



MEMORANDUM

COMMUNITY & ECONOMIC DEVELOPMENT

Date: June 26, 2013
To: Planning Commission
From: Steve Pilcher, AICP, Planning Manager
Subject: Upcoming Meeting – Tuesday, July 2, 2013

Agenda items for Tuesday's meeting are as follows:

1) Approve Minutes of June 18, 2013 Planning Commission Meeting (Exhibit A)

2) De-briefing on recent City Council retreat

Presenter:

Joe Scorcio, AICP, Community and Economic Development Director

Background:

The Council held its retreat on Friday, June 21st. The last part of the meeting was a joint meeting with the Commission regarding the proposed work program.

3) Adjustments to Planning Commission Work Plan (Exhibit B)

Presenters:

Joe Scorcio, AICP, Community and Economic Development Director
Steve Pilcher, AICP, Planning Manager

Background:

The proposed work plan (Exhibit B) was presented to the City Council at their retreat on June 21, 2013. Based upon Council feedback, some adjustments may be desirable.

Anticipated Schedule for this Item:

Finalize for presentation to Council at its July 9, 2013 meeting.

4) Discussion of other land-use related areas of city code (Exhibit C)

Presenters:

Joe Scorcio, AICP, Community and Economic Development Director
Steve Pilcher, AICP, Planning Manager

Review of a list of various sections of the City's Municipal Code that the Commission may wish to review whenever amendments are considered. (Exhibit C)

If you have any questions or comments about Tuesday's meeting, please feel free to call me at (206) 973-4750.

**CITY OF SEATAC
PLANNING COMMISSION MEETING**

Tuesday, July 2, 2013

**Council Chambers, SeaTac City Hall, 4800 S. 188th Street
5:30 p.m. to 7:00 p.m.**

MEETING AGENDA

1. Call to Order/Roll Call – 5:30 P.M.
2. Approve Minutes of June 18, 2013 Planning Commission Meeting – 5:30 P.M.to 5:35 P.M.
3. Old Business – 5:35 – 5:55
 - a. Adjustments to the Work Program/Timing of final recommendation to City Council
4. New Business – 5:55 P.M. to 6:40
 - a. De-brief on June 21st City Council Retreat
 - b. Initial discussion of other land-use related areas of city code
5. Detailed Commission Liaisons' Reports – 6:40 P.M. to 6:45 P.M.
6. Community & Economic Development Director's Report – 6:45 P.M. to 6:50 P.M.
7. Planning Commission Comments (*including suggestions for next meeting's agenda*) – 6:50 P.M. to 7:00 P.M.
8. Adjournment – 7:00 P.M.

CITY OF SEATAC
PLANNING COMMISSION

DRAFT
Minutes of June 18, 2013
Regular Meeting

Members Present: Daryl Tapio, Chairman; Roxie Chapin; Tom Dantzler; Jim Todd; Joe Adamack

Members Absent: None

Staff Present: Joe Scorcio, AICP, Community and Economic Development Director; Steve Pilcher, AICP, Planning Manager; Albert Torrico, Senior Planner; Don Robinett, Stormwater Compliance Manager

1. **Call to Order:**

Chairman Tapio called the meeting to order at 5:30 p.m.

2. **Approve Minutes of the June 4, 2013 Meeting:**

Moved and seconded to approve the minutes as presented. Approved 5-0.

3. **New Business:**

A. Briefing on Draft Surface Water Comprehensive Plan

Don Robinett, Stormwater Compliance Manager, provided the briefing, assisted by Rebecca Dugopolski of Herrera Environmental. Mr. Robinett noted that the word “comprehensive” was being dropped from the name of the plan to avoid confusion with the City’s overall comprehensive plan. He indicated that this evening’s meeting is part of the overall public involvement process, which has included a variety of techniques to solicit input. The plan will eventually be presented to the City Council for acceptance, after two additional briefings of the Council.

Mr. Robinett overviewed the City’s stormwater system, noting how it has transitioned over time from a focus of construction to maintenance and now, to upgrades. There have been significant projects the City has completed throughout the years, with the Des Moines Creek Basin improvements being the most significant. Those improvements have allowed for decreased requirements for individual private development projects.

The City will be subject to the Phase II NPDES (National Pollution Discharge Elimination System) permit. These requirements come from the Federal EPA through the State Department of Ecology. The City is part of a 23-member government coalition that is appealing aspects of the permit. Although the permit goes into effect in August 2013, not all requirements become mandatory at that time (i.e., use of LID techniques is not required until January 2017).

The Plan is primarily a programmatic document to guide the City's Surface Water Utility. It does establish the groundwork for a rate study that is scheduled to be completed this fall.

Commissioners requested there be some analysis of the impacts of the NPDES permit on private development. Mr. Robinett indicated he could return for a briefing on that topic at a future date.

Mr. Robinett noted that DOE has updated its stormwater manual and King County is in the process of updating its own, with completion expected in 2015.

Chairman Tapio noted the volume of materials that might apply makes adequate review difficult. He stated that the DOE manual is too rigid and that costs to comply are too high. He noted that the Surface Water Plan is not a regulatory document, but will form part of the basis for a rate study.

It was noted that while improvements have been made in the Des Moines Creek Basin, future development within the Green-Duwamish Basin could be more expensive. The City could look at projects that provide a similar benefit to properties in this area.

Mr. Robinett noted that one of the next steps to occur after the Plan is complete would be to draft code changes necessary to implement a private property drainage policy. While these policies have not traditionally been presented to the Commission, staff will plan to bring those as another briefing session in the next few months.

4. Old Business:

A. Review of Proposed Planning Commission Work Plan

CED Director Joe Scorcio and Planning Manager Steve Pilcher presented the work plan. They noted the format had been changed to present the document in a table, rather than narrative form. After review, the Commission approved the work plan by consensus.

5. Community & Economic Development Director's Report:

Joe Scorcio advised the Commission that the City Council retreat is on Friday at Cedarbrook Lodge, with their discussion with the Commission scheduled to occur at 5:30 p.m. The primary focus of discussion will be the Commission's work plan.

There was discussion of how to accomplish the Zoning Code update in 18months. Chairman Tapio suggested using small groups (3-5 people) to focus on specific areas. Director Scorcio noted the City could consider expanding the size of the Planning Commission.

6. Planning Commission Comments

There was discussion regarding what equipment (projectors, etc.) might be available at the retreat.

Staff inquired whether the Commission wished to meet during the month of August. By consensus, it was agreed to not meet during that month.

7. Adjournment:

By consensus of the Commission, the meeting was adjourned at 7:30 p.m.

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**DRAFT PLANNING COMMISSION WORK PLAN
2013-2014**

**EXHIBIT "B"
DATE: 07.02.2013**

WORK ITEM	2012 – June 2013	July – Dec 2013	Jan – June 2014	July – Dec 2014
Annual Comprehensive Plan Amendments	<ul style="list-style-type: none"> Made recommendations on 2012 final docket Made recommendations for items to be included on 2013 docket 	<ul style="list-style-type: none"> Make recommendations on 2013 final docket 	<ul style="list-style-type: none"> Make recommendations for items to be included on 2014 docket 	<ul style="list-style-type: none"> Make recommendations on 2014 final docket
GMA-mandated Comprehensive Plan update	NA	NA	<ul style="list-style-type: none"> Review new growth forecasts Review updated Utilities Element Review updated Housing Element Review policies to address greenhouse gas emissions; climate change; healthy environment; physical activity; safety (CC Goal) 	<ul style="list-style-type: none"> Review updated Transportation Element Incorporate Safe & Complete Streets and Access to Corner Stores Policies (CC Goal) Public hearings on all amendments Make recommendations on all proposed amendments
Sub-Area Plans		Angle Lake Station Area Plan (CC Goal) <ul style="list-style-type: none"> Progress briefings 	Angle Lake Station Area Plan (CC Goal) <ul style="list-style-type: none"> Public involvement program Prepare draft plan CTG Grants: <ul style="list-style-type: none"> Community Engagement Process Pedestrian/Nonmotorized options 	Angle Lake Station Area Plan (CC Goal) <ul style="list-style-type: none"> Public hearings Make recommendation
Area-wide Rezones		Interim Zoning for Angle Lake Station Area (CC Goal) <ul style="list-style-type: none"> Review proposal Public hearing Make recommendation 		

**DRAFT PLANNING COMMISSION WORK PLAN
2013-2014**

**EXHIBIT "B"
DATE: 07.02.2013**

WORK ITEM	2012 – June 2013	July – Dec 2013	Jan – June 2014	July – Dec 2014
Major Zoning Code Update (incl. Park'n'Fly Code)	On hold	Council-Commission discussion <ul style="list-style-type: none"> • Prioritized list • Process & schedule • Plan of action 	TBD – as directed by Council	TBD – as directed by Council
Code Amendments	<ul style="list-style-type: none"> • City Center Park'n'Fly Code • Hotels in the UH Zone • I-Codes (Building & Fire) adoption 	TBD – as directed by Council	TBD – as directed b Council	TBD – as directed by Council
Review of other proposals	<ul style="list-style-type: none"> • 10-yr Transportation Improvement Program (TIP) • Surface Water Plan briefing 	<ul style="list-style-type: none"> • 154th St. Station Area ULI TAP (CC Goal) 	TBD – as directed by Council	TBD – as directed by Council
Planning Commission suggested projects		<ul style="list-style-type: none"> • Review existing and develop an improved public involvement process for proposed changes to policies, regulations and procedures, to ensure better analysis 	<ul style="list-style-type: none"> • Review existing and identify possible amendments to other areas in the Municipal Code that impact development (i.e., road standards, drainage, etc.) 	TBD – in consultation with Council

**SECTIONS OF SEA TAC MUNICIPAL CODE
RELATED TO THE BUILT ENVIRONMENT AND/OR DEVELOPMENT**

1. SMC 7.15 Property Maintenance – includes storage of materials
2. SMC 8.05.360 Noise – addresses allowable hours of work on construction sites
3. SMC 11.05 Road standards – establishes standards for developing new roads within plats
4. SMC 11.10 Right-of-way use – addresses all work performed within public rights of way
5. SMC 11.15 Transportation Impact Fees
6. SMC 12.10 Surface and Storm Water Management – applies to new development projects
7. Title 13 Buildings and Construction – adopts the International Codes and local amendments; includes Sound Transmission Code and recycling space requirements
8. Title 14 Subdivisions
9. Title 15 Zoning
10. Title 16 Development Code Administration
11. Title 17 CPTED
12. Title 18 Shorelines Management Regulations

EXISTING SMC 2.15 LANGUAGE:

2.15.120 Development regulations.

The Planning Commission shall recommend to the City Council such development regulations which may be deemed necessary, but which shall be consistent with and shall implement the Comprehensive Plan, to include the following:

- A. Amendments to the Environmental Code, Chapter [16A.23](#) SMC;
- B. Amendments to the Subdivision Code, SMC Title [14](#);
- C. Amendments to the Zoning Code, SMC Title [15](#), or the Official Zoning Map;
- D. Individual or City-wide rezones initiated by the City;
- E. Amendments to the Development Review Code, SMC Title [16A](#);
- F. Hearing applications for special district overlays as area zoning is adopted in conjunction with amendments to the Comprehensive Plan, pursuant to SMC [15.28.070](#)(A);
- G. Holding of public hearings as required;
- H. Such other actions as may be requested or remanded by the City Council. (Ord. 03-1030 § 1: Ord. 02-1008 § 1: Ord. 98-1024 § 2: Ord. 90-1047 § 12)