

CITY OF SEATAC PLANNING COMMISSION MEETING

Council Chambers, SeaTac City Hall, 4800 S. 188th Street October 15, 2019, 5:30 p.m.

MEETING AGENDA

- 1) Call to Order/Roll Call
- 2) Approval of the minutes of October 1, 2019 regular meeting (EXHIBIT A)
- 3) Public Comment on items <u>not</u> on the agenda. *Comments on agenda items will be taken after the staff presentation and Commission discussion on each item below.*
- 4) Concurrency Program Overview (EXHIBITS B & B1)
- 5) 2019 Comprehensive Plan Amendment Work Session (EXHIBIT C)
- 6) CED Director's Report
- 7) Planning Commission Comments (including suggestions for next meeting agenda)
- 8) Adjournment

Public Comments: Those who wish to make comment should sign up prior to the meeting. Individual comments shall be limited to three (3) minutes. A representative speaking for a group of four or more persons in attendance shall be limited to ten (10) minutes. When recognized by the Chair, please come to the podium, state your name, and make your comment.

A quorum of the City Council may be present. All Commission meetings are open to the public.

The Planning Commission consists of seven members appointed by the Mayor and confirmed by the City Council. The Commission primarily considers plans and regulations relating to the physical development of the city, plus other matters as assigned. The Commission is an advisory body to the City Council.

CITY OF SEATAC PLANNING COMMISSION Minutes of October 1, 2019 Meeting

Members present: Chair Tejvir Basra, Vice Chair Brandon Pinto, Roxie Chapin, Jagtar

Saroya, Andrew Ried-Munro

Members absent: Tom Danztler; Leslie Baker (both excused)

Staff present: Planning Manager, Jennifer Kester; Senior Planner, Kate Kaehny, Senior

Planner, David Tomporowski, Senior Assistant City Attorney, Mark

Johnsen; Public Works Director, Will Appleton

1. Call to Order

Chair Basra called the meeting to order at 5:32 p.m.

2. Approval of minutes of September 17, 2019 regular meeting

Moved and seconded to approve the minutes as written; passed 5-0.

3. Public Comments

Cathy Boysen Heiberg, general manager of family properties owned since the early 1940s, asked if the Planning Commission packet included the draft Concurrency Administrative Guidelines and the memo from Public Works Director Will Appleton on the Road Design Manual. Staff responded that those were being reviewed by the Transportation and Public Works Committee of the Council and are not included in the Planning Commission packet. It was noted that Director Appleton was at the meeting to answer any Planning Commission questions.

4. 2019 Comprehensive Plan Amendment Work Session

Senior Planner Kate Kaehny provided a PowerPoint presentation on the overall project status and schedule. She noted that T-3, the PROS Plan Update, and T-4, the City Center Sub-Area Plan Update, have been withdrawn from the 2019 docket because the draft plans will not be ready in time to meet the 2019 schedule. These will continue into 2020.

Ms. Kaehny announced an open house on all amendments will occur on October 29, 2019 and the public hearing on all amendments will occur on November 5, 2019.

4a. Text Amendment T-1: Transportation Concurrency Policy Revisions

Senior Planner David Tomporowski provided a PowerPoint presentation on the amendment including the background, GMA requirements, purpose of the revisions, and overview of key policy changes being proposed. He noted that the Transportation and Public Works Committee of the Council had reviewed the proposed policy revisions on September 19, 2019 and supported them.

Chair Basra stated that he would like to look deeper into the proposal. The Commission agreed and Chair Basra opened public comments on the agenda item.

Earl Gipson asked that a project dry run/trial occur before the adoption of the proposed concurrency program so that there are no flaws in the system. He stated that he didn't think a project could be denied if concurrency was denied.

Cathy Boysen Heiberg asked Director Appleton questions about a statement in the Concurrency Guidelines that a portion of International Boulevard is a Highway of State Significance and therefore exemption from concurrency. Director Appleton requested Ms. Boysen Heiberg meet with him to go over her specific questions.

Director Appleton then spoke to the Commission. He stated that concurrency review currently occurs as part of SEPA, which can lead to inconsistent application depending on who holds the Public Works Director or CED Director positions. He said that this program, as proposed, provides consistency, predictability, and clarity for developers and will no longer be subject to a specific director. This program will provide multiple methods and approaches for developers to meet concurrency beyond widening an intersection. He stated that the Public Works Department is continuing with stakeholder meetings.

Earl Gipson commented that City should show the Commission that concurrency will not cost developers more money. He expressed concern about the proposed appeal process and the recourse provided to the developer in the guidelines

4b. Text Amendment T-2: Capital Facilities Plan Update

Senior Planner Kate Kaehny provided a PowerPoint presentation on the amendment summarizing the GMA requirements, current adopted Level of Service (LOS) standards, and proposed updates. With no Commission comments or questions, Chair Basra opened public comments on the agenda item.

Councilmember Pam Fernald asked if the level of service requirements applied to private developments. Staff answered no.

Terri Sankey asked if the figures in the amendments include North SeaTac Park. Staff answered yes.

Ms. Sankey also asked if the Commission was aware that the Port of Seattle wants to create a surface parking lot within North SeaTac park. The Commission asked staff for more information. Planning Manager Jennifer Kester said staff was aware of the parking lot proposal; it was part of the Airport's proposed Sustainable Airport Master Plan. Staff has provided SEPA comments on the plan and would find a time to brief the Commission on the matter at a future meeting.

4c. Map Amendment M-3: Potential Rezone of Military Rd S, North End

Senior Assistant City Attorney Mark Johnsen noted that Chair Basra had previously recused himself from this amendment and will not be participating in the discussion tonight. Chair Basra stayed at the dais to run the meeting.

Senior Planner Kate Kaehny provided a PowerPoint presentation summarizing the September 23, 2019 community meeting, noting that approximately 50 community members attended and the packet includes public comments received. Ms. Kaehny went over the City's evaluation criteria

for map amendments and staff's initial finding on infrastructure and access, neighboring uses and zoning, topography and environmentally critical areas, and existing vacant land. She reviewed the options under consideration for the Commission: 1) Should the land use designation and zoning for M-3 change? Yes or No and, 2) If Yes, which land use designation and zone should be proposed and where should the boundaries be located. Ms. Kaehny explained the Commission the uses, maximum building heights, and maximum density allowed in existing zoning and potential zoning.

Commissioner Chapin asked how many attended the community meeting and how the amendment was received by the community members. Ms. Kaehny said about 50 people attended and the amendment was not well received.

Commissioner Chapin asked how the community concerns will be addressed and when will the PED Committee review the amendment. Ms. Kester stated that staff will be creating a frequently asked questions sheet to answer specific fact-based questions and that the PED will review the amendment after the Planning Commission makes its recommendation.

With no more Commission comments or questions, Chair Basra opened public comments on the agenda item.

Earl Gipson said that the meeting was not well received by the community members.

Terry Sankey, who worked on City incorporation and lives in the M-3 area, said the community meeting was not well received. She said it was a matter of trust between the City and the homeowners. She stated that the chair of the commission is the son of a developer wanting to build in the M-3 area and that was a conflict of interest and the chair should not be at this meeting. She was concerned that the letter sent to the community announcing the meeting did not include high density residential was a potential zone and asked that a new letter be sent to the community. Ms. Sankey said that there were no retail businesses in the area and the business use on the east side of Military Road S is a medical office with limited public access. She wants the zoning to stay single-family, as do her neighbors.

Donna Thomas was overwhelmed by the 3-month rush to push the amendment through and how the City could consider the desires of a purchaser of a single property over the community's. She stated there was no infrastructure, no groceries, and no businesses in the area to support the amendment. She was concerned with the addition of high density residential as a potential zone. She asked for a City-wide vote on the amendment and asked the Planning Commission to cancel the amendment if no vote will be taken.

Jeanne McDonald, who lives across from the proposed area, said that Jag Basra and Councilmember Forschler spoke to her at the community meeting and indicated they wanted high density housing with retail in the area. She is not in favor of that type of development. She would like to live in a single-family neighborhood.

Councilmember Fernald stated that at a recent Council Meeting a petition had been submitted on this topic and she would like the petition included in the comment packet.

Councilmember Stan Tombs asked how many property owners were mailed notice of the meeting and how many comments were received. Ms. Kaehny said about 250 properties were mailed and about 22 comments received.

Commissioner Chapin asked if Tukwila staff was aware of the proposal and Ms. Kaehny answered yes.

Ms. Kaehny concluded this topic by reviewing the next steps and related meeting dates.

5. City Center Plan Update Phase 1: Project Status

Senior Planner Kate Kaehny reviewed the memo that was in the packet. She noted the consultant's recent stakeholder interviews and briefings along with focus group with airport workers. She announced the October 23rd Community Visioning Meeting at McMicken Elementary School. With no Commission comments or questions, Chair Basra opened public comments on the agenda item.

Earl Gipson asked what staff meant by "other processes" that are occurring. Ms. Kaehny stated that they were one-on-one meetings and phone calls.

6. Director's Report

CED Director Steve Pilcher was on vacation. Ms. Kester noted that due to the technical comments received from the wireless carriers and emerging technology related to 5G deployment, the public hearing on the Wireless Communication Facilities Update scheduled for October 15, 2019 has been postponed to a future date. She will talk with Director Pilcher on a briefing about the Airport's Sustainable Airport Master Plan. She noted that planning staff is working on housekeeping code amendments that will be presented to the Commission late this year or early next year.

7. Commissioners' Comments

Commissioner Andrew Ried-Munro thanked the public for coming and providing comments on the M-3 map amendment.

8. Adjournment

There being no further business, the meeting adjourned at 6:52 p.m.



MEMORANDUM

To: Planning Commission

Through: David Tomporowski, Senior Planner

CC: Steve Pilcher, CED Director; Jennifer Kester, Planning Manager; Kate Kaehny,

Senior Planner

From: William Appleton, Public Works Director

Date: October 15, 2019

Re: Concurrency Presentation

Purpose:

The Commission previously heard about concurrency during its last meeting on October 1, 2019. Senior Planner David Tomporowski presented Comprehensive Plan Amendment T-1 language, which supports the establishment of a transportation concurrency program in the City. At that time, the Commission requested some time to look over the language and better understand the driving force behind the amendment: the concurrency program itself.

This presentation is a follow-up to that discussion. Public Works Director William Appleton will provide a formal presentation on the City's proposed concurrency program. The concurrency program itself is being reviewed by the Transportation and Public Works Committee, and therefore, this information is presented to the Commission only as background – to better inform the members on the need and context for the T-1 Comprehensive Plan amendment policy language.

After reviewing the Comprehensive Plan Amendment T-1 language and hearing the presentation from Mr. Appleton, staff requests from the Commission any direction they would like to provide regarding the policy language ahead of the October 29, 2019 public open house on the Comprehensive Plan amendments, and the November 5, 2019 Planning Commission public hearing on the Comprehensive Plan amendments.

Attached is the proposed changes to the Comprehensive Plan Policy 4.2A.

Transportation Element: T-1: Transportation Concurrency

Arterial Streets and Highways

GOAL 4.2

Develop and maintain an arterial street and highway system that reduces the adverse impact of regional and airport traffic on City arterials, and cost-effectively improves safety for all travel modes, manages congestion to reduce delays and the impacts of traffic diverting through neighborhoods, and enhances the look and feel of the City.

Development of the street and highway system focuses on reducing the adverse impacts of regional traffic and airport-related traffic passing through the community. In addition, the Transportation Element focuses on street system projects and programs that will improve the safety of all modes, reduce the impacts of congestion along the arterial system, support economic growth and development of the Urban Center, and improve the overall look and feel of the City's street system to enhance livability. The Growth Management Act (GMA) requires that transportation system improvements must be concurrent with growth, which requires that the key multi-modal improvements are funded and implemented in a timely manner or that strategies must be in place to provide these improvements within six years.

Policy 4.2A

Following the adoption of the City's Transportation Master Plan in 2015, the City initiated an effort to revise its concurrency program and level of service standards. The City determined that two components were important to defining the adequacy of its transportation system. The first was the ability to maintain reasonable travel speeds along major corridors serving traffic within the City. The second component is providing adequate multimodal facilities, measured in the degree of network completeness, for the planned pedestrian and bicycle networks as defined in the City's adopted Transportation Master Plan.

To accommodate these two objectives, the City has adopted a level of service standard for concurrency measured based on vehicle trips available (VTA). These guidelines will be reassessed on a regular basis and may be updated based on new analytical tools or methods. This standard assesses the adequacy of the transportation system for new development by calculating vehicle trips available by corridor for transportation concurrency evaluations based on a minimum allowed travel speed augmented with trip credits associated with non-motorized network completeness. As required by GMA, new development will be prohibited unless vehicle trips are available, or transportation system improvements are made concurrent with the development.



Level of service (LOS) is a quantitative measure of the performance of the transportation system. LOS can be assesed for various travel modes. LOS A represents the best operating conditions and LOS F represents the worst.

Corridor Travel Speed: The City of SeaTac has identified the weekday PM peak hour travel speeds along key corridor segments as being critical to maintaining the adequacy of its transportation system. Corridor level of service is based on average travel speed through a corridor, which factor the total travel time and delays at the intersections within and at the end of each segment. The minimum average travel speed for each corridor is LOS E based on parameters for the Urban Street Class (Class IV) per the latest edition of the Highway Capacity Manual (HCM). Availability of vehicle trips is based on the minimum average travel speeds in these corridors during the PM peak hour (4-6pm). Map 4.1 Concurrency Corridors[DT1] shows the defined corridor segments.

Non-motorized System Completeness: The City has defined three non-motorized districts as shown in Map 4.2 Concurrency Districts[DT2]. The percent complete metric is calculated from an inventory of completed bicycle and pedestrian facilities divided by the planned bicycle and pedestrian networks adopted in the Transportation Master Plan, calculated separately for each district. As the adopted bicycle and pedestrian systems are implemented and the non-motorized network becomes more complete, a small portion of trips will shift from vehicle modes to non-vehicle modes. This reduces the background vehicle trips on the corridor, and for the purposes of concurrency standards, appears as a vehicle trip credit within each of the concurrency corridors.

Concurrency LOS Standard: The Level of Service standard is met if vehicle trips available (VTA) are greater than zero for each designated concurrency corridor as identified on Map 4.1 Concurrency Corridors[DT3].

Policy 4.2A

Establish an acceptable level of service (LOS) standard of:

- Adopted state and regional level of service standards for state highways.
- LOS E or better for principal and minor arterial intersections and roadways.
- LOS D or better for collector arterials and lower classification streets.
- Using state and regional guidance, exceptions may be allowed to the LOS E standard along principal and minor arterials if future improvements are included in the City's adopted Transportation Element and regional transportation plans. Exceptions to the standards should be reflective of acceptable traffic engineering methodologies
- The City should also provide exceptions where the City determines improvements beyond those identified in the Transportation Element are not desirable, feasible, or cost-effective.

The Transportation
 Element recognizes
 needed exceptions to
 the level of service
 policy (LOS E standard)
 for principal and minor
 arterial intersections at
 the following locations:

S. 188th

Boulevard,

Street/International

— S. 200th Street/International Boulevard, — S. 170th Street/International Boulevard,

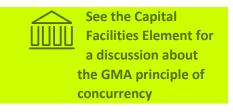
- -SR 518 Westbound Off-ramp/S. 154th Street.
- Consider establishing a multi-modal level of service standard tailored to SeaTac's conditions.

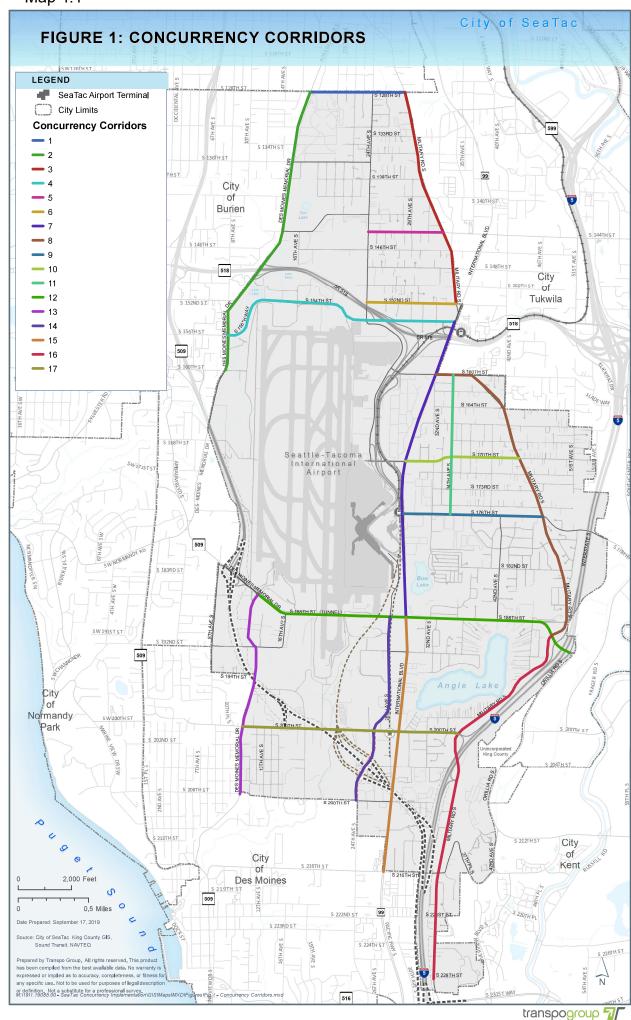
LOS E/F is defined as the operational capacity of a roadway or intersection. The LOS D or better goal for collector arterials and lower classification streets acknowledges the desire to minimize the use of these facilities by through traffic. The exceptions to the LOS E standard on minor and principal arterials reflect that the City has developed the plan for the multimodal transportation system based on significant growth and supports the use of transit, transportation demand management, and non-motorized travel. Congested (LOS E/F) conditions already exist along some of the principal arterials. Due to the time lag in implementing major projects, the City plans to continue to allow developments that are consistent with the development assumptions of the Comprehensive Plan to proceed subject to the approval of the City's Community and Economic Development Director. The City's Community and Economic Development Director will review the development application to determine that the City's goals related to transportation safety, operations, and multi-modal connectivity will be met. The Community and Economic Development Director will recommend appropriate mitigation to reduce the transportation impacts of the project under the State Environmental Policy Act (SEPA).

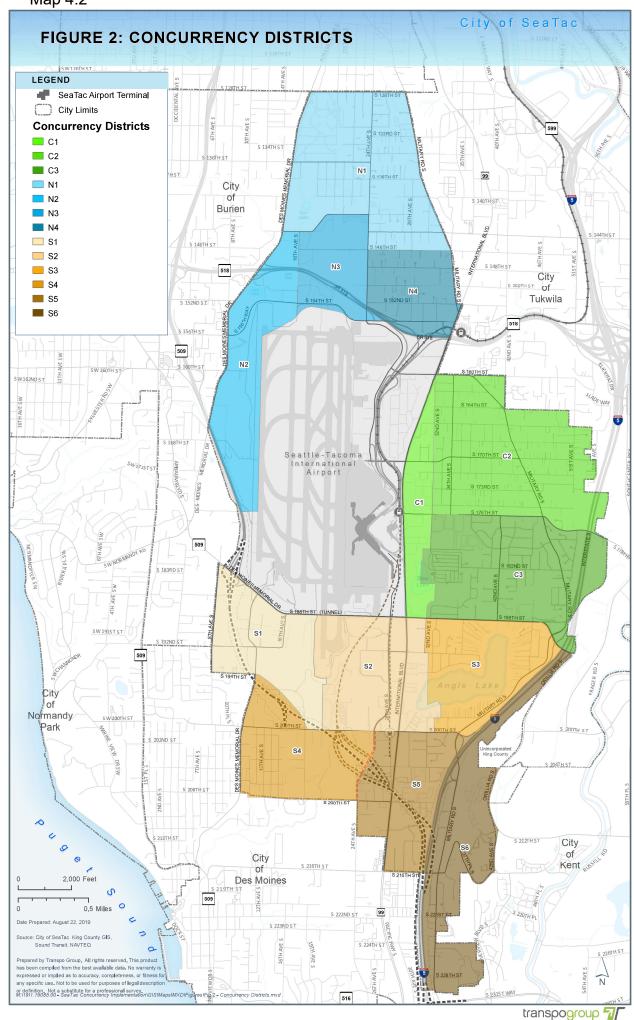
The Growth Management Act (GMA) requires that a level of service (LOS) standard be established for locally owned arterials and transit routes. Traditional traffic engineering analyses focus LOS discussions primarily on automobile delays and/or throughput without regard to other transportation modes, such as transit, walking or bicycling. Cities in Washington and other parts of the country have recently begun moving toward adopting multi-modal LOS analyses and standards that account for all trips that occur in the right of way. This type of analysis meets the GMA's concurrency requirements. However, the City of SeaTac has chosen to continue to measure LOS for arterials using standard traffic operations methods from the Highway Capacity Manual based on automobiles. However, as discussed in other sections of the Transportation Element, the

City is prioritizing improvements that enhance non-motorized transportation and transit. While not the basis of the LOS standards, the City's goals and policies support a full, integrated transportation system that includes nonmotorized modes and a range of transit services and facilities.

Policy 4.2B
Permit development that is consistent with the 2035 land use/development assumptions provided that the transportation system operates within the adopted level of service standard as stated in Policy 4.2A. The developments should incorporate the noted design and improvement provisions of the adopted subarea plans.







LOs standards affect the following City processes:

Table 5.1. LOS standards' effect on City processes					
Category	Development permit process	annual budgeting process	Capital Facilities plan	Comprehensive plan	
1. Public facilities owned or operated by the City to which a "no new development" trigger will apply if the LOs is not achieved.			•		
Other public facilities owned or operated by the City.			•		
3. Public facilities owned or operated by non-City jurisdictions that must be adequate and available to serve development.	•				
4. Other public facilities owned or operated by non-City jurisdictions.				•	

Policy 5.1b

Set the LOS standards as follows:

Category 1: City-owned and/or operated facilities to which concurrency will be a test for new development.

- City Arterial Roads: LOS EALOS D; certain intersections LOS F
- Stormwater Management: Adequate capacity to mitigate flow and water quality impacts as required by the adopted Surface Water Design Manual.

Category 2: City-owned/operated facilities to which concurrency will not be a test for new development.

- City Hall: 256 gross sq. ft. per employee
- Community Center: 1,020 sq. ft. per 1,000 population



2019 Comprehensive Plan Amendment Process Completion of

Completion of Final Docket Review



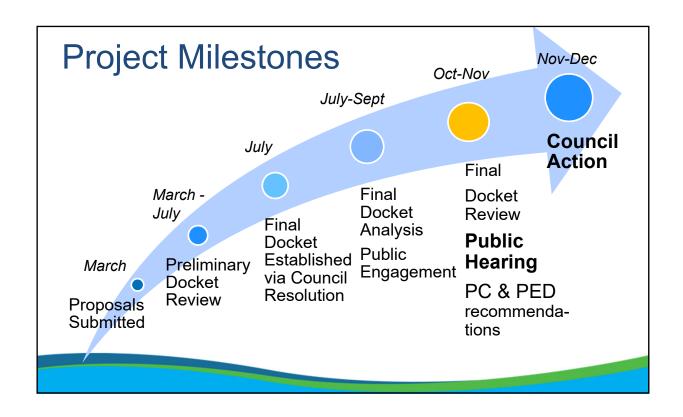
Planning Commission October 15, 2019

Purpose of Briefing

Main Purpose:

To complete Commission's review of all Text & Map Amendment Proposals before 11/5 Public Hearing.

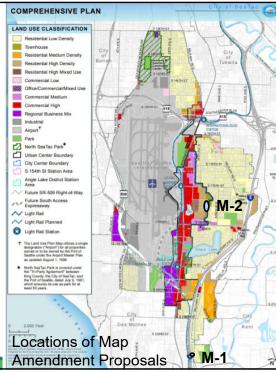
- To ensure full review of proposals, including any new information since last review
- To provide initial findings from staff evaluation of proposals using Comprehensive Plan Amendment criteria



Map Amendment Proposals

M-1	WSDOT/Poulsbo RV Comprehensive Plan Map
	Amendment & Concurrent Rezone
M-2	Bow Lake Mobile Home Park Comprehensive Plan Map
	Amendment & Concurrent Rezone
M-3	Military Road S – North End Comprehensive Plan Map
	Amendment & Concurrent Rezone – Withdrawn at
	10/10/2019 Special Council Meeting
M-7	Routine Comp Plan Map Updates
	- Map 9.1: Wetlands & Streams Map





Map Amendment Proposal M-1

M-1: WSDOT/Poulsbo RV Map Amendment & Concurrent Rezone

Proposal: To change land use designation and zone of one parcel as part of SR509 extension mitigation process.

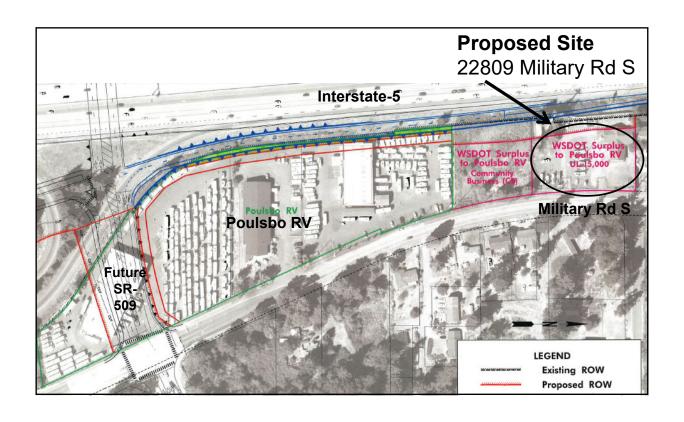
Proponent: WSDOT

Location: 22809 Military Rd S

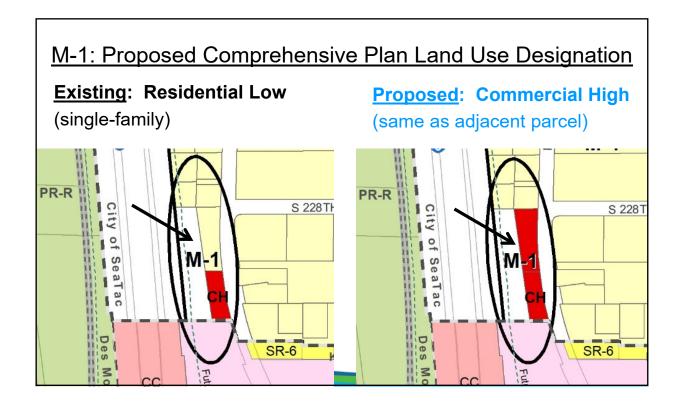
From: Residential Low Density (UL-15,000 zone)

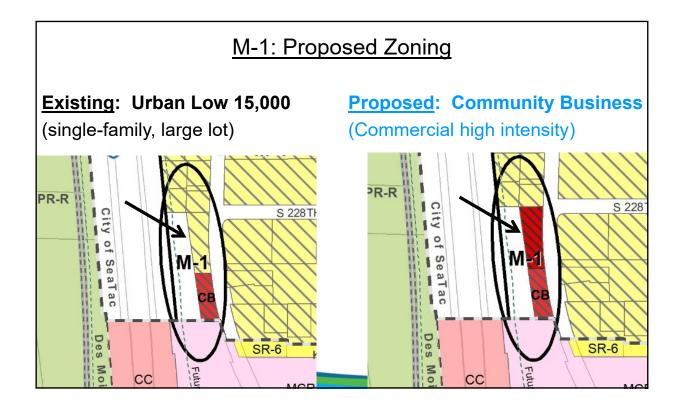
To: Commercial High (CB zone)





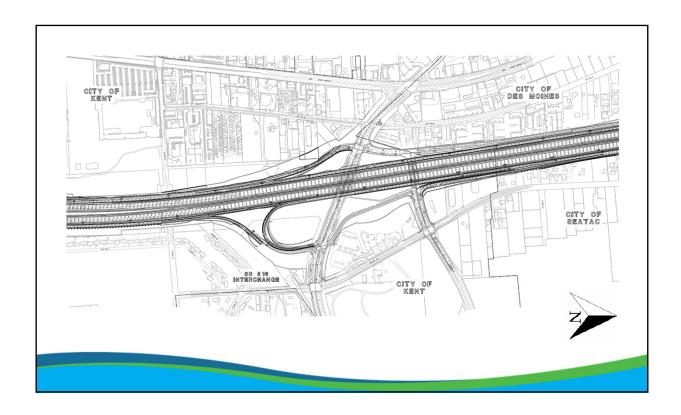






M-1: Additional Information since Preliminary Docket

- Potential impacts to:
 - Adjacent Area
 - Sewer & Water
 - Traffic
- 509 Extension



M-1: Proposal Meets Land Use Designation Criteria?

Commercial High Criteria

- Existing Land Uses/Locations: Areas are generally characterized by previously developed high intensity commercial or industrial uses and are in locations that provide a transition between industrial or high intensity commercial areas and less intensive commercial, mixed use or residential zones.
- <u>Access</u>: Properties are located along principal or minor arterial streets.
- Environmentally Critical Areas: Areas should be free of or must be capable of appropriately accommodating environmentally critical areas.

M-1: Proposal Meets Final Docket Criteria	? Preliminary Findings
1) Is proposal a result of changed circumstance of information?	yes, staff
2) Consistent with Comprehensive Plan - Including population & employment targets	analysis still in progress.
3) Concurrency requirements met/No adverse imp	
4a) Change in Condition:- Conditions changed since property given its present designation	on
4b) Proposal Identifies Anticipated Impacts to Geographic Area	
4c) Compatibility with Adjacent Uses	

Planning Commission questions and comments on M-1

Key Input Needed from PC:

- 1) Is the description of the proposal clear?
- 2) Do you need additional information before 11/5 Public Hearing?
- 3) Any other questions?

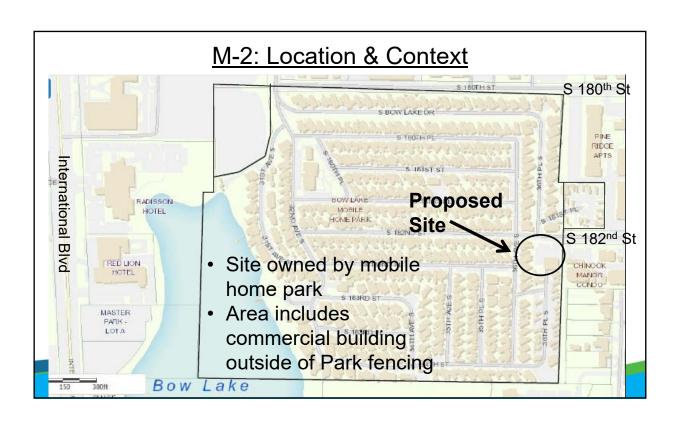
Public Comment on Map Amendment M-1

Map Amendment Proposal M-2

M-2: Bow Lake Mobile Home Park Map Amendment & Concurrent Rezone

Proposal: To change the land use designation and zone of a portion of a parcel to allow for the expansion of new mobile home pads and/or RV parking.

- Proponent: CPI Bow Lake Estates Owner, LLC
- Location: Portion of 3615 S 182nd
- From: Commercial Low (NB zone)
- **To**: Residential High (UH-900 zone)

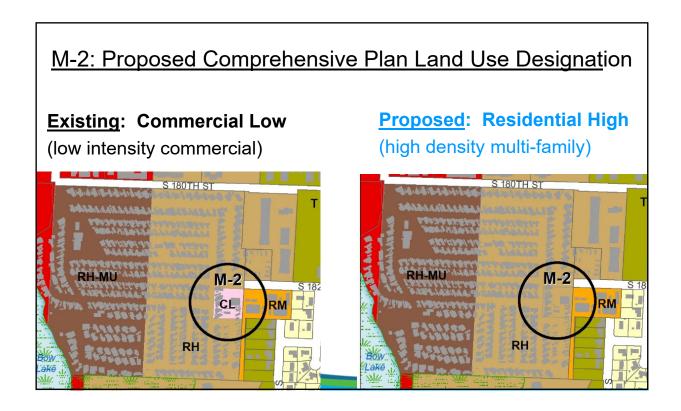


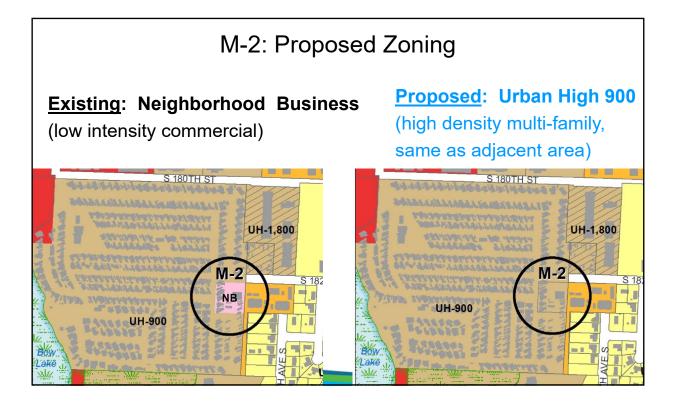












M-2 Additional Information Since Preliminary Docket

Traffic projected to be decreased

- Per ITE Trip Generation Manual:
 - Current NB Zone commercial development generates 8-31 peak hour trips.
 - UH-900 Zone development would generate 12 peak hour trips.

Site is served by sewer (Midway Sewer District)
Site is served by a public water system (Highline Water District)

M-2: Proposal Meets Land Use Designation Criteria?

Residential High Density Criteria

- Existing Land Uses/Locations: Areas that provide a transition between low to moderate density residential uses and higher intensity mixed use or commercial areas.
- <u>Access</u>: Areas are located adjacent to arterial streets and are near transit and employment and/or commercial areas.
- Environmentally Critical Areas: Areas should be free of or must be capable of appropriately accommodating environmentally critical areas.





M-2: Proposal Meets Final Docket Criteria?	Preliminary Findings
Is proposal a result of changed circumstance or new information?	Generally yes, Staff review is still in progress.
2) Consistent with Comprehensive Plan - Including population & employment targets	. 0
3) Concurrency requirements met/No adverse impacts	
4a) Change in Condition:- Conditions changed since property given its present designation	
4b) Proposal Identifies Anticipated Impacts to Geographic Area	
4c) Compatibility with Adjacent Uses	

Planning Commission questions and comments on M-2

Key Input Needed from PC:

- 1) Is the description of the proposal clear?
- 2) Do you need additional information before 11/5 Public Hearing?
- 3) Any other questions?

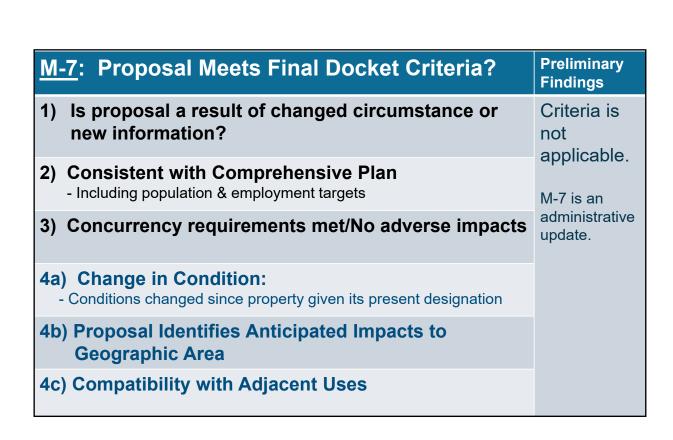
Public Comment on Map Amendment M-2

Map Amendment Proposals

M-7: Routine Comprehensive Plan Map Updates

Proposal: To update the Map 9.1: Wetlands & Streams Map with any new King County data compiled since 2017.

• **Proponent:** City



Planning Commission questions and comments on M-7

Key Input Needed from PC:

- 1) Is the description of the proposal clear?
- 2) Do you need additional information before 11/5 Public Hearing?
- 3) Any other questions?

Public Comment on Map Amendment M-7

Text Amendment Proposals		Proponent
T-1	Transportation Concurrency Revisions	Public Works
	- PC review 10/1 and 10/15	Department
T-2	Capital Facilities Plan Update	Planning
	- PC reviewed 10/1	Division
T-3	PROS (Parks, Recreation & Open Space) Plan	Parks
	Update	Department
	- Withdrawn because of project timing	
T-4	City Center Sub-Area Plan Update: Phase 1	Planning
	Preliminary Urban Design Framework	Division
	- Withdrawn because of project timing	

T-1 & T-2: Proposals Meet Final Docket Criteria?	Preliminary Findings
Is proposal a result of changed circumstance or new information?	Yes, the proposals meet or increase
Consistent with Comprehensive Plan Including population & employment targets	alignment with Criteria.
3) Concurrency requirements met/No adverse impacts	

Anticipated Next Steps for All Final Docket Proposals

October

- Staff analysis & environmental review
- 10/29: Open house on all proposals at City Hall

November

- 11/5: Public hearing
- 11/19: Planning Commission recommendation
- 11/21: PED Committee recommendation

December

12/10 Council action