

AGENDA

CITY OF SHORELINE PLANNING COMMISSION REGULAR MEETING



Thursday, September 6, 2007
7:00 p.m.

Shoreline Conference Center
Mt. Rainier Room
18560 1st Avenue NE

	<u>Estimated Time</u>
1. CALL TO ORDER	7:00 p.m.
2. ROLL CALL	7:01 p.m.
3. APPROVAL OF AGENDA	7:02 p.m.
4. DIRECTOR'S REPORT	7:03 p.m.
5. APPROVAL OF MINUTES a. August 2, 2007	7:15 p.m.
6. GENERAL PUBLIC COMMENT	7:18 p.m.

The Planning Commission will take public testimony on any subject which is not of a quasi-judicial nature or specifically scheduled for this agenda. Each member of the public may comment for up to two minutes. However, Item 6 (General Public Comment) will be limited to a maximum period of twenty minutes. Each member of the public may also comment for up to two minutes on action items after each staff report has been presented. The Chair has discretion to limit or extend time limitations and number of people permitted to speak. In all cases, speakers are asked to come to the front of the room to have their comments recorded. Speakers must clearly state their name and city of residence.

7. REPORTS OF COMMITTEES AND COMMISSIONERS	7:20 p.m.
8. STAFF REPORTS	7:25 p.m.
9. PUBLIC COMMENT	7:26 p.m.
10. UNFINISHED BUSINESS a. Retreat Follow-Up b. Review of Commissioner Hall's letter regarding Shoreline Transit Service	7:30 p.m.
11. NEW BUSINESS a. Speaker Series Debrief b. Prepare for Joint-meeting with Council	8:15 p.m.
12. AGENDA FOR September 20, 2007 • Public Hearing: Joint Hearing Examiner/Planning Commission 14521 11th Ave. NE Preliminary Formal Subdivision • Public Hearing: Town Center Phase 1 - <i>may be moved to another date</i> • Study Session: Ridgcrest Zoning - <i>may be moved to another date</i>	9:00 p.m.
13. ADJOURNMENT	9:05 p.m.

The Planning Commission meeting is wheelchair accessible. Any person requiring a disability accommodation should contact the City Clerk's Office at 546-8919 in advance for more information. For TTY telephone service call 546-0457. For up-to-date information on future agendas call 546-2190.

This page intentionally blank

DRAFT

These Minutes Subject to
September 6th Approval

CITY OF SHORELINE

SHORELINE PLANNING COMMISSION

SUMMARY MINUTES OF REGULAR MEETING

August 2, 2007
7:00 P.M.

Shoreline Conference Center
Mt. Rainier Room

COMMISSIONERS PRESENT

Chair Piro
Commissioner Broili
Commissioner Hall
Commissioner McClelland
Commissioner Phisuthikul
Commissioner Pyle
Commissioner Wagner

STAFF PRESENT

Joe Tovar, Director, Planning & Development Services
Steve Cohn, Senior Planner, Planning & Development Services
Alicia Sherman, Senior Planner, Planning & Development Services
Jessica Simulcik Smith, Planning Commission Clerk

COMMISSIONERS ABSENT

Vice Chair Kuboi
Commissioner Harris

CALL TO ORDER

Chair Piro 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 Piro, Commissioner Broili, Hall, McClelland, Phisuthikul, Pyle and Wagner. Vice Chair Kuboi and Commissioner Harris were excused.

APPROVAL OF AGENDA

The Commission accepted the agenda as proposed.

DIRECTOR'S REPORT

Mr. Tovar reported that a computer software program called Sketch Up was used by the University of Washington Students to show several kinds of building form possibilities for properties in the

Ridgecrest Neighborhood. Staff also used this software in their preliminary work on the South Aurora Triangle, and a number of meetings have been held with the neighborhood to discuss the many issues and concerns. One particular discussion centered around the implication of taller building forms on shadows, and Sketch Up is an excellent tool for modeling different building forms and the building shadows they would cast. Staff is considering options for displaying the materials created by the software at public meetings and hearings.

Mr. Tovar recalled that staff recently discussed with the Commission the concept of using a form-based code as a new approach for dealing with land use. Because the City's existing zoning designations do not fit all circumstances, staff also plans to bring forward the concept of creating specific land use zones that are specifically written for a particular part of the City. For example, staff would likely propose a new zone that would only apply to the Ridgecrest Neighborhood. It would include a discreet set of uses, building envelopes, standards, etc. In addition, Shoreline Community College has expressed a desire to have a master plan, and one option would be to create a new zone for the site. The concept could also be considered for other subareas in the future.

Mr. Tovar reported that he has attended several presentations on Vision 20/40, which is an update of the Regional Plan that was adopted by the local governments in King, Pierce, Snohomish and Kitsap Counties. A presentation is scheduled before the City Council on August 27th, and the Planning Commissioners are invited to attend. The video presentation could be made available to the Commissioners upon request, and perhaps it could also be accessible from the City's Website. A number of important regional issues are addressed in the document, and it would be helpful for the Commission to consider the information as they continue with their work program over the next several months.

Mr. Tovar announced that a community meeting regarding the City Hall Project was conducted on July 30th. The public was invited to look at proposed designs, and the consultant and architect were present to answer questions. There was discussion and agreement about how to orient a 60,000 square foot building envelope on the property and how to provide adequate parking and access. The next meeting regarding this issue is scheduled for August 21st.

Commissioner Hall suggested that if some of the structured parking is going to be underground, then connectivity could be provided between City Hall and the potential park site across the street by tunneling Midvale Avenue under a pedestrian crossing plaza. The entrance to the parking garage could be located where the street tunnels down, making cars an invisible element of the project. While he recognizes this would add a significant cost to the project, it would be of extraordinary benefit to the public. Commissioner Broili agreed this would be a superb idea that should be placed higher on the priority list since it would deal with traffic problems, as well as access to the Interurban Trail.

Chair Piro suggested that if it is cost prohibitive at this time, it would be appropriate to include the concept as a design feature for future implementation. He pointed out that this concept could dovetail with future plans for the Interurban Trail to be placed underground at 175th. While moving the Civic Center complex away from Midvale to create a plaza would not be as ideal, another option would be to provide special treatment to that portion of Midvale Avenue with different pavement, etc. This area

could be used as part of the plaza upon occasion to allow for a more cohesive link to the proposed heritage park.

Commissioner McClelland said that if the Commission feels a pedestrian friendly development is important enough, perhaps they could consider opportunities for a shared parking facility that would serve not only City Hall and the new park area, but the surrounding properties, as well. This would prevent the City from having to bear the full burden of the parking costs. Mr. Tovar pointed out that this would take active negotiation and agreement by others to provide funds for this purpose. He noted that the cost of a single parking stall in a structured parking facility is about \$20,000. He cautioned that time would also be a factor when considering parking options.

Commissioner Pyle pointed out that the frontage of the property along Midvale Avenue is only about 100 feet. Because of standard grade requirements, it would probably be physically impossible to create a sub grade road with a lid in this location. Commissioner Phisuthikul added that the close proximity of the intersection would make the concept even more difficult to implement.

Mr. Cohn reminded the Commission that Dan Burden is scheduled to conduct walking audits on August 6th, and Commissioners have been invited to attend. There are still spots open in both the morning (Civic Center/City Hall site) and afternoon (Interurban Trail between 145th and Sears) sessions. He encouraged Commissioners to contact him if they want to attend.

Mr. Cohn announced that the Housing Conference would be held in early September in Spokane, Washington. Interested Commissioners should contact Ms. Simulcik Smith as soon as possible.

APPROVAL OF MINUTES

The minutes were approved as submitted.

GENERAL PUBLIC COMMENT

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

REPORTS OF COMMITTEES AND COMMISSIONERS

Chair Piro announced that the City Council conducted a public hearing on July 16th for the second phase of the Aurora Project, and 25 individuals participated. Twenty-three individuals indicated they were in favor of the staff proposed alternative, which is a continuation of the design for the first mile. It is considered a flexible alternative because it recognizes there are some properties and buildings where continuing the design would be challenging and interim treatment must be considered. The other two individuals were neither for nor against the project, but they raised concerns about the cost. The City Council unanimously approved the flexible alternative at their July 23rd Meeting.

Commissioner Wagner reported that the Housing Citizen Advisory Committee met in May to review a visual preference survey, which provided a variety of housing choices. During their last session, they toured Shoreline to view a variety of the options. They specifically discussed that although the same zoning regulations are used for town home developments, some are much more aesthetically pleasing than others. She suggested that as they consider options for redevelopment in the City, it is important to integrate pedestrian friendly design components.

STAFF REPORTS

Draft Framework Policies (Town Center Subarea Plan) Discussion

Mr. Tovar referred the Commission to four policies, which establish the framework for development of the land use, capital facility, and programmatic aspects of the Town Center Subarea Plan. He reviewed each of the proposed policies as follows:

- ***Establish a study area boundary to provide context of evaluating the opportunities and potential impacts from future development of commercial and mixed uses along Aurora Avenue and Midvale Avenue North.*** Mr. Tovar reminded the Commission that the City Council recently made a decision with respect to Miles 2 and 3 of the Aurora Project, and it is important to keep this decision in mind as the Town Center Subarea Plan moves forward. He emphasized that this policy talks about a study area boundary (Fremont Avenue on the west, 192nd Street on the north, Ashworth Avenue to the east, and 170th Street to the south) that is large enough to include not just the land that would be part of the plan, but surrounding properties that could be impacted by the changes.
- ***Engage Shoreline residents and businesses in detailed design processes both for Midvale Avenue North and the “heritage park” site between North 175th and North 185th Streets.*** Mr. Tovar recalled that the City Council made the decision to move forward with design and construction of a new City Hall facility, and the proposed design would incorporate many of the strategic points that were adopted by the City Council in June. The City Council has already indicated that Midvale Avenue and the “heritage park” sites are important and that the projects should move forward as soon as possible.
- ***Design roadway, transit and pedestrian facilities consistent with the City’s preferred “Flexible Alternative” for Aurora between North 165th Street and North 205th Street.*** Mr. Tovar explained that now that the City Council has made a policy choice with respect to Aurora Avenue, this decision should be a major consideration when determining the roadway, transit and pedestrian facilities that are appropriate for the area. There is an existing policy in the Comprehensive Plan that defines the maximum extent of right-of-way for the Aurora Project, and this must be repealed or amended to reflect the approved flexible alternative that was approved for the next two miles of Aurora Avenue.
- ***Prepare a program of civic directional or “wayfinding” signage and evaluate refinements to City sign regulations to reflect the emerging function and aesthetics of Aurora Avenue North.*** Mr. Tovar reported that the Parks Department has been working with a consultant to create wayfinding signs for parks, and staff believes it would be beneficial to have this same type of signage for other

public facilities, as well. He explained that this policy also speaks to the need to review the City's current regulations for private signage along Aurora Avenue.

Mr. Tovar advised that staff has a list of email addresses for all members of the ABC (Aurora Business and Community) Team. In addition, they are compiling an email list of all those who have been involved in the City Hall public design process. Because it is important to engage the public early in the process, staff would forward the framework policies to all individuals on the list. In addition, information would be distributed via Currents, the City's Website, and the large plywood notice board signs. Commissioner McClelland suggested the email notices would be more effective if they were formatted to appear as a newsletter or news bulletin. In addition, recipients should be invited to pass the notices on to other citizens within the community.

Ms. Sherman provided a brief update on the next phase of the Aurora Project. She recalled that one of the ABC Team's primary roles was to provide input for the federal environmental process in conjunction with the next few miles of the project. The City opted to evaluate all three alternatives plus the no build alternative, which normally isn't done at this stage of the environmental review. Staff was pleased with the valuable effort that was put forth by the ABC Team, which resulted in a draft recommended alternative the community supports.

Commissioner McClelland inquired when the various reports would be presented to the ABC Team. Ms. Sherman answered that the reports are being presented to the State and Federal Governments in a staggered format and would not be released to the public until they have been accepted by the State and Federal Governments. Five documents have been released to the public thus far, and they have been posted on the City's website. Once all of the reports have been completed staff will finish the Federal environmental process and begin the SEPA process, evaluating just the flexible alternative. They hope to have all of this completed by the end of 2007 so they can move forward with the right-of-way phase in early 2008.

Ms. Sherman said staff anticipates doing a 30% design for the next two miles, and then bringing the second mile up to 100% design. Continued work would be somewhat contingent on funding. The joint RTID/Sound Transit ballot measure includes \$40 million for Aurora Avenue. If the City is able to secure this funding, the project would be nearly funded.

Commissioner McClelland recalled that one individual at the recent public meeting indicated support for the proposed design but cautioned that significant concerns would come up during construction of the project when major disruptions occur.

Commissioner Hall announced that Community Transit is proposing to develop a Swift Bus Rapid Transit (BRT) Service from Snohomish County, with a terminus where the buses could turn around and unload passengers at the Aurora Transit Center. King County Metro Transit is ultimately planning a BRT Corridor north to the Aurora Village Transit Center. He suggested Shoreline do what they can to convince the two transit agencies to share buses and systems so they can make continuous runs. They should also encourage them to shift from the Aurora Transit Center to the 192nd Park and Ride, since this would decrease the transit time for buses getting on and off Aurora Avenue.

Ms. Sherman advised that Community Transit just sent out the scoping notice for the EIS for their Swift BRT Service. She said that in the two and a half years she has been with the City, Shoreline has consistently encouraged a cross-country service. She noted that transit riders don't care about the line at 205th; they want to keep going. However, there is strong resistance from both transit providers to share the route and cross boundaries. The City's comment letter to Community Transit would ask them to coordinate with other transit providers (Metro and Sound Transit), and evaluate the possibility of not just going to the 192nd Park and Ride, but also going down to Westminister in order to serve the Community College. However, she noted Metro's BRT would function differently than Community Transit's BRT (different types of approaches, platforms, etc.), and this would likely require varying types of infrastructure.

Commissioner Hall expressed his belief that it is unacceptable that the two transit service providers cannot work together. He suggested the City use their political clout and not allow either one to operate on Aurora Avenue unless they can settle their differences. Commissioner McClelland suggested that a coalition be formed of jurisdictions that are in this same position. The remainder of the Commission agreed that would be an appropriate approach, and Commissioner Hall agreed to present the concept at the next Puget Sound Regional Council Meeting he attends.

Ms. Sherman suggested that two major factors would come into play as part of this argument. First, a Community Transit report states there is no demand for cross-county transit service on Highway 99. Secondly, the RTID proposal for Snohomish County provides funding to redesign and construct the SR-104 and SR-99 interchange, and this project would likely include BAT (Business Access/Transit) lanes. This would result in a continuous series of BAT lanes along the corridor. She noted that the BAT lanes are not really necessary when traveling southbound on a Community Transit Bus. But if the transit center was no longer available, the BAT lanes would be a great asset and allow them to save time and provide a more reliable service.

Commissioner Broili questioned what incentives the City could offer to encourage collaboration between the two transit agencies. Regarding the demand for this service, he noted that property values have gone up and redevelopment has surged along Rainier Avenue where light rail has been proposed from the airport to Northgate. Commissioner Hall noted that light rail is proposed to go across the County line to the 164th Street and the Ash Way Park and Ride, and significant ridership numbers have been forecast. The Commission disagreed with Community Transit's claim that there is no demand for cross county bus service.

COMMISSIONER BROILI MOVED THAT COMMISSIONER HALL DRAFT A LETTER TO THE CITY COUNCIL REGARDING THE TRANSIT SERVICE IN SHORELINE. CHAIR PIRO SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

Commissioner Hall agreed to bring the document back for Commission review at their first meeting in September. Mr. Tovar suggested it would be wise to communicate this problem to the State Legislators, as well. The Commission agreed that the letter drafted by Commissioner Hall should include a provision that encourages the City Council to contact the State Legislators.

Word Choice for Comprehensive Plans

Mr. Tovar explained that one of the difficulties of administering the City's current Comprehensive Plan is that it does not really give sufficient care to the use of important words, such as "shall" and "should." In addition, it is difficult to interpret what the Plan says about Master Plans for institutions, and staff plans to propose amendments in the near future to clear up these issues.

Mr. Tovar summarized that the City's current Comprehensive Plan says more than it needs to say, and doesn't state policies as clearly as it should. In addition, the City's current regulations are leaner than they need to be. He emphasized that regulations have a direct influence on the outcome of permits, but comprehensive plans do not speak directly to project permits. During the coming months, staff would keep this in mind when they bring forward draft proposals for subarea plans. Chair Piro summarized that staff intends to incorporate a more streamlined approach when proposing new draft subarea plan language for the Comprehensive Plan.

Update on Work Program/Prepare for Joint Meeting with the City Council

Mr. Cohn reviewed the Commission's upcoming meeting agendas as follows:

- The agenda items originally scheduled for the August 16th meeting (speakers series debrief and discussion of City Hall) had to be moved to September 6th. The Commission could also discuss possible agenda items for the joint meeting with the City Council on September 6th.
- A public hearing on a formal subdivision application has been scheduled for the Commission's September 20th Meeting. The application has been appealed, so the hearing would take place before the Commission and the Hearing Examiner.
- A joint City Council and Planning Commission Meeting has been scheduled for September 24th. The joint session would be a 1½-hour dinner meeting, followed by a regular City Council Meeting.

Mr. Tovar suggested that at the joint meeting, the City Council may express concern about the general community anxiety relative to growth, development, change, rezones, new projects, etc. The City Council would likely want an opportunity to share these concerns with the Commission.

Commissioner Broili asked staff to share the list of topics generated at their retreat as possible agenda items for the joint meeting. Mr. Cohn said the Commission previously expressed a desire to remind the City Council that they want to move forward on the Briarcrest Subarea Planning Process. The Commission might also want to spend some time talking about the Town Center Subarea Planning Process. Additional ideas might come to light as staff begins their budget discussions, as well.

Commissioner Broili suggested the Commission's retreat priorities might be considered as possible agenda topics, too. Mr. Cohn suggested it would be helpful for the Commission to pinpoint four or five agenda items on September 6th and then assign specific Commissioners to present the items to the City Council. Ms. Simulcik Smith referred to the back of the Commission's agenda planner, which provides lists of their retreat prioritization, items to be scheduled for the next year, and the "backburner" items.

Commissioner Pyle suggested they also ask the City Council to commit the necessary resources for staff and the Commission to pursue special study areas in the near future. He noted that the studies would be large tasks to complete and require a significant amount of staff time.

Mr. Tovar announced that the Ridgecrest and North City Neighborhoods are having a joint ice cream social on August 16th. He suggested that since the items that were originally scheduled on the August 16th agenda have been postponed to September, perhaps it would be appropriate to cancel the August 16th meeting so that Commissioners could attend the neighborhood social. The Commission agreed to cancel their August 16th meeting.

Commissioner Hall recalled that at the joint meeting one year ago, the City Council expressed concern that the Planning Commission was not giving them enough information about how they made decisions. The Commission has tried to respond to this concern, and he suggested it would be appropriate to ask for additional feedback from the City Council about how they could further improve their service. They agreed to finalize their agenda items at their September 6th meeting.

Buildable Lands Five-Year Update Summary

Mr. Cohn reminded the Commission that the Buildable Lands Analysis is an important part of the Growth Management Act. He explained that cities within each county are required to show they have adequate zoning capacity and infrastructure to accept growth, and the purpose of the Buildable Lands Analysis is to measure a city's capacity to absorb growth and to evaluate the effectiveness of local plans. This is done by reviewing the land as it is currently zoned and comprehensively planned and evaluating the effectiveness of the existing development regulations.

Mr. Cohn advised that King County is required to submit a Buildable Lands Analysis to the State every five years, and the next analysis must be submitted by September 1, 2007. As part of the analysis process, King County required each of the cities within the County to submit their own report. He briefly described the process the City used to complete their analysis.

Mr. Cohn referred to the summary of preliminary findings for King County starting on Page 22 of the Staff Report. He specifically noted the following:

- There has been a tremendous growth spurt in King County, and they have accepted about one-third of the growth target in about one-fourth of the planning period (2001 – 2022). While this is ahead of schedule, they must recognize that growth could slow down substantially if the economy were to change. It is important to be ahead of the target as much as possible.
- Single-family development permits have increased from 19,500 to 26,000 over the past five years, and most of this activity has occurred in south King County. Over 25,000 multi-family development permits have been granted over the past five years, and most of this occurred in Seattle with some in Shoreline, as well. This is a shift from what they saw in the first five years of the decade when most of the multi-family development occurred in east and south King County.

- Single-family densities have increased from 4.6 to over 6 in the most recent five years. This means they are approaching numbers that are typical of an urbanized area.
- King County lost 70,000 jobs during the recession years, but most of this has been made up over the past five years. However, Bellevue has not reached the job level they started with in 2001. Shoreline has had more job growth during the last eight years than Bellevue, which is unusual.
- The County's capacity numbers look good. It appears they have almost twice the residential capacity as needed for this round of targets. While the County does have more commercial capacity, it is not as much as they anticipated.

Next, Mr. Cohn shared the findings from Shorelines Buildable Lands Analysis. As staff reviewed properties that are vacant or developable, they found they have the capacity for just over 1,000 single-family homes. However, it is important to keep in mind that 80% of the capacity is on redevelopable sites. This means that additional development would depend on people short platting their properties. The capacity numbers for multi-family development are much smaller, slightly under 400. However, the capacity of the mixed-use zones would accommodate nearly 3,500 additional multi-family units.

Mr. Cohn explained that using the rules for development capacity as defined by King County, staff found that most redevelopment would replace what already exists and would result in very little employment growth. If the market changes and developers construct taller buildings in the City, the employment capacity could be much greater.

Commissioner Hall asked if the identified capacities were calculated after deducting for critical areas, market reduction factors, etc. Mr. Cohn answered that critical areas were subtracted out, and they had to recognize that only a portion of the properties would develop during the next 20 years. He emphasized that the Shoreline's identified housing and employment capacities are consistent with the current growth targets.

Commissioner Broili asked if staff has identified a date for potential build out. Mr. Cohn said he does not think it is realistic to define a theoretical build out number. As the market changes, properties that were thought to be "built out" could be redeveloped to a greater capacity. A more defining factor is whether or not the City has the necessary infrastructure to support additional density. He said the City anticipates the current infrastructure capacity is sufficient to meet the growth target. However, going beyond the identified growth targets would require serious modeling to identify the possible impacts. Commissioner Broili noted that the City must also have adequate environmental capacity to accommodate the additional growth.

Commissioner Pyle noted that the bulk of the City's mixed-use development is focused on Aurora Avenue. Mr. Cohn clarified that all commercial sites are available for mixed-use development. However, half of the residential capacity and 90 percent of the employment capacity is on Aurora Avenue. Commissioner Pyle inquired if this number references the highest and best use of the property on Aurora Avenue. Mr. Cohn answered that the City's numbers are relatively conservative, and the

capacity depends on the Comprehensive Plan designation for each of the properties. Mr. Cohn said that in addition to Aurora Avenue, staff also anticipates future mixed-use developments in the Echo Lake area as well as other sites in the City.

Commissioner Pyle expressed his concern about forecasting a multi-family residential number that would be primarily absorbed by the mixed-use category. He suggested it would be difficult to forecast an accurate number since it is dependent on the market. Mr. Cohn emphasized that the Buildable Lands Analysis is not a market forecast, but a technical study of what could happen. While there are no guarantees, it is important to note that the Puget Sound area has been growing rapidly over the last 40 years, and they anticipate growth would continue to occur.

Commissioner McClelland asked how Fircrest was treated in the Buildable Lands Analysis. Mr. Cohn answered that institutions such as Fircrest and Shoreline Community College were not identified as redevelopable properties. Commissioner McClelland asked how the Buildable Lands Analysis treated neighborhoods such as Innis Arden, which are governed by covenants that limit redevelopment. Mr. Cohn said the GIS mapping system allows them to exclude these neighborhoods from the redevelopment scenario.

PUBLIC COMMENT

There was no one in the audience who expressed a desire to address the Commission.

UNFINISHED BUSINESS

2007 Retreat Follow-Up

Mr. Cohn referred the Commission to the Retreat Report that was provided in the Staff Report and encouraged the Commissioners to communicate their comments related to the report to Mr. Cohn by August 17th. The Commission could have a discussion regarding the list of items to be scheduled in 2007-2008 at their September 6th Meeting.

Ms. Simulcik Smith distributed a memorandum to the Commission that provided information regarding the Council of Neighborhoods. The Commission agreed it would be appropriate for them to provide a representative at the monthly Council of Neighborhoods Meetings, and Commissioner Pyle volunteered to attend in September.

Commissioner McClelland announced that the first North City Jazz Walk is scheduled for the evening of August 14th. This is a collaborative effort of the North City Business Association, Shoreline Chamber of Commerce, Shoreline/Lake Forest Park Arts Council, City of Shoreline and Small Business Forum.

Commissioner McClelland questioned if some of the undesirable development that has occurred recently in the City is a result of not being able to clearly interpret the City's Development Code. Mr. Cohn answered that the City does not have a residential design review requirement, so they have no control over building design in residential areas. His expectation is that the Housing Citizen Advisory

Committee would suggest some type of design guidelines for staff to consider when reviewing applications for residential development. Commissioner McClelland recalled that she worked previously on a committee that discussed potential residential design guidelines, and staff agreed to locate the information that was put together as part of that effort and forward it to the Housing Citizen Advisory Committee.

NEW BUSINESS

No new business was scheduled on the agenda.

AGENDA FOR NEXT MEETING

The August 16th meeting was cancelled. The next regular meeting is scheduled for September 6th.

ADJOURNMENT

The meeting was adjourned at 9:05 P.M.

Rocky Piro
Chair, Planning Commission

Jessica Simulcik Smith
Clerk, Planning Commission

This page intentionally blank



Memorandum

Date: August 27, 2007

To: Planning Commission

From: Steven Cohn, Senior Planner

Subject: Planning Commission Retreat Follow-Up

At your August meeting, staff requested the Commission review the Retreat Report and asked for your comments or follow-up ideas. Commissioner Pyle was the only Commissioner who responded and we are attaching his comments for your perusal.

Mr. Pyle makes a number of interesting points, and we can discuss them at your September 6 meeting. One of his suggestions is to establish a "calendar of attendance" to the Council of Neighborhoods meetings. If we do not have time to do this at the meeting, Jessica will follow up by email to set up dates.



2007 Planning Commission Retreat Report

Thursday, July 12 ♦ 6:00 p.m. – 10:00 p.m. ♦ Shoreline Fire Station Headquarters

Retreat Objectives:

- Have an in-depth discussion of one issue
- Prioritize other issues for work next year, with the intent of choosing some of them to add to the work plan
- Have discussion in a more informal atmosphere than that of a regular meeting

Welcome

6:00 - 6:30 p.m.

- Dinner
- Review retreat objectives and agenda
- Icebreaker: be prepared to share with the group two true statements about yourself and one false!

Celebrate Accomplishments

6:30 - 6:45 p.m.

- Identify and celebrate 2006-07 accomplishments

What's Coming Up in 2008 (Joe)

6:45 - 7:05 p.m.

Break

7:05 - 7:15 p.m.

Discussion of Selected Topic

7:15 - 8:15 p.m.

Public Involvement

- Identify & define issues
- Describe desired outcome
- Develop strategies for getting there
- Discuss measures of success

Break

8:15 - 8:25 p.m.

Topic Prioritization Exercise

8:25 - 9:40 p.m.

- Explain your proposed topic, what is your specific issue
- Prioritize topics and add to 2007-08 work plan

Wrap-up (Joe)

9:40 - 10:00 p.m.

- Identify next steps and follow up items

Attendance

Commission Present

Chair Rocky Piro
Vice Chair Sid Kuboi
Commissioner Michael Broili
Commissioner David Harris
Commissioner Robin McClelland
Commissioner Chakorn Phisuthikul
Commissioner David Pyle
Commissioner Michelle Linders Wagner

Staff Present

Joe Tovar, Director
Steve Cohn, Senior Planner
Miranda Redinger, Associate Planner
Jessica Simulcik Smith, Planning Commission Clerk

2006-07 Accomplishments

One of the objectives of the 2007 Planning Commission Retreat was to celebrate the accomplishments of the Commission since its last retreat back in July of 2006. The following were the accomplishments identified by staff.

- 6 Site-Specific Rezones & 1 Comprehensive Plan Amendment
- Discussions
- Development Code Amendments
- Speaker Series Events
- Joint-meetings
- Community Workshop on Strategic Points

What's Coming Up in 2008

Joe Tovar updated the Commission on City Council action on recent recommendations of the Planning Commission. He also reviewed the work program timeline for projects currently underway and informed them of when the projects might come before the Commission.

Discussion on Public Involvement

The Planning Commission selected the topic of public involvement and communication strategies to discuss in-depth at the retreat. The discussion covered defining the issues, sharing ideas for the preferred outcomes and identifying strategies for achieving the desired goals.

Issues

Planning Commission

Pyle Comment: I think we need to answer all these questions directly. Stating the question in itself does not help.

- Are we aware of the hot buttons and in tune with what's going on out there?
- When an issue percolates out in the public, how do we become aware of it and then how do we decide whether or not we should take it on?
- What kinds of issues do we want to / should we take on?
- Should Commission's role be as advocate?
- Can't sufficiently inform public
- Commission doesn't interact with Council of Neighborhoods enough

Pyle Comment: can we set up a calendar of attendance to the Council of Neighborhoods? I am volunteering to go to the meeting on September 5.

- PC does not communicate to the public what it does
- What is a Commissioner's role?
- Do we want the Council to be our main audience or do we want to have the public know about and participate in all issues? Or can the Commission do both?
- No easy solution for changing the PC's image (as meddlesome), given that human nature is to instinctively protect property and home
- Does Commission have an obligation to _____?
- How do we engage/foster activism?

Public

Pyle Comment: It seems to me that many of these issues related to the Public's understanding or lack thereof can be overcome through education. However, first we need to somehow solicit their involvement and open a channel of communication.

- Public perception of the problem
- Importance of issue to average person (or lack thereof)
- Perception/Reality that Commission is operating in a vacuum
- People don't understand that status quo does not equal no change – change will happen even if city doesn't rezone or change the comprehensive plan
- People disregard mailed notices and ignore signs
- The public needs better information on what's going on at meetings (what's on the agenda) and the significance of the proposals on the table
- Public doesn't have benefit of staff briefing & background info (if they enter in the middle of a process that takes several months or several meetings) so sometimes they are ill-informed
- Some in the public believe their opinions don't matter or aren't being heard

Agenda Item 10.a

- Sometimes people from the public do not exercise their opportunity to provide comment – therefore the Commission cannot use their testimony when making a decision
- Public perceives the PC as meddlesome and not problem solvers

Pyle Comment: Are these really problems, or are they more evidence that the Public really does not want to be involved until something affects them. It could also be said then, that generally, the public has a lot of trust in the City, since very few Citizens actually are involved. If there was widespread mistrust, there would be more activism.

Communication Channels

- Can't count on Enterprise newspaper to get information out (it doesn't always pick up on important stories)
- Shoreline lacks a good newspaper for coverage and to disseminate information
- Poorly informed community
- No mechanism for communication
- The City doesn't use their website to its fullest potential to communicate to public
- Cable channel underused
- Website underdeveloped

Other

- Three aspects to public involvement: 1.) how does the Commission receive information 2.) how will the Commission get it back out to the public, and 3.) timing and content of communication.

- One aspect is process, another is substance/content, and another is education

Pyle Comment: Has the City ever thought of dedicating a portion of a Planner's duty as "Outreach and Education" where as part of their job they would attend public meeting regularly (Council of Neighborhoods, Other community meetings) to correct inaccurate perceptions in advance?

- Neighborhood Council not given enough recognition or weight
- It takes time to establish an independent culture
- Increasing public outreach has cost implications

Pyle Comment: The Council seems to be in support of this, so it seems the cost issues could be overcome.

Desired outcome

Pyle Comment: It seems that somehow changing the pre-application community meeting requirements could somehow benefit the neighborhood if the City took a more active role in providing accurate information at the meeting.

- Communicate to citizens what's in it for them/ how does it affect them personally
- Paint scenarios/ holistic pictures of "no involvement" vs. "managing change" so people can conclude for themselves that change will continue to occur even if the things remain "status quo".
- Establish a better presence for the Planning Commission
- Utilize more available resources
- Foster sense of civic duty amongst the community
- Engage community leaders and volunteers
- City representatives attend all events, from school sponsored events to the local arts

Agenda Item 10.a

- Defer problems through early engagement
- Build informed consent
- A better educated citizen on available services, choices and budget issues
- Invite potentially controversial groups directly to diffuse
- City Council should ensure that citizens take proper steps in airing grievances
- Use Speakers Series as education & outreach
- Develop housing policies that are neighborhood specific
- People will take ownership of new city hall – hopefully gear up to capitalize on change
- Reinforce that the purpose of the PC is to take public testimony
- Conscious efforts for community ownership

Identified Strategies

Outreach

1. Council of Neighborhoods

- Look into using Neighborhood newsletters to get information out
- Attend quarterly meetings with neighborhood organizations
Pyle Comment: Again, can we set up a calendar of attendance? I would volunteer to go to the Council of Neighborhoods twice in one year. If there are 9 of us, that means we really only need to attend once or twice a year, and we can report back to the Commission.
- Get a copy of the Council of Neighborhoods Charter and get on their mailing list

2. Community

- Promote the PC agenda packet email list
- Standing column or quarterly article in *Currents* – aim at keeping article within the context of economic viability, the tax base, and Shoreline's vision
- Send press releases to Seattle Times/PI
- Go to community events

Enhancements to Process

- Adjust meeting structure for “hot topic” items
- Create sign-up sheet to add people to the agenda packet email distribution list
- Improve the agenda template by adding descriptions of the action, and links to specific section of Development Code
- Enhance Constant Contact email: add bullet points and abstracts to body of email
- Prominent signage at new city hall
- Goal to synthesize discussions of budget implications, work plan, etc.
- Add a column on meeting agendas that explains the action set to take place, has a glossary and is in layman's terms

Topic Prioritization Exercise

Prior to the retreat Commissioners were asked to send in possible topics that they would like to see added to their 2007-08 work plan. At the retreat the Commission participated in a “vote by dot” exercise that identified the top five topics. Each Commissioner was given 4 green dots and 1 red dot, green meaning put it on the schedule, red meaning not interested. Only one dot could

Agenda Item 10.a

be used per topic, per Commissioner (in essence, no one could put all dots on one item). The following is the outcome of the exercise:

# Dots Green/Red	Work Item
0	145th & 205th ROW Ownership
1 Green	Adult Family Homes and Emergency Planning
0	Box Stores along Aurora Do we want these types of large dominant facades along Aurora?
0	Climate Change Explore the topic with community. How do we live out the Kyoto principles?
4 Green	Design Review
6 Green	Is Shoreline's Vision still valid?
6 Green	Low Impact Development regulation and code Begin to address using the 2005 "Low Impact Development Local Regulation Assistance Project" as a starting point. <i>Green Sts/Sustainability/C-Sts/Energy</i>
0	Meaningful landuse designations for special study areas
0	Mega Mansions How to address them?
6 Green	Mixed Use Designation MU allows all land use type on property but does not require residential. Review and possibly amend term and conditions to have it reflect what many expect.
2 Green	Open Space / Habitat Connectivity East-west connections, east-west wildlife corridor, etc.
0	Outreach Strategy & Public Involvement
0	Review Tree Code (20.50.350 Development standards for clearing activities)
0	Rezone Criteria Review and amend

Agenda Item 10.a

3 Green	SAT Full report, including overview of performance zoning concept being developed
1 Green	Sign Code Amendments
0	Speaker Series debrief
1 Green	Central Shoreline Sub-area Plan Assessment
2 Green	Transit What does the future of transit in Shoreline look like and how can the Planning Commission get involved?

The five items to be scheduled in 2007-08 are:

- Is Shoreline's Vision still valid?
- Low Impact Development regulation and code
- Mixed Use Designation
- Design Review
- Full report on SAT

The remaining topic items that received votes will be placed on the “backburner” and the topics receiving not green dots drop off the radar.

Wrap-up

Steve Cohn announced that Staff would take what they heard from the discussion surrounding public outreach and communications and pull together a report to bring back to the Commission for further discussion in September.



Memorandum

DATE: August 27, 2007

TO: Planning Commission

FROM: Steven Cohn, Senior Planner

RE: Speaker Series Wrap Up

We heard from five presenters in the Shoreline 2010 Speakers Series. While each presenter had his own focus, there were a number of common threads and themes. This memo reflects the themes heard by staff and summarizes the ideas of each speaker. The Speakers Series can be accessed via online streaming video. If you would like to view any of the presentations, the URL is:
www.cityofshoreline.com/cityhall/departments/planning/speakerseries/

At your next meeting, we will further discuss the major concepts we heard and ask you to add your ideas. This discussion will help the Commission prepare for the joint City Council/Planning Commission workshop to be held September 24.

Themes from the Speaker Series

The five speakers offered a large number of ideas, covering a wide range of topics. Reviewing the series as a whole, there were several common themes. As staff reflects on them, we believe that they can help shape the Commission's perspective in planning Shoreline's future. Major themes include:

1. Demographics are changing. The "typical" household of the future is more likely to be composed of singles, separated individuals, married couples without children or starters (married with very young children) than be a family of two parents with school-age kids. This change has important implications: it will reduce the demand for single family homes on larger lots and increase demand for smaller units that are more affordable and easier to maintain.
2. Walkability is important. This is due to a confluence of factors: increasing energy prices, traffic congestion, health benefits, changing tastes, and others. More emphasis being placed on walkability will result in an increased demand for walkways, people wanting to live closer to goods and service providers, and emphasis on making roadways safer for vehicles, bicyclists and pedestrians through the implementation of concepts such as "road diets".

3. Increased awareness/emphasis on the environment. Environmental sustainability is an idea that has gained significant traction over the last decade. This concept manifests itself in several ways: walking and bicycling as an alternative to driving, using roundabouts instead of stop signs or stop lights to reduce air pollution, creating local places that draw people (via a short drive or walk) as an alternatives to regional shopping centers, “green” building practices, and better ways to deal with surface water management.
4. Instilling a sense of community through placemaking and development of “third places” encourages vibrant neighborhoods. From the 1940s through the 1970s, the neighborhood school was the place where community gathered and created a social network. The school gave the neighborhood an identity. With changing demographics, schools no longer serve the same purpose. However, people still need to feel part of a social network and form a “sense of community”. One way to facilitate this is through the development of “third places”, places apart from home or work where people can congregate and make connections. Third places can be formal or informal, indoors or outdoors. A neighborhood coffee shop or small grocery can be a third place. Or it could be larger like Third Place Books in Lake Forest Park or Green Lake Park in Seattle. The important factors are: creating a sense of security and having a destination where people want to return. Third places can happen by accident, but they can also be encouraged through joint cooperation of the private and public sectors.

Summary of Speakers’ Ideas

Gene Duvernoy of the Cascade Land Conservancy spoke about a need for a 100-year vision for the Puget Sound region that preserves close-in open space. To make this a reality, people are going to need to be drawn to this area’s cities and towns. This opens up the opportunity to create “Great Cities”, cities with amenities that will provide a reason for living there. Among these amenities are “third places”, where people can interact with others and find a sense of belonging and community. Great cities also need to provide multi-modal transportation options. There needs to be a variety of ways to get from one spot to another so that people do not have to rely on their automobiles. Following Mr. Duvernoy’s presentation, the City Council adopted Resolution No. 260 that declared Shoreline’s intent to participate in the Cascade Agenda City and Green City Partnership programs. (See attachment, Resolution 260.)

Mark Hinshaw discussed demographic trends and current and future land use development that respond to these trends. He noted that the existing demographics show that 50% of households are groups in one of the four S’s: singles, single-parents, seniors, and start-ups. Two-parent households with children (the traditional “family”) represent only 1 in 4 households. And this number will shrink as a percentage of the total.

As the baby boomers age, the number of senior households will grow. However, many will want to continue to work, but will be faced with losing some of their mobility as 1) fuel costs continue to rise and 2) driving will not be an option for some. There will be a renewed emphasis on walkability.

Mr. Hinshaw sees new opportunities for home-grown businesses to be located in areas in or near single-family neighborhoods. These businesses must be structures that fit with the scale and character of the neighborhoods - achievable through the implementation of design standards.

The public sector should be willing to make strategic public investments in order to encourage and stimulate investment by the private sector.

Tom Von Schrader and Amalia Leighton from SvR Design spoke about Creating and Implementing Green Infrastructure. Green infrastructure consists of open spaces, parks, forests, and wetlands, usually connected in some manner. Complete streets are part of a green infrastructure program. Complete streets often include drainage swales. Swales reduce pollutants from streets and lawns, and allow for sediment to settle out. In addition swales can reduce storm runoff peaks from small storm events and improve habitats. Green street concepts can be integrated in retrofits of urban areas, such as the upgrade of Aurora Avenue.

The High Point redevelopment in West Seattle uses a number of green infrastructure ideas including porous street and sidewalks, pervious parking areas, and rain gardens. These ideas don't need to wait for a large project like High Point; they can be incorporated into smaller projects, both in the public and private realms.

Ron Sher, CEO of Third Place Books and Crossroads Bellevue offered a multitude of ideas about "Third Places". He spoke of the history of shopping centers: neighborhood centers, community centers, and regional centers. He believes that regional centers draw dollars out of local communities as people shop for price and selection. A good question for a neighborhood or community to ask is "how can we create a smaller retail center that satisfies the community's needs?" In Mr. Sher's model, new centers won't just contain retail shops, but also contain other amenities that serve as "conversation starters" and places to congregate. Restaurants can serve this purpose, as can chessboards, and a stage for entertainment or presentations. It is important that there be amenities that draw people back, and that the area feels safe.

Mr. Sher believes that third places create "bridge social capital" in a community - a network of people that work together to effectively get things done.

What does a "third place" need to be successful? It needs committed partners from the private, public, and non-profit sectors. It needs to provide something that keep people coming back—programmed events are helpful (Farmer's Markets or concerts), but there can be un-programmed areas as well with chessboards or movable tables and chairs. There needs to be a feeling that a person does not have to spend money to be able to use the facility. Branch libraries or youth and senior centers help bring people in and can provide programming, but it needs to be attractive to a variety of groups. If one group takes over others may feel intimidated or left out; everybody needs to feel comfortable.

Agenda Item 11.a

Dan Burden, the Executive Director of Walkable Communities Inc., was the most recent speaker. His presentation focused on “Walkable and Pedestrian Friendly Communities”. He believes that it is important to create a “sense of place” - a place where people have good experiences and feel safe and secure. Five elements that add to the success of places are: security, convenience, efficiency, comfort and sense of welcome.

Placemaking is about planning and building correctly. A “place” should be walkable and one that people want to return to, knowing that they’ll be rewarded each time they come back. Creating additional density in buildings placed strategically and scaled appropriately brings the place alive. In this case, density is not the problem rather is often the solution to a problem.

More connectivity for autos and pedestrians results in more traffic dispersion and fewer traffic impacts. Prioritize where sidewalks get built by looking at where people want to go. These are the areas that are critical for walking. When building trails or sidewalks, it is useful to consider siting stores, restaurants and plenty of lighting along the path. The more “eyes on the street”, the safer people will feel.

“Road Diets” can be used to make roads safer for cars and pedestrians and can result in efficient traffic movement. Mr. Burden encourages the use of roundabouts and colored pavement that offer visual signals to motorists to look for pedestrians.

New ideas such as roundabouts and road diet street sections appear, at first glance, to be counter-intuitive and may make people uncomfortable. However, in places where they have been implemented they have proven to be safer, less expensive, more efficient in moving vehicles, and environmentally sustainable.

Closing Thoughts

The Speaker Series is now in hiatus, but staff will continue to bring speakers in as the opportunity arises. It is our intent to bring new ideas to the community through the continuation of this series, and our expectation that many of the ideas will resonate with the themes that we have already heard.

Attachments

Attachment 1: Resolution No.260

RESOLUTION NO. 260

A RESOLUTION OF THE CITY COUNCIL, CITY OF SHORELINE, WASHINGTON, ENDORSING THE PRINCIPLES OF THE CASCADE AGENDA, OBSERVING THAT THE CITY COUNCIL GOALS FOR 2007-2008 REFLECT THE OBJECTIVES OF THE CASCADE AGENDA CITIES PROGRAM, AND DECLARING THE CITY'S INTENT TO PARTICIPATE IN THE "CASCADE AGENDA CITY" AND "GREEN CITY PARTNERSHIP" PROGRAMS.

WHEREAS, the Cascade Agenda is a century-long vision for the Central Cascade region of King, Pierce, Snohomish and Kittitas counties, and sets forth goals and strategies to conserve this region's natural character, create vibrant cities and towns, and ensure a strong economy, and

WHEREAS, the Cascade Land Conservancy has launched both the "Cascade Agenda City Program" and the "Green City Partnership Program" to recognize the relationship between the creation of great communities and the conservation of this region's ecology and working landscapes, and

WHEREAS, the population of the Central Puget Sound region is forecasted to grow from 3.3 million today to 5 million by the year 2040, with a corresponding increase in the population in central cities such as Shoreline, and

WHEREAS, in the face of significant long-term growth, the City of Shoreline's choices are not whether to grow or how much to grow, but rather how to manage growth in a way that maintains and enhances Shoreline's quality of life, and

WHEREAS, the core principles and objectives of the Cascade Agenda City Program are reflected in the City Council's adopted goals for 2007-2008, including:

- Goal 1 Complete the projects approved in the 2006 Parks Bond
 - Goal 2 Implement the Economic Development Strategic Plan
 - Goal 3 Implement an affordable civic center/city hall project
 - Goal 4 Complete the Aurora improvements from N.165th Street to N. 205th Street, including, but not limited to, sidewalks, drainage, and transit
 - Goal 5 Develop a comprehensive housing strategy
 - Goal 6 Create an "environmentally sustainable community"
 - Goal 7 Provide safe and affordable transportation options to support land use Plans including walking, bicycling, transit and vehicular options
 - Goal 8 Develop a Fircrest Master Plan in partnership with the State
- and,

WHEREAS, the Shoreline Planning Commission and Parks Board received a presentation on the Cascade Agenda on September 7, 2006 and the City Council received

Item 11.a - Attachment 1

presentations regarding the Cascade Agenda and the Cascade Agenda City and Green City Partnership programs on March 19, 2007, and May 21, 2007, and

WHEREAS, the long-term economic vitality, environmental health and natural beauty of the Central Cascades region is a vital interest to the citizens of Shoreline.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SHORELINE, WASHINGTON, HEREBY RESOLVES AS FOLLOWS:

Section 1. The City of Shoreline endorses the vision articulated in the Cascade Agenda and shall pursue partnership with the Cascade Land Conservancy in both the “Cascade Agenda City” and “Green City Partnership” programs as a strategy to increase public awareness of and support for the implementation of Shoreline City Council Goals 1 through 8.

Section 2. The City of Shoreline will seek to align its policies and programs on community development, housing, transportation, parks, and open space with the strategies and approaches of the Cascade Agenda.

Section 3. The City Manager shall appoint a staff representative to act as the City’s primary liaison with respect to Cascade Agenda related activities and shall provide periodic reports to the City Council.

ADOPTED BY THE CITY COUNCIL ON JUNE 11, 2007.

Robert L. Ransom, Mayor

ATTEST:

Scott Passey, City Clerk