces lost as a result of the project.** Even though the parking study shows the college has capacity to accommodate the parking

needs, staff is concerned about the removal of some of the close-in parking. It is important that none of the existing parking be lost.

- **Condition 2: That a campus master plan be completed by the college and approved by the City prior to applications for any future construction permits for habitable space.** Issues such as parking and traffic could be dealt with and mitigated as part of the master plan process.

Mr. Cohen advised that an additional issue has come up since the staff report was sent to the Commissioners. Although the application is for an expansion of a land use, it was not explained in the staff report that the expansion would increase the building height above the 30-foot height limit of the underlying zone by about 10 feet. The new building would be approximately 12 feet higher than the roofline of the existing building. Mr. Cohen explained that the application is for both the expansion of the use and the structure. He referred to RCW 36.70A.200, which states that "each city shall include a process for identifying and siting essential public facilities, which include state education facilities." This RCW also states that "no local comprehensive plan or development regulation may preclude the siting of essential public facilities." He noted that the college has stated that the expansion of the facility is essential to meet the program needs of the college as enrollment has increased and services have changed since the building was constructed in 1964. Since the expansion would meet the program and service needs of students without expanding the number of classrooms, staff believes the proposed project could be considered essential. However, he said he reviewed Criteria 2 and 7 again based on the increased building height:

Criterion 2: The characteristics of the special use will be compatible with the types of uses permitted in surrounding areas. The 12-foot height increase above the existing roofline would remain compatible with the single-family neighborhood to the east because there would still be a 500-foot separation with treed vegetation.

Criterion 7: The location, size and height of buildings, structures, wall and fences, and screening vegetation for the special use shall not hinder or discourage the appropriate development or use of neighboring properties. The proposed building would be taller than most of the surrounding buildings, but would not prevent other campus buildings from redeveloping. All other nearby residential properties are fully developed.

Based on the new height information, Mr. Cohen advised that staff recommends approval of the special use permit, with the two conditions identified earlier.

Applicant Testimony

Wendell Johnson, Reid Middleton, Inc., 728 – 134th Street Southwest, Suite 200, Everett, 98204, advised that the proposed project is intended to enhance student facilities. No new classrooms or new demand on roads would be created. The proposed project would stay within the existing footprint, but would go up higher to create more floor space within the building. Because the building is relatively old, the college would also like to enhance the aesthetics. Mr. Johnson said he has reviewed the two conditions proposed by staff, and the college totally concurs with Condition 2 (master plan). He noted

that the college has been in the process of developing a master plan for quite a while, and they are on the verge of bringing the draft document to the City for consideration.

Mr. Johnson referred to Condition 1 (replacement of 12 lost parking spaces). He noted that the proposed site plan identifies landscaping along the south edge of the building, which is where the parking spaces are currently located. From an aesthetics standpoint, it is better to have landscaped buffers between the building and the parking, and the college feels it is important to provide landscape and pedestrian improvements. Next, Mr. Johnson referred to the parking study that was submitted as part of the application, which indicates there is adequate parking to meet the needs of the expanded facility. The college agrees with staff that the parking issue is more related to enforcement. He also noted that 8 or 9 of the 12 parking spaces that would be lost are currently being used by college staff, and the college can control where these people park. Mr. Johnson pointed out that by removing the 12 parking spaces, the total amount of pervious surface would be increased. If they are required to create 12 spaces elsewhere, they could be faced with a new drainage issue.

Kae Peterson, Shoreline Community College, 16101 Greenwood Avenue North, pointed out that parking space is not as much of an issue as the general traffic flow; and right now, the college is in an enrollment slump. She announced that the college formed a Traffic Community Task Force in the spring of 2004, and all representatives from the Council of Neighborhoods whose neighborhoods touched college property were invited to participate. The Task Force considered solutions for improving the traffic flow into the college, as well as addressing current parking problems. Two community open houses were held to solicit public comment. In August of 2005, the college implemented zoned parking in the Highland Terrace Neighborhood, and SCC pays the City for the cost of this zoned parking. Because there have been no documented complaints about parking around the college since that time, she concluded that much of the parking issue has already been mitigated.

Ms. Peterson pointed out that during construction there would be a number of lost parking spaces in the staff lot, and the college is working on an agreement that would allow exempt staff to park on the nearby Department of Transportation site. They also run a shuttle bus every 45 minutes from the Sears parking lot to the college campus. Because the college feels they can adequately mitigate the parking issues, even during construction, she asked that staff's Condition 1 be eliminated as a stipulation for the special use permit.

Ms. Peterson emphasized that the college's draft Master Plan addresses parking, area traffic and circulation, storm drainage, critical areas, and on-site future improvements. They are in the final stages of the Environmental Impact Study and plan to present the study and Master Plan to the College Trustees for adoption in June. The document should be submitted to the City by July 1st. She concluded that she supports the staff's recommended Condition 2, requiring a master plan.

Commissioner Kuboi inquired if Condition 1 would require that all 12 of the replacement parking spaces be paved. Mr. Cohen answered that if the college were to replace the 12 spaces, they would have to meet City parking standards, which would require pavement. Commissioner Kuboi pointed out that the college also has a lot of parking that is not paved.

Commissioner Hall noted that there is no structured parking on the Shoreline Community College campus. He asked how many State colleges and universities in King County have structured parking. Ms. Peterson answered that most of the community colleges do not have structured parking. The State's capital projects system does not allow for the State to pay for structured parking. However, Bellevue Community College developed structured parking four years ago using student fees and a certificate of participation. Commissioner Hall noted that Seattle Central Community College and North Seattle Community both have parking located underneath their buildings. Ms. Peterson answered that this parking was constructed using private dollars.

Commissioner McClelland pointed out that the RCW referenced earlier by Mr. Cohen is actually related to the siting of essential public facilities, and the proposal is related to a building that already exists. She asked if it would be better for the college to obtain a variance for the additional height. Mr. Tovar pointed out that the Growth Hearings Board recently concluded that this section of the RCW applies not just to the original siting of a facility, but to expansion proposals, as well. He explained that variance criteria are based on hardship, and an applicant must show that it is not reasonable for the City to require compliance. He added that the college's new Master Plan would become the City's process for dealing with expansion and would grant the City authority to vary dimensions, including height, as identified in the final approved Master Plan. Currently, there is no tool in the City's Development Code to address questions such as varying dimensions of structure for reasons other than hardship.

Commissioner MacCully asked if the Student Union Building could be seen from Greenwood Avenue. Mr. Cohen answered that the building could only be seen from the access drive that comes off of Greenwood Avenue. He noted that the vegetation between the building and Greenwood Avenue is mature and blocks much of the building's view. Ms. Peterson added that the music building is the structure most prominently seen from Greenwood Avenue.

Commissioner Sands inquired if the community college has signed contracts with Sears for parking. Ms. Peterson answered that they have a contract that is renewed annually on July 1st. They have been leasing about 250 parking spaces at the Sears site for the past 10 years. During a normal quarter, there are between 150 and 200 cars parked there every day. Commissioner Sands noted that these spaces could be eliminated if Sears decided to redevelop the property.

Commissioner Sands asked if the college's proposed Master Plan would change the ingress and egress to the school so that the Student Union Building would be visible from any of the roads. Ms. Peterson answered that there are some references in the Master Plan to changing the ingress and egress to the college, but none of the proposals would increase the visibility of the Student Union Building.

Vice Chair Piro asked if the college foresees any increased travel to the campus as a result of the expansion. Ms. Peterson answered that there would be no additional trips associated with the project. Vice Chair Piro noted that the college has a pattern of supplying 10% more parking than would be required as an extra cushion during peak times. He questioned what problem would be solved by requiring the college to replace the 12 spaces if they already have more than adequate parking. Mr. Cohen answered that staff doesn't foresee an extreme problem, but they are concerned about the loss of parking capacity. The location of the lost parking spaces is more important than the actual number, and

the 12 spaces are located nearest to the building. Vice Chair Piro pointed out that the proposal includes sidewalk improvements, thus improving the opportunity for people to access the building by foot. Mr. Cohen summarized that once the college's Master Plan is approved by the City, staff would feel much more confident about the parking. In the long run, these additional spaces might be absorbed by the Master Plan. Vice Chair Piro suggested that the college has a much more sophisticated way of looking at walking and pedestrian improvements, vanpooling opportunities with the off-site shuttle, etc. He said he is not convinced that Condition 1 would really be necessary.

Commissioner MacCully noted that the proposal also includes office space for 85 to 100 employees. He asked if these employees would be relocated from other buildings, or if the college would hire additional staff. Ms. Peterson replied that there would be no net increase in employees. She briefly described the college's plan to relocate existing employees. Commissioner MacCully commented that the proposed sidewalk improvements are well deserved and overdue.

Commissioner Phisuthikul asked if the height calculation average would reach to the highest point of the structure. Mr. Cohen explained that the height calculations were based on the flat of the building. Parapet walls, mechanical equipment, spires, flag poles, air conditioning units, skylight structures, etc. would not be included in the height calculation. He briefly described how the height was measured from the existing average finished grade. He noted that the height from the pedestrian entry would be about 33 feet, but the average height of the structure would be 40 feet.

Commissioner Hall asked if Shoreline Community College has a commute trip reduction program or some other type of incentive to reduce the number of cars coming to the campus. Ms. Peterson answered that the college works with Metro and King County in this regard.

Commissioner Hall asked if the City has the authority to regulate or limit enrollment or employment at the college. Mr. Cohen said they only have indirect control if various City regulations on parking are being violated or buildings are being constructed without City approval. Again, Ms. Peterson said the parking issue would be addressed in the Master Plan. She advised that although the State assigned the college a 19% increase in enrollment over the next 20 years, this number does not look probable.

Mr. Cohen emphasized that the City views the college's Master Plan as an important document that would mitigate existing impacts, as well as anticipated ones. It will address a wide range of topics including parking, traffic, drainage, critical areas, etc. The Master Plan will be accompanied by an Environmental Impact Statement. The benefit of the Master Plan is that the City would be able to anticipate and mitigate issues. In addition, once the document is approved, it would allow the college to apply for permits without a special use permit as long as the proposal fits the approved Master Plan.

Again, Mr. Cohen recommended approval of the special use permit with the two staff proposed conditions. In addition, he suggested the Commission consider the following additional condition:

- **Condition 3: That the applicant provide a parking agreement with the suppliers of parking (Washington State Department of Transportation and Sears) for the displaced parking during**

construction. Since this would be a large and lengthy project, parking near the building could be tight.

Recognizing that the proposal expansion is near a residential community, Commissioner Kuboi asked if staff has concerns about impacts during construction such as working hours, sound, noise, etc. Mr. Cohen answered that the City has standard conditions for every construction permit. He explained the City's current requirements to control the impacts associated with construction. Commissioner Kuboi asked if staff envisions additional requirements because the project involves a large non-residential facility adjacent to residential development. Mr. Cohen said that in addition to the standard conditions, staff would also watch traffic routes for construction to make sure heavy equipment does not access the site through residential areas.

Commissioner Broili asked if the proposed expansion of the Student Union Building would meet all of the criteria and provisions set forth in the college's Master Plan that is soon to be released. Ms. Peterson answered affirmatively.

Commissioner Phisuthikul asked if the construction would also limit where the construction workers could park. **Randy Stegmeier, Shoreline Community College**, answered that the existing Student Union Building parking lot would become the staging area for construction, including parking for construction workers. Again, Mr. Cohen emphasized that Condition 3 would help address the issue of lost parking space during construction. In addition, the construction permit would require construction vehicles to park on-site rather than on the streets.

Commissioner Broili said it seems like traffic enforcement might have to be increased during the year-long construction period. He asked if this would be an added cost for the City. Mr. Cohen answered that it would be difficult for the City to anticipate and set up a procedure before the problems occurs, but the City would respond on a complaint basis. Ms. Peterson emphasized that only the staff parking lot would be impacted during construction, and the college has much more control over where these people park.

Commissioner McClelland pointed out that no one came to the hearing to speak on the proposal, and staff did not receive any comments from the citizens. She asked if this could be taken as an indication that the neighbors know what is going on and are okay with the proposal. Ms. Peterson said the college sent out postcards with detailed information about the project to every household within the neighborhoods touching the campus. She said that the key to improving the neighborhoods' perception of the college was the involvement of the Council of Neighborhood Representatives on the Traffic Study Task Force.

Commissioner Kuboi asked if the project would implement any features that could be viewed as being environmentally friendly. Ms. Peterson answered that the State requires all buildings constructed with taxpayers funds to be LEED certified.

Public Testimony or Comment

There was no one in the audience who expressed a desire to address the Commission regarding the subject of the public hearing.

VICE CHAIR PIRO MOVED THAT THE PUBLIC HEARING BE CLOSED. COMMISSIONER MACCULLY SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

Planning Commission Deliberation on Special Use Permit for Shoreline Community College Pagoda Building

VICE CHAIR PIRO MOVED THAT THE COMMISSION MOVE FORWARD WITH THE STAFF RECOMMENDATION, INCLUDING CONDITIONS 2 AND 3 BUT EXCLUDING CONDITION 1. COMMISSIONER MACCULLY SECONDED THE MOTION.

Commissioner McClelland suggested that perhaps Condition 1 could be revised to require the college to submit a site plan that would reassign the vehicles.

Vice Chair Piro said Condition 1 does not really address accessibility or mobility issues, which would be done as part of the college's Master Plan process. He suggested that it be eliminated.

Commissioner MacCully said he would support the elimination of Condition 1 because Condition 3 would provide for more off-campus parking to easily absorb the loss of 12 spaces. He emphasized that the 12 spaces are currently utilized by college staff, and the college should be responsible for deciding where these people park. He summarized that the variation between the number of parking spaces available and the maximum number of cars they have parking there would be large enough to absorb the 12 parking spaces with no impact.

Chair Harris said he would support the elimination of Condition 1, too. The City could issue tickets to people who choose to park in the street, so parking would be a self-limiting issue for the college. He said he trusts the college to police themselves to avoid negative publicity.

Commissioner Hall said that although the college plays a huge role in the community, there has been a history of parking problems. He pointed out that the peak demand identified by the applicant is for 2,145 spaces. However, because enrollment at the college varies, the demand could either go up or down and the City has no way to regulate the situation. In addition, he noted that increasing the floor area by 50% would create more usable space, resulting in more people on the campus at any given time. He reminded the Commission that the college has previously made other minor improvements that did not meet the threshold for requiring additional parking, and the City has no control over whether or not the college is able to use the off-site parking areas. In addition, the parking study identifies 190 parking spaces on the street, where no parking is allowed. He suggested that there are not even enough parking spaces today for the college, and removal of even one space would place an unacceptable burden on the community.

Vice Chair Piro cautioned that Commissioner Hall could be misguided in assuming that the peak parking demand of 2,145 would be a given for the demand of people using vehicles. He said they must also realize that some people choose never to park on the campus, and they are included in the satellite lot and on-street parking numbers. If those options are taken away, they would not necessarily seek parking on campus. He summarized that there are other behavioral issues included in the figure, as well.

Commissioner Broili agreed with Commissioner Hall and his concerns related to parking. While enrollment is down right now, this could change rapidly in the future for a variety of reasons. He said he would be opposed to the loss of any parking spaces as a result of the proposed project.

Vice Chair Piro reminded the Commission that any long-range increase in enrollment would be factored into the Master Plan. He summarized that it would be inappropriate to suggest that the loss of 12 spaces would translate into a pattern of continual loss of parking space in the future. He complimented the college staff for being very tuned in to the issue of accessibility and mobility to their campus.

Commissioner Sands said he is most concerned about parking problems during construction because much of the future problems would likely be taken care of with the new Master Plan. He suggested that Condition 3 be changed to require the applicant to not only provide agreements for the off-site parking, but that the contracts show at least an additional 60 to 90 spots to compensate for the loss of space during construction.

COMMISSIONER SANDS MOVED THAT THE MAIN MOTION BE AMENDED TO RECOMMEND THAT THE PARKING AGREEMENT, SPELLED OUT IN CONDITION 3, INCLUDE THE NUMBER OF PARKING SPOTS DISPLACED DURING CONSTRUCTION. COMMISSIONER KUBOI SECONDED THE MOTION TO AMEND. THE MOTION TO AMEND WAS APPROVED UNANIMOUSLY.

THE MAIN MOTION, AS AMENDED, WAS APPROVED 7-2, WITH COMMISSIONERS HALL AND BROILI VOTING IN OPPOSITION.

DIRECTOR'S REPORT

Change in Public Hearing Sequence

Mr. Tovar noted that the Commission utilized a new public hearing sequence, which was developed after extensive discussions among the staff. He said that, in the past, citizens have expressed concern that staff makes a recommendation prior to listening to their comments. He explained that sometimes new issues are raised by citizens or the applicant, and staff would like an opportunity to respond. Providing both a preliminary staff recommendation prior to a public hearing and a final staff recommendation at the end of the public hearing places staff in the position of being able to provide a better and more complete recommendation. However, they must be careful not to foster the impression that this is an attempt by the staff to have the last word. In their final recommendation, staff should not argue points they have already made or disagree or rebut things that have been said. Rather, staff should

clarify the questions that have not been responded to or suggest conditions in response to concerns that were raised.

Secondly, Mr. Tovar noted that closure of the public hearing was moved to after the Commission's final questions and deliberation. This allows the applicants and citizens to hear the Commission's deliberation and respond to questions upon request.

Commissioner Hall asked if involving staff in suggesting alternative conditions or a revised recommendation based on public testimony would modify their role in the quasi-judicial proceeding. He pointed out that the Commissioners are required, as appointed representatives, to listen to all parties before making a recommendation. Secondly, Commissioner Hall said that the Snohomish County Council's hearing process requires that decisions be made in a public hearing. They cannot close the public hearing until a final vote has been taken.

Mr. Tovar explained that the citizens don't always understand that the staff's role in quasi-judicial proceedings is to make a professional recommendation to the Commission and to provide clerical support to the Commission in articulating its own recommendations. The citizens sometimes think of the staff as advocates for their own or the applicant's position, and providing both a preliminary and final recommendation might help to resolve some of this problem. Mr. Tovar suggested that the Commission could also consider the merits of requiring that all decisions be made before the public hearing is closed.

Commissioner Broili suggested that on future public hearing agendas, they should insert "Planning Commission Question and Answer Period" after the applicant's testimony but before the public testimony. This would help both the public and the applicants have a clear understand of their opportunity for participation. Mr. Tovar agreed that it would be ideal for the Commission to clarify and ask as many questions as possible prior to the public testimony.

Suggestions for Upcoming Agendas through May

Mr. Tovar referred the Commissioners to the agenda planner that was provided by staff. He proposed that the April 20th agenda include a presentation by the Department of Ecology on the 2006 Wetland Manual. The Commission could consider Urban Forest Management Strategies on May 4, which could also be a good opportunity to hold a joint meeting with the Park Board. Since the May 18th meeting falls two weeks after the City Council's retreat, he could provide a report regarding how the Council's discussion would impact the Planning Commission's work program.

Planning Commission Appointment Process

Mr. Tovar announced that the City Council appointed a subcommittee to screen the 19 applications they received for the upcoming vacant Planning Commission positions. The committee has scheduled interviews with six of the candidates on March 9th. On March 21st, the City Council would interview the final candidates from the first interview, as well as three other candidates. Hopefully, the City Council would reach a final decision on March 21st and then make the appointments at their March 28th meeting.

Commissioner Broili questioned why six of the candidates would be interviewed twice, and three would only be interviewed once. Mr. Tovar pointed out that there is a tremendous amount of talent in the northwest quadrant of the City, and this area is already well represented on the Commission. There was a strong sense that they wanted representation from other parts of the City, as well.

Commissioner MacCully said that earlier in the day he spoke with Mr. Tovar who shared information about his attendance record for both 2004 and 2005. As he reviewed his reasons for not attending the meetings, Commissioner MacCully said he realized that his priorities have changed since he was first appointed to the Commission. He urged his fellow Commissioners to also think about where their participation on the Commission falls on their list of priorities.

City Council's Recent Action to Adopt the Critical Areas Ordinance

Mr. Tovar reported that, with the exception of the provisions for cutting hazardous trees, the City Council adopted the amendments to the City's Critical Areas Regulation on February 27th. The hazardous tree issue would come back before the Commission for further deliberation on April 6th. He referred the Commission to the green handout, which outlines the amendments the City Council made to the Planning Commission's recommendation. He briefly reviewed the following amendments:

- **Section 20.80.030(L) – Partial Exemptions:** The Council expressed a concern that while some of the activities were listed as exemptions, they wanted to have some type of judgment rendered about how impacts might occur to a critical area if these activities were on or near them. The original Council draft stated that there could be no impact from the listed activities, but they felt this was a bit much. Instead, they used the term “undue adverse effect.”
- **Section 20.80.030(P) – Partial Exemptions:** The Council agreed that mitigation projects related to utility construction should not be prohibited in the critical areas or their buffers.
- **Section 20.80.085 – Pesticides, Herbicides and Fertilizers on City-Owned Property:** This new section was offered by a Council Member who obtained the provision from the City of Seattle. Originally, the City Council discussed applying the rules to all property, but the ultimate decision was to apply them to City-owned property only. The provision could be revisited in the future if they want to expand it in some way. As part of the Urban Forest Management Plan, the City Council asked staff to not look at just the regulations, but at best management practices, programs and education, cultivating a stewardship concept, etc.

Commissioner Hall suggested that when considering future code amendments, there might be merit in considering whether a restoration project should be an exception, too. For example, a tree planting project would require fertilization.

- **Section 20.80.090 – Buffer Areas:** The Commission recommended standard buffers for the new code, and staff tried to explain this to the City Council. They ultimately decided to clarify that the

standard buffer is the maximum buffer required by the City. The Council wanted to communicate that, when there is a choice, the City would require the maximum buffer reasonably possible.

- **Section 20.80.110 – Critical Areas Reports Required:** The City Council felt the way the provision was written was somewhat tilted in favor of the applicant, and the Council wanted a greater degree of independence and credibility for technical expert information provided to the City staff. The new language requires that, in all cases, an applicant must use the City's consultant to render a judgment about activities in critical areas. Even if an applicant hires their own consultant to submit a critical areas report, the City would be obliged to require the applicant to pay for the City's consultant to prepare a report, as well. Staff intends to look for ways to limit situations of redundancy. The Council's intent is that the City staff have independent, credible, expert advice when making decisions regarding critical areas.
- **Section 20.80.330(F) – Required Buffer Areas (Wetlands):** The new language in this section resulted from a recommendation made by the Department of Fish and Wildlife. The language would require that a habitat survey be conducted within the area of concern in order to identify and prioritize highly functional fish and wildlife habitat within the study area.
- **Section 20.80.470 – Streams:** There was a lot of City Council discussion about how to classify streams, how to differentiate between the different types of streams, and what characteristics or factors should be used to make this judgment. The new language states that a Type II Stream has either salmonid or fish use or demonstrated salmonid habitat value as determined by a qualified professional. Mr. Tovar reviewed the code definition (Section 20.20.042) for a "qualified professional."

The previous code said that recreational value was one factor for determining whether a stream was Type II. The City Council concluded that this was not an appropriate criterion, since the purpose of the Critical Areas Ordinance is to protect the environmental attributes of critical areas. Commissioner Hall pointed out that the Growth Management Act's purpose for protecting frequently flooded areas and geologically hazardous areas is to protect human health, life and property. The purpose of protecting aquifer recharge areas is to protect human health. The purpose of protecting wetlands is split between protecting ecological functions and water quality for human health. He summarized that it is important to help the public and the development community understand that they are not only trying to protect wildlife, but human health, as well.

Mr. Tovar pointed out that the purpose of the amendments to Items C and D was to clarify the difference between a Type III and a Type IV Stream. Commissioner Broili asked why the term "natural drainage swales" was taken out of Item D. Commissioner Hall said this was done because it would have precluded unnatural drainage swales. The new language would include anything without a flow, whether it was a swale or not.

- **Section 20.80.480 – Required Buffer Areas (Streams):** Again, the new language in this section resulted from a recommendation made by the Department of Fish and Wildlife.

- **Section 20.80.480(H) – Restoring Piped Watercourses:** The City Council discussed this issue at length. They ultimately adopted language that would allow the voluntary opening of previously channelized/culverted streams and the rehabilitation and restoration of streams especially on public property or when a property owner is a proponent in conjunction with a new development. The earlier version merely encouraged the opening of previously channelized/culverted streams. He said it is important to convey that the City does not compel the restoration of piped watercourses.

Commissioner Sands asked if a “proponent in conjunction with a new development” would essentially be the developer or just a proponent of an adjacent development. Mr. Tovar answered that this term would actually refer to the applicant. Commissioner Sands expressed his concern that the language in this section is not really clear.

Mr. Tovar referred to the language regarding the process for restoring piped watercourses. He said that the strong intent of the Council was that if a stream were opened up, the City should require as large a setback as possible. However, they acknowledged the problem that if too much land were required for a buffer, it would discourage the restoration of piped watercourses. He explained that the director would seek advice from a qualified professional before making a determination of whether or not the restored piped watercourse should be required to support fish access.

- **SMC Section 20.80.460(A):** Staff recommended that the word “open” be removed to make it consistent with the draft version of the definition of stream in Section 20.20.046(S).
- **SMC Section 20.80.380(H):** Staff was notified by Community Trade and Economic Development (CTED, a State agency) that inclusion of language that dictates where mobile homes may or may not be placed within the City of Shoreline is no longer legal per Senate Bill 6593 adopted in the 2004 legislative session.

Mr. Tovar reported that on the whole, the City Council agreed with and appreciated the Commission’s recommendation. They thanked them for all of their hard work. The changes had a common theme of being clear and more protective of critical areas wherever possible.

REPORTS OF COMMITTEES AND COMMISSIONERS

Commissioner McClelland said she heard that the Economic Development Task Force was continuing their work. Commissioner Sands said he doesn’t know of any Task Force activities. They were only going to have one additional meeting after the City Council makes a decision on the Draft Economic Development Plan. There have been a couple of minor modifications made to the plan by City Council Members, and all of the members of the Task Force were given an opportunity to review them and respond. No one has voiced a concern. He summarized that he is hopeful the City Council would approve the document after their review on March 6th.

UNFINISHED BUSINESS

There was no unfinished business scheduled on the agenda.

NEW BUSINESS

There was no new business scheduled on the agenda.

ANNOUNCEMENTS

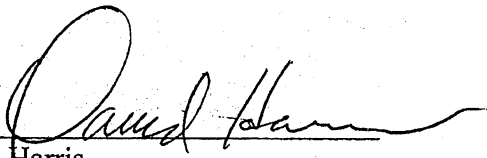
No additional announcements were made during this portion of the meeting.

AGENDA FOR NEXT MEETING

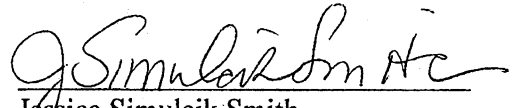
The Commissioners had no additional comments to make regarding the agenda for the next meeting.

ADJOURNMENT

The meeting was adjourned at 9:45 p.m.



David Harris
Chair, Planning Commission



Jessica Simulcik Smith
Clerk, Planning Commission

20.30.030 Basis.

There are four types of actions (or permits) that are reviewed under the provisions of this chapter. The types of actions are based on who makes the decision, the amount of discretion exercised by the decision making body, the level of impact associated with the decision, the amount and type of public input sought, and the type of appeal opportunity. (Ord. 238 Ch. III § 3, 2000).

20.30.040 Ministerial decisions – Type A.

These decisions are based on compliance with specific, nondiscretionary and/or technical standards that are clearly enumerated. These decisions are made by the Director and are exempt from notice requirements.

However, permit applications, including certain categories of building permits, and permits for projects that require a SEPA threshold determination, are subject to public notice requirements specified in Table 20.30.050 for SEPA threshold determination.

All permit review procedures and all applicable regulations and standards apply to all Type A actions. The decisions made by the Director under Type A actions shall be final. The Director's decision shall be based upon findings that the application conforms (or does not conform) to all applicable regulations and standards.

Table 20.30.040 – Summary of Type A Actions and Target Time Limits for Decision, and Appeal Authority

Action Type	Target Time Limits for Decision	Section
Type A:		
1. Accessory Dwelling Unit	30 days	20.40.120, 20.40.210
2. Lot Line Adjustment including Lot Merger	30 days	20.30.400
3. Building Permit	120 days	All applicable standards
4. Final Short Plat	30 days	20.30.450
5. Home Occupation, Bed and Breakfast, Boarding House	120 days	20.40.120, 20.40.250, 20.40.260, 20.40.400
6. Interpretation of Development Code	15 days	20.10.050, 20.10.060, 20.30.020
7. Right-of-Way Use	30 days	12.15.010 – 12.15.180
8. Shoreline Exemption Permit	15 days	Shoreline Master Program
9. Sign Permit	30 days	20.50.530 – 20.50.610
10. Site Development Permit	60 days	20.20.046, 20.30.430
11. Variances from Engineering Standards	30 days	20.30.290
12. Temporary Use Permit	15 days	20.40.100, 20.40.540
13. Clearing and Grading Permit	60 days	20.50.290 – 20.50.370
14. Planned Action Determination	28 days	20.90.025

An administrative appeal authority is not provided for Type A actions, except that any Type A action which is not categorically exempt from environmental review under Chapter 43.21 RCW or for which environmental review has not been completed in connection with other project permits shall be

appealable. Appeal of these actions together with any appeal of the SEPA threshold determination is set forth in Table 20.30.050(4). (Ord. 352 § 1, 2004; Ord. 339 § 2, 2003; Ord. 324 § 1, 2003; Ord. 299 § 1, 2002; Ord. 244 § 3, 2000; Ord. 238 Ch. III § 3(a), 2000).

20.30.050 Administrative decisions – Type B.

The Director makes these decisions based on standards and clearly identified criteria. A neighborhood meeting, conducted by the applicant, shall be required, prior to formal submittal of an application (as specified in SMC 20.30.090). The purpose of such meeting is to receive neighborhood input and suggestions prior to application submittal.

Type B decisions require that the Director issues a written report that sets forth a decision to approve, approve with modifications, or deny the application. The Director's report will also include the City's decision under any required SEPA review.

All Director's decisions made under Type B actions are appealable in an open record appeal hearing. Such hearing shall consolidate with any appeals of SEPA negative threshold determinations. SEPA determinations of significance are appealable in an open record appeal prior to the project decision.

All appeals shall be heard by the Hearing Examiner except appeals of shoreline substantial development permits, shoreline conditional use permits, and shoreline variances that shall be appealable to the State Shorelines Hearings Board.

Table 20.30.050 – Summary of Type B Actions, Notice Requirements, Target Time Limits for Decision, and Appeal Authority

Action	Notice Requirements: Application and Decision ^{(1), (2), (3)}	Target Time Limits for Decision	Appeal Authority	Section
Type B:				
1. Binding Site Plan	Mail	90 days	HE	20.30.480
2. Conditional Use Permit (CUP)	Mail, Post Site, Newspaper	90 days	HE	20.30.300
3. Preliminary Short Subdivision	Mail, Post Site, Newspaper	90 days	HE	20.30.410
4. SEPA Threshold Determination	Mail, Post Site, Newspaper	60 days	HE	20.30.490 – 20.30.710
5. Shoreline Substantial Development Permit, Shoreline Variance and Shoreline CUP	Mail, Post Site, Newspaper	120 days	State Shorelines Hearings Board	Shoreline Master Program
6. Zoning Variances	Mail, Post Site, Newspaper	90 days	HE	20.30.310

Key: HE = Hearing Examiner

(1) Public hearing notification requirements are specified in SMC 20.30.120.

(2) Notice of application requirements are specified in SMC 20.30.120.

(3) Notice of decision requirements are specified in SMC 20.30.150.

(Ord. 299 § 1, 2002; Ord. 238 Ch. III § 3(b), 2000).

20.30.060 Quasi-judicial decisions – Type C.

These decisions are made by the City Council or the Hearing Examiner, as shown in Table 20.30.060, and involve the use of discretionary judgment in the review of each specific application.

Prior to submittal of an application for any Type C permit, the applicant shall conduct a neighborhood meeting to discuss the proposal and to receive neighborhood input as specified in SMC 20.30.090.

Type C decisions require findings, conclusions, an open record public hearing and recommendations prepared by the review authority for the final decision made by the City Council or Hearing Examiner. Any administrative appeal of a SEPA threshold determination shall be consolidated with the open record public hearing on the project permit, except a determination of significance, which is appealable under SMC 20.30.050.

There is no administrative appeal of Type C actions.

Table 20.30.060 – Summary of Type C Actions, Notice Requirements, Review Authority, Decision Making Authority, and Target Time Limits for Decisions

Action	Notice Requirements for Application and Decision ^{(5), (6)}	Review Authority, Open Record Public Hearing ⁽¹⁾	Decision Making Authority (Public Meeting)	Target Time Limits for Decisions	Section
Type C:					
1. Preliminary Formal Subdivision	Mail, Post Site, Newspaper	PC ⁽³⁾	City Council	120 days	20.30.410
2. Rezone of Property ⁽²⁾ and Zoning Map Change	Mail, Post Site, Newspaper	PC ⁽³⁾	City Council	120 days	20.30.320
3. Special Use Permit (SUP)	Mail, Post Site, Newspaper	PC ⁽³⁾	City Council	120 days	20.30.330
4. Critical Areas Special Use Permit	Mail, Post Site, Newspaper	HE ⁽⁴⁾		120 days	20.30.333
5. Critical Areas Reasonable Use Permit	Mail, Post Site, Newspaper	HE ⁽⁴⁾		120 days	20.30.336
6. Final Formal Plat	None	Review by the Director – no hearing	City Council	30 days	20.30.450
7. SCTF – Special Use Permit	Mail, Post Site, Newspaper ⁽⁷⁾	PC ⁽³⁾	City Council	120 days	20.40.505

⁽¹⁾ Including consolidated SEPA threshold determination appeal.

⁽²⁾ The rezone must be consistent with the adopted Comprehensive Plan.

⁽³⁾ PC = Planning Commission

⁽⁴⁾ HE = Hearing Examiner

⁽⁵⁾ Notice of application requirements are specified in SMC 20.30.120.

⁽⁶⁾ Notice of decision requirements are specified in SMC 20.30.150.

⁽⁷⁾ Notice of application shall be mailed to residents and property owners within one-half mile of the proposed site.

(Ord. 324 § 1, 2003; Ord. 309 § 3, 2002; Ord. 299 § 1, 2002; Ord. 238 Ch. III § 3(c), 2000).

20.30.070 Legislative decisions.

These decisions are legislative, nonproject decisions made by the City Council under its authority to establish policies and regulations regarding future private and public developments, and management of public lands.

Table 20.30.070 – Summary of Legislative Decisions

Decision	Review Authority, Open Record Public Hearing	Decision Making Authority (in accordance with State law)	Section
1. Amendments and Review of the Comprehensive Plan	PC ⁽¹⁾	City Council	20.30.340
2. Amendments to the Development Code	PC ⁽¹⁾	City Council	20.30.350
3. Street Vacation	PC ⁽¹⁾	City Council	12.17

⁽¹⁾ PC = Planning Commission

Legislative decisions usually include a hearing and recommendation by the Planning Commission and the action by the City Council.

The City Council shall take legislative action on the proposal in accordance with State law.

There is no administrative appeal of legislative actions of the City Council but they may be appealed together with any SEPA threshold determination according to State law. (Ord. 339 § 5, 2003; Ord. 238 Ch. III § 3(d), 2000).

CITY COUNCIL AGENDA ITEM
CITY OF SHORELINE, WASHINGTON

AGENDA TITLE:	Adoption of Resolution No. 242 Endorsing the U.S. Mayors Climate Protection Agreement
DEPARTMENT:	City Manager's Office
PRESENTED BY:	Robert L. Olander, City Manager

PROBLEM / ISSUE STATEMENT:

Councilmembers introduced the U.S. Mayors Climate Protection Agreement at the April 17th workshop to consider endorsing the Agreement. The endorsement of the U.S. Conference of Mayors at its 73rd annual meeting was included in the Council staff report. The Agreement is being distributed to cities throughout the nation for endorsement and comment. Seattle Mayor Greg Nickels is coordinating the effort locally.

The endorsement by the U.S. Conference of Mayors recites a need to respond to global warming by reducing greenhouse gas emissions which the Agreement addresses in three ways: 1) Cities supporting the Agreement urge policies and programs by the states and federal government that will achieve a target reduction in greenhouse gases of 7% of 1990 levels by 2012. 2) Cities urge the Congress to enact legislation reducing greenhouse gas emissions. 3) Cities commit to efforts in local operations and community programs that will contribute to achieving the target reduction.

Many of the suggested local actions are already underway in Shoreline operations and services; reducing sprawl, developing sidewalks and bicycle trails, transit improvements, commute trip reduction incentives, recycling and healthy urban forests are examples.

Council gave staff direction to place the Climate Protection Agreement on the agenda for action formally endorsing the Agreement.

FINANCIAL IMPACT:

No financial impact is anticipated. The Agreement supports regional and national efforts to reduce emissions. By endorsing the Agreement, Shoreline commitments to take local measures that promote reduction of greenhouse emissions, and many of these efforts are already being implemented or will be implemented as new opportunities arise. The resolution does not obligate the City to perform all of the suggested measures where local conditions or operations make them impractical.

RECOMMENDATION

Staff recommends that the City Council consider Resolution No. 242 authorizing endorsement of the U.S. Conference of Mayors Climate Protection Agreement.

Approved By: City Manager  City Attorney ____

Attachments:

A. Proposed Resolution No. 242

RESOLUTION NO. 242

A RESOLUTION OF THE CITY OF SHORELINE, WASHINGTON, AUTHORIZING SUPPORT FOR THE U.S. CONFERENCE OF MAYORS CLIMATE PROTECTION AGREEMENT

WHEREAS, the 73rd Annual U.S. Conference of Mayors amended and endorsed the U.S. Mayors Climate Protection Agreement which reads:

Mayors Climate Protection Agreement

- A. We urge the federal government and state governments to enact policies and programs to meet or beat the target of reducing global warming pollution levels to 7 percent below 1990 levels by 2012, including efforts to reduce the United States' dependence on fossil fuels and accelerate the development of clean, economical energy resources and fuel-efficient technologies such as conservation, methane recovery for energy generation, waste to energy, wind and solar energy, fuel cells, efficient motor vehicles, and biofuels; and
- B. We urge the U.S. Congress to pass bipartisan greenhouse gas reduction legislation that includes 1) clear timetables and emissions limits and 2) a flexible, market-based system of tradable allowances among emitting industries; and
- C. We will strive to meet or exceed Kyoto Protocol targets for reducing global warming pollution by taking actions in our own operations and communities such as:
 - 1) Inventory global warming emissions in City operations and in the community, set reduction targets and create an action plan;
 - 2) Adopt and enforce land-use policies that reduce sprawl, preserve open space, and create compact, walkable urban communities;
 - 3) Promote transportation options such as bicycle trails, commute trip reduction programs;
 - 4) Increase the use of clean, alternative energy by, for example investing in "green tags" advocating for the development of renewable energy resources, recovering landfill methane for energy production, and supporting the use of waste to energy technology;
 - 5) Make energy efficiency a priority through building code improvements, retrofitting city facilities with energy efficient lighting and urging employees to conserve energy and save money;
 - 6) Purchase only Energy Star equipment and appliances for City use;
 - 7) Practice and promote sustainable building practices using the U.S. Green Building Council's LEED program or a similar system;
 - 8) Increase the average fuel efficiency of municipal fleet vehicles; reduce the number of vehicles; launch an employee education program including anti-idling messages; convert diesel vehicles to bio-diesel;
 - 9) Evaluate opportunities to increase pump efficiency in water and wastewater systems; recover wastewater treatment methane for energy production;

- 10) Increase recycling rates in City operations and in the community;
- 11) Maintain healthy urban forests; promote tree planting to increase shading and to absorb CO2; and
- 12) Help educate the public, schools, other jurisdictions, professional associations, business and industry and about reducing global warming pollution.

WHEREAS, the City Council supports the three proposals of the Mayors Protection Agreement including suggested local measures to promote energy efficiency and reduce harmful emissions that are feasible and cost effective for Shoreline; now therefore

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SHORELINE, WASHINGTON:

That the Mayor is authorized to execute on behalf of the City Council a statement of support for the US Mayors Climate Protection Agreement and the City Clerk shall file the statement with officials coordinating support on behalf of the U.S. Conference of Mayors.

ADOPTED BY THE CITY COUNCIL ON April 24, 2005.

Mayor Robert L. Ransom

ATTEST:

Scott Passey
City Clerk