



DATE: February 17, 2010

TO: Chair Sheffels and Members of the Planning Commission

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SUBJECT: Shoreline Master Program Update

This memorandum provides a briefing on the Shoreline Master Program Update project, including outreach work to coordinate with stakeholders and development of “working” draft. The memo is intended to keep the Commission informed of the project status and will not include review of new materials.

Outreach

A hallmark of the Update process has been a commitment to engage shoreline property owners and stakeholder groups in development of the Shoreline Master Program. As the Update has progressed, some shoreline property owners have requested time to make an extended presentation to the Planning Commission, noting that the five minute limit on public comments can make it difficult to present information in a coordinated and cohesive manner. What follows is a summary of staff efforts to coordinate with the shoreline property owners and respond to their request.

Staff contacted several community groups (see table below) with the offer to provide extended time with the Planning Commission. Three basic formats for making an extended presentation were offered:

(1) A group could invite commissioners to a meeting of its own, where the timing and format would be within control of the group. However, the Commission can’t legally meet as a full quorum outside of a formally announced Commission meeting. This format would likely limit attendance to a less-than-quorum number of commissioners.

(2) A group could request the opportunity to make an extended presentation at one of the regular Commission meetings. If that option was favored, and agreed to by the Commission, the meeting would need to follow the somewhat formal structure dictated by Planning Commission meeting rules. For example, materials would need to be provided ahead of time for printing in the packet, presenters would need to be approved by the chair ahead of time, and the chair would have ultimate control on time, questions asked, etc.

(3) A third, hybrid option, would be to set up a special meeting of the Commission. In the context of a special meeting, more flexibility could be allowed and thereby foster better interaction between a group and the Commission, while still meeting the public meetings requirements that must be met by the Commission. Such a meeting could be held in one of the meeting rooms at City Hall.

Each of these options has its own benefits and restrictions. Ultimately, if a group seeks an extended presentation with the Commission, whether as part of a regular meeting or a special meeting, the Commission members will need to provide direction as to what meeting format works best for them.

In addition to the offer for extended time with the Planning Commission, staff has continued to offer to be available for small group meetings to discuss specific issues and interests which will inform the Update. The following table details the groups contacted and their status/response to the opportunities to engage in the process:

Contacts	Status/ Response
<p>Washington Sensible Shorelines Association (WSSA) Comprehensive Planning Manager Paul Inghram talked with Diane Tebelius and Dallas Evans, both members of the Washington Sensible Shorelines Association, and Robert Thorpe and Charlie Klinge, who have been hired by the Association as shoreline consultants.</p>	<p>Ms. Tebelius indicated that the Association remains interested in making a presentation and expects that they might be ready to do so in the third week of March. At this point, we are waiting to hear more from the Washington Sensible Shorelines Association regarding when and how they would prefer to make a presentation to the Commission.</p>
<p>Phantom Lake Neighborhood Alfi and Bill Rahr Brian Parks</p>	<p>Declined offer to have separate presentation with the PC. Will be coordinating efforts with WSSA. Interest in meeting with staff after the PC specific presentation. Declined meeting with staff prior to PC presentation by WSSA.</p>
<p>Meydenbauer Bay Neighborhood Association Marv Peterson</p>	<p>Appreciated contact from staff. Requested to contact staff after January 20th. As of February 3rd staff had not heard back. Staff followed up with a message but has yet to receive any response.</p>
<p>Bayshore East Condos Betty Mastropolo</p>	<p>Group will prefer the third alternative. Unable to plan a date now, but possible in March. Requested to be contacted again after Feb. 16th to discuss an informal meeting with staff.</p>
<p>Meydenbauer Condos Elora Erickson</p>	<p>Contact forwarded information on to condo Board and asked them for comments. Their next meeting is February 23rd. Have not heard anything else to date.</p>
<p>Newport Shores Community Dick Haelsig Bill Price</p>	<p>Staff met with community representatives on February 5th. Community representatives did not feel the need to make an extended presentation to the PC. Staff will be attending a community meeting on March 9th to discuss the update and community interests. Prior to the meeting staff will meet with community representative near canals to discuss site specific issues.</p>

In addition to the shoreline property owner contacts, staff is scheduling follow-up outreach meetings with marina property stakeholders. These groups have been engaged in conversation with staff in the past and were interested in providing input and feedback on solutions that meet the marina operation needs as well as the goals and objectives of Shoreline Act.

SMP “Working” Draft

While staff has been actively engaging various stakeholders, staff has also been working with the city’s consultant to begin development of a first draft of the updated Shoreline Master Program. We are calling this a “working” draft to make it clear that this draft is not the draft which will be presented at the public hearing. This first “working” draft will be a combination of existing city adopted codes and sample language borrowed from other shoreline master programs as a means to provide a complete model of what the city’s new SMP might look like. While the city has invested time and energy into previously adopting some of the code language that will be included, the draft is not “frozen” but should be considered a starting point in a conversation which will happen over several meetings. The Commission may seek to modify, update or improve any of the sections. Some sections may require greater analysis and revision than others. This “working” draft will help us identify what sections will need the most attention and identify where community interest is greatest.

In anticipation of this next step in the process, staff is developing a series of topic and policy papers that will provide context and support meeting discussions on each topic. These will be provided as part of the agenda memos distributed before each meeting and will provide background and context prior to the topic discussion. During each meeting, staff will start by reviewing the WAC requirements and existing Bellevue rules and policies related to that subject or topic (i.e. setbacks and buffers). We will then present our findings on how other jurisdictions have addressed the subject and how the subject fits into the SMP working draft, and finally we will present options to the Commission on how the topic might be addressed when considering the information presented. The Commission will be asked to weigh the pros and cons of the information presented and provide feedback to staff that will be used to complete a draft for public hearing after workshops and Planning Commission presentations have concluded.

NEXT STEPS

Meeting in April to introduce the draft