

# AGENDA PLANNING COMMISSION REGULAR MEETING



Thursday, April 7, 2011  
7:00 p.m.

Shoreline City Hall  
Council Chamber  
17500 Midvale Ave N.

	<u>Estimated Time</u>
<b>1. CALL TO ORDER</b>	7:00 p.m.
<b>2. ROLL CALL</b>	7:01 p.m.
<b>3. APPROVAL OF AGENDA</b>	7:02 p.m.
<b>4. DIRECTOR'S COMMENTS</b>	7:03 p.m.
<b>5. APPROVAL OF MINUTES</b>	7:08 p.m.
a. March 17 Regular Meeting Minutes	
<b>6. GENERAL PUBLIC COMMENT</b>	7:10 p.m.
<i>During the General Public Comment period, the Planning Commission will take public comment on any subject which is not of a quasi-judicial nature or specifically scheduled later on the agenda. Each member of the public may comment for up to two minutes. However, the General Public Comment period will generally be limited to twenty minutes. The Chair has discretion to limit or extend time limitations and the number of people permitted to speak. Speakers are asked to come to the front of the room to have their comments recorded and must clearly state their first and last name, and city of residence.</i>	
<b>7. STAFF REPORTS</b>	7:15 p.m.
a. Study Session: Town Center Subarea Plan & Zoning Code	
<b>8. PUBLIC COMMENT</b>	9:00 p.m.
<b>9. DIRECTOR'S REPORT</b>	9:10 p.m.
<b>10. UNFINISHED BUSINESS</b>	9:15 p.m.
<b>11. NEW BUSINESS</b>	9:16 p.m.
a. Election of Chair and Vice Chair	
<b>12. REPORTS OF COMMITTEES &amp; COMMISSONERS/ANNOUNCEMENTS</b>	9:25 p.m.
<b>13. AGENDA FOR April 21</b>	9:28 p.m.
<b>14. ADJOURNMENT</b>	9:30 p.m.

*The Planning Commission meeting is wheelchair accessible. Any person requiring a disability accommodation should contact the City Clerk's Office at 801-2230 in advance for more information. For TTY telephone service call 546-0457. For up-to-date information on future agendas call 801-2236.*

## **WHO WE ARE**

The Shoreline Planning Commission is a 7-member volunteer advisory body to the City Council. The purpose of the Planning Commission is to provide guidance and direction for Shoreline's future growth through continued review and improvement to the City's Comprehensive Plan, Development Code, shoreline management, environmental protection and related land use documents. The Planning Commission members are appointed by the City Council and serve a four year term.

## **WHAT IS HAPPENING TONIGHT**

Planning Commission meetings may have several items on the agenda. The items may be study sessions or public hearings.

### **Study Sessions**

Study sessions provide an opportunity for the Commissioners to learn about particular items and to have informal discussion with staff prior to holding a public hearing. The Commission schedules time on its agenda to hear from the public; however, the Chair has discretion to limit or extend time limitations and the number of people permitted to speak. The public is encouraged to provide written comment to the Commission; however, since Commissioners are volunteers and may not have time to check email every day, if written comments are not included in the agenda packet and are offered during a study session, they may not have time to read them until after the meeting.

### **Public Hearing**

The main purpose of a public hearing is for the Commission to obtain public testimony. There are two types of public hearings, legislative and quasi-judicial. Legislative hearings are on matters of policy that affect a wide range of citizens or perhaps the entire jurisdiction and quasi-judicial hearings are on matters affecting the legal rights of specific, private parties in a contested setting. The hearing procedures are listed on the agenda. Public testimony will happen after the staff presentation. Individuals will be required to sign up if they wish to testify and will be called upon to speak generally in the order in which they have signed. Each person will be allowed 2 minutes to speak. In addition, attendees may want to provide written testimony to the Commission. Speakers may hand the Clerk their written materials prior to speaking and they will be distributed. For those not speaking, written materials should be handed to the Clerk prior to the meeting. The Clerk will stamp written materials with an exhibit number so it can be referred to during the meeting. Spoken comments and written materials presented at public hearings become part of the record.

## **CONTACTING THE PLANNING COMMISSION**

Written comments can be emailed to [plancom@shorelinewa.gov](mailto:plancom@shorelinewa.gov) or mailed to Shoreline Planning Commission, 17500 Midvale Avenue N, Shoreline WA 98133.

[www.shorelinewa.gov/plancom](http://www.shorelinewa.gov/plancom)

# CITY OF SHORELINE

## SHORELINE PLANNING COMMISSION MINUTES OF REGULAR MEETING

March 17, 2011  
7:00 P.M.

Shoreline City Hall  
Council Chamber

---

### Commissioners Present

Chair Wagner  
Vice Chair Perkowski  
Commissioner Broili  
Commissioner Esselman  
Commissioner Kaje  
Commissioner Moss

### Staff Present

Steve Cohn, Senior Planner, Planning & Development Services  
Miranda Redinger, Associate Planner  
Jessica Simulcik Smith, Planning Commission Clerk

### Commissioners Absent

Commissioner Behrens

### CALL TO ORDER

Chair Wagner called the regular meeting of the Shoreline Planning Commission to order at 7:00 p.m.

### ROLL CALL

Upon roll call by the Commission Clerk the following Commissioners were present: Chair Wagner, Vice Chair Perkowski and Commissioners Broili, Esselman, Kaje and Moss. Commissioner Behrens was absent.

### APPROVAL OF AGENDA

The Commission agreed to allow public comment during each of the staff reports (Items 7a, 7b and 7c). The remainder of the agenda was accepted as presented.

### DIRECTOR'S COMMENTS

Mr. Cohn announced that Mr. Tovar has gone to Olympia twice this week to work with the legislature on a bill that would allow Shoreline to act as a lead or a lead on a portion of the Environmental Impact Statement (EIS) for Point Wells.

Mr. Cohn announced that the City Council would conduct a study session on the Aldercrest Annex Comprehensive Plan and Zoning Amendments on March 21<sup>st</sup>. The amendments would be scheduled on

the City Council's March 28<sup>th</sup> agenda as an action item. On April 4<sup>th</sup> the City Council would discuss the Comprehensive Plan Update and the Comprehensive Plan Amendment Docket.

### **APPROVAL OF MINUTES**

The minutes of March 3, 2011 were approved as amended.

### **GENERAL PUBLIC COMMENT**

**Keith McGlashan, Mayor of Shoreline**, noted the large amount of materials the Commission reviews for each of the items that come before them. He thanked them for their service and dedication to the citizens of Shoreline.

### **STAFF REPORTS**

#### **2011 Comprehensive Plan Amendment Docket**

Mr. Cohn explained that the Growth Management Act requires the City to establish a docket (list) of comprehensive plan amendments to inform the public, City Council and Planning Commission of the amendments that would be studied over the next year. The docket provides a clear picture of how the amendments interact with each other and whether there are unintended consequences. He referred to the current Draft Comprehensive Plan Amendment Docket, which includes two items the Commission has already acted on: Point Wells and Aldercrest Subarea Plans. He reminded the Commission that cities are only allowed to amend their comprehensive plans once a year. However, subarea plans are exempt from that rule. He advised that the public is allowed to propose amendments for the docket, but none were received this year. The amendments on the proposed docket were proposed by the City. They include:

- Town Center Subarea Plan: It is staff's expectation that the Commission would review and take action on this item in May and June.
- Point Wells Subarea Plan Update: The Commission took action on this item earlier in the year.
- Aldercrest Subarea Plan: The Commission made a recommendation on this item in February, and it is currently before the City Council for review and final approval.
- Shoreline Master Program: The Commission will continue their discussion on this item tonight, and it will come back before them midyear for action. The goals and policies would be adopted into the Comprehensive Plan.
- Transportation, Parks, and Surface Water Comprehensive Plans: These functional plans would come before the Commission later in the year as part of the Comprehensive Plan Update. The goal is to keep the documents relatively concise and clear. Once approved, the goals and policies will be adopted into the Comprehensive Plan.

Mr. Cohn said they have kept the docket relatively small this year because staff will be heavily involved with reviewing existing Comprehensive Plan goals and policies as part of the major update starting in June.

Commissioner Kaje expressed concern that including the Point Wells and Aldercrest Subarea Plans on the docket implies that the issues are still up for deliberation. Once the City Council has made a decision on these two items, they will become part of the Comprehensive Plan. Mr. Cohn pointed out that the purpose of the docket is to illustrate the actions that are to be taken throughout the year. Commissioner Kaje said he supports the idea of identifying all of the Comprehensive Plan changes, but perhaps those that have already been acted upon could be identified separately. Mr. Cohn agreed that would be appropriate. Commissioner Kaje requested a response regarding this issue from either Mr. Tovar or the City Attorney.

Vice Chair Perkowski asked if a private citizen would be allowed to request an emergency Comprehensive Plan amendment. Mr. Cohn answered that the City Council is the only body that can declare an emergency. A private citizen would have to approach the City Council with this request.

Commissioner Moss asked if the docketed amendments would be considered concurrently with the Comprehensive Plan major update. Mr. Cohn answered that he anticipates the docketed amendments would be adopted by the end of the year, but the Comprehensive Plan major update would not be finished until late 2012.

The Commission accepted the Draft Docket, with the change recommended earlier by Commissioner Kaje to separate the amendments that have already been approved. Mr. Cohn said the Draft Docket would be finalized and forwarded to the City Council for review on April 4<sup>th</sup>.

### **Study Session: Southeast Neighborhoods Subarea Plan Implementation**

**Daniel Taylor, Architect**, said he represents the owner of about 60,000 square feet of property located on Bothell Way just east of 32<sup>nd</sup> Avenue NE. The property is currently occupied by restaurants, and there is no immediate plan for redevelopment. He reported that Ms. Redinger recently set up a neighborhood meeting for the property owner to meet the Citizens Advisory Committee (CAC) to learn more about their ideas about redevelopment of the property. He referred the Commission to an email he prepared to summarize the neighborhood meeting discussion. He summarized that there is clear agreement that the property should be zoned for some type of mixed-use. The property owner would like to have greater density and height to incentivize future redevelopment on the site. He noted that traffic limitations preclude a retail type of development, and the property owner believes that apartments or senior housing would be a proper use of the site at some point in the future.

Ms. Redinger reminded the Commission that the Southeast Neighborhoods Subarea Plan was adopted in May of 2010 and contained a Comprehensive Plan Map and policy recommendations. A community meeting was held in September to discuss implementation options. In addition, a small group meeting was held on March 8<sup>th</sup> with the CAC and the owner of property on Bothell Way just east of 32<sup>nd</sup> Avenue NE to discuss the types of amenities that neighbors wanted (i.e. better stormwater control, trees, jobs and services). The property owners believe that in order for the site to redevelop, they would need to be competitive in what they could offer (height and density) compared to Seattle and Lake City.

Ms. Redinger referred to a list of “pilot ideas” that were gleaned from policy recommendations found in the subarea plan. As they review the pilot ideas, she invited the Commissioners to provide feedback about whether the concepts should be applied to only a specific portion of the subarea through a planned area process, applied throughout the entire subarea using a subarea plan district or equivalent process, or applied citywide through amendments to the Development Code. She reviewed the “pilot ideas” as follows:

1. **Cottage Housing.** Should there be a requirement for separation of such developments? The Commission has discussed this issue before, and there has been some preliminary recommendation that they would be appropriate.
2. **Design Standards.** The current draft design standards were based on the Town Center Design Standards, which have been changed substantially over the last two months. The Southeast Neighborhoods Subarea Draft Design Standards should be updated to be consistent with those of the Town Center Subarea.
3. **Live/Work Lofts.** Should this type of development be allowed in R-48 zones within the subarea? Are there other zones in the City that would be appropriate for this style of development?
4. **Small-Scale Commercial/Office Uses.** Should these uses be allowed in R-48 zones and/or other zones throughout the City?
5. **Transit-Oriented Development.** How can the City encourage transit-oriented development? One option is to reduce parking requirements if certain criteria can be met, such as proximity to a bus stop. Transit-oriented development lends itself to inclusionary housing (affordable, senior, etc.).
6. **Property Tax Exemption for Affordable Housing.** This approach has been used by the City on previous occasions. If the concept is adopted for the Southeast Neighborhoods Subarea, the City may want to create specific standards to address such things as level of affordability, percentage of affordability and how long the property must be maintained as affordable housing.
7. **Additional Hardscape to Accommodate ADA Accessible Housing.** The Southeast Neighborhoods Subarea Plan has recommendations related to aging in place and removing barriers to creating housing for people with disabilities. One option for accomplishing these goals is to exempt the hardscape and/or permeable surfaces that are used for ADA accessible ramps from the calculations.
8. **Modify the Height Allowances for R-48 Zoning.** Currently, if R-48 zoning is located next to high or medium density zoning, the height limit would be 50 feet and 60 feet with a conditional use permit. The CAC felt the height limit for R-48 zones should only apply if they are adjacent to R-24 or R-48 zoning, not R-18 or R-12.

Ms. Redinger recalled the Commission previously discussed the idea of creating a neighborhood mixed-use zone, similar to the one crafted for Aurora Avenue North but geared specifically towards neighborhood use. She invited the Commission to share their thoughts about the following questions:

- Does the Commission prefer to have 2 or 3 tiers for development that would allow a different heights or densities?

- Which standards should be mandated and which should be incentivized? Should there be an incentive to create affordability and/or sustainability in exchange for additional height and density?
- Is there specific direction for what level of green building or affordability would be appropriate?
- Is it preferable to create a Neighborhood Mixed-Use Zone (NМУZ) designation or amend current zones to have different standards?

Ms. Redinger provided two maps (Attachment 1 and 2). Attachment 2 was presented previously to the Commission to illustrate how land could be divided utilizing the planned area concept. Attachment 1 demonstrates how subarea zoning could look if the previously proposed planned area reverted to the underlying zoning and policy recommendations from the subarea plan were implemented through the creation of a subarea plan district. She noted the following changes made to the map since the last time it was reviewed by the Commission:

- Parcels adjacent to 15<sup>th</sup> Avenue NE and NE 145<sup>th</sup> Street that are currently zoned Neighborhood Business (NB) are shown as NМУZ. This was done at the Commission’s direction.
- Two parcels on NE 146<sup>th</sup> Street remain designated as NB due to an oversight when the Comprehensive Plan Map was converted from the CAC zoning recommendations. These properties were intended to be Community Business (CB), but were designated as High Density Residential (HDR).
- Four properties along the west side of 31<sup>st</sup> Avenue NE have been proposed to change to R-18. Staff believes that this change creates a more orderly transition while preserving the intent of the CAC that the interior of this portion of the neighborhood be limited in terms of potential building height to protect solar access and aesthetic appeal.
- There is also one property at 14714 – 30<sup>th</sup> Avenue NE that is zoned R-12 while its neighbors to the north and south are zoned R-18. Because it does not quite fit the scenario of providing step-down zoning transition to the surrounding neighborhoods as well as the properties mentioned above, staff invites the Commission’s feedback of whether this designation should be changed to provide a cleaner and more consistent zoning strategy or left as is.

As requested by Commissioner Behrens, Ms. Redinger provided an illustration comparing the height and density allowed in the new NМУZ zone to what is allowed under the current code in the R-48, CB, and NB zones. Mr. Cohn explained that once the Commission has provided further direction, staff would revise the actual regulations to make them consistent with the Commission’s direction, as well as the rest of the Development Code.

Vice Chair Perkowski asked if the Commission could consider all of the “pilot ideas” now for the subarea, and then decide at a later date whether they want to apply them citywide. Ms. Redinger agreed the Commission could provide direction for staff to develop the language, and then they could choose to adopt the concepts as part of a subarea plan district or as part of a Development Code amendment that applies citywide. Mr. Cohn explained that if they develop language for a planned area and then decide to apply a concept citywide, staff would want to review the language again to make sure it fits with the entire Development Code.

The Commission provided the following comments regarding the “pilot ideas:”

- 1. Cottage Housing.** Commissioner Kaje asked if the Commission is being asked to identify a minimum and/or maximum number of units. Ms. Redinger said the Commission discussed this issue previously and agreed to eliminate the minimum and maximum numbers presented in the draft code. Since that time, staff has researched codes from neighboring jurisdictions and learned that most of them have a minimum requirement of four. The maximum allowed in one development ranged from 12 to 24. Some included a density bonus up to double the underlying zoning, and some had distance requirements between developments ranging between 500 and 1,000 feet.

Commissioner Broili said he is a proponent of cottage housing, but the previous regulations did not start with good design standards, which are critical. Ms. Redinger noted that she understands that the proposed standards for cottage housing were watered down. The public did not like the resulting development and the standards were ultimately repealed. The version they are using now is the version that was never enacted but included more strict design controls. Commissioner Broili suggested the design standards could be tweaked further to make them even more acceptable. He suggested they start by implementing cottage housing as a pilot project within the subarea. Once it has been tested, it could be expanded to other areas of the City.

Vice Chair Perkowski questioned how viable the pilot concept would be if there is no redevelopment activity in the subarea in the near future by virtue of the market or the subarea’s location. This may not be the best area to test cottage housing as a pilot program. Chair Wagner noted that because the neighborhood is open to the concept, there is a greater likelihood of success. Commissioner Broili suggested they look citywide for other areas to apply the cottage housing concept as a pilot as opposed to limiting it to just the Southeast Neighborhoods Subarea. Vice Chair Perkowski said he understands the positive aspects of limiting the pilot ideas to just the subarea, but he cautioned against making assumptions of what may happen elsewhere based on what occurs in this one subarea.

Commissioner Broili agreed to provide ideas for how the cottage housing regulations could be further tweaked to be more acceptable across the board. He also agreed to provide information to staff for individuals they could contact for additional help with the cottage housing regulations.

Commissioner Kaje said it makes sense to allow cottage housing generally in the entire subarea because there is some measure of community support for the concept. However, he agreed with Vice Chair Perkowski that a sample of one project is never enough to provide good direction. He suggested they also recommend that a certain number of cottage housing projects be allowed elsewhere in the City.

The Commission discussed what the limit should be for cottage housing projects. Mr. Cohn agreed to provide historical data on the cottage housing projects that have been developed in the City. Commissioner Moss suggested that staff also provide information about the strengths and weaknesses of the previous cottage housing regulations. Ms. Redinger suggested she could arrange a tour of cottage housing developments in the City.

- **Design Standards.** Commissioner Broili recalled that the Commission has discussed the idea of a design review board on numerous occasions. Mr. Cohn said that rather than a design review board, the Planning Director prefers to have clear design standards in place for staff to use when reviewing applications. He noted that in some cities, design review has been very arbitrary.

Ms. Redinger asked direction from the Commission about whether design standards should be applicable in all multi-family, commercial and mixed-use zones throughout the City, throughout the subarea, or only as part of the NMUZ. Commissioner Broili expressed his belief that design standards should be applied citywide, starting with base design standards that evolve over time. However, he acknowledged that it will be difficult to create design standards that allow flexibility for creative approaches to achieve them.

Commissioner Kaje asked staff if the term “multi-family” would include duplex development. Mr. Cohn said duplexes are considered single-family development. Commissioner Kaje agreed that design standards should be applied citywide for multi-family and commercial zones. However, he is not prepared to support the idea that design standards are necessary for single-family zones. He observed that it will require a lot of staff work to develop different design standards for multi-family, mixed-use and commercial zones, and he would be particularly interested in how other jurisdictions have implemented design standards.

Mr. Cohn reminded the Commission that they would be reviewing potential design standards for the Town Center Subarea within the next few months. Their hope is to apply the design standards that are established for the Town Center Subarea to the commercial zones within the Southeast Neighborhoods Subarea.

Commissioner Esselman suggested the design standards for the subarea plan could provide different design standards for R-48 zones that are located on neighborhood streets as opposed to those that are located on arterial streets. These same types of design standards could be applied citywide as well as in the Southeast Neighborhoods Subarea Plan. Vice Chair Perkowski pointed out that applying design standards citywide does not require them to use the same standards everywhere. The standards can be different depending on the location. Ms. Redinger agreed the design standards could be based on the type of use and/or zone.

Chair Wagner cautioned the Commission to be careful about what they are trying to protect and/or achieve with design standards. She agreed with Commissioner Kaje that they do not need to create design standards for single-family development. She said the ultimate goal of design standards is to encourage cohesive and connected developments, and she does not believe that

design standards would be necessarily applicable to multi-family zones, except perhaps the larger developments of several stories.

Commissioner Broili expressed his belief that the design standards should apply to single-family development, too. He said he could provide several examples of single-family homes that are atrocious. Ms. Redinger suggested this issue could be addressed via a mega-house regulation based on either percentage of lot coverage or square footage.

The Commission agreed it would be helpful to both the cottage housing and design standard discussions for staff to provide the materials that were given to the Housing Committee, as well as the visual preference surveys that were presented to the CAC.

- **Live/Work Lofts.** Ms. Redinger noted that the code does not currently provide a definition for “live/work lofts.” She explained that traffic and noise implications must be considered for this style of development because they are essentially home-based businesses. One positive aspect is trip reduction by allowing people to live where they work. It also allows more services to be available in the neighborhoods. Staff is recommending that while live/work lofts are probably not appropriate in low-density zones, they would be another way to encourage a mixture of uses in higher-density zones.

Commissioner Broili suggested this type of use be allowed on a pilot basis in the subarea, and also in one other location in the City. This would be similar to the Commission’s agreed upon approach for cottage housing.

- **Small-Scale Commercial/Office Uses.** Ms. Redinger observed that the Commission appears to want to use the same approach for this pilot idea as discussed for cottage housing and design review.

Ms. Redinger summarized the Commission’s position that they would like the pilot ideas to be allowed in the subarea, but also at least one other location in the City. If the Commission desires to go through a more comprehensive process to review each of the pilot ideas, she suggested they separate the base zoning for the subarea from the use piece. She suggested the Commission could identify the pilot ideas as permitted uses within the subarea to allow the market forces to play out. Once they have a better understanding of the number and type of applications they will get, they could consider opportunities to apply them in other areas of the City.

- **Transit-Oriented Development (TOD).** Mr. Cohn announced that Lake Forest Park has received funding to construct a park and ride facility. Potential locations include the Elks Club property, which is directly across the street from the subarea, Lake Forest Park Town Center, or Kenmore. He emphasized that no decision has been made regarding the location of this new facility, and it will be relatively small. Lake Forest Park is hoping to complete a subarea plan within the next few years to define the future of the Elks Club property and surrounding properties. They will look at a height of three to five stories tall in this area, and there is already one building that is at least four stories tall. Mr. Cohn noted that TOD opportunities could be

considered on just the corner site, on all the properties along Bothell Way, and/or on 15<sup>th</sup> Avenue NE. Ms. Redinger said application of the TOD concept anticipates better east/west transit service in the future. However, it may be some time before the market can support a TOD project.

Mr. Cohn noted that various incentives, such as a density bonus, could be offered to encourage TOD development. Reducing the parking requirement would be another potential incentive, but they must approach this idea carefully to avoid spillover parking into the neighborhoods. He reported that Ms. Redinger has attended numerous housing meetings over the past several months where it has been suggested that a good way to get more affordable housing in the City is to reduce the parking requirements based on specific criteria.

Commissioner Moss recalled Mr. Taylor's earlier comment that perhaps some of the restaurant uses located on Bothell Way could be redeveloped as housing for seniors or people with disabilities. She noted that people with disabilities rarely drive, and there is already good public transportation along the corridor. She explained that in order to get more frequent headways, you need to have more ridership, and you get more ridership when you have more frequent headways. She suggested that the southeast corner of the subarea has great potential for TOD, particularly if there is support for higher buildings with step backs. With mixed-use development, the ground floor tenants could provide support services for the people who live in the residential units above. If services are available, people would not need a car. She observed that one of the biggest challenges is that there is no grocery store that is within close proximity and located on the bus line. She noted that having a plan that strongly supports TOD development would help the City establish better partnerships with transit providers in the future.

Commissioner Kaje said he is in favor of encouraging TOD development. However, there must be a plan in place to deal with potential spillover parking in the neighborhoods. While he recognizes the streets are public and anyone can park on them, it should be noted that the streets in the subarea are narrow, and there is no street parking along Bothell Way and NE 145<sup>th</sup> Street.

Commissioner Kaje referred to the comments Mr. Taylor provided earlier on behalf of a major property owner in the subarea. He questioned why this particular property owner did not engage in the significant public process that took place earlier. Substantial effort was made to inform property owners of their opportunities for involvement. He cautioned against undermining what was done throughout the process because someone shows up late with new ideas. He agreed it would be appropriate for the Commission to consider Mr. Taylor's comments and ideas in an effort to kick start development, as long as they are consistent with the work done by the CAC. Ms. Redinger noted that this corner received a lot of attention throughout the process. These parcels represent a gateway to the City, and they are currently being used as a parking lot with code enforcement issues. There are also stormwater drainage issues. The CAC agreed to meet with the property owner to learn more about their vision for the property, and they found the meeting to be beneficial. Commissioner Kaje agreed that it is important to encourage

communication between the CAC and this property owner. However, they should also encourage the plan to move forward, since it has involved a lot of citizen input and effort. Commissioner Moss said she did not mean to necessarily endorse the concept of housing for seniors or people with disabilities. She used Mr. Taylor's suggestion as an example of something that could be explored further. She agreed they should be careful about spillover parking that would have a compound affect on the neighborhood. She suggested they consider providing parking decals to neighborhood residents, allowing them to park on the streets for extended periods of time. However, cars that do not have decals would be subject to the regular parking regulations. Mr. Cohn said this would require enforcement, and it would be difficult to decide where to draw the line when determining which residents would receive parking decals. For example, would multi-family residents receive decals too?

Commissioner Moss advised that Metro has partnered with a number of religious organizations because they primarily use their parking facilities on weekends. She suggested the City consider this option, as well, to enhance opportunities for TOD while being sensitive to the residential neighborhoods. Ms. Redinger said that, at this time, there is no east-west connection between 28<sup>th</sup> and 30<sup>th</sup> Avenues NE other than the informal church road. In the near future, they hope to meet with the church leadership and transportation staff to discuss the potential of the church improving and then dedicating the access to the City so that safety issues can be addressed. Opportunities for using the church parking area for transit parking could also be part of the discussion.

Chair Wagner suggested the TOD concept should only be applied to certain classes of streets such as Bothell Way, 15<sup>th</sup> Avenue NE, etc. Ms. Redinger agreed they could establish criterion that is based on the street classification, or they could identify smaller concentric circles. Chair Wagner suggested that basing the determination on street classification would allow the City to minimize the impacts of spillover parking into neighborhoods.

Mr. Cohn agreed to talk amongst staff and come up with some ideas and suggestions for the Commission's consideration.

- **Property Tax Exemption for Affordable Housing.** Commissioner Kaje said he served on the Housing Committee before joining the Planning Commission, and he believes this concept is a good idea and should be seriously discussed on a citywide scale. He expressed concern that if they massage the concept so that it fits just right for the subarea, it might not be easy to apply to other parts of the City. If they do move forward with the pilot idea as part of the subarea plan process, they should do so with the idea that it should also be applied in other places in the City.
- **Additional Hardscape to Accommodate American's With Disabilities (ADA) Accessible Housing.** Commissioner Broili suggested that Commissioner Kaje's recommendation related to the property tax exemption should also apply to this option. He said he has had a lot of opportunity to deal with ADA accessibility through his work with the Phinney Neighborhood Association and the Well Home Program. This option provides benefits across the board, not only for those that are the recipients of the access, but property/resale values increase

dramatically if there is easy access. He summarized that there are numerous reasons to look at this option on a citywide level. Mr. Cohn asked Commissioner Broili if ramps located in front yards have been an issue. Commissioner Broili answered that this is seldom an issue if designed well. There are numerous ways to achieve accessibility without an unsightly ramp, and they can be constructed with permeable materials. He said that, as long as an applicant can meet the goal of permeability and aesthetics, he sees no reason for prohibiting ramps in the setback areas.

Commissioner Moss pointed out that, oftentimes, ramps are an afterthought. She recalled that at the Commission's study session regarding this topic, she expounded at some length about universal design. She explained that universal design is not about adaptive use for people with disabilities and accessibility issues. It is about designing something so people can age in place. She said she believes there are opportunities for the City to promote universal design on a citywide basis. She suggested they consider offering incentives, which would get away from the need for additional hardscape at some point in the future. Commissioner Broili offered his support for incentives to encourage universal design. Commissioner Moss said she forwarded the Commissioners ideas from other communities that have implemented incentives.

Commissioner Kaje recalled that a resident of the subarea brought this issue up at an earlier study session because his ramp was being counted against the hardscape requirement. He said he would support allowing ramps in front yard setbacks if it is the only practical way to provide ADA access to a home. While they should encourage universal design for new development and redevelopment, they must recognize there are many older homes in the City and the population is aging. He suggested they give thought to an automatic exemption to the hardscape requirement so that a property owner can add a ramp of a certain dimension to accommodate a current resident. He further suggested the exemption should be applied citywide.

- **Modify Height Allowances in R-48 Zoning.** Mr. Cohn explained that, currently, the height limit in an R-48 zone is 40 feet unless adjacent to R-24, R-48 and commercial zones, when the height limit is 50 feet and 60 feet with a conditional use permit. The CAC recommended that the height limits be changed for R-48 zones located within the subarea to only allow a height of 50 feet for properties located adjacent to R-24 or R-48 zones, instead of next to R-12 and R-18 zones, as currently allowed. He invited the Commission to provide feedback about whether they would support this change for the subarea. If so, do they want to consider applying the change citywide?

Ms. Redinger explained that the CAC also recommends that the back side of the R-48 zoned properties adjacent to single-family residential zones should be stepped down to not exceed the residential height limit. She described how the CAC's proposal would be applied to the properties located on the west side of 15<sup>th</sup> Avenue NE between NE 152<sup>nd</sup> Street and NE 155<sup>th</sup> Street. Chair Wagner asked if R-48 development would even be possible if step backs are required and the height limit adjacent to single-family residential zones is limited to 35 feet. Mr. Cohn answered that, generally, a height of 35 to 40 feet would be necessary to develop 48 units per acre. However, parking is a big determinate for the number of units allowed, particularly on smaller lots.

Commissioner Kaje said it is important to remember that the R-6 zone has a height limit of 35 feet with a pitched roof. He suggested that while the illustrations provided by staff (in attachment 3) are helpful, those representing development in the R-6 zone are drawn too small. He questioned the need to limit the height in R-48 zones adjacent to single-family zones given that future redevelopment of the adjacent R-6 zoned property would likely result in taller homes. He observed that allowing a little more height, coupled with rules related to bulk, might result in better light penetration. Having two buildings that are a bit taller can create the possibility of open space and light in between. Keeping the height limit low could result in bulkier buildings.

Commissioner Kaje suggested that rather than tying the height limits to adjacent zoning, it might make more sense to tie height limits to the Comprehensive land use designation or its equivalent. He observed that the Comprehensive Plan has more staying power and reflects the City's goals and policies.

Ms. Redinger summarized that the Commission agreed to have a more in-depth discussion of the pilot project options and whether they should be applied citywide as part of a more comprehensive review to be incorporated into staff and Commission work plans. However, the more immediate task would be to finalize zoning, since direction seems to be to use existing zoning rather than using new designations as a tool to implement uses and standards. She suggested they provide specific comments about the proposed zoning map changes. She also invited them to comment about whether there is enough difference between the current NB and CB standards to warrant the creation of a separate Neighborhood Mixed-Use Zone (NMUZ). She noted that most of the subarea could revert back to standard zoning that is already defined in the code, and the overlay of allowable uses in certain districts could be added at a later time.

Chair Wagner suggested that rather than creating a new NMUZ zone, it would be more appropriate to apply the existing CB. Because the CB zoning is underutilized in the City, very few other parcels would be impacted if some changes were made to adapt it to the Southeast Neighborhoods Subarea. She reminded the Commission of the City Council's goal to keep the regulations consistent and predictable. Ms. Redinger summarized that height would be the main difference between the CB and NMUZ zones. She suggested one option would be to change all the properties identified on the map as NMUZ to CB, and then revisit the CB standards later to determine if height and density increases would be appropriate. Chair Wagner said she would like clear information about what is currently located on the subject properties and what the CB zone allows.

Mr. Cohn noted that any changes to the CB standards would impact other CB zoned properties, as well. He suggested that if the Commission chooses to use the CB zoning designation rather than creating a new NMUZ zone, they should also consider amending the CB standards to allow more housing density. He noted that the current CB zoning has not resulted in a lot of activity, and developers have suggested that higher densities are necessary in order to encourage development in a mixed-use zone. He agreed to provide a zoning map to the Commission to identify where the CB zoning is currently located.

The Commission continued their discussion of the proposed zoning map changes and whether it would be more appropriate to establish a new zoning designation (NMUZ) or utilize the existing zoning designations of NB and CB. They provided the following direction:

- It would be appropriate to change the zoning designation on the property at 14714 – 30<sup>th</sup> Avenue Northeast from R-12 to R-18 to be consistent with the zoning to the north and south.
- The zoning for properties along the west side of 31<sup>st</sup> Avenue NE (#14543, #14537, #14531, and #14529), should be R-18. For public hearing purpose, they also agreed to consider extending the zoning north (#14549, #14555, #14548 and #3125).
- Rather than creating a new NMUZ zone, all properties identified on the proposed map as NMUZ, would be designated as CB. At some point in the future, the Commission would consider changes to the CB zoning standards to possibly allow for greater height and/or density as identified in the subarea plan.

The Commission discussed collapsing the three separate zoning designations (CB, NB and NMUZ) into a single zone category with different criteria related to the adjacent zoning. They talked about how property owners would be impacted if the CB standards are not updated until next year. Ms. Redinger said that while residential property owners are anxious to know what their zoning and standards will be, the issue is not so immediate for commercial properties. This suggests the Commission has more time for an in-depth discussion of the commercially-zoned parcels to identify specific impacts to single-family neighborhoods.

The Commission took a short break at 9:25 p.m. They reconvened the meeting at 9:31 p.m.

### **Study Session: Shoreline Master Program (SMP)**

Richard Kink, Shoreline, said he was present to speak on behalf of the Richmond Beach Preservation Association. He referred to a letter from Randy Stime, which was written on behalf of the Association and summarized the key points as follows:

- The Association would like to continue a dialogue regarding a common line setback. Seattle has such wording, and Jefferson County's newly approved SMP has similar wording. The Association believes the City can come up with language to address the majority, if not all, of the concerns Mr. Summers raised in his letter.
- The Association does not believe the consultant's concerns about bulkhead replacement are valid because the issue is addressed adequately in Section 20.220.030.A.3, and the wording was drafted in collaboration with the Department of Ecology (DOE).
- The DOE has accepted joint-use docks and ramps, but they do not support single-use facilities. To clarify Table 20.230.081, it is important to understand that permitted does not mean pre-approved. An approval process would still be required for a joint-use dock and/or ramp, including approval from the DOE and fisheries.
- 20.230.140.A.4 talks about joint use being encouraged with new subdivisions. This is boilerplate language from other SMP's, and it appears the City would be granting a more liberal use of undeveloped property than existing property. This runs contrary to the intent of the SMP

revisions to let existing development continue, but reign in future development. The language allows new subdivisions to have joint-use shoreline facilities, whereas the existing development would be limited to a community situation.

- In Table 20.230.080, the consultant calls out changing landfilling from a permitted use to a conditional use. Approved SMP's for Anacortes, Whatcom County, and Jefferson County all allow landfilling as a permitted activity. Anacortes only requires a conditional use for landfilling within the tidelands. Otherwise, landfilling is generally accepted as a permitted use. A conditional use requirement would substantially impact his property. Although the City of Shoreline's consultant also worked with the City of Sammamish, the City of Sammamish allows landfilling in all of their residential environments. He understands the need to reign in new development at Points Wells, but the City should either specifically address this issue or acknowledge the waterfront residential environment.
- The grading provision in Section 20.230.140.4 was changed and is much more restrictive. This would have a direct impact not only on his property, but other properties, as it limits the total amount of grading. He questioned whether this provision would have any impact on the near shore environment, which is the intent of the SMP.
- Section 20.230.170.7 would give more flexibility to new development than to existing development.
- The Association would like the last sentence in Section 20.230.180.B.8 to be changed to "one geotechnical report shall be prepared for multiple properties."
- The Association would like to reiterate their endorsement of being able to use removable or retractable stairs to extend waterward of the existing bulkheads.

Vice Chair Perkowski asked Mr. Kink to further explain his concern about the landfill issue. Mr. Kink said that his home was built in 1963 and there is an 11-foot drop from the street down to the north side of the foundation of his one-story house. He has no garage on the south side, and the drop is about 8 feet. He recently learned that because of the new bridge overcrossing, the City plans to widen and raise the level of the street by one or more feet. This will result in a 12-foot drop, which is rather substantial. When the neighbor to the north developed property, the lot was leveled to be able to put in a garage at a permissible driveway level. Whether his house is elevated or rebuilt, limiting the fill would prohibit him from constructing a basement or garage on the east side.

Vice Chair Perkowski commented that a conditional use permit requirement would not necessarily prohibit landfilling. Mr. Kink agreed but pointed out that a conditional use permit would require a significant public process, which would result in a major expense. He questioned how the near shore environment would be protected by requiring him to spend thousands of dollars to obtain a conditional use permit to level his property. This requirement is not called out in the Critical Areas Ordinance, and the majority of approved saltwater SMPs permit landfilling. Again, he noted that permitting does not mean pre-approved, but it does mean a property owner would not have to jump through inordinate hoops to be able to accomplish a task.

Vice Chair Perkowski noted that a shoreline conditional use permit would not require a public hearing. Ms. Redinger explained that a shoreline conditional use permit would cost \$4,350. Again, Mr. Kink questioned what the permit requirement would accomplish. Vice Chair Perkowski said he would need

more information about why the consultant recommended a conditional use. He agreed that in Mr. Kink's situation, the conditional use criteria would allow him to use fill to level his property because the cumulative impacts to the near shore would be minimal. However, there are other situations where landfill may have significant impacts to the near shore environment, and a conditional use requirement would provide protection. Mr. Kink expressed his opinion that the normal permit process would prohibit extreme levels of fill.

Commissioner Kaje said Mr. Kink's comment about why the consultant recommended a conditional use permit for Shoreline and not for Sammamish is irrelevant. Cities hire consultants to obtain goals that may be different than those of another city. He agreed it is important for the Commission to understand the implications of Mr. Kink's issue, but he suggested they move forward with the staff report. Ms. Redinger said staff would review the draft language and provide a response to the questions and concerns raised by Mr. Kink.

Ms. Redinger explained that the changes made to the draft regulations since last reviewed by the Commission were based on comments from the consultant, staff and Commissioners. Most of them had to do with adding standards and definitions and editing for grammar and syntax. She explained that the consultant did a cursory review of the concerns raised in the cumulative impact analysis that would prevent the City from ensuring "no net loss" of ecology function. If the Commission desires, staff could request more information about the changes proposed by the consultant. Rather than reviewing all of them, she suggested they skim through the document and specifically address the concerns raised by the public. She asked the Commission to focus on the "big picture questions" to provide clear direction for staff to move forward with a full SMP and a public hearing. The Commission and staff reviewed each of the questions as follows:

- **Grammar Edits?** Chair Wagner suggested that Commissioner Moss' suggestion that someone on staff review the document for grammatical edits would be the best approach. Ms. Redinger said staff would perform a grammatical review of the document once the content has been generally agreed upon. Commissioner Broili agreed with Commissioner Moss' suggestion that the document be made more readable. Vice Chair Perkowski said he deals with a much larger SMP on a daily basis. He cautioned against thinking of the document as a narrative that can be read from front to back. When reviewing a proposal, staff refers only to the relevant sections. Ms. Redinger said staff would try to strike a balance, but their main goal will be consistency.
- **Individual, Joint-Use, or Community Docks?** Commissioner Broili referred to Table 20.230.081 and noted that under the Waterfront Residential Environment, "ramps" have been highlighted as an issue that still needs to be resolved. Ms. Redinger said the issue is whether the ramps should be community or joint-use. The Richmond Beach Preservation Association has suggested that joint-use ramps and docks (used by two adjoining properties) be allowed. A community ramp or dock would be used by more than four dwelling units.

Ms. Redinger noted that individual docks are prohibited in the DOE guidelines and community docks are preferred. However, the DOE has indicated that joint-use docks would be acceptable, so the matter became a local issue. The balance is ease of access versus ecological function.

Commissioner Broili said he would be in favor of community docks. Commissioner Kaje agreed and added that having a dock and/or ramp between every pair of houses would have more impact than what exists around the fringes of the huge rock wall around Point Wells. He noted that although Section 20.230.140.A.4 references the term “joint-use” in a general sense and not specifically as being shared between two dwelling units, the term should be changed to “community” so the intent is clearer.

The Commission agreed to change the term “joint-use” to “community” throughout the entire document. They agreed the issue should be flagged as a discussion item at the public hearing. As per the change, docks and/or ramps for four or less dwelling units would not be permitted. Community docks must serve more than four dwelling units.

- **Docks, Piers, Marinas at Point Wells?** Vice Chair Perkowski referred to the use table (Table 20.230.081). He noted that, as currently proposed, piers and docks would be prohibited in the Point Wells Urban Conservancy Environment. However, the existing pier structure would be allowed to continue and the use would be allowed to change. Vice Chair Perkowski pointed out that, as currently written, new docks would not be prohibited. He emphasized that he is not against redevelopment of the existing dock, but he is opposed to expansion for ecological reasons and because it is counter to the goals and policies of the Point Wells Subarea Plan. He said he would not support a new overwater structure or an expansion of the existing large structure. He suggested this issue could be addressed more effectively in the development standards rather than the use table.

Commissioner Kaje said he is not an advocate of massive expansion of large docks, but piers and docks are in a different category than marinas. He invited Vice Chair Perkowski to explain how the language could be changed to address his concern in both locations. Vice Chair Perkowski explained that the extent of impact allowed at Point Wells should be limited to the existing footprint. He clarified that the use of the existing structure could be changed to a marina use, but the overwater structure would not be allowed to expand. Commissioner Kaje asked if Vice Chair Perkowski anticipates the impacts would automatically be greater if the use of the existing structure is changed to a pleasure boat marina. Vice Chair Perkowski answered that he does not believe the impacts would necessarily be greater, but the differences could be very subtle. He said he would like to craft the language so the impacts could not be greater than what currently exist. This could be done via conditional use criteria, or they could simply limit overwater coverage to the footprint of the existing facility.

Commissioner Kaje said he understands the impact associated with overwater structures, and he is not looking at allowing them to be increased. However, he challenged Vice Chair Perkowski to suggest some language that would allow the existing facility to convert to a different use if the impacts would not be increased. Vice Chair Perkowski said he is not opposed to a reconfiguration of the existing facility, just not an expansion of the footprint. He agreed with Commissioner Kaje’s earlier suggestion that marinas and boat launching ramps should be two separate categories. The remainder of the Commission concurred.

Vice Chair Perkowski noted that establishing shoreline conditional use criteria would offer the City a way to address the expansion of aquatic habitat and impacts. Ms. Redinger said she does not have the subject matter expertise of Vice Chair Perkowski to capture the subtleties in the proposed language, and general direction would not be sufficient for her to craft changes. She asked him to provide examples and more specific suggestions for how the language could be modified.

Commissioner Kaje said that on previous occasions he has asked for examples of how other jurisdictions deal with marinas, but they have not yet received this information. Mr. Cohn said he would be particularly interested in learning how Seattle deals with this issue. Vice Chair Perkowski agreed to forward some model language and additional information to staff. However, he cannot commit to writing new code language. Commissioner Kaje said he is particularly interested in information about whether the existing infrastructure could be utilized in a conducive way to provide a public amenity (marina).

Commissioner Broili agreed the overwater structure should not be allowed to expand. However, he would support a marina that does not add overwater area and maintains a certain clearance between the water and docks surface. Vice Chair Perkowski agreed that the use should be allowed to change, as long as the impacts are not increased.

- **Non-Conforming Uses?** Ms. Redinger explained that the City's current non-conforming use code is relatively lenient, and Vice Chair Perkowski raised the question of whether the standards should be somewhat more stringent in the shoreline environment to make uses more compliant over time. Vice Chair Perkowski pointed out that while residential uses are permitted in the Waterfront Residential Environment, many of the structures do not conform to current setback requirements, which means they are non-conforming. Mr. Cohn said staff would prefer to apply the same non-conformance standards citywide, but he recognized this may not be appropriate in all cases.

Vice Chair Perkowski explained that if there is a reason to set the ecological setback requirement at 20 feet, the setback should be respected when structures are replaced. While he acknowledged there are situations where it is clearly not reasonable for a house to be rebuilt to respect a setback, the code provides ways to address these situations. He clarified that he is not proposing that the City limit a property owner's ability to repair and maintain a non-conforming structure. He also clarified that he would not be opposed to allowing replacement of non-conforming structures that are destroyed by fire or natural disaster as long as the non-conformance would not be increased.

Commissioner Kaje observed that if the City were developing from scratch, the ideal ecological setback would be several hundred feet. He said he does not believe that a 20-foot setback would accomplish a lot of meaningful ecological function, and he does not see the value of having different non-conformance standards for this one group of properties. He further observed that given how long the current structures have been in place, it is not likely the functions would be restored even if the homes were moved back an additional five feet. He expressed concern that

if a home is severely damaged or burned, a property owner could lose a chunk of his/her view if required to set the structure back five feet more than the existing homes on either side. Again, he stated his belief that the City's current non-conformance standards should be applied in this area, as well.

Vice Chair Perkowski observed that with global warming, ocean rise and revetments, the closer a structure is to the near shore environment, the more likely a property owner will legitimately need to increase bank stabilization. They must consider the long-term issues beyond shoreline habitat. He agreed that the 20-foot setback requirement would not result in a significant improvement to the shoreline habitat, but allowing near shore development would result in problems down the road for the City, the property owner, and the environment. While he recognizes they cannot go back in time and make the buffers larger, at some point they must start setting structures back from the near shore more. He acknowledged the issue is not easy.

Ms. Redinger asked if Vice Chair Perkowski is proposing to increase the natural management vegetation area setback for the Waterfront Residential Environment. She explained that because the historic setback was 20 feet, staff recommended a 20-foot setback to avoid the creation of additional non-conformance issues. She observed that while there are a lot of non-conformities associated with the existing structures in the Waterfront Residential Environment, most have to do with lot coverage, hardscape coverage and other things that are not regulated by the SMP. These issues would be addressed by the Development Code. She emphasized that the primary residential structures are outside the 20-foot natural management vegetation area setback already so none would be considered non-conforming based on either the existing or the proposed standard.

Chair Wagner suggested the Commission also discuss whether the proposed 20-foot setback requirement is sufficient. She said she would consider a greater setback requirement, but then be more lenient on non-conforming structures. The other option is to identify a 20-foot setback requirement, but then apply more stringent non-conformance standards.

Commissioner Esselman noted the current 20-foot setback requirement has been in place for a long time. In some cases, the primary residences occupy nearly the entire property. She suggested they use the City's current non-conformance standards to deal with non-conforming structures in the Waterfront Residential Environment. This would prohibit further encroachment into the setback area. Commissioner Broili concurred, and said he would also support a 20-foot buffer, which is consistent with the historic buffer. However, he would like to be more stringent with other non-conforming structures and uses (i.e. docks, patios, and stairs) within the setback area.

Ms. Redinger agreed to provide an enlarged map of the Waterfront Residential Environment so the Commission could view the location of the primary residential structures and identify whether or not they encroach into the setback area. She also agreed to provide clarification about whether the setback requirement would apply to the primary residential structure only or to accessory structures such as docks, ramps, patios, etc. She noted that the more significant issues

would involve the properties on the southern end because the lots are smaller and there may not be room to move a structure back.

Commissioner Broili pointed out that the 20-foot natural management vegetation area is intended to be a buffer between the waterfront and the residential development. Ms. Redinger said the term is used synonymously with “native vegetation conservation area.” Commissioner Broili expressed his belief that nothing should be allowed in this setback area but native plants.

- **Common-Line Setbacks?** Ms. Redinger recalled that, at their last meeting, the Commission considered a proposal from the Richmond Beach Preservation Association related to the concept of common-line setbacks. She invited them to provide clear direction about whether or not the concept warrants further consideration. Chair Wagner recalled that the intent of the common-line setback concept was that a property owner would not be allowed to build a house closer to the water than the neighbor’s house. She pointed out that the homes are already built close to the 20-foot setback line, and it is not likely someone would want to build further back. Ms. Redinger noted that on some lots, the houses are not constructed at the setback line. The purpose of the Association’s proposal is to protect the historic view of properties adjacent to these situations.

Chair Wagner suggested that property owners not be allowed to build any closer to the water than where their structures currently exist. She suggested they significantly expand the buffer area and make all of the structures non-conforming. Existing structures would be allowed to remain, but they could not be moved closer to the shoreline. Vice Chair Perkowski noted that in order to move in this direction, the City must have clear and perhaps different standards for replacement of the existing non-conforming structures in the Waterfront Residential Environment.

The Commission agreed to consider the concept further at a future meeting after staff provides more concrete information about how the concept could be applied in the Waterfront Residential Environment.

### **PUBLIC COMMENT**

No one in the audience expressed a desire to comment during this portion of the meeting.

### **DIRECTOR’S REPORT**

Mr. Cohn did not have items to report.

### **UNFINISHED BUSINESS**

No unfinished business was scheduled on the agenda.

## **NEW BUSINESS**

No new business was scheduled on the agenda.

## **REPORTS OF COMMITTEES AND COMMISSIONERS/ANNOUNCEMENTS**

None of the Commissioners provided reports during this portion of the meeting.

## **AGENDA FOR NEXT MEETING**

Mr. Cohn advised that the topic of discussion for the April 7<sup>th</sup> meeting would be the Town Center Subarea Plan. The Commission would also elect new officers on April 7<sup>th</sup>.

## **ADJOURNMENT**

The meeting was adjourned at 10:55 P.M.

---

Michelle Linders Wagner  
Chair, Planning Commission

---

Jessica Simulcik Smith  
Clerk, Planning Commission



## Memorandum

**DATE:** March 31, 2011

**TO:** Shoreline Planning Commission

**FROM:** Joseph W. Tovar, FAICP, Planning and Development Services Director  
Paul Cohen, Senior Planner *PC*

**RE:** April 7, 2011 Study Session on Town Center Subarea Plan and Development Code

---

### Introduction

This study session's purpose is to present and discuss the staff's proposal for the Town Center Subarea Plan and Development Code.

Project Location: Between Linden Ave. N. and Stone Ave. N. and between N 188<sup>th</sup> and N 170<sup>th</sup> Streets.

Recent Development: The area of the Subarea Plan is approximately 88 acres. Recent development includes City Hall, Interurban Trail, Top Foods, Aurora Avenue, Shoreline Fire Station, Gateway Plaza, Key Bank, Carson Building, Sky Nursery, and Walgreens. Redevelopment permits have been applied for Aurora Rents and Shorewood High School.

Comprehensive Plan Land Use Designations: The majority of the area is designated Community Business with relatively minor amounts of Mixed Use along the west edge of Stone Avenue and the south half of Firlands triangle and Regional Business on the north half of Firlands triangle. City-wide, the Community Business designation was changed to Regional Business.

The following 2007 policies establish the framework for development of the land use, capital facility and programmatic aspects of the Town Center Subarea Plan.

FW-1 Articulate a community vision for the town center as an early step in the development of detailed provisions for the subarea.

FW-2 Establish a study area boundary to provide context for evaluating the opportunities and potential impacts from future development of commercial and mixed uses along Aurora Ave. N.

FW-3 Engage Shoreline residents and businesses in detailed design processes for a ) a park site on both sides of the Interurban Trail and b) Midvale Ave N.

FW-4 Design roadway, transit and pedestrian facilities consistent with the City's preferred "Flexible alternative" for Aurora Avenue between N. 165<sup>th</sup> St. and N. 205<sup>th</sup> St.

FW-5 Prepare a program of civic directional or 'way finding ' signage and evaluate refinements to city sign regulations to reflect the emerging function and visual character of Aurora Avenue.

Zoning: The majority of the area is zoned Mixed Use Zone with relatively minor amounts of R-48 and Office zones on the Town Center periphery. City-wide, the Mixed Use Zone and its development standards were converted from Regional Business zoning in 2010.

### **Background**

A town center has been a perennial topic for the City since before incorporating in 1995. In 1996 the City Council identified this area as a commercial and civic center in their Visioning Map. In 1998 the community identified the general area around N.175th and Aurora Avenue as the "Heart of Shoreline". In 2003 the Planning Commission recommended a report supporting a plan for Central Shoreline. In 2007 the City approved 13 Strategic Points to guide for developments and improvements in Town Center until a plan was adopted. Also in 2007 the Council adopted Phase 1 of the Town Center Plan, which replaced the 13 strategic points with 5 Town Center framework goals for the Comprehensive Plan.

Between 2008 and 2010 the City held 1 design workshop, 3 city-wide meetings, 2 surveys (245 respondents each), a walking tour, 4 meetings with the adjoining neighborhoods, 2 meetings with Stone and Linden Avenue neighbors, a speaker series on related planning topics, and 2 UW planning classes to study Town Center. In addition, the City met with representatives of Forward Shoreline, Chamber of Commerce, Economic Development Committee, car dealerships, Top Foods, Fred Meyer, Aurora Rents, Ronald Methodist Church, School District, Highland Ice Arena, and Interurban Building.

Public noticing included the City website, Currents, signage in the town center, Facebook (96 friends), Shoreline Area News, email list of approximately 300 stakeholders, and all property owners. The early drafts of the policy plan and code have been available to the public since December 1, 2010. The City received numerous written communications which can be viewed on-line at <http://shorelinewa.gov/index.aspx?page=180>.

City staff from Planning, Economic Development, Public Works, and Parks departments met regularly over the past several years to coordinate ongoing city projects such as private development, Aurora Avenue, park design, banners, and draft Town Center policies and code.

### **Discussion**

#### **Subarea Plan**

The first proposal is to amend the Comprehensive Plan with the Town Center Subarea Plan. Then last draft of this plan was presented to the PC December 2, 2010. The subarea plan is a policy plan that includes the Planning Commission vision statement, principles of sustainability, goals and policies.

To distinguish the current draft from the December draft, you will note that it is labeled the "3-29-11 DRAFT". Rather than show the changes from the December draft in revision format, we have simply used yellow highlighting where the proposed Town Center Policies are substantially new or different. These changes appear in the Policies listed below. Following each is an explanation of the nature and reason for these changes:

TC-2 Staff proposes to use the term "green infrastructure" to describe these public projects.

TC-4 We thought it appropriate to make this policy more active and directive by emphasizing "reducing parking requirements" and "pursuing an aggressive program of property tax exemptions" as ways to decrease costs and thereby increase housing.

TC-16 We added language to clarify that protecting the residential neighborhood east of Aurora also included the medium density zoning behind Midvale, while the method of such protections for neighborhoods west of Aurora would take the form of limitations on vehicular access and noise/signage impacts.

TC-18 We added policy language referring to the upcoming U.S. Green Building Code and the desirability of a program to recognize exemplary projects.

TC-20 We added policy language to explain that sustainability for adjacent residential neighborhoods might take the form of green street investments or energy conservation programs for homes in those areas.

TC-21 We added the active verb "reduce" for parking requirements and "in recognition of" transit opportunities, rather than the prior language "explore opportunities to reduce". We decided to ratchet up this commitment, in part because the "Rapid Ride" bus rapid transit service is now only two years away. We have also found a good webpage that describes what the service on Aurora will look like. The following link describes the same Rapid Rise service that starts this year in South King County. <http://metro.kingcounty.gov/tops/bus/RapidRide/>

TC-23 Some of the public comment at a prior Town Center Open House called for a "Town Center" walking program in conjunction with the resources of the Shoreline Historical Museum. We thought adding policy language to that effect would be appropriate. While two historically significant buildings are just outside the Town Center (the Ronald School Building and the Masonic Temple, at opposite ends of Linden Avenue N.) they are within an easy walk of the red brick road at Town Center. These three prominent artifacts of Shoreline History could be the major focal points of such a walk.

TC-25 We have re-worded this policy statement to emphasize that our permit process would include not just review of design (pursuant to standards) but also the environmental review that will have been done with the Planned Action EIS. We thought this updated policy language better reflects some of the input from our Economic Development Manager that we want to be able to communicate to potential developers/investors that the City's permit process in Town Center will be as predictable and easy as possible.

### Development Code

The second proposal is to amend the Development Code with Town Center code to implement the subarea plan. This proposal is mostly same proposal presented to the Planning Commission in December, 2011.

Overall Organization: The organization of the development standards is to first address the purpose, land uses and dimensional standards. The zoning has been divided into 4 districts to further distinguish their land uses, and development dimensions, and design standards.

- TC-1 Aurora Southwest – Same as TC-2 except allows vehicle sales.
- TC-2 Aurora – Emphasizes commercial development with some residential uses and pedestrian activity internal to the blocks that front primarily along Boulevards type streets.
- TC-3 Firlands / Midvale – Emphasizes residential development with some commercial development and pedestrian activity primarily along Storefront Streets.
- TC-4 Stone Avenue – Exclusively medium density residential while allowing single family development.
- Transition Overlay – This overlay adds building height restrictions and landscape screening between residential and Town Center.

The design standards are articulated into 5 connecting elements that work together in order to build Town Center into a continuous, well-functioned, and attractive district.

- Neighborhood Protection – Visual and traffic impact mitigation and access to amenities in the Town Center.
- Street Frontage – Dimensional and design standards for streets, sidewalks, and way-finding signs that are appropriate to different modes of transportation (including pedestrian) and appropriate to the adjoining land uses.
- Site Design – Site design and building placement as it complements the streetscape and connects activity from the public street/sidewalk internal to sites.
- Building Design – Contributes to a more accessible, distinctive, and attractive neighborhood.
- Signage – Major contribution and complement to the built environment and the visibility for business. Signs can bring activity and people which contribute to the walkability and interest in Town Center.

### Highlights of the Town Center Code

- Form-based code that emphasizes function and appearance of development especially as it enhances the public and semi-public areas.
- Design review approval process required prior to construction permits.
- Designation of a park in Town Center.
- Emphasis on surrounding neighborhood protections.
- Increased east/west pedestrian connections including a signal at Aurora Avenue and N 180<sup>th</sup> St.
- Supports vehicle sales only in TC-1.
- Aurora Ave., 175<sup>th</sup>, and 185<sup>th</sup> Streets to be more car-oriented, Midvale and Firlands to be more pedestrian-oriented, and Stone and Linden Avenues to be more residential-oriented.

- Greater site and building design standards in exchange for full development potential.
- No incentives for height increases including density limits.
- Clear thresholds to relieve small sites from some site requirements.
- Allows some requirements to be combined, but not diminished, such as walkways and Through-connections and public gathering and open space.
- Require commercial spaces but not uses.
- Require green infrastructure and anticipates green building codes in the near future.

### MUZ / Town Center Comparison

- Same land uses as previous RB zoning / Adds list of prohibited uses.
- Maximum 150 Dwelling Units per Acre / Density limited by building envelope.
- Maximum height 65 feet / Maximum height 70 feet (TC-1, TC-2, TC-3).
- Minimum height 35 feet / No minimum height.
- Building heights stepped up from 45 to 65 feet after 200 horizontal feet of bordering R-4 through R-12 / heights stepped from 35 to 70 feet after 110 horizontal feet in TC-4 and Transition Overlay.
- Setbacks from non- residential zones / No setback requirement for non-residential zones.
- Parking area screening and public gathering places / Same plus full and comprehensive street, site, building and signage, neighborhood protection standards.
- Both require design review.
- Potentially slight increase in residential density in Town Center.

### State Notice and SEPA Compliance

The Washington State Department of Commerce was provided the required 60-day notice on November 18, 2010 and March 29, 2011.

The City of Shoreline issued a SEPA Threshold Determination of Significance (DS) on November 22, 2010, and distributed an Environmental Impact Statement (EIS) Scoping Letter to the public and surrounding jurisdictions, agencies, and tribes. During this 30 day scoping period, the City received one comment letter, from the City of Mountlake Terrace. The City is currently preparing a Draft EIS, which it anticipates being ready for distribution by the end of April 2011. The Draft EIS has a 30 day comment period; at the conclusion of this 30 day period, the City will have a maximum of 60 days to issue a Final EIS.

The EIS will evaluate the Town Center Subarea Plan and Town Center Code as a "Planned Action", per RCW 43.21C.031. The purpose of a Planned Action is to shift environmental review from the time a permit application is made to an earlier phase in the development process. As such, future development proposals within the Town Center boundaries that are consistent with the development assumptions of the subarea would be exempt from SEPA.

Future projects would still be subject to all applicable codes and regulations, and larger products would require a traffic study and administrative design review.

**Comprehensive Plan Amendment Criteria**

The amendment is consistent with the Growth Management Act and not inconsistent with the Countywide Planning Policies, and the other provisions of the Comprehensive Plan and City policies; or

The amendment addresses changing circumstances, changing community values, incorporates a sub area plan consistent with the Comprehensive Plan vision or corrects information contained in the Comprehensive Plan; or

The amendment will benefit the community as a whole, will not adversely affect community facilities, the public health, safety or general welfare. (Ord. 238 Ch. III § 7(f), 2000).

**Development Code Amendment Criteria**

The amendment is in accordance with the Comprehensive Plan; and

The amendment will not adversely affect the public health, safety or general welfare; and

The amendment is not contrary to the best interest of the citizens and property owners of the City of Shoreline. (Ord. 238 Ch. III § 7(g), 2000).

**Next Steps**

Staff has scheduled May 5<sup>th</sup> and May 19<sup>th</sup> for public hearings on the proposal and a meeting June 2 for final recommendations. If the Commission wishes, the May dates can be used for another study session and a public hearing or keep both for 2 public hearings.

**Recommendation**

Staff recommends that the Planning Commission select May 5<sup>th</sup> and May 19<sup>th</sup> for public hearings. If all of May 19<sup>th</sup> is not needed then the Commission could use the remaining time for deliberations.

**Attachments**

Attachment 1 – 3-29-11 Draft Subarea Plan

Attachment 2 – 3-31-11 Draft Town Center Development Code - Chapter 20.92

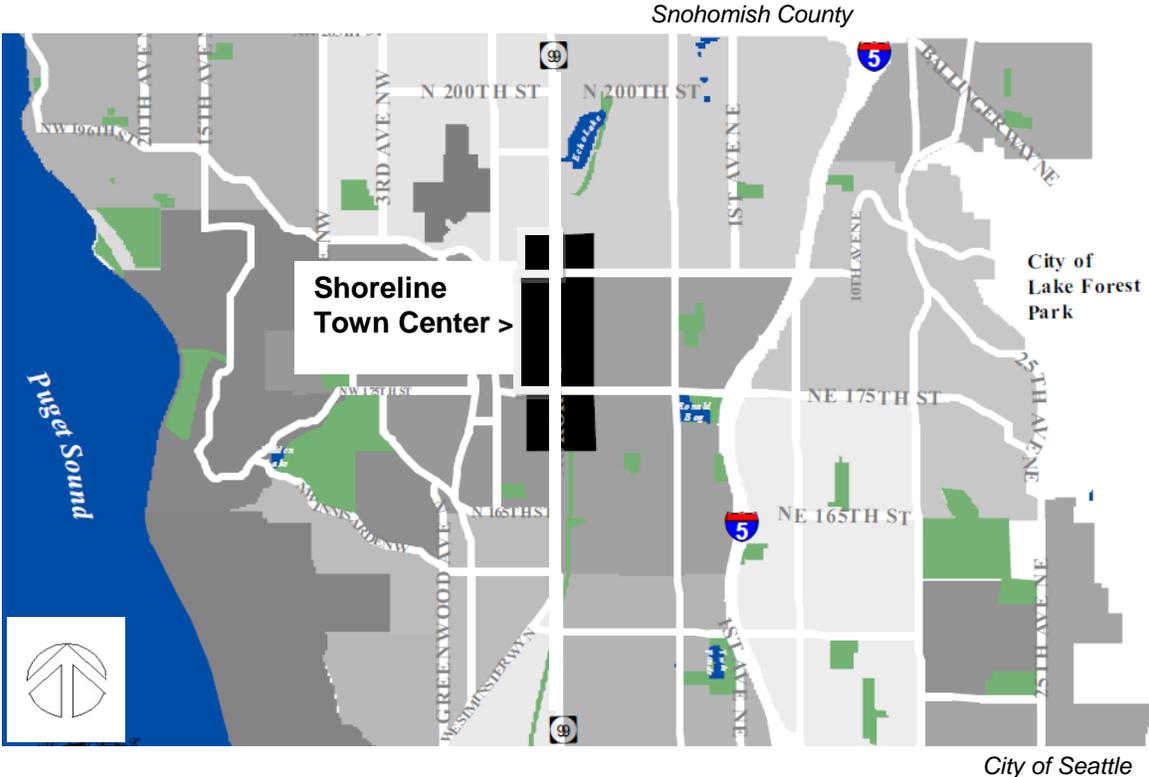


# Shoreline Town Center Subarea Plan

**DRAFT**  
3 29 11

## Introduction

Located on the middle mile of the City’s three mile long Aurora corridor, Town Center is the geographic center of the City of Shoreline. It is at the crossroads of three of the City’s most heavily traveled roads, N. 175<sup>th</sup> St, N. 185<sup>th</sup> St., and Aurora/SR 99, and serves as the civic and symbolic center of the community. See Fig. 1. Early in the life of the new City of Shoreline, a citizen survey identified this area as the “Heart of Shoreline.”



**Fig.1** *Town Center is the Heart of Shoreline*

Shoreline’s settlement began in the early 20<sup>th</sup> century in this area around Judge Ronald’s original homestead and the Ronald schoolhouse. In the early 1900’s, the North Trunk (red brick) Road and Interurban electric railway traversed this area, linking it to Seattle and Everett. The “Ronald Station” was located in the vicinity of the proposed Park at Town Center.

Growing dramatically after World War II, Shoreline became an auto-oriented suburb characterized by large areas of relatively low residential density, which lacked urban amenities and services such as parks and sidewalks. During the post-war decades, the Aurora/SR 99 corridor developed as a strip commercial highway, with a tremendous diversity of businesses. While these businesses largely met local and regional needs, the highway itself became congested, chaotic, unattractive and unsafe.

Several of the civic facilities typically found in traditional downtowns began to locate in and around the Town Center area in the 1960's. These include the Shorewood High School, the Shoreline Fire Department Headquarters, and the Ronald Sewer District Office and Yard. Commercial and apartment uses also began to locate in this area, including grocery, drug store and other retail stores and personal services. These still co-exist with businesses serving a larger market area, such as auto dealerships.

The emergence of regional shopping malls at Alderwood and Northgate in the 1970's began to erode Shoreline's primary market for certain retail goods and services. With the City's incorporation in 1995, additional civic pieces of an emerging Town Center came into being. The Interurban Trail through Town Center was completed in 2005 and the new City Hall opened in 2009. In 2011 Aurora Avenue North through Town Center was rebuilt as a Boulevard, design work began on a new park at Town Center and construction began on a new Shorewood High School, with buildings located immediately adjacent to the Town Center.

In 2009, the City adopted a city-wide Vision Statement which articulated the community's preferred future for the year 2030. The Vision integrated many of the policy objectives of the City's adopted strategies for Economic Development, Housing, and Environmental Sustainability. The Vision identifies Town Center as a focal point for much of the City's future growth accommodation, and many of the framework goals provide a broad outline for much of the content of the Town Center Subarea Plan.

Achieving the City's Vision and the objectives of the Town Center Subarea Plan will be influenced by regional market factors, individual investment decisions, and state and regional growth management policies. High capacity transit service will arrive on Aurora by 2013 in the form of bus rapid transit service, while regional light rail service is scheduled for 2023, linking Shoreline to the broader region.

The growth management development strategy for the Central Puget Sound region, Vision 2040, forecasts adding 1.7 million people and 1.4 million jobs with only a negligible increase in the size of the region's urban growth area. See Fig. 2. Combined with state climate change targets to reduce greenhouse gas emissions and vehicle miles traveled, there will be strong market and regional public policy pressures on close-in cities such as Shoreline to accommodate growth.

Shoreline's ability to accommodate these pressures while maintaining the community's reputation as one of America's best places to live, will be a major challenge. Implementation of a clearly articulated Town Center Subarea Plan will be one important strategy to help Shoreline meet that challenge.



**Fig. 2** Shoreline's place within the Vision 2040 Urban Growth Area

### **Town Center Vision Statement**

*Shoreline Town Center in 2030 is the vibrant cultural and civic heart of the City with a rich mix of housing and shopping options, thriving businesses, and public spaces for gatherings and events. People of diverse cultures, ages, and incomes enjoy living, working and interacting in this safe, healthy, and walkable urban place.*

*Once a crossroads on the Interurban electric railway that connected Seattle and Everett, Shoreline's Town Center has evolved into a signature part of the City. The Center stands out as a unique and inviting regional destination while gracefully fitting in with its surrounding landscape and neighborhoods. Connections to neighborhoods and the region are convenient and accessible through a system of paths, roads and public transit. Citizens, business owners and city officials are justifiably proud of the many years of effort to create a special and livable place that exemplifies the best of Shoreline past, present and future.*

*Town Center is anchored along N. 175<sup>th</sup> St. by the City Hall complex, Shorewood High School, the Shoreline Fire Department Headquarters, and the Ronald Sewer Offices and Yard. The linear park at Town Center between Aurora Boulevard and Midvale Avenue North provides a green thread through the center of the area. City Hall serves not only is the seat of government, but also provides an active venue for many other civic functions. The north end of Town Center includes the revitalized historic five-point interchange at Firlands.*

*Town Center is a physically and visually attractive, inviting and interesting place where form and function come together to promote a thriving environment for residents, businesses, and visitors. Notable features include a number of green open spaces both large and intimate, enclosed plazas, storefronts opening onto parks and wide sidewalks, underground and rear parking, numerous ground-floor and corner retail options within mixed-use buildings, and internal streets within large blocks and other pathways that provide safe, walkable connections throughout the Center area both east and west and north and south.*

*Building heights range from one to three stories within transition areas adjacent to single-family residential areas such as Linden and Stone avenues, up to six stories in mixed-use buildings along sections of Aurora Boulevard, while buildings in the Midvale and Firlands areas are generally four to five-story mixed-use structures. Building materials, facades, designs, landscaped setbacks as well as public art and green infrastructure features represent a wide variety of styles and functions while maintaining a harmonious look and feel.*

*The City of Shoreline has long been committed to the realization of the three E's of sustainability -- environmental quality, economic vitality and social equity -- and Town Center has successfully integrated these values to achieve sustainable development.*



**Fig. 3** *Principles of Sustainable Development*

### Environmental Quality

*While respecting elements of its historic character, Town Center has become a model of environmentally sound building and development practices. The buildings themselves are state-of-the-art energy efficient and sustainable structures with zero carbon impacts. Town Center's tree canopy and native vegetation are all part of a strategic system for capturing and treating stormwater on site and protecting and enhancing overall environmental quality. Major transit stops along the mature Aurora Boulevard provide quick and convenient connections to major centers elsewhere in the region. Civic spaces and parks have been designed for daily use and special events.*

### Economic Vitality

*Town Center attracts a robust mix of office, service and retail development. The boulevard boasts an exciting choice of shops, restaurants, entertainment, and nightlife. The Center is a model of green industry and economic sustainability that generates the financial resources that help support excellent city services, with the highest health and living standards. As a result, Town Center's success helps to make Shoreline one of the most fiscally sound and efficiently run cities on the West Coast.*

### Social Equity:

*Town Center offers a broad range of job opportunities and housing choices that attract a diversity of household types, ages and incomes. Attention to design allows the public gathering places to be accessible to all. People feel safe here day and night. Festivals, exhibits and performances attract people of all ages and cultural backgrounds.*

### Summary:

*Town Center is thoughtfully planned and built, yet all the choices feel organic and natural as if each feature and building is meant to be here. Town Center is a place people want to be in Shoreline in 2030 and is positioned to continue to grow gracefully and sustainably for decades.*

## **Town Center Goals**

**Goal TC-1** Create a Town Center that embodies the sustainability values of environmental quality, economic vitality and social equity.

**Goal TC-2** Create a Town Center that is complete, compact and connected to its neighborhoods and the region.

**Goal TC-3** Create a “sense of place” in Town Center that provides a focal point for Shoreline’s civic life and community-wide identity.

**Goal TC-4** Create an economically and culturally thriving Town Center through the coordinated efforts of the City, the School District, business organizations, community non-profits, and neighborhood associations.

**Town Center Policies**

**Policy TC-1** Create a safe, attractive, and walkable Town Center that links mixed use, mid-rise buildings, a broad range of housing choices, major civic amenities, public gathering places and bus rapid transit service.



**Fig.4** *Mid-rise, mixed use buildings provide pedestrian scale and access at street level*

**Policy TC-2** Publicize innovative “green infrastructure” including City Hall, Shorewood High School, and Aurora boulevard as models for private projects in Town Center.



**Fig. 5** *The LEED GOLD City Hall, LEED SILVER Shorewood High School, and low-impact drainage facilities in the Aurora project set a high bar for sustainability in new projects*

**Policy TC-3** Promote a blend of civic, commercial and residential uses in Town Center.

**Policy TC-4** Increase the variety of housing choices in Town Center and increase opportunities for moderate cost housing. Reduce new housing construction costs and incentivize affordable housing in Town Center by reducing parking requirements and pursuing an aggressive program of Property Tax Exemptions.

**Policy TC-5** Encourage additional retail, service, grocery, and restaurant uses to serve people who live or work in Town Center or within walking distance of it.

**Policy TC-6** Leverage federal, state and other investments and market Town Center as a high value location for private investment and business starts.



Fig. 6 The Interurban Trail, Aurora Project and Bus Rapid Transit service

**Policy TC-7** Give clear visual indication of Town Center’s boundaries with gateway treatments, such as signs and landscaping.



Fig. 7 Examples of town center entry signs

**Policy TC-8** Create a hierarchy of Boulevard, Storefront, and Greenlink streets to serve different mobility and access roles within Town Center.

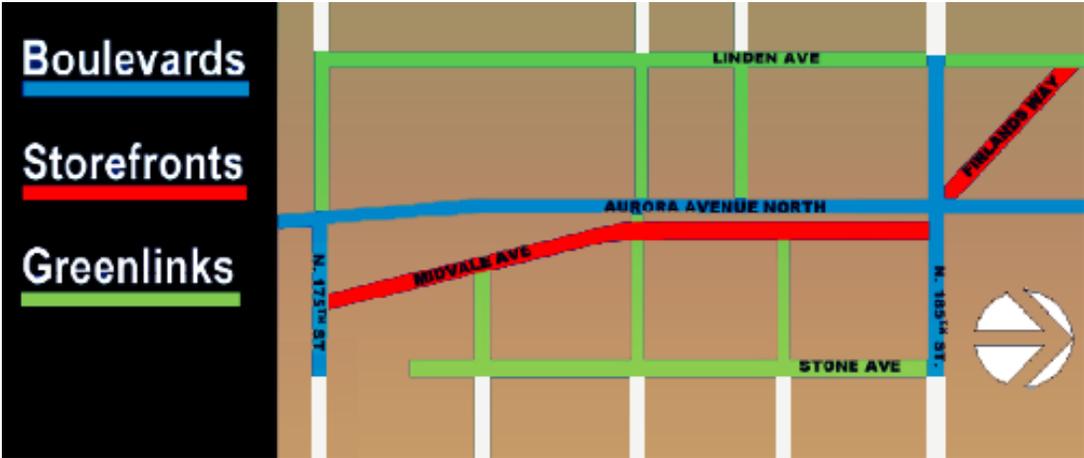
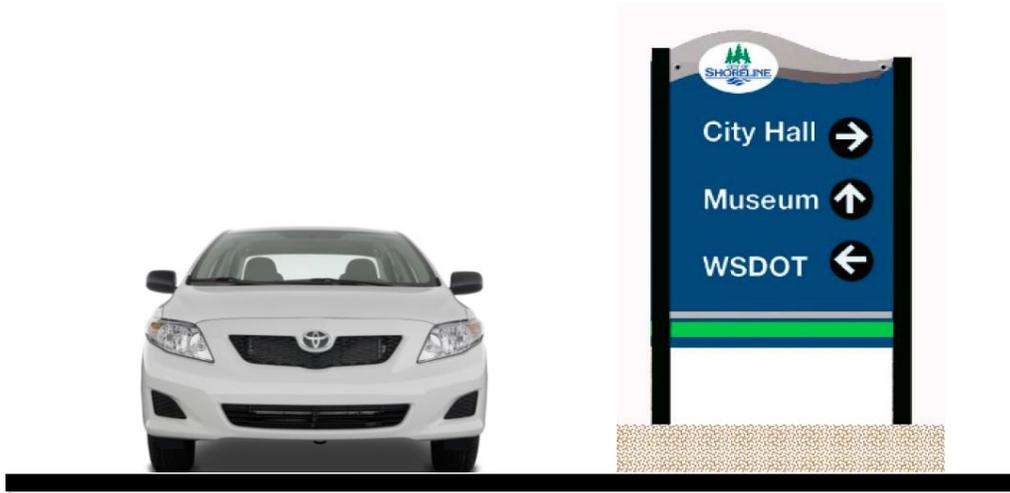


Fig. 8 A hierarchy of boulevards, storefront streets and greenlink streets

**Policy TC-9** Post public “wayfinding” signs to direct motorists and bicyclists to public destinations within and near Town Center.



**Fig 9.** Wayfinding signs can be located in medians, behind sidewalks, or on poles

**Policy TC-10** Create a seamless network of safe, convenient, and attractive walkway improvements within Town Center that also connects to all streets, the Interurban Trail, high capacity transit on Aurora, and adjacent neighborhoods.

**Policy TC-11** Connect Town Center to other parts of Shoreline and the region by promoting multi-modal transportation choices including high capacity transit on Aurora, frequent local bus service, bicycle paths, and improved pedestrian walkways.

**Policy TC-12** Create safe and attractive pedestrian crossings of Aurora, walkways to better link uses within Town Center, and more direct and attractive walkways from adjacent neighborhoods.

**Policy TC-13** Reduce the noise, visual and safety impacts of traffic on Aurora Avenue as it passes through the Town Center.

**Policy TC- 14** Encourage the removal of the western leg of the intersection at N. 182th and Aurora if re-development of lands at N. 180<sup>th</sup> and Aurora enables the installation of a fully signalized mid-block intersection at that location.

**Policy TC-15** Consider the creation of new rights of way or the vacation of other rights of way in order to facilitate better vehicular and pedestrian circulation. Encourage parcel aggregation and more comprehensive site development designs in order to create a more pedestrian friendly environment and promote mixed use development.

**Policy TC-16** Protect adjacent residential areas from impacts generated by developments in Town Center. Create a medium density buffer between the commercial uses in Town Center and the single family neighborhoods east of Midvale and limit lighting, signage and noise impacts. Orient commercial uses west of Aurora so that they have primary access and impacts oriented toward Aurora, rather than to the neighborhood west of Linden.

**Policy TC-17** Reconfigure Midvale Avenue N. between N. 175<sup>th</sup> St. and N. 182<sup>nd</sup> St. as a low speed, pedestrian-friendly lane with back-in angle parking to support mixed use development on the east side and public uses in the Town Center Park.



Fig. 10 Midvale Ave N. concept with landscaping, crosswalks, and back-in angle parking

**Policy TC-18** Recognize the environmental and aesthetic value of existing stands of prominent trees, promote a green built environment by adopting the U.S. Green Building Code, and launch a recognition program for innovative private projects that exemplify the sustainability vision for Town Center.

**Policy TC-19** Develop the park at Town Center as a memorable, green, open space and link it to the City Hall Civic Center. Program both of these spaces for celebrations, public gatherings and informal “third places.”



Fig. 11 Farmers' markets, parades, lawn sports, and wi-fi access are several possible park uses

**Policy TC-20** Enhance the sustainability of adjacent residential neighborhoods through targeted investments in green street links to Town Center, and focused programs to enhance energy conservation and carbon neutrality.

**Policy TC-21** Encourage structured parking for commercial, multifamily and mixed use developments, and reduce parking requirements in recognition of the availability of transit, on-street parking, walkability, and housing types.

**Policy TC-22** Where feasible, minimize surface parking lots and locate them in rear or side yards and screen them with landscaping, low walls or fences, arbors and other treatments to soften visual impacts.

**Policy TC-23** Celebrate the heritage of the community through preservation, education and interpretation of artifacts and places in or near Town Center. Work with the Shoreline Historical Museum to explore the possibilities for a “Town Center Heritage Walk” and programs to help activate the Park at Town Center.



**Fig. 12** Town Center history: the Red Brick Road, Ronald School House, Interurban Station

**Policy TC-24** Abate the remaining billboards, or re-locate them out of the Town Center, and craft a form-based sign code that orients and sizes commercial signage based on the function and speed of serving streets and walkways.

**Policy TC-25** Create a form-based development code and streamlined permit process that consolidates environmental review and design review into a single expedited administrative permit review. Adopt illustrated and clear design standards with a menu of options and opportunities for design flexibility.

**Policy TC-26** Adopt Town Center design standards and a design review process so that new projects respect existing architectural patterns (e.g., building forms, roof shapes, fenestration, materials, etc.) that provide context and human scale.



**Fig. 13** Town Center roof shapes of various pitches, materials, colors

# **Town Center Zone**

**Draft – 3/31/11**

- 20.92.010 Purpose**
- 20.92.020 Zoning, Land Use, and Form**
- 20.92.030 Street Types and Pedestrian Circulation Map**
- 20.92.040 Neighborhood Protection Standards**
- 20.92.050 Street Frontage Design Standards**
- 20.92.060 Site Design Standards**
- 20.92.070 Building Design Standards**
- 20.92.080 Sign Design Standards**
  
- 20.30.297 Design Review Approval**
- 20.50.021 MUZ Design Review Amendments**
- 20.91.040 Ridgecrest Design Review Amendments**
- 20.20 Definitions**

**20.92.010 Purpose.**

- A. Establish standards for the Town Center Zone. These standards implement the policies of City of Shoreline Comprehensive Plan and Town Center Subarea Plan through code requirements for use, form, design, and process.
- B. Some standards within this chapter apply only to specific types of development and zones as noted. Standards that are not addressed in this chapter will be supplemented by the development standards in Chapter 20.50 SMC. In the event of a conflict between standards, the standards of this chapter shall prevail.
- C. Set forth a procedure designating certain land use actions within the boundaries of the geographic area described in the Town Center Zone Subarea Plan as Town Center Zone as “planned actions” consistent with RCW 43.21.031, WAC 197-11-164 to 197-11-172, and SMC 20.30.640.
- D. Planned action projects that are within the scope of the planned action EIS determination shall not require a SEPA threshold determination and shall be reviewed as ministerial decisions by applying the provisions of the Development Code. Proposed projects that are not within the scope of the planned action EIS shall require environmental review under SEPA
- E. Design Review Approval under SMC 20.30.297 is required for all development proposals prior to approval of any construction permit. A permit applicant wishing to modify any of the standards in this chapter may apply for a design departure under SMC 20.30.297.

**20.92.015 Threshold – Required for site improvements.**

The purpose of this section is to determine how and when the provisions for site improvements cited in the Town Center District development standards apply to development proposals. Full site improvements are required if the development is:

- completely new development; or
- The construction valuation exceeds 50 percent of the existing site and building valuation.

**20.92.020 Zones, Land Use, and Form.**

**A. Town Center Zones**

In order to implement the vision of the Comprehensive Plan's Town Center Subarea Plan, there are Town Center (TC) zones established as shown in Figure 20.92.030.

1. Four zones are delineated within the Town Center that has general and specific design standards.
  - a. TC-1: This zone allows for a broad range of uses similar to TC-2 with the exception to allow vehicle sales, leasing, and servicing.
  - b. TC-2: This zone includes property fronting on Aurora Avenue, N. 175<sup>th</sup> and N. 185<sup>th</sup> streets and provides the widest range of uses and development potential with pedestrian activity primarily internal to the sites.
  - c. TC-3: This zone is oriented toward smaller arterials with a wide range of uses that focus pedestrian activity primarily along street frontages.
  - d. TC-4: This zone is oriented around Stone Avenue and limits the residential heights, uses and vehicle circulation to protect the adjacent single family neighborhoods.
2. Transition Overlay: This overlay provides a transition from higher intensity development to lower intensity uses and protects adjoining single family neighborhoods from large building heights, traffic, and inappropriate land uses.

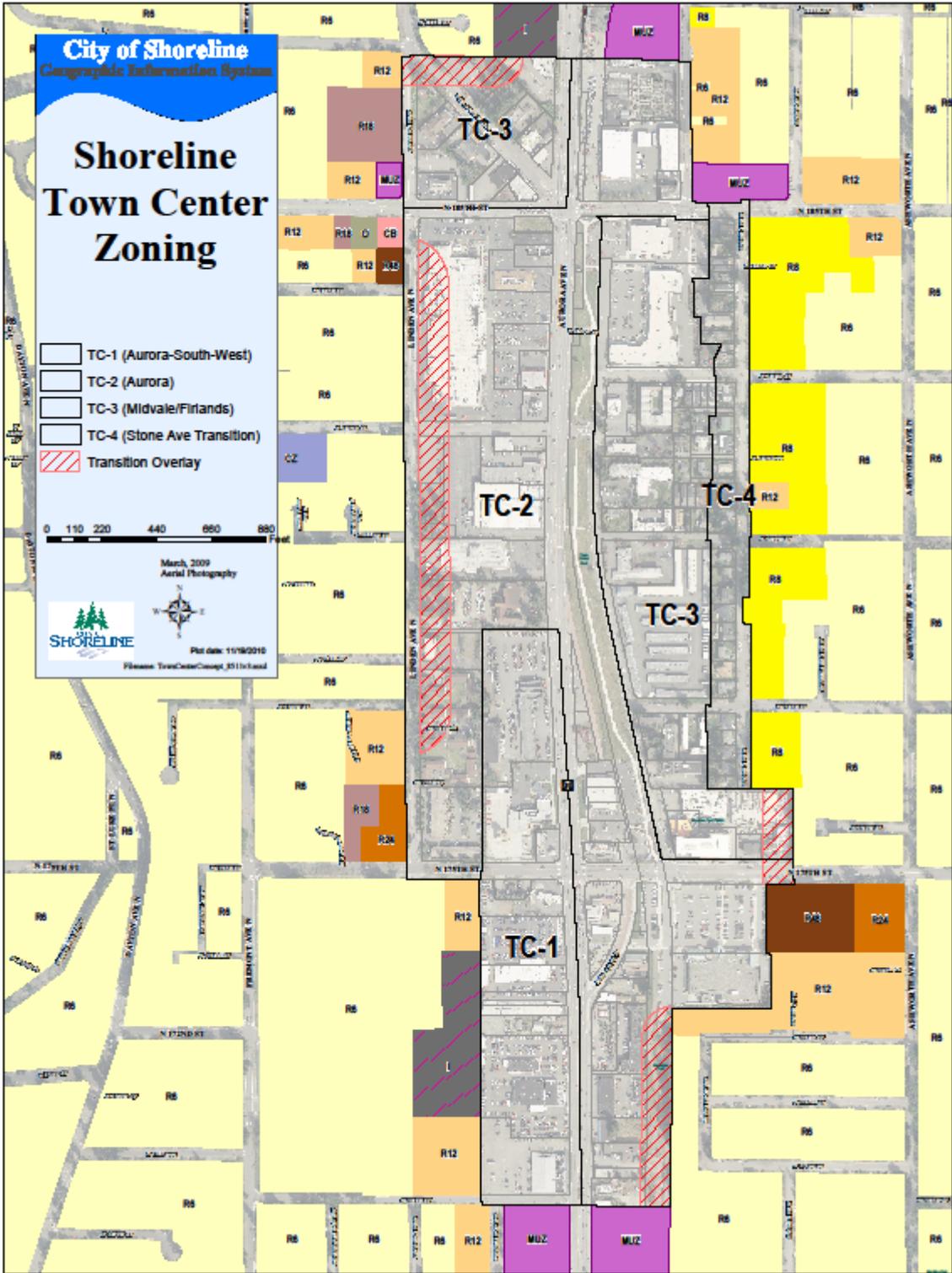


Figure 1. 20.92.020

B. Table 20.92.020(A) lists general categories of permitted land uses for each of the Town Center zones. The general categories for permitted uses include all of the specific uses listed in the corresponding tables cited, except for those listed in this table as “prohibited uses.” If further clarification is required, the Director shall issue an administrative determination consistent with the provisions of this Chapter and the policy guidance of the Town Center Subarea Plan.

**Table 20.92.020(A) Land Use Chart**

General Land Use Category	Specific uses listed in Table	TC-1 Aurora SW	TC-2 Aurora	TC-3 Midvale /Firlands	TC-4 Stone Ave Resid.			
Detached Single Family	20.40.120							
Duplex, Apt, Single Family Attached	20.40.120							
Group Residences	20.40.120							
Lodging	20.40.120	<b>PERMITTED USES</b>						
Health Facility	20.40.140							
Government Facility	20.40.140							
Automotive fueling and service Stations	20.40.130							
Retail, Eating, and Drinking	20.40.130							
Personal and Business Services	20.40.130							
Vehicle Sales, Leasing, and Service(2)	20.40.130							
Gambling Uses								
Wrecking Yards					<b>PROHIBITED USES</b>			
Industrial Uses								
Adult Use Facility								

*Table 20.92.020(A)*

**Table 20.92.020(B) Form.**

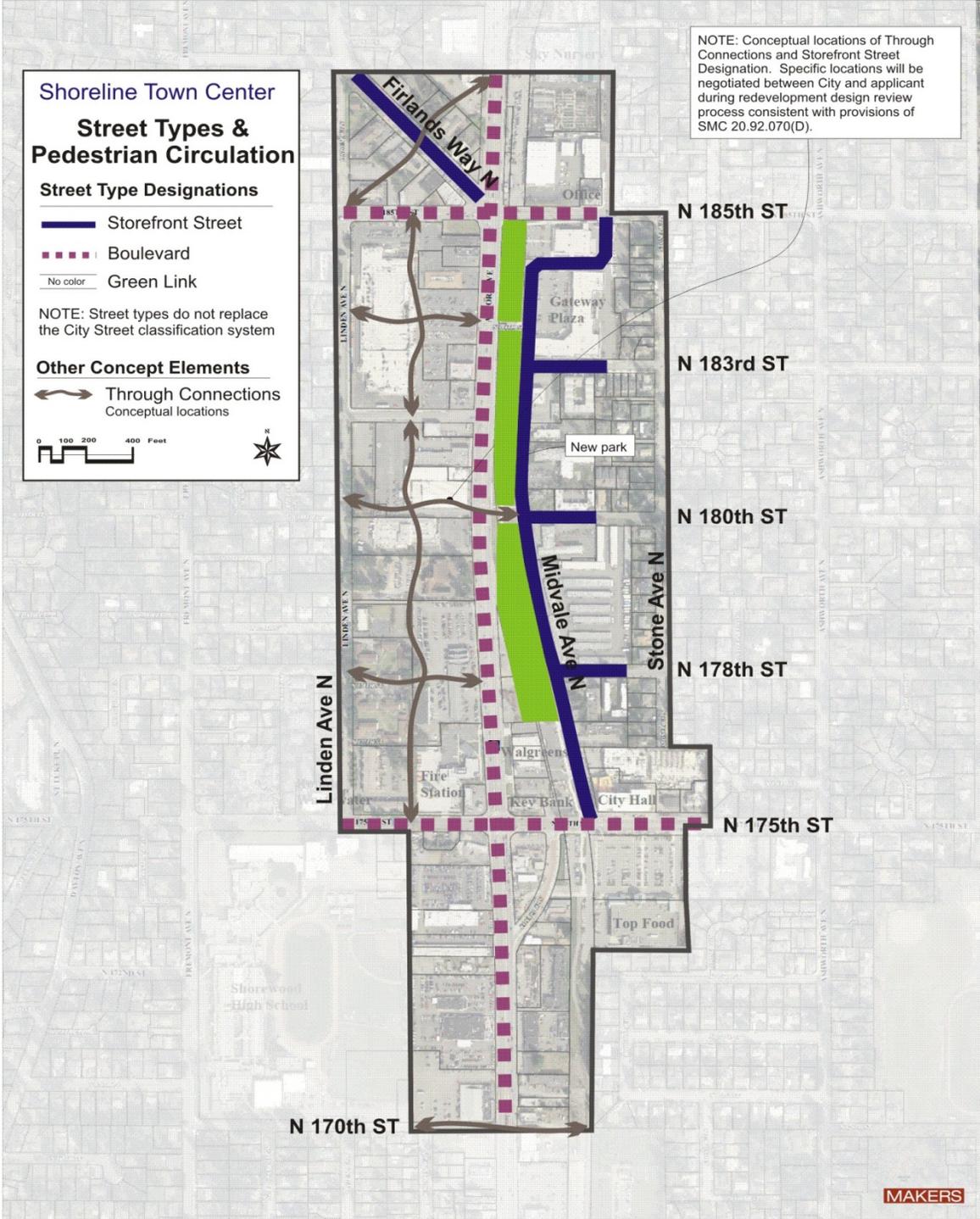
	<b>TC-1 Aurora SW</b>	<b>TC-2 Aurora</b>	<b>TC-3 Midvale/ Firlands</b>	<b>TC-4 Stone Ave Res</b>	<b>Transition Overlay</b>
Minimum Front Yard Setback (1)(2)(3)	0-10 ft (6)	0-10 ft	0-10 ft	15 ft	15 ft
Minimum Side Yard Setback from Nonresidential Zones (4)	0 ft	0 ft	0 ft	5 ft (5)	5 ft (5)
Minimum Rear Yard Setback from Nonresidential Zones	0 ft	0 ft	0 ft	5 ft	0 ft
Minimum Side & Rear Yard (Interior) Setback from R-4 & R-6	15 ft	15 ft	15 ft	5ft	20ft
Minimum Side & Rear Yard Set- back from R-8 through R-48 and TC-4	15 ft	15 ft	15 ft	5 ft	15 ft
Maximum Height (5)	70 ft	70 ft	70 ft	35 ft	35 ft
Maximum Hardscape Area	95%	95%	95%	75%	75%

Exceptions to Table 20.92.040(A).

- (1) *Unenclosed porches and covered entry features may project into the front yard setback by up to 6 feet. Balconies may project into the front yard setback by up to 2 feet.*
- (2) *Additional building setbacks may be required to provide right-of-way and utility improvements.*
- (3) *Front yard setbacks are based on the applicable street designation. See figure 20.92.020 for the street designation and SMC 20.92.070(B) for applicable front yard setback provisions.*
- (4) *These may be modified to allow zero lot line developments for internal lot lines only.*
- (5) *See section 20.92.050.C for height step-back standards.*
- (6) *Front yards may be used for outdoor display of vehicles to be sold or leased in the TC-1 zone.*

20.92.030 Street Types and Pedestrian Circulation.

This map illustrates site-specific design elements to be implemented by code for street types and Through Connections.



**20.92.040 Neighborhood Protection Standards.**

A. Purpose

- Minimize negative impacts of Town Center development on adjacent single family neighborhoods.
- Enhance residential neighborhoods on both sides of Linden and Stone Avenue North.

B. Applicability

Unless specifically noted, the standards herein apply to properties within zone TC-4 and the Transition Overlay identified in the Town Center Zoning Map in figure 20.92.030 and other Town Center properties that are directly adjacent to those zones.

C. Building Heights

The maximum building height is 35 feet for the first 50 horizontal feet from the front property line. For each subsequent 20 feet from the property line an additional 10 feet in height is allowed up to the maximum height of the underlying zoning.

D. Site Access

Direct commercial vehicular and service access to a parcel shall not be from Stone or Linden Avenues unless no other access is available or practical as determined by the City.

E. Traffic Impacts

All development in the Town Center shall conduct a traffic impact study and implement traffic mitigation measures which are approved by the city’s traffic engineer, to mitigate potential cut-through traffic or parking impacts to single family neighborhoods.

F. Setbacks and Buffers

Buildings in zones TC-2 and TC-3 shall have a 15-foot wide, Type I landscape with an 8-foot solid fence or wall adjacent to zone TC-4 and R-6 parcels in addition to any required open space.

G. Tree Preservation

20 percent of all healthy, significant trees for each parcel must be preserved in TC-4 and Transition Overlays portions of private property per SMC 20.50.290.

**20.92.050 Street Frontage Design Standards.**

**A. Purpose**

- Enhance the appeal of street frontages to encourage people to walk and gather.
- Establish frontage standards for different streets to:
  - Reinforce site and building design standards in each zone.
  - Provide safe and direct pedestrian access within the Town Center and from adjacent neighborhoods.
  - Minimize conflicts between pedestrians, bicyclists, and vehicular traffic and parking.

**B. Applicability**

The standards in this section apply only to the sidewalks and the amenity zone in the public rights-of-way. These standards shall meet the City's Engineering Design Guidelines. Where there is a conflict, the Director shall determine which applies.

**C. Design**

1. Storefront, Greenlink, and Boulevard Street frontages, as depicted on Figure 20.92.030, shall have:

- a. A minimum 10 feet for Storefront streets, 8 feet for Greenlink streets and 7 feet for Boulevard streets of unobstructed sidewalk widths and all streets with 5 feet of amenity zone widths;
- b. Storefront, Boulevard, and Greenlink streets shall have street trees spaced on average 30 feet either in tree pits and grates or in amenity strips;
- c. Storefront and Green Link streets may have breaks in the amenity strip and tree distribution to allow for driveways, site distancing, utilities, crosswalks, bike racks, and benches or sitting walls. In place of amenity strips, street trees in grated pits are required parallel to street parking;
- d. Each development on a Storefront street shall provide a minimum 8 feet of bench or sitting wall;
- e. Both sides of Storefront and Greenlink Streets shall have on-street parking and curb bulb-outs at block ends and pedestrian crossings. On-street parking is optional only if adequate street rights-of-way width do not exist;
- f. Utility appurtenances such as signal boxes, hydrants, poles, or other obstructions shall not be placed in the public sidewalk; and
- g. When improved, Firlands Way within the Town Center shall expose and restore the brick road bed underneath. If restoration of the brick road is unfeasible or cannot meet City road standards then the City shall design a slow street that allows traffic and pedestrians to mix.

2. Rights-of-Way Lighting

- a. One to two-foot candles and maximum 15-foot height for sidewalk areas. Lighting shall be located on private property or mounted on building facades.

**Item 7.a - Attachment 2**

- b. Maximum 25-foot height for street light standards, designed using the Aurora Avenue model and color, modified to meet the 25-foot maximum height, and spaced to meet City illumination standards.



**20.92.060 Site Design Standards.**

A. Purpose

- Promote and enhance public walking and gathering with attractive and connected development to:
  - a. Promote distinctive design features at high visibility street corners.
  - b. Provide safe routes for pedestrians and disabled people across parking lots, to building entries, and between buildings.
- Promote economic development that is consistent with the Town Center Subarea Plan

B. Site Frontage

Site design standards for landscaping, walkways, public places, and open space may be combined if their separate minimum dimensions and functions are not compromised.

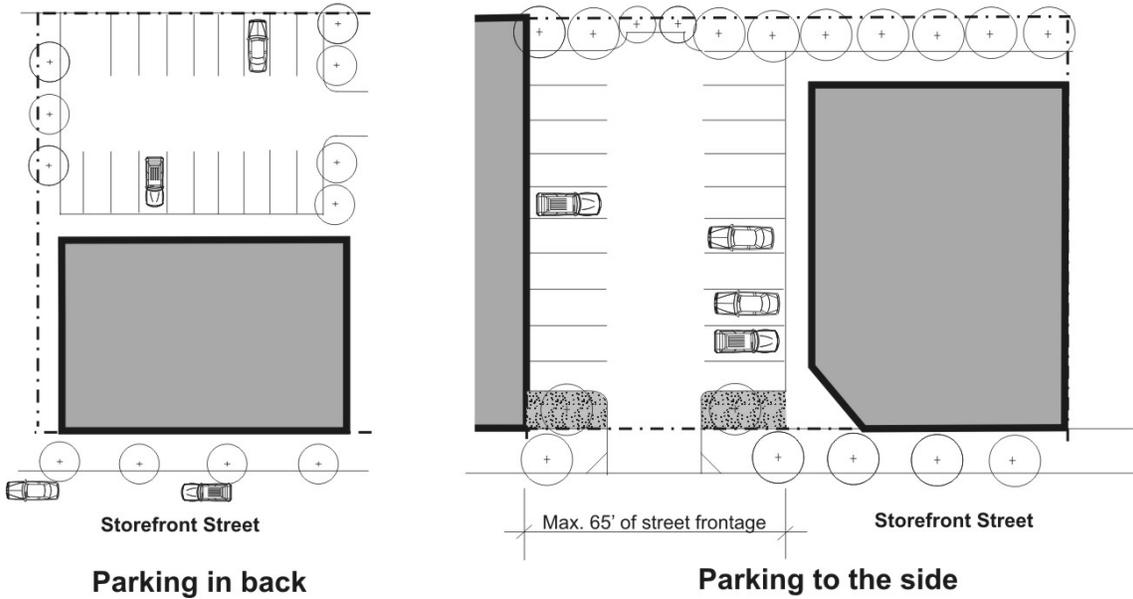
Development abutting street frontages as designated within the Town Center per figure 20.92.030 shall meet the following standards.

1. Storefront Streets

- a. Buildings shall be placed at the property line or back of planned sidewalk if on private property. However, buildings may be setback further if Public Places (as specified in SMC 20.92.070(F) are included or a utility easement is required between the sidewalk and the building;
- b. Minimum transparent window area is 60 percent of the ground floor facade placed between the heights of 30 inches and 8 feet above the ground for each front facade;
- c. The primary building entry shall be on a street frontage and, if necessary, recessed to prevent door swings over sidewalk or an open entry to an interior plaza or courtyard from which building entries are accessible;
- d. Minimum weather protection at least five feet in depth, along at least 80 percent of the facade width, including building entries; and
- e. Surface parking along Storefront Streets is not more than 65 lineal feet of the site frontage. Parking lots are not allowed at street corners. No parking or vehicle circulation is allowed between the right-of-way and the building front facade. Sites with less than 100 feet lineal feet of frontage are exempt from this standard. See 20.92.070(E)(2)for parking lot landscape standards.



Storefront and Boulevard buildings



Parking lot locations along Storefront streets.

- 2. Green Link Streets
  - a. Minimum front yard setback is 15 feet. Porches and entry covers may project 6 feet into the front yard setbacks;
  - b. Transparent window area is 15 percent of the entire façade;
  - c. Building entries shall be visible and accessible from a street front sidewalk. An entrance may be located on the building side if visible;
  - d. Minimum weather protection is 5-foot deep over building entries;

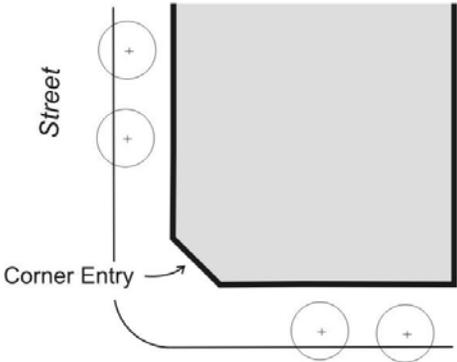
- e. Landscaped front yards may be sloped or terraced with maximum 3 foot high retaining walls; and
  - f. Surface parking is no more than 65 lineal feet of the site frontage and setback 10 feet from property line. Parking lots are not allowed at street corners. No parking or vehicle circulation is allowed between the right-of-way and the building front facade. See 20.92.060(F)(3)for parking lot landscape standards.
3. Boulevard Streets
- a. Developments abutting Boulevard Streets have the option of using Storefront Street or Green Link Street standards or a combination of both standards.
  - b. Surface parking along Boulevard Streets shall not be more than 50 percent of the site frontage. Parking lots are not allowed at street corners. No parking or vehicle circulation are allowed between the right-of-way and the building front facade. Sites with less than 100 lineal feet of frontage are exempt from this standard. See 20.92.070(E)(2)for parking lot landscape standards.



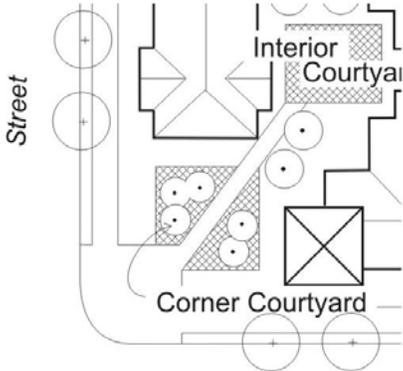
*Landscaped yards*

**C. Street Corners**

- 1. All development proposals located on street corner sites shall include one of the following three design treatments on both sides of the corner.
  - a. Locate a building within 15 feet of the street corner. All such buildings shall comply with building corner standards in paragraph (2) below;
  - b. Provide public places, as set forth in SMC 20.92.070(F) at the corner leading directly to building entries; or
  - c. Landscape 20 feet of depth of Type II landscaping for the length of the required building frontage. Include a structure on the corner that provides weather protection or site entry. The structure may be used for signage (SMC 20.92.100).



Building placed up to the street corner with entry



Public place adjacent to the corner

**Corner Developments**

- 2. Buildings using option 1.a above shall provide at least one of the elements listed below for 40 lineal feet of both sides form the corner:
  - a. 20-foot beveled building corner with entry (included in the 80 lineal feet of corner treatment).
  - b. Distinctive façade (i.e. awnings, materials, offsets) and roofline design.
  - c. Balconies on all floors above the ground floor.
  - d. Minimum 15-foot dimension sculpture or building-mounted artwork
  - e. Other unique treatment as determined by the Director.



**Building corners**

**D. Through-connections and Walkways**

- 1. Developments shall include internal walkways that connect building entries, public places, and parking areas with the adjacent street sidewalks and Interurban Trail. A

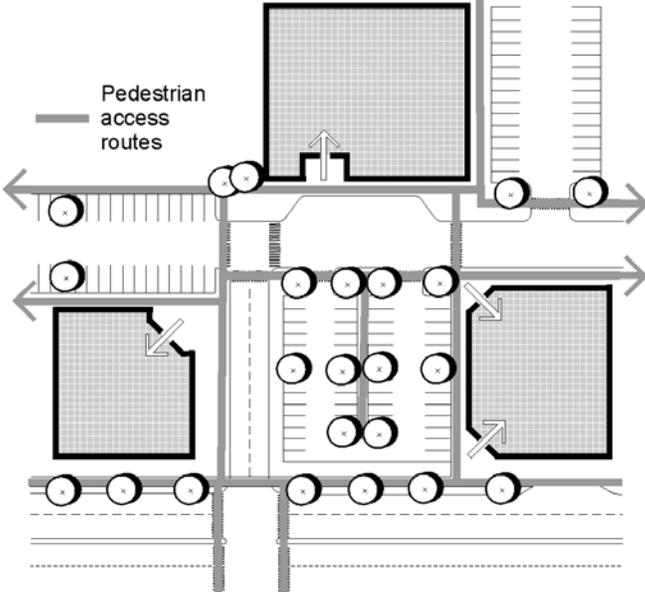
public easement for pedestrian access through properties and city blocks between streets shall be provided for Through-connections, as generally illustrated in the Town Center Concept Plan (SMC 20.92.030).

Walkways and Through-connections shall be connected and may be combined as long as standards of both can be met. The east-west connection aligned with N.180th may be a combination of vehicle access or street and a pedestrian Through-connection. North-south connections can be used as alley access or as a Storefront Street.



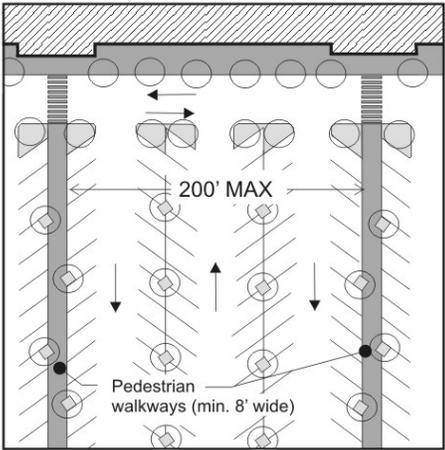
***Through-connections***

- a. All buildings shall have visible, clear, and illuminated walkways between the main building entrance and a public sidewalk. The walkway shall be at least eight feet wide;
- b. Continuous pedestrian walkway shall be provided to the entries of all businesses and the entries of multiple commercial buildings;
- c. For sites abutting underdeveloped land, the Director may require walkways and Through-connections stub-outs at property lines so that future, adjoining development can connect with the pedestrian system;



**Well-connected walkway network**

- d. Raised walkways at least 8 feet in width shall be provided for every three, double-loaded aisle or every 200 feet of parking area. Walkway crossings shall be raised a minimum 3 inches above drives;
- e. Walkways shall conform to the Americans with Disabilities Act (ADA); and



**Parking lot walkway**

- f. Internal walkways along the front facade of buildings 100 feet or more in length must meet Storefront or Boulevard Street standards set forth in SMC 20.92.060(C).



***Internal walkways adjacent to storefronts should be designed to look and function like public sidewalks, including walkway widths and amenity areas.***

- g. Deciduous street-rated trees shall be provided every 30 feet on average in grated tree pits if the walkway is 8 feet wide or in planting beds if greater than 8 feet wide. Pedestrian scaled lighting shall be provided.

**E. Vehicle Parking and Landscaping**

**1. Minimum Off-street Parking**

Parking shall be provided at the following rate:

- a. Residential – .75 space / bedroom.
- b. Retail – 1 space / 400 net square feet.
- c. Civic / Office – 1 space / 500 net square feet.

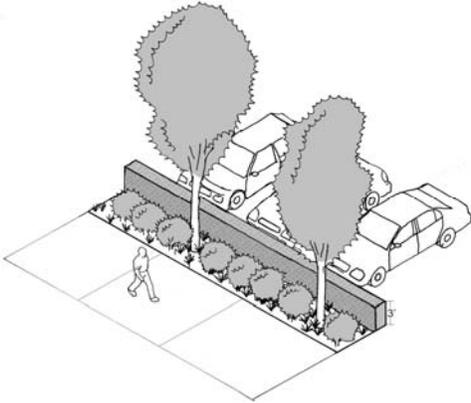
Reductions up to 50 percent may be approved by Director using combinations of the following criteria.

- a. On-street parking along the parcel’s street frontage.
- d. A transit stop within ¼ mile radius.
- e. An off-street public parking lot within ¼ mile radius.
- f. Shared parking agreement with adjoining parcels and land uses that do not have conflicting parking demand.
- g. Commute trip reduction program.
- h. Neighborhood meeting to discuss impacts of traffic and parking.
- i. High-occupancy vehicle (HOV) parking.
- j. Conduit for future electric vehicle charging spaces equivalent to the number of required handicapped parking spaces.

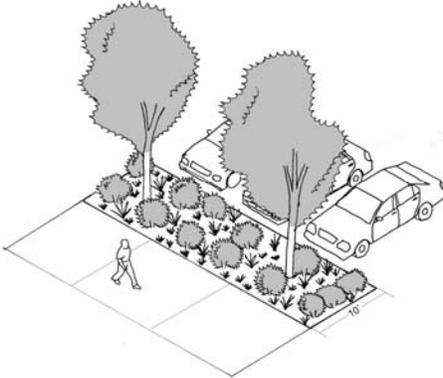
**2. Parking lot landscaping**

The following provisions shall supplement the landscaping standards set forth in Subchapter 7 of SMC 20.50.450. Where there is a conflict, the standards herein shall apply. All parking lots, vehicle display, and loading areas shall meet the following requirements.

- a. Provide a 5-foot wide, Type II landscape that incorporates a continuous masonry wall between 3 and 4 feet in height. The landscape shall be between the public sidewalk or residential units and the wall (see SMC 20.50.460 for details); or
- b. Provide at least 10-foot wide, Type II landscaping.
- c. Vehicle display areas are not required to landscape with trees or shrubs. Transparent security fencing is permitted up to 8 feet. Fencing shall be made of metal other than chain link, razor, barbed, or cyclone material.
- d. Trees shall be placed interior to parking lots at a ratio of one every 10 parking spaces in curbed planters with a minimum dimension of 5 feet.
- e. All parking lots shall be separated from residential development by the required setback and planted with Type I landscaping.



**2a. Parking lot planting buffer with low wall.**



**2b. 10-foot parking lot buffer with Type II landscaping.**

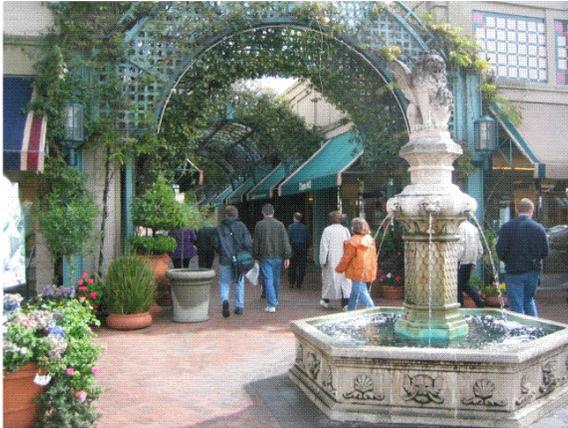
**F. Public Places**

- 1. Public places are required on parcels greater than 1/2 acre with commercial or mixed use development at a rate of 1,000 square feet per acre. Public places may be covered but

**Item 7.a - Attachment 2**

not enclosed. This standard can also be used to meet the standards of walkways as long as the function and minimum dimensions of the public place are met.

- 2. On parcels greater than 5 acres;
  - a. Buildings border at least two sides of the public place;
  - b. The public place shall be at least 5,000 square feet with no dimension less than 40 feet; and
  - c. 80 percent of the area shall be with surfaces for people to stand or sit on.
- 3. On parcels between 1/2 and 5 acres;
  - a. Public places are required to have a minimum dimension of 20 feet; and
  - b. 80 percent of the area shall have surfaces for people to sit or stand on.
- 4. The following design elements are required for public places:
  - a. Physically accessible and visible from the public sidewalks, walkways, or Through-connections;
  - b. Pedestrian access to abutting buildings;
  - c. Pedestrian-scaled lighting (subsection H below);
  - d. Seating and landscaping with solar access at least half of a day, year-round; and
  - e. Not located adjacent to dumpster or loading areas.



*Public Places*

**G. Multifamily Open Space**

- 1. All multifamily development shall provide open space.
  - a. Provide 800 square feet per development or 50 square feet per unit of open space, whichever is greater;
  - b. Other than private balconies or patios, open space shall be accessible to all residents and include a minimum 20-foot dimension including park, playground, roof-top decks or courtyards. This standard can also be used to meet the standards of walkways as long as the function and minimum dimensions of the open space are met;
  - c. Required landscaping can be used for open space if it does not prevent access or reduce the overall landscape standard. Open spaces shall not be placed adjacent to parking lots and service areas without screening; and
  - d. Open space shall provide seating that has solar access at least half of a day, year-round.



*Multi-family open spaces*

**H. Outdoor Lighting**

- 1. All publicly accessible areas on private property shall be illuminated as follows:
  - a. Minimum of one half-foot candles and maximum 25-foot pole height for vehicle areas;
  - b. One to two-foot candles and maximum 15-foot pole height for pedestrian areas;
  - c. Maximum of four-foot candles for building entries with the fixture placed below second floor; and
  - d. All private fixtures shall be full cut-off, dark sky rated and shielded to prevent direct light from entering neighboring property.

I. Service Areas and Mechanical Equipment

- 1. All developments shall provide a designated location for trash and recycling storage and collection. Such elements shall meet the following standards:
  - a. Located to minimize visual, noise, odor, and physical impacts to pedestrians and residents;
  - b. Paved with concrete, screened, and covered in materials or colors that match the building; and
  - c. Located and configured so that the enclosure gate swing does not obstruct pedestrian or vehicle traffic nor require that a hauling truck project into any public right-of-way.



***Trash/recycling closure with consistent use of materials and landscape screening.***

2. Mechanical Equipment

- a. Utility equipment shall be located and designed to minimize their visibility to the public. Preferred locations are off alleys, service drives, within or under buildings or other locations away from the street. Meters and similar equipment shall not intrude into pedestrian areas.



***Utilities consolidated and separated by landscaping elements.***

- b. All rooftop mechanical equipment shall be screened, or colored to be an integral element of the building and minimize visual impacts from the ground level of adjacent streets and properties.

**20.92.070 Building Design Standards.**

**A. Purpose**

- Emphasize quality building articulation, detailing, and durable materials.
- Reduce the apparent scale of buildings and add visual interest.

**B. Façade Articulation**

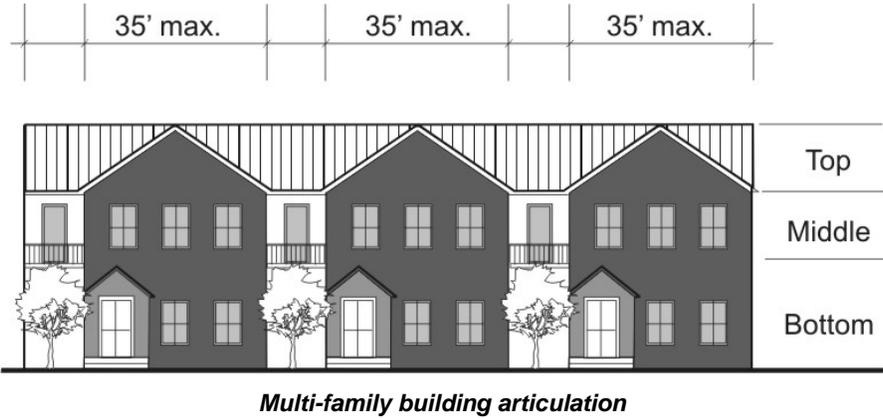
1. All building facing Storefront Streets per Figure 20.92.020 shall include one of the two articulation features set forth in (a) or (b) below no more than every 40 lineal feet facing a street, parking lot, or public place. Building facades less than 60 feet wide are exempt from this standard.



*Storefront articulation*

All buildings facing Boulevard Streets per Figure 20.92.020 shall include one of the two articulation features below no more than every 80 lineal feet facing a street, parking lot, or public place. Building facades less than 100 feet wide are exempt from this standard.

- a. For the height of the building, each façade shall be offset at least 2 feet in depth and 4 feet in width if combined with a change in siding materials. Otherwise, the façade offset shall be at least 10 feet deep and 15 feet wide.
  - b. Vertical piers at the ends of each façade section that project at least 2 inches from the façade and extend from the ground to the roofline.
  - c. Minimum, ground level, interior building space dimension is 12-foot height and 20-foot depth
2. All multifamily buildings or residential portion of a mixed use building facing any street shall provide the following articulation features at least every 35 feet of facade facing a street, park, and public place or open space.
    - a. Vertical building modulation 18 inches deep and 4 feet wide if combined with a change in color or building material. Otherwise, minimum depth of modulation is 10 feet and minimum width for each modulation is 15 feet. Balconies may be used to meet modulation; and
    - b. Distinctive ground or first floor façade, consistent articulation of middle floors, and a distinctive roofline or articulate on 35 foot intervals.



***Multi-family building articulation***

**3. Roofline Modulation**

Rooflines shall be modulated atleast every 120 feet by emphasizing dormers, chimneys, stepped roofs, gables, or prominent cornices or walls. Rooftop appurtenances are included as modulation. Modulation shall consist of a roofline elevation change of at least four feet every 50 feet of roofline.

**4. Maximum Façade**

A building exceeding 150 feet in length along the street front shall have a minimum 30-foot wide section that is offset at least by 20 feet through all floors.



***Façade widths using a combination of façade modulation, articulation, and window design.***

5. Windows

Buildings shall recess or project individual windows above the ground floor at least two inches from the façade or incorporate window trim at least four inches in width or a color that contrasts with the façade color.



*Window trim design*

6. Secondary Entry

Weather protection at least 3 feet deep and 4 feet wide is required over each secondary entry;



*Covered secondary public access*

7. Façade Materials

- a. Metal siding shall have visible corner moldings and trim and shall not extend lower than six feet above grade. Masonry, concrete, or other durable material shall be incorporated between the siding and the grade. Metal siding shall be factory finished, with a matte, non-reflective surface.



***Masonry or concrete near the ground and proper trimming around windows and corners.***

- b. A singular style, texture, or color of concrete block shall not comprise more than 50 percent of a façade facing a street or public space.



***The left image uses smooth gray blocks on the vertical columns and beige split-faced blocks above the awnings. The storefront in the right image uses gray split face and some lighter, square, smooth-faced blocks below the storefront windows.***

- c. Synthetic stucco must be trimmed and sheltered from weather by roof overhangs or other methods and are limited to no more than 50 percent of façades containing an entry and shall not extend below 2 feet above the grade.



*Concrete near the ground level and a variety of other surface materials on the façade.*

8. Prohibited materials.
  - a. Mirrored glass, where used for more than 10 percent of the façade area.
  - b. Chain-link fencing.
  - c. Fiberglass sheet products.
  - d. Plywood siding.

**20.92.080 Sign Design Standards.**

**A. Purpose**

- Require signage that is both clear and of appropriate scale for the project.
- Enhance the visual qualities of signage through the use of complementary sizes, materials and methods of illumination.
- Require signage that contributes to the character of Shoreline's Town Center.

**B. Applicability**

The sign standards herein shall supplement the provisions of SMC 20.50.540. Where there is a conflict, the provisions herein shall apply.

**C. Permitted Illumination**

1. Channel lettering or individual back-lit letters mounted on a wall or individual letters placed on a raceway, where only light shines through the letters.
2. Opaque cabinet signs where light only shines through letter openings.
3. Shadow lighting, where letters are backlit, but light only shines through the edges of the letters.
4. Neon signs
5. Externally lit signs



*Individual backlit letters (left image), opaque signs where only the light shines through the letters (center image), and neon signs (right image).*

**D. Monument Signs**

1. One sign is permitted per frontage, per property, and regardless of the number of tenants. An additional monument signs is permitted on a property if the frontage length is greater than 250 feet and the signs are at least 150 feet apart.
2. Use materials and architectural design elements that are consistent with the architecture of the buildings.
3. Signs in Zone TC-3: Maximum height: 6 feet and maximum area: 50 square feet per sign face.
4. Signs in zones TC-1 and TC-2 when placed along Aurora Avenue, N. 175<sup>th</sup> or N. 185<sup>th</sup> streets. Maximum height: 12 feet and maximum area: 100 square feet per sign.

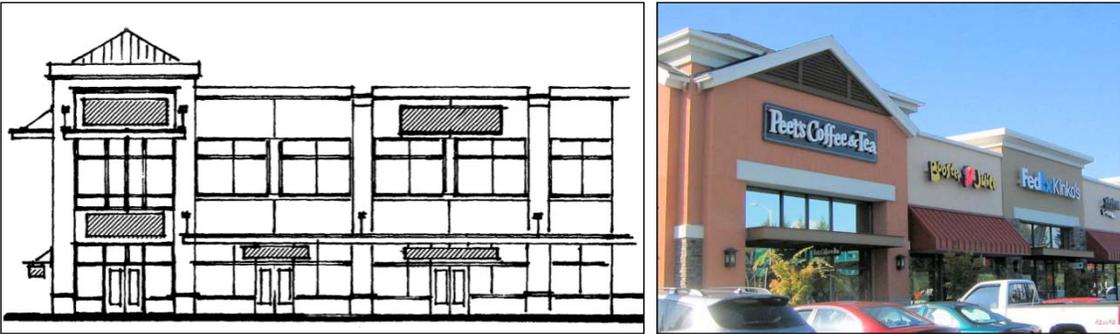
- 5. Signs may be placed up to the front property line if site distancing and public safety standards are met.
- 6. Signs shall be setback from the side property lines at least 20 feet.



***Monument sign***

**E. Building Signs**

- 1. Each tenant or commercial establishment is allowed one building sign - wall, projecting, marquee, awning, or banner sign per facade that face the adjacent streets or customer parking lot.
- 2. Building signs shall not cover windows, building trim, edges, or ornamentation.
- 3. Building signs may not extend above the parapet, soffit, the eave line, or on the roof of the building.
- 4. Each sign area shall not exceed 25 square feet for Zone TC -3 and 50 square feet for zones TC-1 and TC-2.
- 5. The sign frame shall be concealed or integrated into the building's form, color, and material.



***Signs are centered on architectural features of the building.***

- 6. Projecting, banner, and marquee signs (above awnings) shall clear sidewalk by 9 feet and not project beyond the awning extension or 8 feet, whichever is less. These signs may project into public rights-of-way for storefront buildings, subject to City approval.



***Projecting sign***

**F. Under-awning Signs**

- 1. Not extend within 1-foot of the awning outer edge and the building façade;
- 2. Minimum clearance of 9 feet between the walkway and the bottom of the sign;
- 3. Not exceed 2 feet in height; and
- 4. One sign per business.

**G. Windows signs are exempt from permits but cannot exceed 25 percent of the window area**

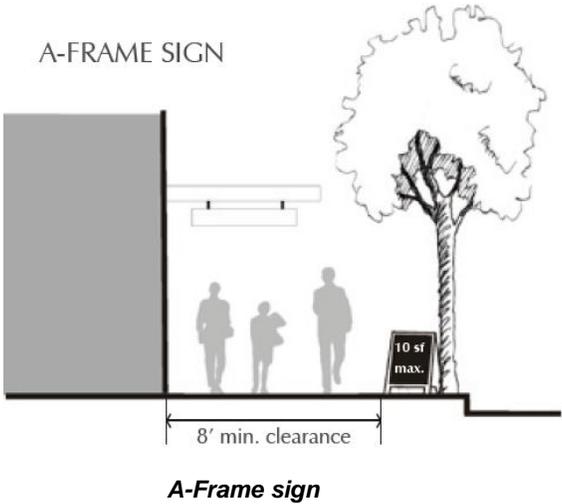


***Under-awning signs***

**H. A-Frame or Standing Signs**

- 1. One sign per business;
- 2. Must be directly in front of the business;
- 3. Cannot be located within the 8 foot sidewalk clearance on designated Storefront Street and 5 feet on all other sidewalks and internal walkways;
- 4. Shall not be placed in landscaping, within 2 feet of the street curb where there is on-street parking, public walkways, or crosswalk ramps.
- 5. Shall not exceed 6 square feet per side; and

6. No lighting of signs is permitted.



I. Transition Overlay and Zone TC-4 Signs

All signs in the Transition Overlay and Zone TC-4 shall meet residential sign standards of SMC 20.50.540(B).

J Prohibited signs

- 1. Pole signs.
- 2. Billboards.
- 3. Electronic changing message or flashing signs.
- 4. Backlit awnings used as signs.
- 5. Other signs set forth in SMC 20.50.550.

**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
<b>Type A:</b>		
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, 20.30.315, 20.30.430
11. Deviation 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
15. <u>Design Review</u>	<u>28 days</u>	<u>20.30.297</u>

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 43.21C 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. 531 § 1 (Exh. 1), 2009; Ord. 469 § 1, 2007; 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).

**20.30.297 Design Review (Type A)**

Design Review approval shall be granted by the Director upon his/her finding that:

1. The design meets the requirements of the applicable code subsections.
2. The design improves the function, continuity, connection, or pedestrian interest from building to building or site to site.
3. The choice of materials and architectural elements is compatible with the context of other development in the vicinity.
4. Departures from the design standards in the applicable chapter shall be consistent with the purposes or intent of each subsection or be justified due to unusual site constraints so that meeting the design standards represents a hardship to achieving full development potential.
  - a. For the Town Center District, dimensional standards in Table 20.92.030 regarding setbacks and building envelope cannot be modified by Design Review.

**20.50.021 Development in the mixed-use zone (MUZ)**

Development in the MUZ zone shall meet the following requirement:

- A. All developments in the MUZ zone ~~are subject to administrative design review as approved by the Director. The Director is authorized to adopt and amend design guidelines by administrative order~~ are subject to Design Review Approval in SMC 20.30.297.

**20.91.040 Administrative Design review. (Ridgecrest Planned Area)**

- A. **Applicability.** ~~Administrative~~ Design review will be required for developments in Ridgecrest Commercial Planned Area 2 that are 1.5 acres or more and that meet one of the thresholds in SMC 20.50.125.
- B. **Standards for Approval.** When design review is required, the applicant will demonstrate that plans satisfy the criteria in SMC 20.30.297. ~~20.91.050 unless approved as a design departure by the department director consistent with the intent of each subsection.~~
- C. **Design Modifications. Departures.** A permit applicant wishing to modify any of the standards in this chapter may apply for a design departure under SMC 20.30.297. ~~A design departure will be approved if it is consistent with the intent of each subsection and it meets or exceeds the standard design objective. The director's decision may be appealed to the hearing examiner with substantial weight given to the director's decision.~~

**20.20 Definitions.**

The following definitions apply to Chapter 20.

Building articulation	The emphasis to architectural elements (like windows, balconies, entries, etc.) that create a complementary pattern or rhythm, dividing large buildings into smaller identifiable pieces. See SMC 20.92.180 for applicable standards.
Banner sign	A sign constructed of cloth, canvas, or other similar light weight material that can easily be folded or rolled, but does not include paper or cardboard.
Boulevard Street	Refers to a street and/or segment of a street where there's an option for commercial storefronts or landscaped setbacks along the street with the option of ground floor residential or commercial uses.
Frontages	Facilities between the curb and private development along streets – typically curbs, amenities, and sidewalks.
Green Link Street	Refers to a street and/or segment of a street envisioned to have or maintain landscaped building setbacks along the street. See Figure 20.92.030 for the location of designated Landscaped Streets and SMC 20.92.070(B)(3) for the description and applicable standards for properties fronting on designated Landscaped Streets.
Modulation	A stepping back or projecting forward of portions of a building face, within specified intervals of building width and depth, as a means of breaking up the apparent bulk of a structure's continuous exterior walls.
Public places	See SMC 20.92.140 for the description, standards, and guidelines for public places.
Roofline Modulation	Refers to a variation in roof form. See SMC 20.92.180 for provisions.
Storefront	A pedestrian-oriented façade placed up to the edge of a public sidewalk. See SMC 20.92.070(C)(1).
Storefront Street	Refers to a street or segment of a street where envisioned to have storefronts placed up to the edge of the sidewalk. See figure 20.92.030 for the location of designated Storefront Streets and SMC 20.92.070(B)(1) for the description and applicable standards for properties fronting on designated Storefront Streets.

Transparent window	A window that is capable of transmitting light so that objects or images can be seen as if there were no intervening material variation in roof form.
Trellis	A frame supporting open latticework used as a screen or a support for growing vines or plants.
Walkways	On-site hard surfaces for pedestrian and non-motorized circulation.

This page intentionally blank



## Memorandum

**DATE:** March 22, 2011

**TO:** Shoreline Planning Commission

**FROM:** Steven Cohn, Senior Planner, Planning and Development Services  
Jessica Simulcik Smith, Planning Commission Clerk *J.S.S.*

**RE:** 2011 Officer Elections on April 7

---

### Introduction & Background

The Planning Commission Bylaws state that “the Commission shall elect a Chair and a Vice Chair each year. Generally, officers shall be elected and take office annually at the first regular public meeting of the Commission in April. Such election shall take place as the first item of new business of that meeting, and elected officers shall assume their duties at the close of elections.” In accordance with the Bylaws, the election of Chair and Vice Chair will be held Thursday, April 7.

A Commissioner may serve as Chair no more than two consecutive years, and the same is true for Vice Chair. Time spent fulfilling a vacated Term shall not count towards the two consecutive term limit. For your information, both Chair Wagner and Vice Chair Perkowski fulfilled vacated terms from November 2009 to March 2010 and have been serving their first full term since April 2010. Both are eligible to be elected to one more term in their current positions.

Excerpts from Article II and III of the Planning Commission Bylaws, explaining the duties of officers and the election procedure, are attached. If you have any questions please contact Jessica by phone (206) 801-2514 or email [jsmith@shorelinewa.gov](mailto:jsmith@shorelinewa.gov).

### Attachments

1. Planning Commission Bylaws excerpt

**ARTICLE II - OFFICERS AND DUTIES**

***SECTION 1: DUTIES OF THE COMMISSION***

As stated in City of Shoreline Municipal Code 2.20.020, the Commission shall undertake the duties and responsibilities defined in 2.20.060 in accordance with the purpose stated in 2.20.010.

***SECTION 2: OFFICERS***

Officers shall be a Chair and a Vice-Chair; both elected members of the Commission. In absence of both the chair and vice chair, members shall elect a Chair *pro tem*.

***SECTION 3: DUTIES OF THE OFFICERS***

**CHAIR:** The Chair shall preside at all meetings and public hearings and shall call special meetings when necessary. The Chair shall be a full voting member of the Commission. The Chair shall sign minutes and official papers, appoint all committees and their respective Chairs, and act as an *ex-officio* member of each, but without voting privileges. The Chair may delegate duties to other Commissioners with the consent of the Commission. The Chair shall speak on behalf of the Commission before the City Council, the public and City staff.

A term of Office shall be defined as one year. A Commissioner may serve as Chair for no more than two consecutive terms.

**VICE CHAIR:** The Vice Chair shall perform the duties of the Chair in the absence of the same. The Vice Chair may also serve as convener of special committees. The Vice Chair shall speak on behalf of the Commission before the City Council, the public and City staff when the Chair is not available to speak.

A term of Office shall be defined as one year. A Commissioner may serve as Vice Chair for no more than two consecutive terms.

***SECTION 4: DUTIES OF THE CLERK OF THE COMMISSION***

**CLERK OF THE COMMISSION:** The Clerk shall record and retain, by electronic means, each meeting for the official record and shall prepare summary minutes for the Commission, maintain official records and post agendas.

**ARTICLE III - ELECTIONS**

The Commission shall elect a Chair and a Vice Chair each year. Generally, officers shall be elected and take office annually at the first regular public meeting of the Commission in April.

## Item 10.a - Attachment 1

Such election shall take place as the first item of new business of that meeting, and elected officers shall assume their duties at the close of elections.

The election of Chair will be conducted by the Planning Commission Clerk. No one Commissioner may nominate more than one person for a given office until every member wishing to nominate a candidate has an opportunity to do so. Nominations do not require a second. The Clerk will repeat each nomination until all nominations have been made. When it appears that no one else wishes to make any further nomination, the Clerk will ask again for further nominations and if there are none, the Clerk will declare the nominations closed. A motion to close the nominations is not necessary.

After nominations have been closed, voting for the Chair takes place in the order nominations were made. Commissioners will be asked to vote by a raise of hands. As soon as one of the nominees receives a majority vote (four votes), the Clerk will declare him/her elected. No votes will be taken on the remaining nominees. A tie vote results in a failed nomination. If none of the nominees receives a majority vote, the Clerk will call for nominations again and repeat the process until a single candidate receives a majority vote. Upon election, the Chair conducts the election for Vice Chair following the same process.

Should the Chair be vacated prior to the completion of the Term, the Vice-Chair shall assume the duties and responsibilities of the Chair for the remainder of the said Term. The Chair shall then conduct elections for a new Vice-Chair.

Should the Vice-Chair be vacated prior to the completion of the Term, the Chair shall conduct elections for a new Vice-Chair to serve out the remainder of the Term.

Time spent fulfilling a vacated Term shall not count towards the two consecutive Term limit for Chair and for Vice-Chair.