

Planning Commission Meeting Date: October 15, 2020

**Agenda Item: 6b.**

## **PLANNING COMMISSION AGENDA ITEM**

CITY OF SHORELINE, WASHINGTON

**AGENDA TITLE:** Development Code Amendments Establishing a Point Wells – Planned Area 4 Zone and Regulations to Implement the Point Wells Subarea Plan

**DEPARTMENT:** Planning & Community Development

**PRESENTED BY:** Andrew Bauer, Senior Planner  
Nora Gierloff, Planning Manager

**Public Hearing**  
 **Discussion**

**Study Session**  
 **Update**

**Recommendation Only**  
 **Other**

### **INTRODUCTION**

At the September 17, 2020 Planning Commission meeting staff presented proposed Development Code and zoning map amendments that would establish a “Point Wells – Planned Area 4” zone and regulations to implement the Point Wells Subarea Plan. The staff report for that meeting can be found here:

<https://www.shorelinewa.gov/home/showdocument?id=49312>.

A public hearing is scheduled for the October 15, 2020 meeting to receive comment on the proposed amendments. Amendments to the Point Wells Subarea Plan are discussed in a separate report.

### **BACKGROUND**

Point Wells is an approximately 61-acre area of unincorporated Snohomish County. It is bound on the west by Puget Sound, on the north and east by the Town of Woodway, and on the south by the City of Shoreline. An active rail line, owned by Burlington Northern Santa Fe (BNSF), bisects a portion of the subarea on the east. There is also an existing portal structure near the southern portion of the subarea as part of the Brightwater sewage treatment pipeline, owned by King County. The only vehicle access to the subarea is through Shoreline via Richmond Beach Drive.

The majority of the subarea is owned by BSRE and is used as an asphalt plant. The subarea has been in industrial use for more than 50 years.

**Approved By:**      **Project Manager** \_\_\_\_\_      **Planning Director** \_\_\_\_\_

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Figure 1 – Point Wells Subarea

The City of Shoreline’s first Comprehensive Plan was adopted in 1998 and designated the Point Wells Subarea as a Potential Annexation Area (PAA). The subarea’s designation was later revised to a Future Service and Annexation Area (FSAA) to recognize that even if the subarea is not annexed into the City, Shoreline may be the jurisdiction predominantly providing public services. The subarea has also been designated as a PAA for the Town of Woodway. Each agency has an adopted subarea plan which details a vision and policies that would direct future redevelopment of the subarea.

A Settlement and Interlocal Agreement (ILA) between the City of Shoreline and Town of Woodway regarding Point Wells was signed in the fall of 2019 and amended earlier this year to extend some performance timelines due to the COVID-19 pandemic. As noted in the ILA, the City and Town of Woodway have formed a joint work group with representatives from each jurisdiction to prepare a shared set of subarea plan policies and development regulations for the Point Wells Subarea intended to be implemented upon annexation by either Woodway or Shoreline.

The purpose of the work group was to develop a common set of policies and development regulations to be recommended for consideration to each respective

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Planning Commission and City Council. A common set of policies and regulations will create clarity for the subarea's vision – regardless of whether it is annexed to Woodway or Shoreline. The draft Point Wells Subarea Plan and associated Planned Area 4 (PA 4) development regulations are the result of the joint work group's efforts.

While there are slight variations between Shoreline's and Woodway's draft regulations, the key elements are consistent. Like Shoreline, the Woodway Planning Commission will be considering the subarea plan and regulations and are anticipated to ultimately make a recommendation to their Council in late 2020.

### **PLANNING COMMISSION DISCUSSION AND PUBLIC COMMENTS**

Staff responded to several questions from the Planning Commission at the September 17, 2020 meeting.

#### **Transportation**

There was a lot of discussion and one written public comment submitted on the topic of transportation and potential future impacts that could result from redevelopment of the subarea. Staff have met with the City's Traffic Engineer and confirmed the proposed subarea plan policies and Development Code regulations would continue to require future development proposals be analyzed and required to mitigate transportation impacts. While a wide range of redevelopment scenarios and potential transportation impacts are possible, the proposed policies and regulations would require any applicant to conduct a transportation impact analysis which would be reviewed by the City. Once project-specific impacts are identified by transportation impact analysis, appropriate mitigation would be required to be provided by future development to address transportation impacts. Furthermore, the restrictions on Richmond Beach Drive and Richmond Beach Road Corridor (i.e. 4,000 ADT limit, LOS D, and 0.9 V/C) would also need to be met by any future development.

#### **Residential Density**

The proposed policies and regulations specifically note that residential density allowances (maximum of 44 dwelling units per acre) would be calculated using the gross acreage (i.e. does not subtract out unbuildable areas). This method of using the gross acreage is in alignment with the recommendation of the joint work group and is also being considered by the Woodway Planning Commission. Staff is recommending the provision remain as-is to calculate residential density using gross acres.

### **DEVELOPMENT REGULATIONS: POINT WELLS – PLANNED AREA 4**

The draft Point Wells – Planned Area 4 regulations would implement the subarea plan policies and provide specific development regulations that would apply to development within the Point Wells Subarea, if annexed to the City.

Consistent with the ILA, the regulations are structured such that any new development would require a development agreement – a City Council decision. A master plan for the subarea would be a required component of the development agreement. The master plan would set out the long-term phasing and future growth plan for the subarea and

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would identify proposed land uses, transportation network, open space, infrastructure, and phasing of development, among other components.

### **Revisions Since September 17<sup>th</sup> Planning Commission Meeting**

There are several revisions shown in underline on Attachment A. These revisions have been added to add clarity in some locations and to address comments (both internal and from the public).

Below is a summary of the primary elements of the draft development regulations.

### **Land Uses**

Allowable land uses in the PA 4 zone are intended to implement the subarea vision which calls for a: “pedestrian-oriented mixed use development consisting of primarily residential uses in a variety of housing types with limited commercial uses along with public recreation access.”

Auto-oriented uses such as drive-thrus and vehicle sales/service uses would be prohibited, along with other potentially undesirable uses.

Consistent with the ILA, a provision is included which exempts from the requirement to enter into a development agreement utility facilities in existence as of the date of an ordinance being adopted to enact the regulations (i.e. the Brightwater portal site).

### **Development Standards and Height**

Residential density would be limited to a maximum of 44 dwelling units per gross acre, with no buildings containing more than 60 dwelling units and building footprints no larger than 10,000 square feet as a way to minimize building bulk/scale. However, any combination of development generating 250 or more average daily trips (ADT) would be required to provide a secondary vehicle access through Woodway.

Maximum building heights west of the BNSF rail line would be limited to 45 feet. The maximum height can be increased up to 75 feet if a view analysis demonstrates public views from Richmond Beach Drive to Admiralty Inlet are not impacted.

Areas east of the BNSF rail line would be limited to a maximum building height of 35 feet and cannot be increased as these areas are generally closer to existing development with similar heights.

### **Parking**

The City and Woodway each have incorporated their existing parking standards into the draft regulations. While there are some differences between the two draft regulations as a result, the outcome is that each jurisdiction is able to rely on its current existing and accepted parking standards.

In both instances, any land use which is not specifically identified with a parking ratio will need to provide a parking demand analysis that is subject to approval as part of a development agreement.

### **Recreation and Open Space**

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The ILA requires the regulations include mandatory public recreational facilities and public access to the Puget Sound shoreline with adequate public parking. The draft regulations require an integrated public open space network be planned and that it includes public open space, access to the shoreline, and parking.

### **Transportation**

The PA 4 regulations incorporate the primary transportation-related elements of the ILA and subarea plan policies:

- Development in the subarea shall not generate more than 4,000 average daily trips (ADT) onto Richmond Beach Drive, and the remaining Richmond Beach Road Corridor shall not exceed a level of service (LOS) D with a 0.9 volume-to-capacity (V/C) ratio;
- Any combination of uses that would generate 250 or more ADT requires a new public access road be constructed through Woodway to serve the subarea;
- Future development would need to plan for and develop a multimodal transportation network throughout the subarea and connecting to the surrounding street network;
- Two conceptual street cross sections (Primary and Secondary Street) are provided in the draft regulations. The street cross sections are intended to convey the minimum street standards that should be considered within the subarea. Alternative or additional street cross sections could be developed and approved as part of a development agreement provided they meet the goals and policies of the subarea plan and support the anticipated land uses and anticipated traffic volumes.

### **Outdoor Lighting**

Consistent with the ILA, some key principles of the dark skies movement are incorporated into the draft regulations in addition to the City's existing lighting regulations.

### **Use of Existing Development Regulations**

Like the parking ratios, the joint work group agreed that use of each jurisdiction's existing regulations was most efficient for landscaping, signs, and tree preservation and management.

The City is also utilizing existing development regulations related to design standards and sustainability. Meanwhile, Woodway's draft regulations include subarea-specific design standards and green development requirements as they do not have existing adopted regulations to draw upon. The joint work group discussed and agreed to this approach.

### **Development Review Process**

As noted above, consistent with the ILA the regulations would require any new development in the subarea be subject to a development agreement. The development agreement would be the primary land use entitlement and would require a master plan to set out the long term phasing and growth for the subarea and would identify proposed land uses, transportation network, open space, and phasing of development, among others. The City Council is the final decisionmaker for a development agreement.

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Also, as part of the ILA, the regulations require the City consult with Woodway on any land use permit application, and vice-a-versa. Staff from the outside jurisdiction would be invited to meetings and provided an opportunity to review and comment on permit applications, ensuring a base level of coordination.

Future amendments to the regulations also would require at least a 30-day notice to the Town of Woodway, and vice-a-versa. An opportunity for review and comment would be required prior to legislative action being taken to amend the development regulations.

### **ANALYSIS**

#### **Development Code Amendment Decision Criteria**

In accordance with SMC 20.30.350.A, an amendment to the Development Code is a mechanism by which the City may bring its land use and development regulations into conformity with the Comprehensive Plan or respond to changing conditions or needs of the City.

The Planning Commission may recommend to the City Council to approve or approve with modifications an amendment to the Development Code if all of the following are satisfied:

#### **1. *The amendment is in accordance with the Comprehensive Plan***

The proposed amendments are consistent with the following goals and policies of the Comprehensive Plan:

- *Goal LU I: Encourage development that creates a variety of housing, shopping, entertainment, recreation, gathering spaces, employment, and services that are accessible to neighborhoods.*
- *LU 7: Promote small-scale commercial activity areas within neighborhoods that encourage walkability, and provide opportunities for employment and “third places.”*
- *LU51: Pursue annexation of Point Wells pursuant to the Settlement and Interlocal Agreement between City of Shoreline and Town of Woodway. If annexed to the City of Shoreline implement the Planned Area 4 land use designation and the City of Shoreline Point Wells Subarea Plan (as proposed to be amended).*
- *CD18: Preserve, encourage, and enhance open space as a key element of the community’s character through parks, trails, water features, and other significant properties that provide public benefit.*
- *CD19: Preserve and enhance views from public places of water, mountains, or other unique landmarks as valuable civic assets.*
- *CD20: Provide public spaces of various sizes and types throughout the community.*
- *T15: Balance the necessity for motor vehicle access to and from new development with the need to minimize traffic impacts to existing neighborhoods.*

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### **2. *The amendment will not adversely affect the public health, safety or general welfare***

The draft regulations would implement the Point Wells Subarea Plan which envisions a pedestrian-oriented mixed-use development consisting of primarily residential uses in a variety of housing types with limited commercial uses along with public recreation. Provisions in the draft regulations and throughout the existing Development Code address the public health, safety, and general welfare. Necessary public facilities, infrastructure, services, and utilities need to be demonstrated how they will be provided and phased concurrently with development prior to the approval of a development agreement within the subarea.

### **3. *The amendment is not contrary to the best interest of the citizens and property owners of the City of Shoreline.***

The draft regulations incorporate all of the elements of the ILA between the City of Shoreline and Town of Woodway and would align the vision and implementation for the Point Wells Subarea – regardless of whether the area is ultimately annexed to the Town of Woodway or City of Shoreline. The alignment of these fundamental regulations is intended to provide clarity and certainty to each jurisdiction and their residents and reduce the likelihood of potential future cross-jurisdictional disagreements.

The draft regulations also ensure a certain level of coordination and cooperation by requiring consultation on land use permit applications and notice upon consideration of amendments to the development regulations.

#### **Pros to Approval of Amendments**

The draft subarea plan and development regulations are consistent with the ILA between the City and Woodway. If adopted, the PA 4 regulations would implement the Point Wells Subarea Plan and create certainty for the future use and development of the subarea. The City's zoning would only take effect if the subarea is annexed to the City, however, the Town of Woodway is considering similar policies and regulations that would also become effective upon the Town's annexation of the subarea. The regulations also ensure a certain level of coordination and notification between the City and Woodway.

#### **Cons to Approval of Amendments**

The development regulations are written specifically for Point Wells and would become effective only upon annexation of the Point Wells subarea to the City. The PA 4 zoning designation and regulations would not apply anywhere else.

#### **COMMUNITY NOTIFICATION**

The City issued a press release on September 10, 2020 to inform the public of the September 17, 2020 Planning Commission meeting on the proposed Point Wells amendments. On September 30, 2020 the Notice of Hearing was issued and sent to the

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City's Point Wells E-notification list of more than 1,200 email subscribers in addition to the typical website and agency notifications.

### **TIMING AND SCHEDULE**

The subarea plan and policies will continue to advance as part of the annual Comprehensive Plan docket – tentatively scheduled for potential Council adoption in December 2020. The development regulations are anticipated to be adopted at either the same time as the subarea plan policies or shortly after – potentially pushing into early 2021.

### **RECOMMENDATION**

Staff recommends the Planning Commission forward to Council a recommendation to approve the Development Code amendments in Attachment A.

### **ATTACHMENTS**

Attachment A – Draft Chapter SMC 20.94 Point Wells – Planned Area 4



# Att. A Draft Chapter SMC 20.94 Point Wells - Planned Area 4

**DRAFT - Revised October 2, 2020**  
**[changes since August 28, 2020 shown in underline]**

## **NEW – Chapter 20.94** **Point Wells – Planned Area 4**

### **20.94.010 Purpose and applicability.**

The purpose of the Point Wells – Planned Area 4 (“PA 4”) zone is to implement the goals and policies of the Point Wells Subarea Plan, which envisions a pedestrian-oriented mixed-use development consisting of primarily residential uses in a variety of housing types with limited commercial uses along with public recreation access.

### **20.94.015 Relationship to other regulations.**

Development in the PA 4 zone is subject to SMC 20.80, Critical Areas; Division II of the Development Code, Shoreline Master Plan; and SMC 13.12, Floodplain Management. Where conflicts occur between provisions of this subchapter and other City regulations, the more restrictive provisions shall apply.

### **20.94.020 Permitted uses.**

- A. Land uses listed in Table 20.94.020A are permitted, subject to an approved development agreement.
- B. Land uses not listed in Table 20.94.020A may be permitted as part of an approved development agreement, provided the development agreement includes written findings that the unlisted land use(s) is consistent with the Point Wells Subarea Plan and the purpose of this subchapter.

Table 20.94.020A

<b>NAICS #</b>	<b>SPECIFIC LAND USE</b>
	Live/work units
	Assisted living facilities
	Apartment/Multifamily
	Single-Family Attached (Townhomes)
	Single-family Detached
722	Eating and Drinking Establishments (excluding Gambling Uses) <sup>1</sup>
72111	Hotel/Motel
	General Retail Trade/Services <sup>2</sup>
	Professional Office
	Parks and Trails
	Recreation/cultural
	Personal services
	Financial institutions
	Parking structures and surface parking lots, accessory to a primary use
	Health and fitness facilities
921	General government/public administration facilities
92216	Fire facility
92212	Police facility
221	Utilities <sup>3</sup>
	Wireless Telecommunication Facility <sup>4</sup>
	Home Occupation

## Att. A Draft Chapter SMC 20.94 Point Wells - Planned Area 4

Accessory dwelling units
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### Footnotes:

1. Drive-thrus are prohibited.
2. These general retail trade/services are prohibited in the PA 4 zone:
  - a. Adult use facilities;
  - b. Smoke/vape shop (a business that sells drug paraphernalia and smoking products);
  - c. Marijuana Operations
  - d. Firearm sales;
  - e. Pawnshops; and
  - f. Vehicle sales and service.
3. Utility facilities necessary to serve development in the PA 4 zone are permitted. Utility transmission and distribution shall be located underground. Utility facilities in existence as of [date of ord.] are not subject to a Development Agreement or Master Development Plan.
4. Subject to the provisions of SMC 20.40.600.

### 20.94.025 Development standards.

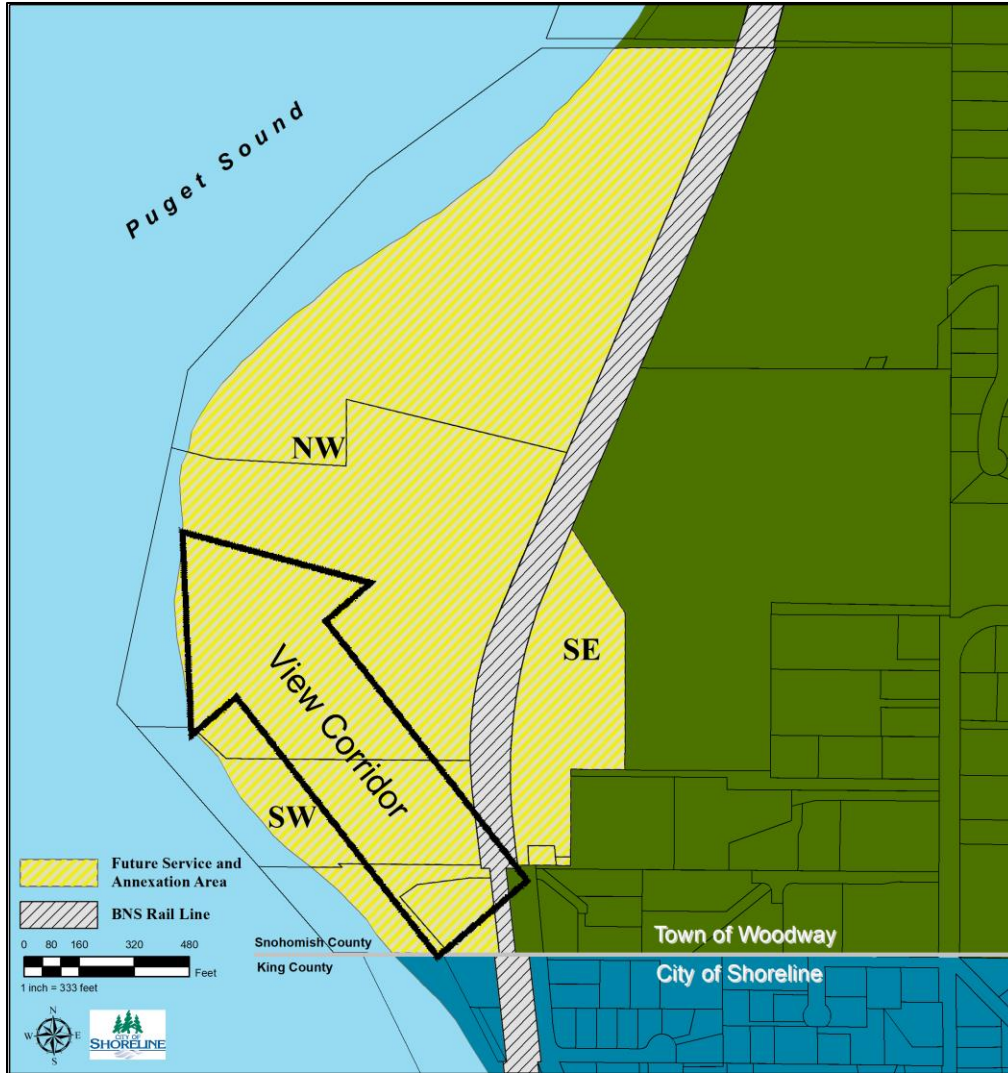
- A. Residential Density. Development shall not exceed a maximum density of 44 dwelling units per gross acre.
- B. No building within the development shall exceed 60 dwelling units.
- C. No building within the development shall have a footprint that exceeds 10,000 square feet.
- D. Setbacks. Setbacks shall be consistent with applicable design standards and identified as part of an approved development agreement.
- E. Lot dimensions. There is no minimum lot size or width. Any subdivision of land or alteration of property lines is subject to Subchapter 7 of the Development Code, Subdivisions.
- F. Utilities. All utilities shall be underground. Location of utilities and mechanical areas shall comply with applicable design standards.

### 20.94.030 Building Height

- A. The maximum building height shall be 45 feet, except areas east of the BNSF railroad right-of-way the maximum building height shall be 35 feet.
- B. The maximum building height may be increased to 75 feet west of the BNSF railroad right-of-way provided the applicant conducts a view analysis demonstrating public views from Richmond Beach Drive to Admiralty Inlet are not impacted (as depicted on Figure 20.94.030A). The view analysis and accompanying height limits shall be reviewed and approved concurrently with a development agreement.
- C. Building height shall be measured pursuant to SMC 20.50.050.

Figure 20.94.030A

**Att. A Draft Chapter SMC 20.94 Point Wells - Planned Area 4**



**20.94.035 Parking.**

A. Development in the PA 4 zone shall comply with the following parking ratios:

Table 20.94.035A

Use	Minimum Spaces Required
Single-family detached/attached/townhouse	2.0 per dwelling unit
Apartment/Multifamily:	
Studio and one bedroom units	0.75 per dwelling unit
Two bedroom or more units	1.5 per dwelling unit
Accessory dwelling units	1.0 per dwelling unit
Home occupation	In addition to required parking for the dwelling unit, 1 for any nonresident employed by the home occupation and 1 for patrons when services are rendered on site
Assisted Living Facilities	1 per 3 dwelling or sleeping units
Restaurants	1 per 75 square feet in dining or lounge area

**Att. A Draft Chapter SMC 20.94 Point Wells - Planned Area 4**

Hotel/Motel	1 per unit
Conference center	1 per 3 fixed seats, plus 1 per 50 square feet used for assembly purposes without fixed seats, or 1 per bedroom, whichever results in the greater number of spaces
Retail trade uses	1 per 400 square feet
Professional office uses	1 per 500 square feet
Recreation/culture	1 per 300 square feet
Parks and trails <u>and public access to shorelines</u>	Parking analysis
General services uses	1 per 300 square feet
Health and fitness facilities	1 per 300 square feet
Public facilities and utilities	Parking analysis

Note: ~~Net~~ Square feet in the table above refers to net usable area and excludes walls, corridors, lobbies, bathrooms, etc.

- B. If the formula for determining the number of parking spaces results in a fraction, the number of parking spaces shall be rounded to the nearest whole number, with fractions of 0.50 or greater rounding up and fractions below 0.50 rounding down.
- C. Uses not listed, or uses listed with a parking ratio referring to “Parking analysis” in Table 20.94.035A shall undergo a parking demand analysis prepared by a qualified professional with expertise in parking demand studies. The parking demand study shall be reviewed and approved concurrently with a development agreement.
- D. Public parking areas shall be distributed throughout the project and provided at a rate appropriate to serve publicly-accessible recreation and open space areas.
- E. An applicant may request a reduction of the minimum required parking spaces with the approval of a parking management plan. The parking management plan shall be reviewed and approved concurrently with a development agreement.
- F. Development in the PA 4 zone shall comply with SMC 20.50.410, Parking design standards; SMC 20.50.420, Vehicle access and circulation; and SMC 20.50.440, Bicycle facilities.

**20.94.040 Recreation and open space.**

- A. Development in the PA 4 zone shall provide an integrated public open space network that links together the various open spaces throughout the development and provides public access to shorelines, public open space areas, and publicly-accessible parking.
- B. All development shall provide public recreation and open space at a minimum rate of 10 percent of the gross site area. The minimum public recreation and open space area shall not include, and shall be in addition to, shoreline public access as required pursuant to the Shoreline Management Act, RCW 90.58.
- C. Public recreation and open space areas shall include a mix of active and passive uses.
- D. For developments with an approved phasing plan, each phase of a development shall include a minimum of 10 percent of the gross recreation and open space area required for the phase.

**20.94.045 Transportation.**

A transportation study shall be prepared and submitted with the application for a development agreement. The scope of the transportation study shall be established by the City Traffic Engineer and include at a minimum the following elements:

## Att. A Draft Chapter SMC 20.94 Point Wells - Planned Area 4

- A. Development within Point Wells shall not generate more than to 4,000 average daily trips (ADT) onto Richmond Beach Drive within the City of Shoreline and the remaining Richmond Beach Road Corridor shall not exceed a level of service (LOS) D with 0.9 volume-to-capacity (V/C) ratio.
- B. Any combination of residential or commercial development or redevelopment that would generate 250 or more average daily trips shall provide a general-purpose public access road wholly within the Town of Woodway that connects into Woodway’s transportation network and provides a full second vehicular access point from Point Wells into Woodway.
- C. Connectivity. Development in the PA 4 zone shall provide a network of streets, sidewalks, and multipurpose pathways that are well connected and provide efficient circulation throughout the zone and connect to the surrounding transportation network.
- D. Public and private street cross sections. Street cross sections shall be developed to complement adjoining land uses and implement applicable design standards while also meeting engineering standards for safety and function, and the most recently adopted City of Shoreline Engineering Development Manual. Cross sections for each type of street within the development shall be reviewed and approved concurrently with a development agreement. The table below describes the primary elements for types of streets anticipated within a development.

Table 20.94.045A

Feature	Primary Street (both sides)	Secondary Street (both sides)
Sidewalk	12’	7’
Amenity Zone	5’	5’
Landscaping	Street trees 30’ on center	Street trees 30’ on center
On Street Parking	Yes (both sides)	Yes (one side)
General Purpose Lane	11’ max. lane width	10.5’ max. lane width
Right-of-Way Minimum	60’-70’	52.5’

Figure 20.94.045A – Primary Street

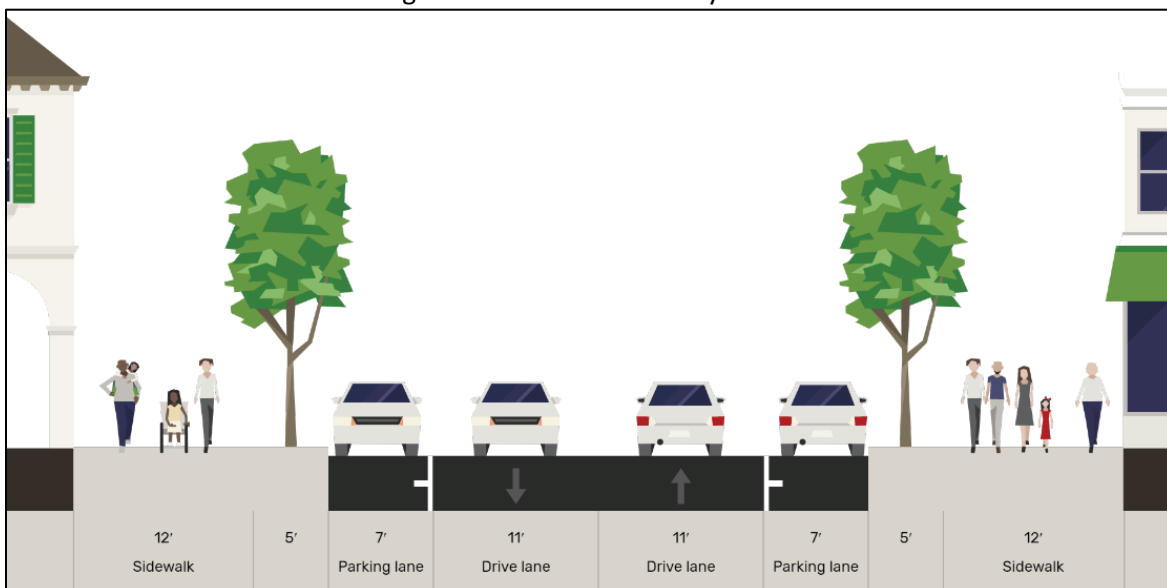
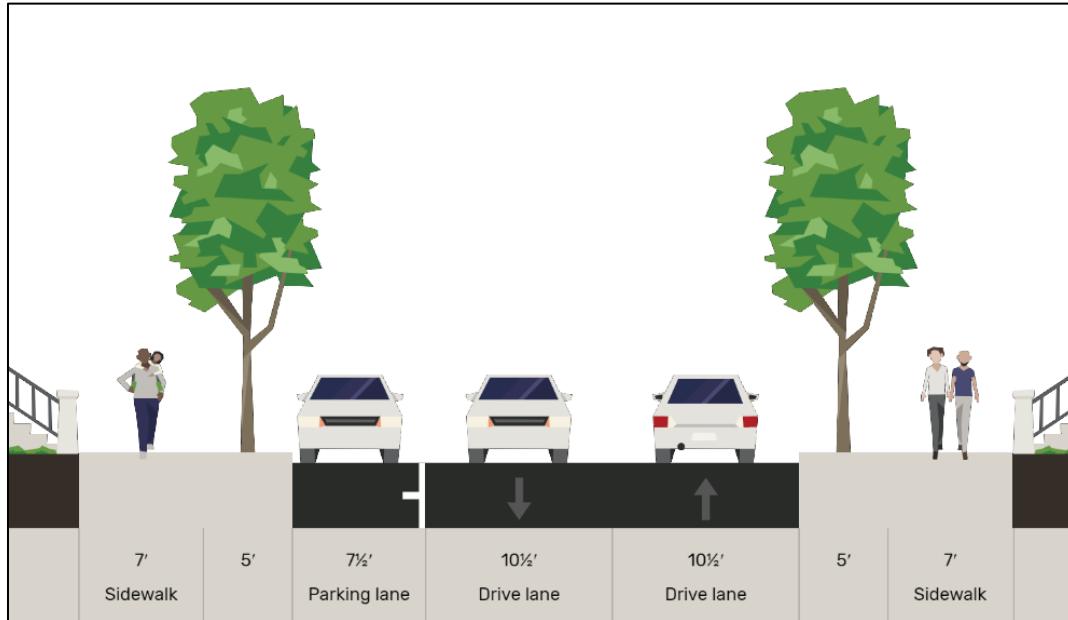


Figure 20.94.045B – Secondary Street



**20.94.050 Design standards.**

Development in the PA 4 zone other than single family detached homes is subject to SMC 20.50 Subchapter 3, Single-Family Attached Residential Design or SMC 20.50 Subchapter 4, Commercial and Multifamily Zone Design.

**20.94.055 Landscaping.**

Landscaping shall be provided throughout the site and integrated as part of the overall project design. Landscaping shall be provided on the perimeter of the site adjacent to existing development. A development-wide conceptual landscape plan identifying landscape locations, dimensions, and type shall be reviewed and approved with the development agreement.

**20.94.060 Signs.**

Signs within the PA 4 zone shall comply with SMC 20.50 Subchapter 8, Signs.

**20.94.065 Sustainability.**

Development in the PA 4 zone shall meet or exceed Tier 4 of the Deep Green development standards, as defined in SMC 20.50 Subchapter 9, Deep Green Incentive Program.

**20.94.070 Outdoor Lighting.**

- A. In addition to the lighting standards in SMC 20.50.115 and the lighting requirements in the design standards, outdoor lighting shall be located and designed to eliminate light pollution by meeting the following:
  - 1. Fixtures shall contain shielding and/or direct cut-off lighting;
  - 2. Fixtures shall be no brighter than necessary to light the intended area;
  - 3. Color temperatures shall minimize blue light emissions to the extent feasible;
  - 4. Timers, dimmers, motion sensors or other adaptive control methods shall be utilized where feasible to turn off lighting when unnecessary; and

## **Att. A Draft Chapter SMC 20.94 Point Wells - Planned Area 4**

5. Up-lighting shall be limited to accent features, landscaping, and state or federal flags.

### **20.94.075 Tree Preservation and Management**

Development in the PA 4 zone shall comply with SMC 20.50 Subchapter 5, Tree Conservation, Land Clearing and Site Grading Standards.

### **20.94.080 Neighborhood meeting.**

- A. The applicant shall conduct a neighborhood meeting to discuss the proposed development. The meeting must be held at least 30 days prior to submitting a development agreement application.
- B. The purpose of the neighborhood meeting is to:
  1. Ensure the applicant pursues early and effective public participation in conjunction with the proposal, giving the applicant an opportunity to understand and mitigate any real and perceived impacts the proposed development might have to the neighborhood or neighboring cities;
  2. Ensure that residents, property owners, business owners, and nearby cities have an opportunity at an early stage to learn about how the proposed development might affect them and to work with the applicant to resolve concerns prior to submittal of a development application.
- C. The neighborhood meeting shall meet the following requirements:
  1. Notice of the neighborhood meeting shall be provided by the applicant and shall include the date, time and location of the neighborhood meeting and a description of the project, zoning of the property, site and vicinity maps, the land use applications that may be required, and the name and contact information of the applicant or representative of the applicant to contact for additional information.
  2. The notice shall be provided at a minimum to property owners located within 1,000 feet of the proposal, the neighborhood chair as identified by the Shoreline Office of Neighborhoods (note: if a proposed development is within 500 feet of adjacent neighborhoods, those chairs shall also be notified), any city or town whose municipal boundaries are within one mile of the subject property, and to the Department.
  3. The notice shall be postmarked 10 to 14 days prior to the neighborhood meeting.
  4. The neighborhood meeting shall be held within the City limits of Shoreline.
  5. The neighborhood meeting shall be held anytime between the hours of 5:30 p.m. and 9:30 p.m. on weekdays or anytime between the hours of 9:00 a.m. and 9:00 p.m. on weekends.
- D. The neighborhood meeting agenda shall cover the following items:
  1. Introduction of neighborhood meeting organizer (i.e. developer, property owner, etc.);
  2. Description of proposed project that includes proposed mix of land uses including the number of dwelling units and amount of nonresidential square footage, number of parking spaces, and location and amount of open space;
  3. Listing of permits that are anticipated for the project;
  4. Description of how comments made at the neighborhood meeting will be used;
  5. Provide meeting attendees with the City's contact information;
  6. Provide a sign-up sheet for attendees.
- E. The applicant shall provide to the City a written summary of the neighborhood meeting to be included with the development application. The summary shall include the following:
  1. A copy of the mailed notice of the neighborhood meeting with a list to whom it was mailed;

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2. A list of persons who attended the meeting and their addresses;
3. A summary of concerns, issues, and problems expressed during the meeting.

### **20.94.085 Review process.**

- A. A development agreement, pursuant to RCW 36.70B.170 is required for any new development in the PA 4 zone and shall set forth the development standards, conditions, and other provisions that shall apply to govern and vest the development, use, and mitigation of the development. For the purposes of this section, "development standards" includes, but is not limited to:
  1. Project elements such as permitted uses, residential densities, and nonresidential densities and intensities or building sizes;
  2. The amount and payment of impact fees imposed or agreed to in accordance with any applicable provisions of State law, any reimbursement provisions, other financial contributions by the property owner, inspection fees, or dedications;
  3. Mitigation measures, development conditions, and other requirements under Chapter 43.21C RCW;
  4. Design standards such as building massing, architectural elements, maximum heights, setbacks, conceptual street and streetscapes, drainage and water quality requirements, palette of potential building materials, conceptual lighting, landscaping, and other development features;
  5. Affordable housing units;
  6. Park development and open space preservation;
  7. Phasing of development;
  8. Review procedures and standards for implementing decisions;
  9. A build-out or vesting period for applicable standards;
  10. Any other appropriate development requirement or procedure;
  11. Preservation of significant trees; and
  12. Connecting, establishing, and improving nonmotorized access.
- B. The City Council shall review the development agreement and may approve, or approve within conditions, the development agreement when all of the following are met:
  1. The proposed development is consistent with goals and policies of the Comprehensive Plan as well as the goals and policies of the Point Wells Subarea Plan.
  2. The proposed development is consistent with the goals, policies, and regulations of the City's Shoreline Master Program.
  3. There is either sufficient capacity and infrastructure (e.g., roads, sidewalks, bike lanes) that meet the City's adopted level of service standards (as confirmed by the performance of a transportation impact analysis) in the transportation system (motorized and nonmotorized) to safely support the development proposed in all future phases, or there will be adequate capacity and infrastructure by the time each phase of development is completed. If capacity or infrastructure must be increased to support the proposed development agreement, the applicant must identify a plan for funding their proportionate share of the improvements.
  4. There is either sufficient capacity within public services such as water, sewer and stormwater to adequately serve the development proposal in all future phases, or there will be adequate capacity available by the time each phase of development is completed. If capacity must be increased to support the proposed development agreement, then the applicant must identify a plan for funding their proportionate share of the improvements.



## **Att. A Draft Chapter SMC 20.94 Point Wells - Planned Area 4**

5. The development demonstrates high quality design elements consistent with the City's applicable design standards as referenced in SMC 20.50, Subchapters 2-4.
- C. Development agreement approval procedures. The City Council may approve development agreements through the following procedure:
1. A development agreement application incorporating the elements stated in subsection B of this section may be submitted by a property owner with any additional related information as determined by the Director. After staff review and SEPA compliance, the Planning Commission shall conduct a public hearing on the application. The Planning Commission shall then make a recommendation to the City Council pursuant to the criteria set forth in subsection B of this section and the applicable goals and policies of the Comprehensive Plan. The City Council shall approve, approve with additional conditions, or deny the development agreement by ordinance or resolution;
  2. Recorded Development Agreement. Upon City Council approval of a development agreement under the procedure set forth in this subsection C, the property owner shall execute and record the development agreement with the Snohomish County Auditor's Office to run with the land and bind and govern development of the property.
- D. Consultation on land use permit applications. The City shall provide the Town of Woodway written notice of all land use permit applications in the PA 4 zone within 30 days of permit application, consistent with chapter 36.70B RCW, Local Project Review. Staff from the Town of Woodway shall be invited to attend meetings between Shoreline staff and the applicant relating to such permit applications, pre-application meetings, and shall be provided an opportunity to review and comment.

### **20.94.090 Amendments to regulations and standards.**

The City of Shoreline shall provide the Town of Woodway with at least 30 calendar days written notice (unless otherwise agreed to or waived in writing), and a review and comment opportunity, before any legislative actions that may modify or amend the PA 4 development regulations, or that otherwise impacts the uses, development, or redevelopment of the Point Wells area. Notice shall include, but not be limited to, notice of all Planning Commission and City Council meetings and hearings related to such legislative considerations or actions.