



AGENDA

PLANNING COMMISSION

VIRTUAL/ELECTRONIC REGULAR MEETING

Thursday, June 3, 2021
7:00 p.m.

Held Remotely on Zoom

<https://us02web.zoom.us/j/81758727894?pwd=VkVXblhNYllwOVdYOFRyNTRWSzNNUT09>

Passcode: 685842

In an effort to curtail the spread of the COVID-19 virus, the Planning Commission meeting will take place online using the Zoom platform and the public will not be allowed to attend in-person. You may watch a live feed of the meeting online; join the meeting via Zoom Webinar; or listen to the meeting over the telephone.

The Planning Commission is providing opportunities for public comment by submitting written comment or calling into the meeting to provide oral public comment. To provide oral public comment you must sign-up by 6:30 p.m. the night of the meeting.

Please see the information listed below to access all of these options:



[Click here to watch live streaming video of the Meeting on shorelinewa.gov](#)

Attend the Meeting via Zoom Webinar:



<https://us02web.zoom.us/j/81758727894?pwd=VkVXblhNYllwOVdYOFRyNTRWSzNNUT09>

Passcode: 685842



Call into the Live Meeting: (253) 215-8782 - Webinar ID: 817 5872 7894



[Click Here to Sign-Up to Provide Oral Testimony](#)

Pre-registration is required by 6:30 p.m. the night of the meeting.



[Click Here to Submit Written Public Comment](#)

Written comments will be presented to Council and posted to the website if received by 4:00 p.m. the night of the meeting; otherwise they will be sent and posted the next day.

	<u>Estimated Time</u>
1. CALL TO ORDER	7:00
2. ROLL CALL	7:01
3. APPROVAL OF AGENDA	7:02
4. APPROVAL OF MINUTES FROM:	7:03
a. May 20, 2021 - Draft Minutes	

Public Comment and Testimony at Planning Commission

During General Public Comment, the Planning Commission will take public comment on any subject which is not specifically scheduled later on the agenda. During Public Hearings and Study Sessions, public testimony/comment occurs after initial questions by the Commission which follows the presentation of each staff report. Please be advised that each speaker's testimony is being recorded. Speakers are asked to sign-up by 6:30 p.m. the night of the meeting. Individuals wishing to speak to agenda items will be

called to speak first, generally in the order in which they have signed. In all cases, speakers are asked to state their first and last name, and city of residence. The Chair has discretion to limit or extend time limitations and the number of people permitted to speak. Generally, individuals may speak for three minutes or less, depending on the number of people wishing to speak. When representing the official position of an agency or City-recognized organization, a speaker will be given 5 minutes. Questions for staff will be directed to staff through the Commission.

5. GENERAL PUBLIC COMMENT	7:05
6. STUDY ITEMS	
a. <u>Mobility Hub Presentation</u>	7:10
7. UNFINISHED BUSINESS	7:50
8. NEW BUSINESS	7:51
9. REPORTS OF COMMITTEES & COMMISSIONERS/ANNOUNCEMENTS	7:52
10. AGENDA FOR Next meeting – June 17, 2021	7:53
11. ADJOURNMENT	8:00

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

DRAFT
CITY OF SHORELINE

SHORELINE PLANNING COMMISSION
MINUTES OF REGULAR MEETING
(Via Zoom)

May 20, 2021
7:00 P.M.

Commissioners Present

Chair Mork
Vice Chair Sager
Commissioner Malek
Commissioner Callahan
Commissioner Galuska
Commissioner Lin
Commissioner Rwamashongye

Staff Present

Andrew Bauer, Planning Manager
Steve Szafran, Senior Planner
Cate Lee, Associate Planner
Carla Hoekzema, Planning Commission Clerk

CALL TO ORDER

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

ROLL CALL

Ms. Hoekzema called the roll.

APPROVAL OF AGENDA

The agenda was accepted as presented.

APPROVAL OF MINUTES

The minutes of May 6, 2021 were accepted as presented.

GENERAL PUBLIC COMMENT

There were no general public comments.

STUDY ITEM: SUBDIVISION VACATION DEVELOPMENT CODE AMENDMENTS

Associate Planner Cate Lee made the presentation reviewing some background on plat alteration regulations, the need for subdivision vacation regulations, and the proposed subdivision vacation process.

The proposed process would be a Type C Land Use Action with a required pre-application meeting and neighborhood meeting prior to application followed by a Notice of Application and a public hearing and decision by the Hearing Examiner. Any appeal would go to superior court. There will be a public hearing on this item before the Planning Commission on June 17, and a recommendation will be forwarded to the City Council.

Discussion:

As a hypothetical example, Commissioner Malek asked if a majority ownership in an MUR-70' partial assemblage could execute. Ms. Lee explained that for a subdivision vacation all property owners would need to give permission in order to apply.

Vice Chair Sager asked about unrecorded subdivisions. Ms. Lee explained that unrecorded subdivisions would not be a legal document that would need to be extinguished in this manner.

Commissioner Rwamashongye asked how a permanent easement would be addressed. Ms. Lee responded that the extinguishment of a plat would extinguish everything on the plat. She indicated that, if necessary, the Hearing Examiner could look at the public benefit of an easement in making their decision.

Commissioner Lin commented that the public benefit of certain easements such as utilities would be relatively obvious; however, an easement such as one allowing access between different streets might not be as clear. Ms. Lee commented that they wouldn't want to extinguish an easement that has a public benefit. She clarified that easements are handled differently than public rights-of-way. This process would not have anything to do with public rights-of-way.

Chair Mork asked about the Hearing Examiner's flexibility with deciding which easements to keep. Ms. Lee explained that the pre-application meeting with the applicant would be the appropriate place to talk about which tool to use. If there are a number of easements on the subdivision that have public benefit, subdivision vacation might not be the right tool.

Commissioner Callahan asked if the main benefit of doing this would be to streamline the process. Ms. Lee explained it is not necessarily more streamlined to do a subdivision vacation, but it would be cleaner to extinguish the entire plat in certain circumstances.

Commissioner Galuska stated he had no concerns or questions.

Chair Mork asked what would happen if members of the public had a concern about an easement being vacated. Ms. Lee explained that they would have the opportunity to express concerns in a public hearing, and ultimately the decision would be up to the Hearing Examiner after hearing all the comments and seeing all the evidence.

UNFINISHED BUSINESS

No unfinished business.

NEW BUSINESS

Planning Manager Bauer reported that the Planning Commission’s recommendation on the Housing Action Plan was presented to the City Council at their March 22 meeting. Overall, they were very appreciative of the work done by the Advisory Group and the Planning Commission. A lot of Council’s discussion focused on clarifying the intent of the priorities and the recommendations. A couple council members were very interested in advancing the idea of a cottage housing ordinance and encouraging different housing types. After the March 22 meeting staff made some relatively minor changes to the intent sections. Those sections clarify that the Plan is not committing the City to any specific strategies, but will be used to inform future work in the city related to housing. The Housing Action Plan is on the Consent Calendar for Council adoption on May 24.

REPORTS OF COMMITTEES AND COMMISSIONER ANNOUNCEMENTS

Commissioner Malek stated he was looking forward to an update on the Point Wells appeal with King County.

AGENDA FOR NEXT MEETING

The next meeting is scheduled for June 3 and will feature a presentation regarding mobility hubs by the UW Evans School.

Commissioner Malek asked if there would be any kind of collaboration with Seattle regarding north end light rail stations at 130th and 145th Streets. Planning Manager Bauer replied that staff has been following that work closely and is communicating with Seattle’s planners. Seattle is waiting to see what the Sound Transit Board does regarding potentially advancing the 130th Street Station earlier than planned and then will start to look at potential land use changes in and around the 130th Street Station.

ADJOURNMENT

The meeting was adjourned at 7:30 p.m.

Laura Mork
Chair, Planning Commission

Carla Hoekzema
Clerk, Planning Commission

PLANNING COMMISSION AGENDA ITEM
CITY OF SHORELINE, WASHINGTON

AGENDA TITLE: Transportation Master Plan Update
DEPARTMENT: Public Works
PRESENTED BY: Nora Daley-Peng, Senior Transportation Planner

- | | | |
|--|--|--|
| <input type="checkbox"/> Public Hearing | <input type="checkbox"/> Study Session | <input type="checkbox"/> Recommendation Only |
| <input checked="" type="checkbox"/> Discussion | <input type="checkbox"/> Update | <input type="checkbox"/> Other |

INTRODUCTION

This staff report provides the overview to tonight’s presentation and discussion about the University of Washington (UW) Evans School Consulting Lab Shoreline Shared-Use Mobility Study. No action is required tonight.

BACKGROUND

The state of the practice of shared-use mobility is quickly evolving with shifting travel trends and new technologies that are changing the way people use Shoreline’s streets right of way (ROW). A recent Shoreline citizen survey revealed greater support for transit and multimodal options. Moreover, with the coming arrival of light rail transit, new and higher frequency bus service, new pedestrian/bicycle connections, and recent up zones will accelerate the need for a more flexible, multimodal system that supports a variety of mobility options.

Tangentially, the City has begun a process to update its Transportation Master Plan (TMP). The primary goal of the TMP update is to identify city-wide multimodal transportation needs and guide prioritization of investments that serve Shoreline residents, businesses, employees, visitors, and customers for the next twenty years. To prepare for the future, the TMP update will respond to transformations that are occurring through zoning changes and transportation infrastructure investments as well as address emerging policy and technology trends including shared-use mobility, sustainability, and livability, among others.

SHARED-USE MOBILITY STUDY

To maximize the use of the upcoming light rail and to support in car-light and car-free lifestyles, the City is interested in creating “mobility hubs” in strategic locations across Shoreline. The City is particularly interested in how these hubs can be integrated into rezoned mixed-use development surrounding the new light rail stations and connect residents to neighborhood-based commercial services. The City is also interested in better understanding the range of features and services offered at mobility hubs and how these might differ given community needs and the surrounding environment.

6a. Staff Report - Evans School Shared-Use Mobility Study

To better understand the state of the practice of shared-use mobility and how the City's policies, programs, and infrastructure could be updated to provide the public with more shared-use mobility options, the City engaged with UW Master of Public Administration (MPA) student consultants via the Evans School Consulting Lab to further research how shared-use mobility hubs can support movement in and through Shoreline.

The findings of Evans School Consulting Lab's research and analysis on the topic of the future of Shoreline's shared-use mobility, particularly mobility hubs, is encapsulated in the executive summary of Making Better Connections: Shoreline Shared-Use Mobility Study (see Attachment A). The full report is available at

<https://www.shorelinewa.gov/home/showpublisheddocument/51668/637570211379130000>

NEXT STEPS

The TMP update project team will further develop and integrate the findings from the Evans School Team's Shoreline Shared-Use Mobility Study into the TMP update. For more information about how mobility hubs could be integrated into the TMP update, please visit the project webpage shorelinewa.gov/tmp or contact Nora Daley-Peng, Senior Transportation Planner, at ndaleypeng@shorelinewa.gov or (206) 801-2483.

RECOMMENDATION

Tonight's presentation is for discussion only. No recommendation action is required.

ATTACHMENT

Attachment A – Executive Summary of Making Better Connections: Shoreline Shared-Use Mobility Study

EXECUTIVE SUMMARY

PROJECT INTRODUCTION

Shoreline, located just north of Seattle, has a rapidly changing economy, population, and built environment. Shoreline currently relies on car-centric transportation infrastructure to support travel demands, though public transit options include local and regional bus services provided by King County Metro Transit, Snohomish County Community Transit, and Sound Transit. Shoreline is currently in the process of updating its Transportation Master Plan (TMP) through collaboration between City staff, Fehr & Peers consultants, the Planning Commission, City Council, and the public. The purpose of the TMP is to provide a framework to guide transportation priorities and investments for the next 20 years. Key considerations include:

- Two light rail stations are opening in Shoreline in 2024.
- The Puget Sound Regional Council predicts that light rail expansion will further drive population growth and diversity across Shoreline.
- The City has adopted and is gradually implementing a Complete Streets ordinance that prioritizes integrated, multimodal travel across the city.
- Shoreline residents are interested in traveling to destinations within the city without using personal vehicles, namely cars.
- Transportation technology, including shared micromobility services, is rapidly evolving.

In order to maximize the use of the upcoming light rail and to assist residents of Shoreline in car-light and car-free lifestyles, the City is interested in creating “mobility hubs” in strategic locations across Shoreline. The City is particularly interested in how these hubs can be integrated into rezoned mixed-use development surrounding the new light rail stations and connect residents to neighborhood-based commercial services. The City is also interested in better understanding the range of features and services offered at mobility hubs and how these might differ given community needs and the surrounding environment.

The City engaged us — Pascale Chamberland, Dale Markey-Crimp, and Dorian Pacheco — as University of Washington Master of Public Administration (MPA) student consultants via the Evans School Consulting Lab to further research how shared-use mobility hubs can support movement in and through Shoreline.

RESEARCH QUESTIONS

To better understand mobility hubs and the investments that the City should make under their new TMP, we engaged in exploratory research to answer the following research question:

What mobility hub infrastructure should the City of Shoreline develop as it seeks to decrease personal vehicle use and connect more residents to shared-use transportation options?

Att. A - Executive Summary of Making Better Connections

In order to answer this research question, we identified two sub-questions that explore narrower aspects of mobility hub design such as their siting, features, and amenities. Thus, our research also explored the following questions:

- **What criteria should be used to determine the siting of new mobility hubs?**
- **What criteria should be used to determine the features and amenities of each proposed mobility hub?**

RESEARCH METHODS

Our project used the following methods to answer our research questions:

1. A **literature review** to determine industry standards and trends, such as key definitions for shared-use mobility and mobility hubs, a review of best practices, a review of innovative practices, and implementation guidelines and considerations.
2. A series of **interviews with peer and innovative cities** across the West Coast to learn how these cities have approached shared-use mobility challenges and promising practices they have found throughout their experiences.
3. A series of **case studies** of cities that already have successful shared-use mobility programs to understand implementation guidelines and considerations, criteria for siting, innovative practices, and established best practices.
4. A **community survey** distributed by the City which measured attitudes and perceptions around mobility hubs as well as the features and amenities most important to community members.
5. A **multi-criteria analysis** in which we combined the information and data collected to identify suitable mobility hub locations across Shoreline and recommend features and amenities to provide at these locations.

MOBILITY HUB ANALYSIS & RECOMMENDATIONS

We synthesized our research and analysis to establish criteria for evaluating mobility hubs, identify and prioritize locations in Shoreline, and recommend basic design principles to promote equity and accessibility.

Criteria for Hub Suitability

In our research, we did not find any cities with a documented set of criteria used to select and evaluate mobility hub locations. Rather than endeavoring to design and implement a network of mobility hubs, most cities we studied co-located a mobility hub to expand shared-use mobility options at a major transit station. These cities did not necessarily integrate the hub — or multiple hubs — into their overall transit network the way that Shoreline envisions. Therefore, we identified siting commonalities between existing mobility hubs and used promising practices from our literature review, interviews, and case studies to craft a more holistic set of criteria that takes into account the built environment, transportation networks, and accessibility:

Att. A - Executive Summary of Making Better Connections

- Proximity to transit: the types of existing or projected transit within a ¼ mile of a proposed mobility hub
- Walkability: pedestrian safety and mobility within a ¼ mile of a proposed hub
- Bikeability: accessibility to a proposed hub on any light-weight device on wheels
- Destinations: the number of points of interest within a ¼ mile of a proposed hub
- Density: the number of people currently residing (or expected to reside) in Census blocks within a ¼ of a proposed hub

In addition to the five criteria above, we recommend that the City consider the geographic distribution of the network of mobility hubs to promote transit equity and accessibility for all community members across Shoreline. We chose not to make geographic distribution its own criterion as it cannot be applied to a single location; instead, it requires that planners and policymakers evaluate the entire mobility hub network to ensure that everyone has the same access to transportation.

Mobility Hub Siting and Order of Implementation

We applied our criteria to twelve proposed mobility hub locations in Shoreline. While we determined that all twelve sites were suitable for mobility hubs, we categorized each location into one of three types of mobility hubs (as detailed in the figure below) to help the City prioritize using resources on locations with the highest transit traffic.

Regional <i>Phase One: Pilots</i>	Central <i>Phase Two: Build Out</i>	Neighborhood <i>Phase Three: Complete the Network</i>
<ul style="list-style-type: none"> ● Shoreline South/148th Station ● Shoreline North/185th Station ● Aurora Village Transit Center 	<ul style="list-style-type: none"> ● Shoreline Place ● Aurora Ave N & N 185th St ● Shoreline Park & Ride ● Shoreline Community College 	<ul style="list-style-type: none"> ● North City Business District ● Ridgecrest Business District ● 15th Ave NE & NE 145th St ● 148th St Non-Motorized Bridge ● Richmond Beach Road/ 4-Corners

As the City continues to prioritize transit-oriented development and community need, additional hubs will likely become feasible.

Mobility Hub Design

We recommend that Shoreline use mobility hub typologies to inform what features and amenities should be available at each location.

- Regional hubs should have the most features and amenities, as they will support the largest quantity of people from within and outside of Shoreline.

Att. A - Executive Summary of Making Better Connections

- Central hubs will connect to key locations in Shoreline and should have sufficient amenities to support commuting, leisure, and recreation at and around hubs.
- Neighborhood hubs are the smallest type of mobility hubs and should focus on simple, pedestrian-friendly, and comfortable amenities for local communities.

Finally, all hubs should adhere to basic design principles that ensure not only physical access for seniors and people with disabilities, but also facilitate transit access and affordability for low-income people.

In the following table, we recommend basic features and amenities for each type of mobility hub.

Typology	Features and Amenities
<p>Regional Hubs</p> <p>Example: Shoreline South/148th Station</p>	<ul style="list-style-type: none"> ● Covered bus stops with real-time arrival and departure information ● Bus layover zones ● Benches, garbage and recycling cans ● Bicycle parking and secure bike lockers ● Scootershare and bikeshare pick-up/drop-off zones ● Well-marked sidewalks, pedestrian signals ● Rideshare pick-up/drop-off zones and kiss-and-ride ● EV charging stations ● Pedestrian-scale lighting ● Universal wayfinding signs ● Greenspace or retail/residential integration ● Carshare ● WiFi & cell phone charging stations
<p>Central Hubs</p> <p>Example: Shoreline Place</p>	<ul style="list-style-type: none"> ● Covered bus stops with real-time arrival and departure information ● Benches, garbage and recycling cans ● Bicycle parking (lockers for long-term, racks in front of cafes and retail) ● Scootershare and bikeshare pick-up/drop-off zones ● Well-marked sidewalks, pedestrian signals ● Rideshare pick-up/drop-off zones and kiss-and-ride ● EV charging stations ● Pedestrian-scale lighting ● Universal wayfinding signs ● Greenspace or retail/residential integration
<p>Neighborhood Hubs</p> <p>Example: Richmond Beach/4-Corners</p>	<ul style="list-style-type: none"> ● Covered bus stops ● Benches ● Pedestrian-scale lighting ● Universal wayfinding signs ● Bike parking (racks with the potential for lockers) ● Scootershare and bikeshare pick-up/drop-off zones ● Community art ● Crosswalk improvements

NEXT STEPS

The City's immediate next steps should center relationship building and updating its upcoming TMP to include mobility hub planning and policies.

Relationship Building

- The City should continue to conduct City-led outreach and also identify community partners such as community-based organizations to conduct extensive and targeted community outreach throughout the siting, planning, and implementation of each mobility hub to ensure that mobility hubs not only meet community needs, but create locations of interest, pride, and community gathering.
- The City should work proactively with regional transit agencies to advocate for and incentivize development of shared-use mobility infrastructure to ensure that any new additions to the transportation network are aligned with the TMP.
- The City should lean into its partnership with private developers such as Merlone Geier to incorporate many of the design features of a central mobility hub into their plans for the redevelopment of Shoreline Place, reducing the City's investment and transforming the entire area to support car-free travel.

Transportation Master Plan Update

- As Shoreline continues with its TMP update, planners and policymakers should consider developing a land use code for mobility hubs. A comprehensive mobility hub policy should include criteria for site selection and evaluation as well as design standards that detail minimum features and amenities.
- Given the forecasted growth and changes to the built environment, the City should create a program to operationalize the multi-criteria mobility hub suitability matrix, allowing staff to add and test new potential locations and to modify existing ratings as additional information becomes available.
- When planning for mobility hubs in the TMP, the City should plan to use pilot programs to determine, monitor, and adjust which components make mobility hubs most successful in Shoreline before implementing them more widely.
- While mobility hubs are just one element within the Transportation Master Plan, the City should not expect residents to start using hubs just because they exist. We recommend that the City continue to prioritize improving, enhancing, or creating bike and pedestrian infrastructure – complete sidewalks, separate and protected bike lanes, and pedestrian-scale lighting – around proposed hub areas. Without this improved infrastructure, community members may not change their travel behaviors or attitudes, instead continuing to use personal vehicles.