

CITY OF SHORELINE

SHORELINE PLANNING COMMISSION MINUTES OF REGULAR MEETING

February 16, 2023
7:00 P.M.

Commissioners Present

Chair Pam Sager
Vice Chair Julius Rwamashongye
Commissioner Leslie Brinson (online)
Commissioner Janelle Callahan (online)
Commissioner Christopher Mosier

Staff Present

Andrew Bauer, Planning Manager
Steve Szafran, Senior Planner
Carla Hoekzema, Planning Commission Clerk
Julie Ainsworth-Taylor, Assistant City Attorney
(online)

Commissioner Absent:

Commissioner Mei-shiou Lin (excused)
Commissioner Andy Galuska (excused)

CALL TO ORDER

Chair Sager 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 February 2, 2023 were accepted as presented.

GENERAL PUBLIC COMMENT

Kathleen Russell, Shoreline resident, stated that Save Shoreline Trees values the opportunity to participate in local government. Prior to the February 2 meeting they provided information to the Planning Commission regarding cottage housing regulations and the protection of trees. In the letter

dated January 30 they referenced Ordinance 975 in effect as of November 28, 2022 in which the City Council directs, “Develop regulations to maintain and increase Shoreline’s urban tree canopy with the goal of encouraging tree retention and protection while also increasing housing opportunities and choice.” Currently there is a separate tree code for the seven multifamily business development zones where all the trees can be cut down. To balance this tree code, Save Shoreline Trees requests the Planning Commission to ask staff to provide a separate and reasonable tree code for residential zones. The existing tree code for residential zones on a flat parcel allows the removal of three trees per 7200 square feet plus one tree for each additional 7200 square feet plus the removal of 75% of the trees. Tree replacement for the non-exempt trees do not replace the benefits of established trees. Tree retention incentives were suggested by staff but developers do not seem to be interested in the incentives. She requested the Planning Commission ask staff to provide a compromise on the residential tree code.

STUDY ITEM: 2024 COMPREHENSIVE PLAN UPDATE: PUBLIC PARTICIPATION PLAN

Staff Presentation: Planning Manager Bauer shared the draft Public Participation Plan for the 2024 Comprehensive Plan update. He reviewed some background and gave an overview of the Comprehensive Plan. The strategy for the Public Participation Plan is on how to best engage the community with a focus on the members of the community who maybe haven’t been heard from in the past. Within the Plan there is a focus on equity and social justice. Key audiences include communities of color, low-income households, people who speak languages other than English, and native and indigenous people.

Public Participation Principles:

- Input matters and is a priority.
- Outreach and engagement need to occur early and regularly.
- Outreach and engagement will be equitable, transparent, and inclusive.
- Outreach should build partnerships and leverage existing relationships.
- Outreach includes following up with the community.

There are three overarching goals within the Plan:

1. Ensure members of the Shoreline community understand the purpose and importance of the Comprehensive Plan, as well as the project scope and schedule for the update.
2. Ensure members of the Shoreline community have meaningful opportunities to participate in the development of the Comprehensive Plan and understand how their input will shape City decision-making.
3. Ensure the City of Shoreline has the right information and context to inform the Comprehensive Plan through an equity lens and advance the larger equity and social justice goals of the City.

Community liaisons are individuals representing a particular community-based organization or group to advise and co-create engagement; identify/recruit liaisons; and establish new community partners. Planning Manager Bauer generally reviewed the public participation roadmap including tools and tactics staff plans to utilize. The Participation Plan will be presented to Council for potential adoption by Resolution on February 27. An online open house is planned to be held in April. Staff intends to be adaptable and nimble throughout the process.

Discussion:

Commissioner Rwamashongye referred to plans for web-based or online engagement/tactics. He suggested partnering with schools and having the kids do a project with parents to engage in a useful way that gathers input from the parents for the City.

Commissioner Mosier suggested also focusing on Shoreline Community College students for outreach.

Commissioner Callahan asked if community liaisons can be paid for their time and involvement. Planning Manager Bauer confirmed that the intention is to compensate individuals for their time and efforts since this would go above and beyond a typical engagement process.

Chair Sager thanked staff and stated she is feeling very hopeful. She asked if the community liaisons would only be people from the city or if some would also be from outside the city. Planning Manager Bauer did not think it would be limited just to Shoreline residents and business owners. He thought they would be open to using whoever would be most effective at reaching the groups, organizations, and individuals they want to reach. Chair Sager said she is eager to see how this plays out.

STUDY ITEM: JOINT MEETING WITH CITY COUNCIL – ANNUAL REPORT

Senior Planner Steve Szafran noted that the date for the joint meeting has been scheduled for May 8 at 5:45 p.m. prior to the Council’s regular meeting. Staff has prepared a draft letter in the Commission packet. This will be an opportunity to meet and talk informally with the Council without a set agenda.

Chair Sager said she would like the signature to either be hers on behalf of the entire Planning Commission or she would like the entire Planning Commission to sign it.

UNFINISHED BUSINESS

None

NEW BUSINESS

Commissioner Callahan referred to an email question they received about pedestrian safety on 15th and 14th. She asked if this got routed to the city’s traffic engineer. Mr. Szafran confirmed that he passed it onto the city traffic engineer. He indicated he would follow up to the Planning Commission with the response that was provided by the traffic engineer.

REPORTS OF COMMITTEES AND COMMISSIONER ANNOUNCEMENTS

None

AGENDA FOR NEXT MEETING

Staff reviewed the agenda for the next meeting which is scheduled for March 16. Staff is requesting that the March 2 meeting be cancelled. The Commission concurred with cancelling the March 2 meeting.

ADJOURNMENT

The meeting was adjourned at 7:28 p.m.


Pam Sager
Chair, Planning Commission


Carla Hoekzema
Clerk, Planning Commission