

PLANNING COMMISSION AGENDA ITEM
CITY OF SHORELINE, WASHINGTON

<p>AGENDA TITLE: Public Hearing on the 2008 Annual Proposed Amendments to the Comprehensive Plan and Associated Development Code Amendments</p> <p>DEPARTMENT: Planning and Development Services</p> <p>PRESENTED BY: Rachael Markle, AICP Asst. Director of Planning and Development Services</p>

The Planning Commission conducted a study session on Thursday, April 17, 2008 to discuss the proposed amendments to the Comprehensive Plan and Development Code regarding Master Planning. A Public Hearing will be held by the Planning Commission at the May 1, 2008 meeting on the proposed Comprehensive Plan and Development Code amendments.

The Planning Commission asked several clarifying questions, asked for additional information and offered editorial suggestions. Comments and questions were also received from two citizens. The minutes from this meeting can be found in Attachment A. One written comment has been submitted to date on the proposed amendments and SEPA (Attachment B).

Changes that were made as a result of comments and suggestions received at the April 17, 2008 study session and from the written comment are highlighted in Attachment C: Proposed Amendments to the Comprehensive Plan and Attachment D: Proposed Amendments to the Development Code.

The Commission discussed two items that are not addressed in Attachments C and D. The first item pertains to simplifying the number of terms used to describe various planning processes such as neighborhood plan, special district overlay, subarea plan, planned area, master plan permit, planned unit development, etc. Staff agrees this is a worthwhile endeavor, but is hesitant to undertake this task at this time. These terms are used throughout the Comprehensive Plan and Development Code. It would take more time than was available to accurately identify and consolidate these terms. The second item was a request to limit/refine when a Master Plan permit can be amended. Staff was unable to draft language and requires additional information from the Commission in order to capture the intent of this addition.

Also included in this packet are a few tools to help with the discussion. Attachment E is a table that outlines the who, what, when, and how for subarea planning, planned

area zoning, planned area land use and master planning. Attachment F provides a one page description of the proposed amendments. Also, for more information please refer to the April 17, 2008 Planning Commission staff report.

Following the close of the Public Hearing, the options available to the Planning Commission include:

1. Recommending approval of the amendments as proposed;
2. Recommending approval of the amendments as amended;
3. Recommending denial of the proposed amendments; or
4. Requesting additional information or time to formulate a recommendation to City Council.

RECOMMENDATION

Staff recommends the approval of the proposed amendments to the Comprehensive Plan and Development Code.

ATTACHMENTS:

- Attachment A: Planning Commission Draft Minutes April 17, 2008
- Attachment B: Written Comment
- Attachment C: Proposed Amendments to the Comprehensive Plan
- Attachment D: Proposed Amendment to the Development Code
- Attachment E: Planning Tools Process Table
- Attachment F: Proposal at a Glance

DRAFT

These Minutes Subject to
May 1st Approval

CITY OF SHORELINE

SHORELINE PLANNING COMMISSION SUMMARY MINUTES OF REGULAR MEETING

April 17, 2008
7:00 P.M.

Shoreline Conference Center
Mt. Rainier Room

Commissioners Present

Chair Kuboi
Vice Chair Hall
Commissioner Behrens
Commissioner Broili (arrived at 7:09 p.m.)
Commissioner Kaje
Commissioner Perkowski
Commissioner Pyle
Commissioner Wagner

Staff Present

Rachel Markle, Assistant Director, Planning & Development Services
Flannary Collins, Assistant City Attorney
Jessica Simulcik Smith, Planning Commission Clerk

Commissioners Absent

Commissioner Piro

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process would be used to accomplish these site-specific rezones. Commissioner Pyle explained that his comment was based on a range of options that one could pursue for a specific piece of property under a specific Comprehensive Plan land use designation. For example, oftentimes, a land use designation of R-12 to R-48, can give property owners a false idea that they can rezone to a higher density. Perhaps in circumstances where it is not possible to get a particular zoning designation, the Comprehensive Plan should be changed or the land use designation redefined so it doesn't include a density that would not be allowed. Mr. Nelson agreed and asked what process would be used to make these changes. Commissioner Pyle answered that this would require a Comprehensive Plan amendment to change the definition and/or land use designation to allow for a different range of options for underlying zoning. Mr. Nelson suggested this could potentially be done through the subarea planning process as an amendment to the Comprehensive Plan.

REPORTS OF COMMITTEES AND COMMISSIONERS

Commissioner Perkowski indicated he attended the Forward Shoreline Meeting on April 16th and was impressed with the level of discourse. Bob Ferguson provided some very useful insight and advice on how to deal with conflict in a public process. Commissioner Broili added that he found Mr. Ferguson's remarks to be right on target and well appreciated. He said he was encouraged by the direction Forward Shoreline is taking and the process they are putting forward to work toward a strategy for bringing a vision to the City that is outside the realm of the political arena. He noted they have a consultant from outside of Shoreline to help them work through the process. He pointed out their goal is to ensure that everyone has a voice in the vision that would be produced through the process.

STAFF REPORTS

Study Session on Master Plan Amendments

Ms. Markle explained that the Growth Management Act (GMA) states that comprehensive plans can be amended annually, with a few exceptions such as subarea plans that are being adopted for the first time. The state's intent is to require cities to collect amendments over a year and then review all of the amendments at the same time in order to have a holistic picture of what the impacts would be. She introduced the proposed 2008 amendments to the Comprehensive Plan and associated Development Code amendments and noted there were no public initiated amendments.

Commissioner Wagner noted that at recent meetings, the public has voiced more interest in the Comprehensive Plan. She suggested that *CURRENTS* would be an appropriate place to inform the public of the on-going Comprehensive Plan amendment process and how they can participate. Ms. Markle advised that Comprehensive Plan amendments are collected up until December 31st of each year. Ms. Markle suggested they advertise the process sometime in January or February of each year. She noted that the opportunity is advertised year round on the City's website.

Ms. Markle advised that Comprehensive Plan amendments are reviewed via a legislative process. Notice was sent to CTED on March 26th and SEPA comments are due on April 18th. The public comment period would be open until adoption. A public hearing has been scheduled before the

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Planning Commission on May 1st. The City Council is scheduled to conduct a study session on the Commission's recommendation on May 19th, with anticipated adoption at their meeting of June 9th. Ms. Markle reviewed the main purposes for the proposed Comprehensive Plan amendments as follows:

- **Streamline master planning for essential public facilities.** Ms. Markle pointed out that the Comprehensive Plan encourages master planning for single-family institutions and essential public facilities. However, because the Plan states that an amendment would be required in order to adopt a master plan, this discourages master planning due to a lack of predictability for the applicant. Applicants may have to wait nearly a year to have a master plan permit application processed. If the City truly wants to encourage private entities to prepare master plans, it is critical they are allowed to apply and have their master plan applications processed more than once a year.

Ms. Markle said the Comprehensive Plan encourages master planning because it allows the City to cumulatively address impacts such as traffic, stormwater, environmental protection, design and use compatibility, parking and safety. Through this process specific development regulations and controls can be put in place to address the impacts. Without a master plan, these sites would be allowed to develop on a piecemeal basis using either conditional use permits, an administrative process, or using special use permits, a quasi-judicial process.

Ms. Markle advised that the 1st Northeast Transfer Station is the only approved Master Plan in the City. It was reviewed as a legislative item, and no changes were made to the Comprehensive Plan. While this site is small and used for only one purpose, it could be used as an example of what a master plan would look like. A master plan would include specific development regulations for height, setbacks, bulk and density. It would also identify specific landscaping, parking, design and circulation standards. In addition, the standard sections of the City's code could be applied. A master plan would also include a long-range site plan, phased mitigation plans, and phased infrastructure improvements.

- **Assign a new land use designation called "planned area" to replace single-family institutions.** Ms. Markle recalled that the City recently employed a new development tool called "planned area" for the Ridgecrest Commercial Neighborhood. The tool has been used by other cities to identify and responsibly plan for those areas within a city that represent unique challenges and opportunities such as colleges, airports, hospitals, neighborhood commercial centers, etc. She pointed out that what the Comprehensive Plan talks about single-family institutions and essential public facilities and the need to master plan, and it became clear to staff that the "planned area" tool could be used for a variety of defined planning scenarios.

Ms. Markle said staff is proposing that the "planned area" land use designation be defined as follows: *"pertains to a defined geographic area that is uniquely based on natural, economic or historic attributes subject to problems from transition in land uses; or contain essential public facilities. This level of planning seeks to engage area residents, property owners and businesses to clarify and apply existing Comprehensive Plan policies to better reflect changing circumstances, problems and opportunities. Planned area designations may be initiated by property owner(s) or the City during the annual review of amendments to the Comprehensive Plan."* Ms. Markle said the proposed

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amendments would also firm up the process. In order to receive planned area zoning, the area must be defined as a planned area on the future land use map.

- **Define and differentiate “subarea plans” and “planned areas”.** Ms. Markle advised that the proposed amendments also seek to amend the current definition of “subarea plan” to better reflect how the tool has been used by the City over the past 12 years. She explained that the current definition seems to indicate that development regulations would always be a part of a subarea plan, but it is possible to adopt a subarea plan and then come back later with development regulations. She reviewed the differences between “subarea plans” and “planned areas.” She noted that only the City can apply for subarea plans, and they can occur at any time. Subarea plans may or may not include development regulations, and the definition is broader in terms of what geographic areas they can be used for. Either the City or a private applicant can apply for a planned area, but they can only occur as part of the annual review process. In addition, planned areas may be a subset of a subarea. Planned areas are also defined more narrowly.
- **Identify a public process for private property owners to prepare comprehensive long range plans.** Ms. Markle said she is often asked if a private property owner can apply for a master plan, and the current answer is no. She explained that the question stems from a desire to develop in a way that doesn’t fit within any of the existing zoning designations. Often there is a belief that the developer could provide, through design or conditioning, community benefits related to such things as affordable housing, preservation of open space and trees, jobs, public infrastructure, upgrades, etc. in exchange for deviations from the blanket development standards. She advised that under the proposed amendment, a private property owner could apply for a site-specific Comprehensive Plan amendment and associated rezone to planned area, and this would be a legislative process. However, in order to get zoning specific to the site, a property owner would have to apply for a master plan permit, which would be a quasi-judicial process.
- **Relocate Master Plan processes from the Comprehensive Plan to the Development Code.** Ms. Markle explained that the master plan concept is not mentioned at all in the Development Code. At this time, everything that governs a master plan is in the Comprehensive Plan (Land Use Policies 76 and 77). While this information is great, it is time to move it into the Development Code so that applicants and the public can see exactly what is required. In addition, she suggested the list in the Comprehensive Plan is incomplete, and the proposed amendment defines the process and provides review criteria. A checklist for submittal has already been prepared, as well.

Next, Ms. Markle reviewed the proposed Development Code Amendments as follows:

- **Add a definition for Master Plan Permit in SMC Chapter 20.20.** Ms. Markle noted, again, that there is currently no definition for “master plan” in either the Development Code or Comprehensive Plan. Staff is proposing the following definition: “*A permit issued by the City that establishes site specific permitted uses and development standards for certain planned areas or essential public facilities.*” She added that the permit would be limited to those properties identified in the Comprehensive Plan.

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- **Add Master Plan Permit as a Type C permit to Table 20.30.060 and create a purpose statement, decision criteria and vesting rules for Master Plan Permits in SMC 20.30.** Ms. Markle said this amendment would actually outline the quasi-judicial process and criteria for master plan permits in the Development Code. She explained that, currently, staff's review of master plan applications is based only on the criteria for a Development Code amendment, which is very broad. The proposed new criteria would balance citywide goals and objectives for critical areas, design, transportation, public service, parking, transition between uses, stormwater, etc. She summarized that the amendments seek to provide clear understanding for the public and the applicant.
- **Add Shoreline Community College, CRISTA, and Fircrest as Planned Areas 1, 3 and 4 on the zoning map with a limited scope and permitted uses section.** She said this amendment is intended to equal no change. She explained that the underlying zoning would remain in place and would not change until a master plan permit is approved through a quasi-judicial process. She said the intent of the proposed amendment is to set the stage so the Development Code and Comprehensive Plan would not need to be amended for the purposes of approving a master plan permit. She further said staff believes this change would be more transparent to property owners.
- **Specific to Planned Area 1 – Shoreline Community College.** Ms. Markle said staff is proposing to not allow Shoreline Community College to continue to expand using the non-conforming use provisions. She explained that non-conforming uses such as Shoreline Community College, CRISTA and Fircrest are allowed to expand with a conditional use permit, which is an administrative process, or a special use permit, which is a quasi-judicial process. This allows the properties to be redeveloped and developed piecemeal. She noted that, oftentimes, a single-proposal does not trigger frontage improvements and/or major upgrades to stormwater, etc. Staff believes they have reached a point with Shoreline Community College where they are no longer confident impacts can be mitigated. She advised that the college has been contacted about the proposed change that would require them to master plan. She noted that staff does not believe the same issues exist with the CRISTA and Fircrest sites.

Ms. Markle emphasized that the proposed amendments would not change the development controls currently in place for Shoreline Community College, CRISTA or Fircrest. However, the proposed amendments would identify and define a process for master plan permits, specifying who can apply for a master plan permit and create specific review criteria.

Commissioner Pyle voiced confusion about the amendment that would identify a public process for private property owners to prepare comprehensive long range plans. He asked if this amendment would be similar to what could be achieved through a contract rezone, a binding site plan, etc. Could the amendment be used to achieve a difference in use, or is it merely something that could be used to achieve a deviation from the standard application of the zoning controls. Ms. Markle said an applicant would be able to use this concept to change the permitted uses and the development standards. However, it is important to keep in mind that a property must meet certain criteria to be a planned area. Commissioner Pyle asked if there would be a property size limitation. Ms. Markle said that has not been proposed. She said she originally thought that planned areas would be smaller than subareas, but this did not work.

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Commissioner Pyle asked if the master plan permit concept could be applied to allow a private property owner to construct a business use in a residential zone if they could prove they meet certain circumstances. Ms. Markle said that, technically, this could happen. However, it is important to keep in mind that a property owner would have to go through the Comprehensive Plan amendment process and meet all of the specific criteria related to public benefit. She said the concept is similar to a contract rezone. However, in a contract rezone, a property would still be beholden to the underlying zone, but with conditions. A master plan permit would be used for properties that are not able to meet all of the use requirements or development standards.

Ms. Markle advised that the City does not have provisions for contract rezones anymore; however, they do have provisions for binding site plans. Commissioner Pyle noted that a property owner who could not achieve his/her objective through a binding site plan could pursue a public process for preparing a master plan, if the circumstances were right. Ms. Markle agreed, as long as they can get through the legislative portion of the program.

Commissioner Kaje pointed out that staff's proposed amendments to Land Use Policies 9, 12, 14, 15, 16, 17, 18 and 19 would apply the same provisions for all types of areas, and the same set of criteria would be used. He suggested there should be more guidance and restriction on what could be allowed in a low-density residential area as opposed to a community business area. He suggested that this gap should be filled by adding language to both the Development Code and the Comprehensive Plan that takes into account the context that a particular master plan is being proposed for.

Ms. Markle pointed out that the Planning Commission would recommend and the City Council approve the location of planned areas through the legislative process. If a planned area is determined inappropriate for a particular zone because it cannot meet the criteria, the proposal would be denied. If a land use change is not approved, a property owner would not be able to apply for a master plan permit. She pointed out that Shoreline Community College and Fircrest are located in R-6 zones. Because they are essential public facilities, the City cannot preclude their continued use or expansion. She suggested it would be difficult to not offer the subarea or master plan concepts as an option to change the land use in an R-4 or R-6 zone.

Commissioner Kaje suggested that if a property owner in any zone wants to do something different than the Development Code would allow, the language should provide specific guidance about what the Commission and City Council should consider if the properties are surrounded by low-density residential. Ms. Markle agreed this would be appropriate. However, rather than addressing this issue by adding additional language to the master plan criteria, it would be more appropriate to consider this issue when reviewing the Comprehensive Plan criteria.

Commissioner Wagner asked how many sites could potentially be impacted by the proposed amendments, other than the three identified by staff (CRISTA, Shoreline Community College, and Fircrest). Ms. Markle said she has received four inquiries about the potential for master planning, and she does not anticipate the master plan permit being a tool that is used frequently. It could be used to

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create individual planned areas after a subarea plan has been adopted. This would be done through a legislative process.

Vice Chair Hall asked if all conditional use and special use permits require a legislative process. He recalled that one permit for a building at Shoreline Community College came through the Commission for review and a recommendation. Ms. Markle explained that Shoreline Community College is a non-conforming use in a residential zone. As per recent direction from the City Attorney, most development permits for this property would require a conditional use permit not a special use permit. Conditional use permits are administrative decisions that do not come before the Planning Commission for review. She advised that the use table found in the Development Code indicates whether a conditional use or a special use permit would be required in order for a non-conforming use to be expanded. Special use permits do come before the Commission for review and a recommendation to the City Council.

Vice Chair Hall said the staff report points out that the 1st Avenue Northeast Transfer Station is the only facility currently operating under a master plan in the City. However, staff has not proposed to designate this property as a planned area. Ms. Markle advised that they could make this designation. Commissioner Hall pointed out the City's intent of limiting the master plan concept to those areas designated "planned area" in the Comprehensive Plan. He noted that if a new master plan were proposed for the transfer station, a lengthy legislative process would be required to designate the property as a planned area. He suggested it would be more appropriate to designate this area as a planned area now. Ms. Markle agreed this would be a good idea.

Vice Chair Hall expressed surprise that the criteria for rezones was not touched on in the proposed new language. He recalled that over the past year, the Planning staff has suggested the criteria overlaps and does not work well. He questioned if it would also be appropriate for the Commission to revisit the current rezone criteria. He noted the Commission also discussed this issue in the context of whether or not they felt comfortable transferring the responsibility for doing quasi-judicial rezones to the Hearing Examiner. There was some concern in that discussion about whether the criteria are sufficiently explicit. He asked staff to respond to this issue prior to the public hearing.

Commissioner Perkowski referred to the proposed amendment related to streamlining master planning for essential public facilities. As proposed, master plan permits could be amended using the same process as approving the master plan. He asked staff to share their thoughts about whether this would truly end the piecemeal approach or if the amendment process would make the situation almost analogous to the current conditional use permit process. He questioned if the language should tighten the threshold for what constitutes an amendment. Ms. Markle pointed out that property owners have to spend a lot of money and time to come up with sufficient analysis to create an initial master plan. She felt it would be a pretty major situation for a property owner to want to go back through the expensive (about \$10,000 per application) and time consuming master planning process. Commissioner Perkowski suggested the opposite could also be true. Again, he suggested the thresholds for the amendment process should be carefully considered. Ms. Markle agreed to review the language and try to come up with something different to address the concern.

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Commissioner Wagner inquired if the City has heard any feedback from Shoreline Community College regarding the proposed amendments. Ms. Markle advised that she has regular contact with the Vice President of Administration at the college to discuss the proposed amendments. He stated the college doesn't have plans to do any development for the next few years, and they currently have one active building permit. He does not foresee the proposed amendments would cause trouble for their future plans. She pointed out that the college has prepared a master plan permit application, but it is not a complete application.

At the request of Chair Kuboi, Ms. Markle reviewed the three review criteria for Development Code amendments. They are as follows:

- The amendment is consistent with the Growth Management Act and not inconsistent with the countywide planning policies or other provisions of the Comprehensive Plan and City policies.
- The amendment addresses changing circumstances, changing community values, incorporates a subarea plan consistent with the Comprehensive Plan vision, or corrects information contained in the Comprehensive Plan.
- The amendment will benefit the community as a whole and will not adversely affect the community facilities and/or the public health, safety or general welfare.

Vice Chair Hall asked if the master plan already submitted by CRISTA would be processed as a legislative action or if it would be processed under the new provisions as a quasi-judicial application. Ms. Markle said CRISTA's application would be vested under the existing criteria, since the project manager anticipates issuing a completeness letter by the end of the week. If the amendments pass it will be processed as a quasi-judicial item, if they are not passed it will be processed legislatively.

Vice Chair Hall pointed out that the proposed language for Land Use Policy 12 is structured differently than the other amendments. Ms. Markle agreed to review the language to make it clear that density could exceed 12 dwelling units and the R-8 or R-12 zoning designation if a subarea plan, neighborhood plan or special overlay plan has been approved.

Vice Chair Hall referred to Figure LU-1 and asked if the planned area designation is a designation or an overlay on top of some other designation. Similarly, he asked if the planned area zone would be a zoning district or an overlay on top of another district. Ms. Markle explained that the underlying zoning must remain in place on the zoning map until a master plan permit has been approved. She said she could write simple language for Fircrest and Shoreline Community College because the entire sites are zoned the same. However, because the CRISTA property consists of two different zones, it would be difficult to describe in writing and easier to illustrate on the map. That's why she used an overlay. She said she would consider further whether or not it would be appropriate to identify the underlying land use on the Comprehensive Plan land use map.

Vice Chair Hall recalled that in the Shoreline community, tremendous concern has been voiced about the distinction between land use designations and zoning designations. As he reviewed the staff report, he noted that a number of terms have been used. He suggested this makes is complicated for the general public to clearly understand. He asked staff to share their ideas for making the Comprehensive Plan and

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Development Code more accessible to the general public. Ms. Markle said she originally took out terms such as “neighborhood plan” and “special overlay” in an effort to focus on getting a tight master plan permit process and definitions in place for Shoreline Community College, CRISTA, and Fircrest. However, she was nervous about proposing too many changes to the existing plan. She said she would support removing some of the terms. This would be easy to do and would make the plan more transparent.

Commissioner Broili asked if it would be possible to provide illustrations to lay out the flow of how the pieces all relate to each other. He noted that some people respond better to visual information as opposed to verbal information. Ms. Markle referred to the chart labeled Attachment D, which represents her attempt to visually lay out the concepts contained in the proposed amendments. She asked Commissioner Broili to review Attachment D and provide comments for how it could be improved. Commissioner Broili suggested they use a flowchart approach to illustrate the concepts. Ms. Markle agreed to attempt to create a flowchart. Vice Chair Hall suggested that simplifying the relationship between the different planning tools would help reduce the public’s confusion at the public hearing.

Commissioner Kaje referred to the proposed decision criteria found in Section 20.30.337.B, and asked if the term “mitigate” is specifically defined in the code. Ms. Markle reviewed the code’s current definition for the term “mitigation.” Commissioner Kaje inquired if this definition would apply to all sections of the code, and Ms. Markle answered affirmatively.

Commissioner Kaje pointed out that a few of the criteria talk about mitigating impacts. He suggested that the proposed language be changed to capture the hierarchy of the mitigation concept: avoid, reduce, and then mitigate impacts if they cannot be avoided or reduced. Commissioner Kaje also referred to Criteria 6 in Section 20.30.337.B, and suggested the word “limit” be changed to “minimize.” If the intent is to minimize conflicts between the master plan property and adjacent uses, the language should make this clear. The remainder of the Commission concurred.

Commissioner Behrens referred to Criteria 4 of Section 20.30.337.B and asked how staff proposes to project what type of public transportation system would be available at a particular time in the future. Ms. Markle clarified that the intent of the language is to require an applicant to implement traffic mitigation measures to address the anticipated impacts associated with each phase of their development. In addition, she noted the City does model into the future for transportation, so they do have information on what they perceive the traffic impacts would be in the future. She emphasized that the proposed language is not intended to allow an applicant to rely solely on public transportation as a way to mitigate the impacts.

PUBLIC COMMENT

The Commission discussed whether it would be appropriate to accept public testimony as opinions, since this item was not scheduled as a public hearing. City Attorney Collins noted that a public hearing on the proposed amendments has been scheduled for May 1st. She suggested that those who speak tonight be asked to limit their comments at the public hearing to issues they have not yet raised. She noted that the item is legislative, so it is important to get as many comments as possible.

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Les Nelson, Shoreline, expressed confusion that subarea plans are defined in the Comprehensive Plan, but not in the Growth Management Act (GMA). He suggested that doing planned areas through a quasi-judicial process would take some of the large facilities out of the realm of public comment. He noted that GMA requires that all proposed amendments to the Comprehensive Plan be considered by a government body concurrently so the cumulative affect of the various proposals could be ascertained. He suggested it would defy the intent of GMA if the City were to consider Comprehensive Plan changes associated with master plans, subarea plans and planned areas outside of the yearly cycle. He said his interpretation of GMA is that cities are allowed to create subarea plans at any point, but the final adoption must be done on a yearly cycle where all changes are considered at the same time.

Mr. Nelson said he also appreciates the Commission's discussion about disseminating information to the public by means other than the City's website. He suggested that this change would meet the requirements of the GMA to widely and broadly disseminate to the public a process for creating comprehensive plan amendments.

Dennis Lee, Shoreline, said he looks at the proposed concepts in a hierarchal manner. Master plans are the most complex and difficult. He said he was involved in the process for establishing the 1st Avenue Northeast Transfer Station Master Plan. While the process was difficult, it addressed most of the concerns raised by the public. He recalled that the proposal went through a legislative process, which allowed the citizens to lobby the City Council to address problems. He requested the City Attorney provide justification for making applications for master plans, subarea plans and planned areas quasi-judicial matters. He suggested the City consider making the process for changing from a planned area to a master plan legislative rather than quasi-judicial. In addition, he suggested that the "subarea plan" designation be renamed to "neighborhood subarea plan." He said neighborhood subarea plans should be the lowest on the hierarchy of concepts proposed, and using the word "neighborhood" would clearly define who the stakeholders are.

Commissioner Behrens said his understanding is that the planned area process would be legislative. That means an applicant would go through a formal legislative process to start with. An application would be presented to the Planning Commission, and they would make a recommendation to the City Council. If adopted by the City Council, an applicant would be allowed to apply for a master plan permit, which would be reviewed via a quasi-judicial process. He summarized that the proposed process would actually provide for a legislative process on the front and a quasi-judicial process on the end. Ms. Markle agreed. However, she pointed out that the exciting details are done as part of the master plan process.

Chair Kuboi inquired what type of detail would be envisioned at the Comprehensive Plan amendment stage for a proposed planned area. Ms. Markle said the proposed amendments were intended to focus on Shoreline Community College, Fircrest and CRISTA, which do not require a lot of detail because the Comprehensive Plan already identifies the need to master plan for these areas. There are no requirements in place to identify what a private applicant would have to provide in order to convince the Commission and City Council that they deserve a Comprehensive Plan land use change. She said staff

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would advise an applicant to provide as much detail as possible about what they want to do, but the level of detail has not been spelled out in the proposed amendments.

Commissioner Wagner noted that none of the information required for the Comprehensive Plan amendment would be binding on the final master plan that is approved through the quasi-judicial process. The master plan process would actually define the details of the proposal. Ms. Markle agreed and added that if an applicant comes forward with a master plan proposal that is inconsistent with what was considered for the planned area, the current zoning would remain in place until they come back with something that meets the intent of the Comprehensive Plan.

Commissioner Broili said he anticipates that, over the course of time, other applications for planned areas would come before the Commission. Therefore, it would seem reasonable to provide some definition as to the level of detailed information that is expected. Ms. Markle pointed out that not a lot of detail would be required at the time the concept is first presented so it may be difficult to create a set of criteria. Commissioner Pyle pointed out that staff has the authority to govern the submittal requirements for planned area applications. He suggested that rather than adjusting the criteria for evaluation, the City could adjust the required submittal items, depending on the type of application. In order to deem an application substantially complete, a certain level of detail would have to be provided.

Commissioner Behrens suggested that many of the public concerns could be most thoroughly vetted during the legislative planned area portion of the master plan process. He questioned how the legislative review would be conducted. Ms. Markle described that, as part of the legislative review process, the City could mitigate impacts associated with the planned area land use designation by imposing conditions. Commissioner Behrens asked if staff believes the legislative review process would enable the City to address the more controversial issues. Ms. Markle said the legislative process would be where the broad use and density issues are vetted out. She suggested staff review the process that was used by Fircrest to consider the broader issues. Perhaps they could mirror their efforts when reviewing future proposals.

Chair Kuboi summarized the Commission's direction to staff as follows:

- Consider identifying the 1st Avenue Northeast Transfer Station site as a planned area.
- Revisit the issue of revising the rezone criteria.
- Provide more clarity regarding the amendment process.
- Rework Land Use Policy 12 to make the language more clear.
- Review the map and possibly make revisions.
- Review the language in an attempt to simplify terms.
- Provide a type of 'cheat sheet' for the public hearing that is written for the benefit of the public to explain the master plan concept as clearly as possible. The public benefits of master plan should be clearly outlined.
- Add verbiage that captures the hierarchy of the mitigation process to make it clear that an applicant should first attempt to avoid impacts, and mitigation should be the last resort. This could be done by including an explicit reference to the code section where the mitigation concept is defined.
- Change the word "limit to" to "minimize in Criteria 6 of Section 20.30.337.B.

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Seпа comments due April 18 on Complan and Code Amendments for 2008

Rachael,

I am submitting the following comments for your consideration:

Complan amendments:

Glossary; Subarea plans: These are for “defined geographic areas” and since this amendment is proposed to clarify the difference between Subareas and Planned areas which are later defined as “Specific geographic areas”, perhaps we need to define the difference between “defined” and “specific”, or better yet, re-write and make this all less confusing.

Second sentence (under Subarea plans) seems to be more related to a policy, or description of how a Subarea plan operates, not a definition and thus would not belong here. Suggest deleting “Development Regulations.....using legislative review process”. Also similar comment for last sentence.

Suggest adding the following: Planned areas, Subareas, and Master Planned areas must all be coordinated with the overall vision of the Comprehensive plan and must have final adoption concurrently with all Comprehensive Plan amendments so any changes can be considered in whole as required to be in compliance with GMA, 36.70A...also refer to land use Policy LU-6 in the Complan

LU-9: define meaning of “certain circumstances”, and define what range of zoning could be acceptable under a subarea plan...could R4 become 20 units per acre? If not defined then in the future someone is likely to misinterpret the meaning of this, and in fact it is not clear today what is meant!

LU-12: Why was the wording regarding ‘unless.... Subarea... or special district... has been approved’ removed from this section and left in LU-9?

LU-18 and LU-19: At our Dec 17 2007 meeting Joe Tovar mentioned that the wording currently in these two policy statements was vague and needed to be improved to clarify intent, specifically mentioning the use of the phrase “might be allowed” as an issue, and yet these are not being revised.

Why/How are we changing areas like Shoreline CC, CRISTA, Fircrest from Master Plan designation to Plannes Area designation, and what is the intent of this? Does this not violate the EIS done for the Complan where master Plans are defined/required?

Development Code amendments:

In table 20.30.060 under 2. Rezone, add CTED under column regarding review authority as this would be required where rezone amends the Complan...

Also, Subarea Plans are not mentioned in the Development Code amendments, are there no revisions needed?

Item 7.1 - Attachment B

SEPA document:

(Following comments refer to appropriate section of SEPA document by letter, number)

- A. 7. Subarea plans are not mentioned,think we currently have several in the works such as Town center, Ballinger, South of Bridge,
- A. 8. Define SEPA required for "future"....Proposals...does that mean any that are currently in the works such as Ridgecrest have no further SEPA requirement??
- A. 10. Add to list:, Approval of Complan amendments, Public Hearings, and Public participation as called out in GMA
- A. 11. Allowing master plans to be approved outside of the annual review cycle conflicts with requirements of GMA that require all amendments for the year to be considered and approved as a **whole so the cumulative effects can be considered together**..... and, under Comprehensive plan amendments, the fourth bullet regarding Replacing the term master plan with Planned area, could not be more confusing as to intent. Please clarify what this means.
Fifth bullet item defies GMA "without amending the Comprehensive plan"
Eighth bullet, "Deleting land use policies 76 and 77....." what about the revisions to LU17-18-19, 40,42,43?A. Under Development code amendments, 6th bullet, First NE transfer station "or out of code" needs to be decided or clarified.
- A, 12: First line says "could" be applied city wide, but only 4 locations specified, so is that the intent, to do this citywide as it is listed as a non project action, it is not clear what the intent is...please clarify
- B 1.a. Are there no steep slopes at Fircrest? At Shoreline Community college I would add streams/creeks I assume are present
- B 1. c. Again confused how this can be a non project action, yet describe four sites...which to me implies throughout this document that this only applies to these four sites, and does not include the rest of the city, otherwise the remainder of the City should be noted. As such, these proposed revisions are limited to the four sites listed, and I don't believe that is the intent. **This comment applies throughout the document**
- B1.g. Add "likely to increase pervious surface as development becomes more intense, until sustainability is applied to development proposals
- B1.h Define "future" is that intended to not include the 4 listed projects?
- B.2.a. add increased fuel consumption to attend meetings to discuss this proposal....
- B. 4.a. heck marks as you have indicated likely all these are on the four sites.
- B.5. Clarify which version of the Comprehensive Plan, 1998, 2005?
- B.5.d Add the phrase"are intended to" after "These regulations" 2nd sentence
- B7.b.1. (noise) added traffic likely to result from all development proposals
- B.8. 1. (To ensure compatibility of land uses) It appears that this proposal is a major change in how the approval and permitting process for these type sites will be accomplished. Part of "ensuring compatibility" is to provide thorough public participation as required by RCW 36.70A, (Growth management act).. This proposal takes part of this process away from public review, especially of the final details as is

Item 7.1 - Attachment B

indicated by mentioning use of a quasi-judicial process, and thus the ability to "ensure compatibility" with neighborhoods is lessened. How will this change be mitigated?

B.10.a Ridgecrest has already approved for 80'+ tall structures so the height mentioned is incorrect or misleading.

B.10.b Ridgecrest proposes to construct a structure that will block views/sunlight from/to several single family homes, especially those to the North and west for morning sun and opposite from evening sun. This is already a known fact and must be accounted for here.

B.11.a.b. Look at Ridgecrest proposal when answering this question, answer will not be "no"

B.14, Transportation. General comment. The need to ensure that the cumulative effects of traffic on this proposed change to Complan and code processes seems to indicate that concurrent review of these proposals as required in 36.70A.130 for revisions to the Comprehensive plan will not occur concurrently, rather out of the normal cycle. I disagree with the premise that this restricts ability to approve permits due to the need to include in annual review cycle. Most of these Master Planned areas are large, well thought out, well planned sites and planning reasonably extends much farther into the future than for other permit reviews. As such, the hindrance to wait for an annual review cycle could be easily planned around for these type permit applications. This comment applies to other aspects of review of plans covered by these amendments

Thanks for the opportunity to comment on this document

Submitted April 18, 2008, approx. 4pm

Les Nelson
15340 Stone ave N
Shoreline, WA, 98133

**PROPOSED
AMENDMENTS
TO THE
COMPREHENSIVE PLAN
2008**

GLOSSARY

Subarea Plans – Subarea plans are meant to provide detailed land use plans for delineated geographic areas. Development regulations may be adopted as part of the subarea plan or after the adoption of a subarea plan using a legislative review process. This level of planning seeks to engage area residents, property owners and businesses to clarify and apply existing Comprehensive Plan policies to better reflect changing circumstances, problems, and opportunities. Subarea planning may only be initiated by the City.

Deleted: and development regulations

Deleted: local

Deleted: This level of planning brings the policy direction of the Comprehensive Plan

Deleted: to a smaller geographic area. These plans are meant to implement the Comprehensive Plan and be consistent with the Comprehensive Plan's policies, development regulations, and Land Use Map, when adopted.

Master Plan Permit - A permit issued by the City that establishes site specific permitted uses and development standards for planned areas or essential public facilities. Master Plan Permits incorporate proposed new development, redevelopment and/or expansion of an existing development.

Planned Area Land Use Designation – pertains to specific delineated geographic areas that are: unique based on natural, economic or historic attributes; subject to problems from transition in land uses; or contain essential public facilities. This level of planning seeks to engage area residents, property owners and businesses to clarify and apply existing Comprehensive Plan policies to better reflect changing circumstances, problems, and opportunities. Planned Area designations may be initiated by property owner(s) or the City during the annual review of amendments to the Comprehensive Plan.

Planned Area Zoning Designation: Planned Area zoning is meant to provide detailed land use regulations and development standards to implement the Planned Area Land Use designations.

Item 7.1 - Attachment C

DRAFT Comprehensive Plan Amendments to Streamline Master Planning Process

Amend Figure LU-1: Comprehensive Plan Land Use

- o Add Planned Area to Legend
- o ~~Change parcel(s) associated with Shoreline Transfer Station from Public Facility to Planned Area 1~~
- o Change parcel(s) associated with Ridgecrest Study Area from Mixed Use to Planned Area 2
- o Change parcel(s) associated with the Crista Campus from Single Family Institution to Planned Area 3
- o Change parcel(s) associated with the Fircrest Campus from Single Family Institution to Planned Area 4
- o ~~Change Shoreline Community College parcel(s) from Single Family Institution to Planned Area 5~~

LU3: Provide incentives for land uses that enhance the City's vitality through a variety of regulatory and financial strategies including, but not limited to:

- Priority permit review
- Road system reclassification
- Property valuation based on current use
- Reduced impact fees
- Tax abatement
- Methods similar to tax increment financing
- Provision of infrastructure through a private-public partnership
- Transfer of development rights
- ~~City initiated subarea planning for sites with clustering of development to preserve open space~~
- ~~Property owner or City initiated planned area planning for sites with clustering of development to preserve open space~~
- Flexibility of site and building design if performance standards are met which give equal or better design and protection than the zone

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LU 9: The Low Density Residential land use designation is intended for areas currently developed with predominantly single family detached dwellings. Single family dwelling units will be allowed and other dwelling types, such as duplexes, single family attached, cottage housing and accessory dwellings, may be allowed under certain circumstances.

Appropriate zoning for this designation is R-4 or R-6 Residential, unless a neighborhood plan, subarea plan or special district overlay plan/zone has been approved.

LU 12: The Medium Density Residential land use designation is intended for areas currently developed with medium density residential dwelling uses; and to areas where single family detached dwelling units might be redeveloped at slightly higher densities; and to areas currently zoned medium density residential. Single family dwelling units, duplexes, triplexes, zero lot line houses, townhouses and cottage housing will be permitted. Apartments will be allowed under certain conditions.

The permitted base density for this designation may not exceed 12 dwelling units per acre unless a neighborhood plan, subarea plan or special district overlay plan/zone has been approved. Appropriate zoning for this designation is R-8 or R-12 Residential.

Comment: Based on comments received, staff decided a change was not needed in LU 12 to achieve goals for Master Planning.

Item 7.1 - Attachment C

LU14: The High Density Residential designation is intended for areas near employment and commercial areas; where high levels of transit service are present or likely; and areas currently zoned high density residential. This designation creates a transition between high intensity uses, including commercial uses, to lower intensity residential uses. All residential housing types are permitted.

The permitted base density for this designation will not exceed 48 dwelling units per acre unless a neighborhood plan, subarea plan, or special district overlay plan has been approved. Appropriate zoning for this designation is R-12, R-18, R-24, R-48 Residential unless a subarea plan, neighborhood plan or special district overlay plan/zone has been approved.

Deleted: ¶
or

LU 17: The Mixed Use designation applies to a number of stable or developing areas and to the potential annexation area at Point Wells. This designation is intended to encourage the development of pedestrian oriented places, with architectural interest, that integrate a wide variety of retail, office and service uses with residential uses.

Appropriate zoning designations for the area include, Neighborhood Business, Community Business, Office, Regional Business, Industrial, R-8, R-12, R-18, R-24, R-48 unless a subarea plan, neighborhood plan or special district overlay plan/zone has been approved.

Deleted: and/or

LU18: The Community Business designation applies to areas within the Aurora Corridor, North City and along Ballinger Road. This designation provides for retail, office and service uses and high density residential uses. Significant pedestrian connection and amenities are anticipated. Some limited industrial uses might be allowed under certain circumstances. Appropriate zoning designations for this area might include the Neighborhood Business, Community Business, Regional Business, Office, R-12, R-18, R-24, R-48 unless a subarea plan, neighborhood plan or special district overlay plan/zone has been approved.

Deleted: or

LU19: the Regional Business designation applies to an area within the Aurora Corridor north of 185th St. and south of N 192nd St. This designation provides for retail, office, service, high density residential and some industrial uses. Significant pedestrian connection and amenities are anticipated. Appropriate zoning designations for this area include Community Business, Office, Regional Business, Industrial, R-12, R-18, R-24, R-48 unless a subarea plan, neighborhood plan or special district overlay plan/zone has been approved.

Deleted: or

LU40: Create subarea plans or planned areas for the Aurora Corridor to include smaller city blocks, a park/plaza in the Seattle City Light Right-of-Way, a transit center, and large public areas for a mix of city activities.

Deleted: Master Plan areas

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LU42: The Public Facilities land use designation applies to a number of current or proposed facilities within the community. It is anticipated that the underlying zoning for public facilities shall remain unless adjusted by a formal amendment to this plan.

LU43: Planned Areas designate distinctive geographic areas that are unique based on natural, economic or historic attributes; subject to problems from transition in land uses;

Item 7.1 - Attachment C

or contain essential public facilities for additional planning. This level of planning seeks to engage area residents, property owners and businesses to clarify and apply existing Comprehensive Plan policies to better reflect changing circumstances, problems, and opportunities. Planned Area designations may be initiated by property owner(s) or the City during the annual review of the Comprehensive Plan. The appropriate zoning for this designation is a Planned Area zone.

LU 43.1: Planned Area 1 - Shoreline Transfer Station: The Shoreline Recycling and Transfer station formerly called the First Avenue NE Transfer station is located at 2300 N. 165th Street. This King County operated solid waste transfer station is surrounded by single family residential development, King County Bus Barn, Seattle City Light Utility Substation, a City park and Interstate 5. The Transfer Station meets the definition of an essential public facility. Essential public facilities are encouraged to undergo additional planning and the development of site specific standards in order to holistically address future development and redevelopment.

A Master Plan was approved for the Shoreline Transfer Station in 2003. The Master Plan included:

- a. An expanded recycling collection area where customers can bring materials for recycling, composting and reuse, including a separate yard waste area;
- b. An enclosed transfer building which will have larger, easier-to-use waste unloading areas, which will reduce customer wait times;
- c. Thornton Creek buffer reforestation that will improve wildlife habitat and the quality of the Creek;
- d. A new site layout that will reduce neighborhood impacts and improve on-site traffic flow;
- e. A pre-load compactor to improve the efficiency of waste handling and lessen the number of transfer trailer trips required to and from the station;
- f. A roof that contains solar panels that will help reduce energy costs and can accommodate today's larger solid waste collection vehicles;
- g. Sustainable building design features that will improve energy efficiency and result in lower operating costs than conventional building design; and
- h. Environmental enhancements, particularly with storm and waste water systems, to protect Thornton Creek and public health.

LU 43.2: Planned Area 2 – Ridgecrest: Ridgecrest Planned Area 2 comprises approximately 6.6 acres located within the neighborhood's commercial center, east of Interstate 5, at the corner of NE 165th and 5th Avenue NE. The unique economic opportunity and the need to address the transition from commercial

Item 7.1 - Attachment C

development to adjacent single family residential development was the impetus for this Planned Area.

LU 43.3: Planned Area 3 – CRISTA: CRISTA Ministries is a 55 acre campus devoted to education, senior care and housing, broadcasting, humanitarian missions, relief and aid to those in need and specialized camps.

CRISTA Ministries is a unique site within the City. Although the services that are provided are not public, the campus provides housing for nearly 700 senior citizens, education for 1,200 Pre-K to High School students and employment for nearly 900 people (based on 2007 estimates). There is a need to look inward to plan for all aspects of the on campus environment; and there is a need to look outward to carefully consider and plan for the offsite impacts triggered by the intensity of the on campus activities. Although the City is interested in the planning and development of on campus uses, the City is especially interested in identifying and addressing offsite impacts such as traffic, transition between uses, stormwater and critical area protection.

LU 43.4: Planned Area 4 – Fircrest: Fircrest is an approximately 92 acre state operated residential facility that serves the needs of persons with developmental disabilities. In addition, the Fircrest campus is home to the Food Lifeline warehouse, the Washington State Health Labs and a Sheltered Workshop which employs persons with disabilities. The campus is surrounded by a mix of uses: single family residential development, multi family residential, office, commercial and City parks. Fircrest meets the definition of an essential public facility. Essential public facilities are encouraged to undergo additional planning and the development of site specific standards in order to holistically address future development and redevelopment.

Fircrest is a unique site within the City. There is a need to look inward to plan for all aspects of the on campus environment; and there is a need to look outward to carefully consider and plan for the offsite impacts triggered by the intensity of the on campus activities. Although the City is interested in the planning and development of on campus uses, the City is especially interested in identifying and addressing offsite impacts such as traffic, transition between uses, stormwater and critical area protection.

LU 43.5: Planned Area 5- Shoreline Community College: Shoreline Community College is an approximately 79 acre state operated community college surrounded by single family residential development and City parks. The College meets the definition of an essential public facility. Essential public facilities are encouraged to undergo additional planning and the development of site specific standards in order to holistically address future development and redevelopment.

Shoreline Community College is a unique site within the City. There is a need to look inward to plan for all aspects of the on campus environment; and there is a need to look outward to carefully consider and plan for the offsite impacts triggered by the intensity of the on campus activities. Although the City is interested in the planning and development of on campus uses, the City is

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especially interested in identifying and addressing offsite impacts such as traffic, transition between uses, stormwater and critical area protection.

LU74: All new Essential Public Facilities and substantial modifications to existing Essential Public Facilities shall be required to undergo a siting process by the City of Shoreline except that where site-specific standards such as a planned area with an approved master plan permit or subarea plan are in place for the proposed Essential Public Facilities, those specific standards will apply to development. Facility siting shall consider:

- consistency with locations identified as appropriate for public purposes on the Land Use Element Map;
- compatibility with adjacent land uses;
- fair distribution of public facilities throughout the City;
- reduction of sprawl development;
- promotion of economic development and employment opportunities;
- protection of the environment;
- positive fiscal impact and on-going benefit to the host jurisdiction;
- consistency with City of Shoreline Comprehensive Plan (e.g. Capital Facilities, Utilities, Transportation, Housing, Economic Development, the Environment and Community Design);
- ability to meet zoning criteria for Special Use Permits as defined in the Shoreline Municipal Code;
- public health and safety;
- forecasted regional or state-wide need;
- ability of existing facilities to meet that need;
- compatibility with this Comprehensive Plan;
- evaluation in context of agency or district plan (and consistency with this agency or district plan);
- analysis of alternative sites; and
- provide a public review process that includes, at a minimum, public notice and a public comment period. Special use permits and master plan permits may require public meetings and/or a public hearing process.

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The siting process for Essential Public Facilities shall be coordinated with neighboring jurisdictions and with King and Snohomish counties by participating in the interjurisdictional process developed by the King County Growth Management Planning Council and the process adopted by Snohomish County (where appropriate). Specific siting processes will be established in Comprehensive Plan implementing regulations.

LU 75: 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. A master plan permit is encouraged for Essential Public Facilities. 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

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- development standards to mitigate aesthetic and functional impacts to the development site and to neighboring properties.

H10: Provide opportunities and incentives through the Planned Unit Development (PUD) or master plan permit process for a variety of housing types and site plan concepts that can achieve the maximum housing potential of a large site.

Comment: Remove LU 76 & 77 from Comp Plan and include as a regulation in the Development Code.

Deleted: LU 76: A Master Plan is encouraged for Essential Public Facilities. The purpose of the Master Plan is to incorporate all proposed new development, redevelopment and/or expansion of an existing development. A Master Plan is a comprehensive long-range plan for the use of the property. Its purpose is to guide the growth and development of the facility so that they serve their users and benefit the community.¶

¶
A Master Plan shall include:¶
<#>a Statement of Justification for the proposed development;¶
<#>a narrative description and drawings of uses existing on the site (including historic sites and environmentally critical areas);¶
<#>uses to be developed on site;¶
<#>location of existing/proposed uses;¶
<#>bulk and scale of existing/proposed uses;¶
<#>conceptual architectural design of proposed structures/integration of new and existing uses OR a process by which the applicant will submit a specific architectural design at the time when a specific development is proposed;¶
<#>existing/conceptual proposed landscaping (native vegetation and decorative plantings) OR a process by which the applicant will submit a specific architectural design at the time when a specific development if proposed;¶
<#>existing/conceptual proposed access, parking plans;¶
<#>buffers, as appropriate, between on-site uses;¶
<#>buffers between the site and surrounding properties; and ¶
<#>an environmental analysis including impacts and proposed mitigation for noise, light, glare, and any other environmental impacts to be expected from the use.¶

¶
A Master Plan may be revised for proposed new development subject to Master Plan regulations. Master Plan amendments should occur concurrently with the City's process for amending the Comprehensive Plan, and should include a public participation process. ¶

¶
LU77: When a Master Plan is accepted by the City, an overlay designation will be placed upon the property, indicating that the Master Plan is the governing document. ... [1]

Deleted: Master Plan

LU 76: A Master Plan is encouraged for Essential Public Facilities. The purpose of the Master Plan is to incorporate all proposed new development, redevelopment and/or expansion of an existing development. A Master Plan is a comprehensive long-range plan for the use of the property. Its purpose is to guide the growth and development of the facility so that they serve their users and benefit the community.

A Master Plan shall include:

- a Statement of Justification for the proposed development;
- a narrative description and drawings of uses existing on the site (including historic sites and environmentally critical areas);
- uses to be developed on site;
- location of existing/proposed uses;
- bulk and scale of existing/proposed uses;
- conceptual architectural design of proposed structures/integration of new and existing uses OR a process by which the applicant will submit a specific architectural design at the time when a specific development is proposed;
- existing/conceptual proposed landscaping (native vegetation and decorative plantings) OR a process by which the applicant will submit a specific architectural design at the time when a specific development is proposed;
- existing/conceptual proposed access, parking plans;
- buffers, as appropriate, between on-site uses;
- buffers between the site and surrounding properties; and
- an environmental analysis including impacts and proposed mitigation for noise, light, glare, and any other environmental impacts to be expected from the use.

A Master Plan may be revised for proposed new development subject to Master Plan regulations. Master Plan amendments should occur concurrently with the City's process for amending the Comprehensive Plan, and should include a public participation process.

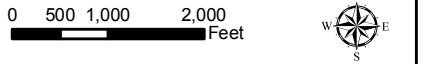
LU77: When a Master Plan is accepted by the City, an overlay designation will be placed upon the property, indicating that the Master Plan is the governing document for new development or redevelopment. Specific project applications under an approved conceptual Master Plan may require site plan review. This review would ensure that the specific projects are consistent with the Master Plan and conform to applicable implementation regulations. Building permits will be required for all new construction. Any proposed development that is not in the approved Master Plan will be considered under a Development Permit Application or a Special Use Permit and will be reviewed through the underlying Land Use Designation/Zoning regulations.

**Point Wells
Potential
Annexation
Area**

**City of Shoreline
COMPREHENSIVE PLAN**

Representation of Official
Land Use Map Adopted By
City Ordinance No. 292 and 388.

- Legend**
- Outside Shoreline
 - Interstate
 - Principal Arterial
 - Minor Arterial
 - Collector Arterial
 - Neighborhood Collector
 - Local Street
 - Low Density Residential
 - Medium Density Residential
 - High Density Residential
 - Mixed Use
 - Community Business
 - Regional Business
 - Public Facilities
 - Single Family Institution
 - Planned Area
 - Special Study Area
 - Ballinger Special Study Area
 - Briarcrest Special Study Area
 - North City Business District
 - Paramount Special Study Area
 - Private Open Space
 - Public Open Space

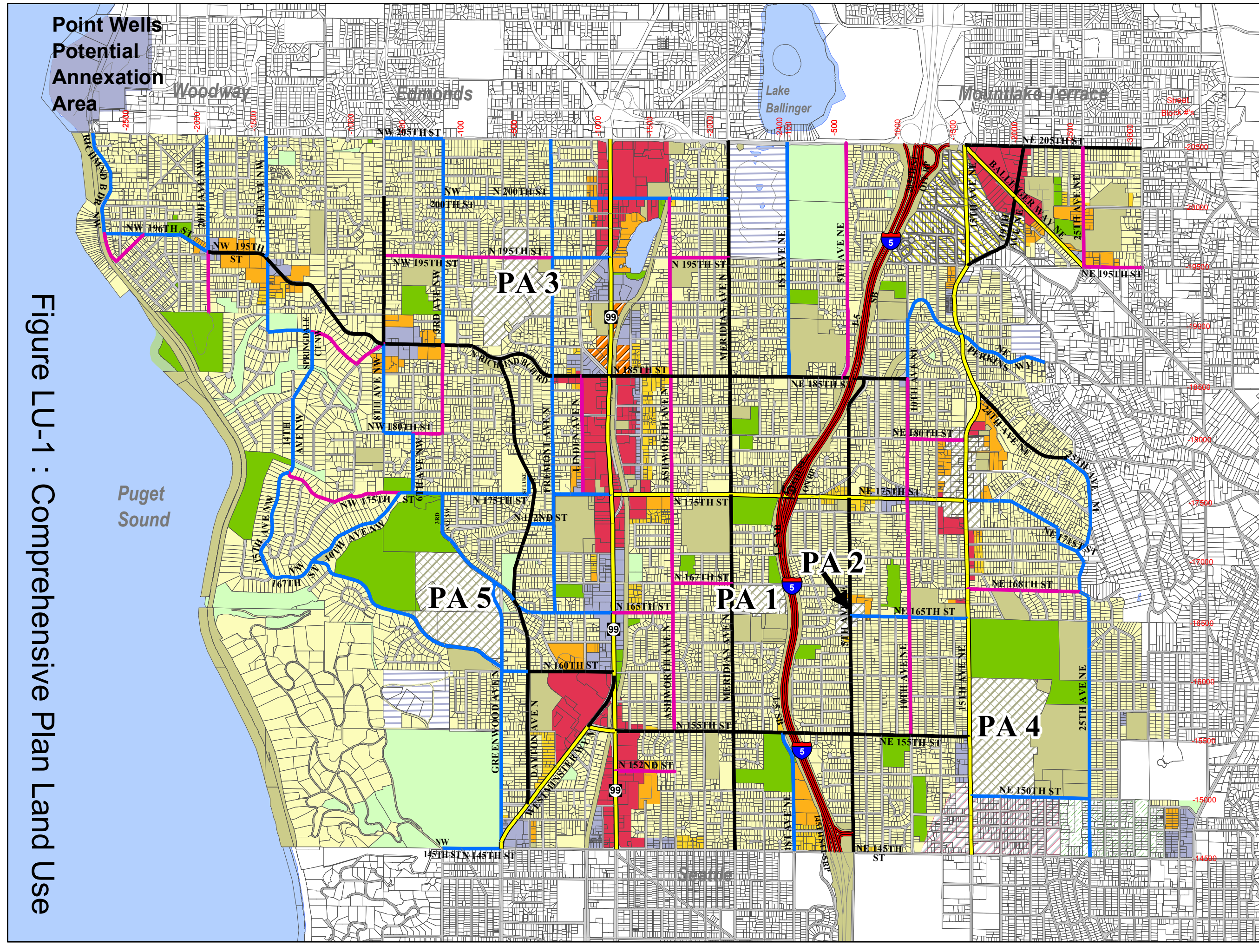


This map is NOT an official map. No warranty is made concerning the accuracy, currency, or completeness of data depicted on this map.

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**Comprehensive Plan
Land Use**

Figure LU-1 : Comprehensive Plan Land Use



**PROPOSED
DEVELOPMENT CODE
AMENDMENTS
ASSOCIATED WITH
PROPOSED 2008
AMENDMENTS TO THE
COMPREHENSIVE PLAN**

Item 7.1 - Attachment D

Amend Ordinance 292: Official Zoning Map

- Change Shoreline Recycling and Transfer Station from R-6 to Planned Area 1
- Add overlay of Planned Area 3 over parcel(s) associated with the CRISTA underlying zoning remains the same
- Change parcel(s) associated with the Fircrest from R-6 to Planned Area 4
- Change Shoreline Community College parcel(s) from R-4 and R-6 zones to Planned Area 5

20.20 Definitions

20.20.036

Master Plan Permit

A permit issued by the City that establishes site specific permitted uses and development standards for certain planned areas or essential public facilities. Master Plan Permits incorporate proposed new development, redevelopment and/or expansion of an existing development.

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
8. Street Vacation	PC (3)	PC (3)	City Council	120 days	Chapter 12.17 SMC

Item 7.1 - Attachment D

9. Master Plan Permit	Mail, Post Site, Newspaper	PC (3)	City Council	120 days	20.30.337
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- (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. 406 § 1, 2006; Ord. 324 § 1, 2003; Ord. 309 § 3, 2002; Ord. 299 § 1, 2002; Ord. 238 Ch. III § 3(c), 2000).

20.30.337 Master Plan Permit

A. Purpose. The purpose of a Master Plan Permit is to address concerns unique to an area through a public process when other zoning mechanisms cannot achieve the desired results. An area may be unique based on natural, economic or historic attributes; be subject to problems from transition in land uses; or contain essential public facilities that require specific land use regulations for their efficient operation. Master Plan Permits provide a means to modify zoning regulations for specific areas defined in the Comprehensive Plan.

B. Decision Criteria. A Master Plan Permit shall be granted by the City, only if the applicant demonstrates that:

1. The Master Plan meets or exceeds the current regulations for Critical Areas if critical areas are present.
2. Requested modifications to standards are limited to those which will avoid, reduce and then mitigate impacts if they cannot be avoided or reduced in a manner equal or greater than the standards of all applicable codes;
3. The proposed development demonstrates the use of innovative, aesthetic, energy efficient and environmentally sustainable architecture and site design;
4. The Master Plan Permit demonstrates that there is either sufficient capacity in the transportation system (motorized and nonmotorized) to safely support the development proposed in all future phases or there will be adequate capacity by the time each phase of development is completed;

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5. The Master Plan Permit demonstrates that there is either sufficient capacity within public services such as water, police, fire, sewer and stormwater to adequately serve the development proposal in all future phases, or there will be adequate capacity available by the time each phase of development is completed;
6. The Master Plan Permit contains design, landscaping, parking/traffic management and multi modal transportation elements that ~~limit~~ minimize conflicts between the Master Plan property and adjacent uses; and
7. All significant off site impacts associated with the implementation of the Master Plan Permit including but not limited to noise, shading, glare, surface water and traffic, will be identified and ~~avoided, reduced and then mitigated~~ if they cannot be avoided or reduced by the applicant.

C. Vesting.

- a. Applicability. A Master Plan Permit shall be reviewed under this Chapter and all other local, state and Federal land use regulations in effect on the date the Master Plan Permit application has been deemed complete by the City.
- b. Subsequent Regulations. An applicant may have the option of subjecting its development to any subsequently enacted land use regulations. However, should an applicant choose to subject its development to a subsequently enacted land use regulation, this shall have the effect of subjecting the development to all land use regulations enacted after the application is vested.
- c. Master Plan Permits may be amended using the process for approving an initial Master Plan.

20.40.050 Special districts.

A. Special Overlay District. The purpose of the special overlay (SO) district is to apply supplemental regulations as specified in this Code to a development of any site, which is in whole or in part located in a special overlay district (Chapter [20.100](#) SMC, Special Districts). Any such development must comply with both the supplemental SO and the underlying zone regulations.

B. North City Business District (NCBD). The purpose of the NCBD is to implement the vision contained in the North City Subarea Plan. Any development in the NCBD must comply with the standards specified in Chapter [20.90](#) SMC. (Ord. 338 § 3, 2003; Ord. 281 § 5, 2001; Ord. 238 Ch. IV § 1(E), 2000).

C. Planned Area (PA) zone. The purpose of the PA zone is to ~~develop~~ allow unique zones with regulations tailored to the specific circumstances, public priorities, or opportunities of a particular area that may not be appropriate in a city-wide land use district site specific use and development standards for areas designated in the Comprehensive Plan as planned areas or essential public facilities.

20.91.Ridgecrest Commercial Planned Area 2 (move to 20.100.100)

Item 7.1 - Attachment D

Chapter 20.100 Special Overlay Districts and Planned Area Zones

Sections

Subchapter 1. Planned Area 1: First Northeast Shoreline Recycling and Transfer Station Master Plan.

20.100.010

A. This chapter establishes the long range development plans for the Shoreline Recycling and Transfer Station formerly referred to as the First Northeast Transfer Station Master Plan.

B. The development standards that apply to this Planned Area were adopted by Ordinance 338 on September 9, 2003. A copy of the standards is filed in the City Clerk's office under Receiving Number 2346.

Subchapter 2. Planned Area 2: Ridgecrest (move 20.91 here)

20.100.100

Subchapter 3. Planned Area 3: CRISTA

20.100.200

A. The purpose of this chapter is to define the permitted and prohibited uses in CRISTA Planned Area 3.

B. With the exception of those uses and standards contained in this subchapter, all other aspects of development, redevelopment or expansion will be regulated as prescribed in Title 20 and other applicable codes for all uses that are permitted in the underlying zoning.

20.100.210 Planned Area Zones and Permitted/Prohibited Uses

A. All uses provided for under SMC Chapter 20.40 that are permitted by the underlying zoning for CRISTA: Planned Area 3 shall be allowed pursuant to compliance with all applicable codes and regulations.

B. Any use listed in SMC Chapter 20.40 that is allowed through the conditional use or special use process by the underlying zoning in CRISTA: Planned Area 3 may be allowed upon obtaining the required use permit.

C. Expansion of a nonconforming use shall be regulated per 20.30.280 (D) or as part of a Master Plan permit.

Subchapter 4. Planned Area 4: Fircrest

20.100.300 Purpose and Scope

A. The purpose of this chapter is to define the permitted and prohibited uses in Fircrest Planned Area 4.

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B. With the exception of those uses and standards contained in this subchapter, all other aspects of development, redevelopment or expansion will be regulated as prescribed in Title 20 and other applicable codes for all uses that are permitted in the R-6 zone.

20.100.310 Planned Area Zones and Permitted/Prohibited Uses

A. All uses provided for under SMC Chapter 20.40 that are permitted in the R6 zone shall be allowed in Fircrest: Planned Area 4 pursuant to compliance with all applicable codes and regulations.

B. Any use listed in SMC Chapter 20.40 that is allowed through the conditional use or special use process in the R6 zones may be allowed in Fircrest: Planned Area 4 upon obtaining the required use permit.

C. Expansion of a nonconforming use shall be regulated per 20.30.280 (D) or as part of a Master Plan permit.

Subchapter 5. Planned Area 5: Shoreline Community College

20.100.400 Purpose and Scope

A. The purpose of this chapter is to define the permitted and prohibited uses in Shoreline Community College Planned Area 1.

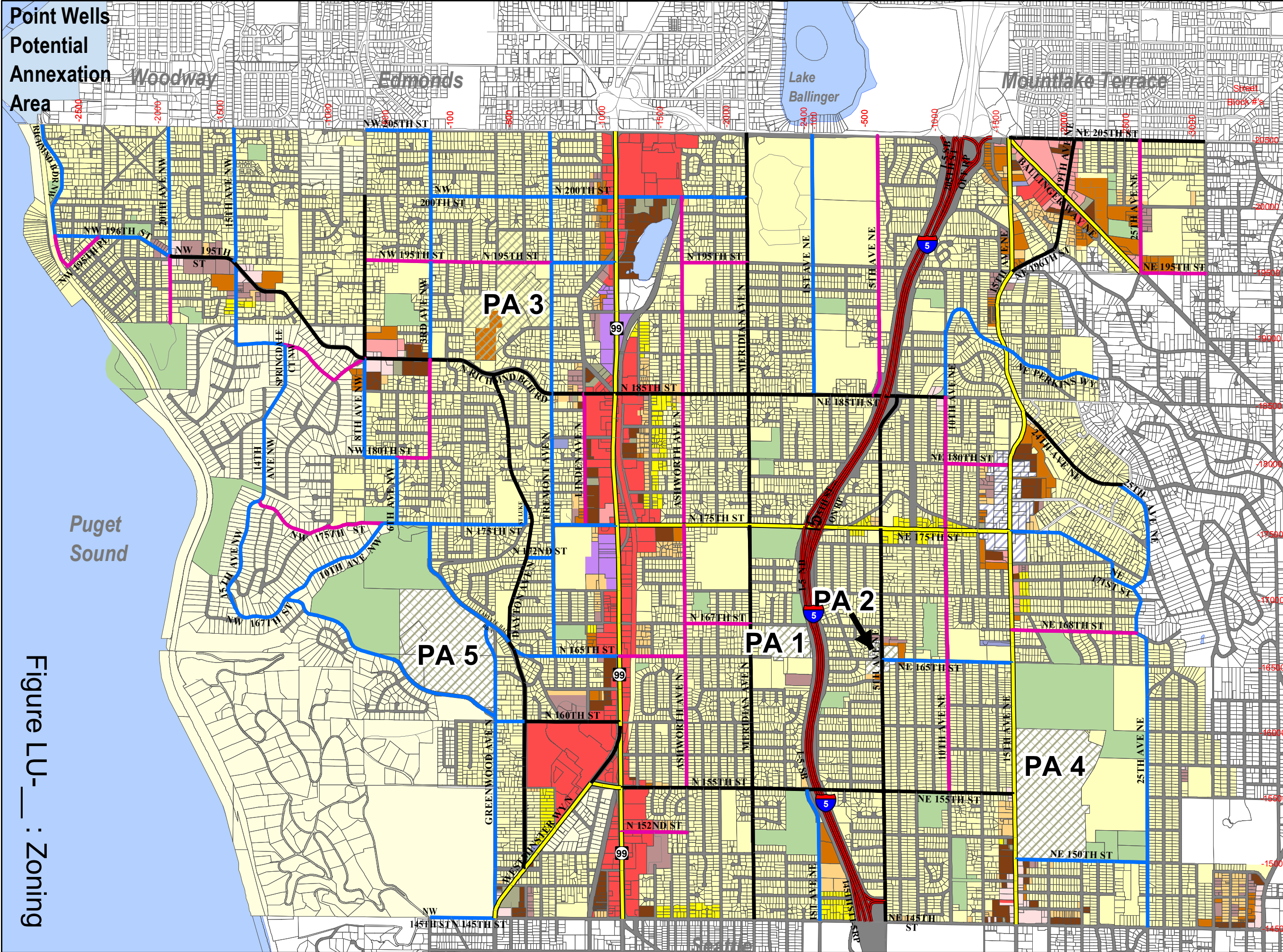
B. With the exception of those uses and standards contained in this subchapter, all other aspects of development, redevelopment or expansion will be regulated as prescribed in Title 20 and other applicable codes for all uses that are permitted in the R-4-R-6 zones.

20.100.410 Planned Area Zones and Permitted/Prohibited Uses

A. All uses provided for under SMC Chapter 20.40 that are permitted in the R4-R6 zones shall be allowed in Shoreline Community College: Planned Area 1 pursuant to compliance with all applicable codes and regulations.

B. Any use listed in SMC Chapter 20.40 that is allowed through the conditional use or special use process in the R4-R6 zones may be allowed in Shoreline Community College: Planned Area 1 upon obtaining the required use permit.

C. Expansion of a nonconforming use is prohibited unless it is approved as part of a Master Plan permit.

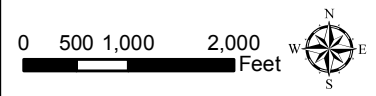


City of Shoreline
COMPREHENSIVE PLAN

Representation of Official Zoning Map Adopted By City Ordinance No. 292.

Shows amendments through February 18, 2003.

- R-4; Residential, 4 units/acre
- R-6; Residential, 6 units/acre
- R-8; Residential, 8 units/acre
- R-12; Residential, 12 units/acre
- R-18; Residential, 18 units/acre
- R-24; Residential, 24 units/acre
- R-48; Residential, 48 units/acre
- Planned Area
- O; Office
- NB; Neighborhood Business
- CB; Community Business
- NCBD; North City Business District
- RB; Regional Business
- I; Industrial
- CZ; Contract Zone
- Unclassified Right of Way



This map is NOT an official map. No warranty is made concerning the accuracy, currency, or completeness of data depicted on this map.

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Zoning

Figure LU-___: Zoning

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Initiating and Processing Subarea Planning, Planned Areas and Master Plan Permits

Planning Tools	Who can use the tool?	How is this tool implemented?	When can the tool be used?	What process is used to review the plans or permit?
<p>Subarea Plan: provides detailed land use plans for defined geographic areas. Development regulations may be adopted as part of the subarea plan or after the adoption of a subarea plan. This level of planning seeks to engage area residents, property owners and businesses to clarify and apply existing Comprehensive Plan policies to better reflect changing circumstances, problems, and opportunities.</p>	<p>City</p>	<p>Council provides direction such as Council Goal setting; budgeting; approval of Planning Commission or Department Work Plan</p>	<p>Anytime</p>	<p>Legislative</p>
<p>Planned Area Land Use Designation: pertains to specific geographic areas that are unique based on natural, economic or historic attributes; subject to problems from transition in land uses; or contain essential public facilities. This level of planning seeks to engage area residents, property owners and businesses to clarify and apply existing Comprehensive Plan policies to better reflect changing circumstances, problems, and opportunities.</p>	<p>City or Property owner(s)</p>	<p>Staff or property owner(s) submit a site specific Comprehensive Plan Amendment (amends the Future Land Use map & the Zoning map) application to the City</p>	<p>Once a year in conjunction with the Annual Review of proposed amendments to the Comprehensive Plan (applications are accepted year round)</p>	<p>Legislative for City/Quasi Judicial for Property Owner(s)</p>

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Planning Tools	Who can use the tool?	How is this tool implemented?	When can the tool be used?	What process is used to review the plans or permit?
<p>Planned Area Zoning Designation: Planned Area zoning is meant to provide detailed land use regulations and development standards to implement the Planned Area Land Use designations.</p>	<p>City or Property owner(s)</p>	<p>Staff or property owner(s) submit a site specific Comprehensive Plan Amendment (amends the Future Land Use map & the Zoning map) application to the City</p>	<p>Once a year in conjunction with the Annual Review of proposed amendments to the Comprehensive Plan (applications are accepted year round)</p>	<p>Legislative for City/Quasi Judicial for Property Owner(s)</p>
<p>Master Plan Permit: A permit issued by the City that establishes site specific permitted uses and development standards for planned areas or essential public facilities. Master Plan Permits incorporate proposed new development, redevelopment and/or expansion of an existing development.</p>	<p>Property owners of parcels designated as Planned Areas in the Comprehensive Plan and on the Zoning Map</p>	<p>Applicable property Owner(s) submit a Master Plan Permit Application to the City for review</p>	<p>Anytime</p>	<p>Quasi Judicial</p>

PROPOSED 2008 COMPREHENSIVE PLAN AMENDMENTS FOR MASTER PLANNING

Why are we proposing these amendments?



The Comprehensive Plan encourages master planning for Fircrest, CRISTA and Shoreline Community College. However, the Comprehensive Plan only allows the consideration of master plans once a year (during the annual review of the Comprehensive Plan), while at the same time its description of master planning does not necessitate adding or amending Comprehensive Plan policies. Instead, it describes master planning as the type of information usually found in the Development Code such as allowed uses and development standards.

Therefore, staff is recommending moving master planning from the Comprehensive Plan to the Development Code to allow for the permitting of master plans outside of the annual review cycle. The Comprehensive Plan will identify which properties can apply for a master plan permit and why; and the Development Code will regulate the preparation, review, adoption and implementation of the Master Plan permit.

Main Purpose of Amendments

- Streamline Master Plan permitting for Single Family Institutions & Essential Public Facilities;
- Create a definition for Planned Areas;
- Differentiate Planned Areas from Subareas;
- Create a definition and complete the development of a process for Master Plan permits; and
- Require Shoreline Community College to apply for a Master Plan permit.

How Master Planning would work

Land Use Designation

Change to "Planned Area"



Zoning

Apply for a "Master Plan" permit

Establishes site specific permitted uses and development standards for planned areas.

Benefits of Adopting Proposed Amendments

The community benefits by encouraging Master Plan permitting for the following reasons:



Master Plan permitting requires the applicant to prepare detailed professional studies to identify, analyze and address the effects of their long term proposed development on:

Traffic, Stormwater, Critical areas, Adjacent properties, Neighborhoods, Parking & Safety

Currently development at Fircrest, Shoreline Community College and CRISTA does not trigger this level of review and analysis. Through this level of analysis and public process, on and off site impacts can be avoided, minimized or mitigated to allow these essential public facilities to co exist within Shoreline neighborhoods.



Master Plan permitting as proposed specifies a public process that includes mailing notification to property owners within 500 feet of the site. The current process does not require mailed notification.