Bellevue Planning Commission

Wednesday, April 23, 2014
6:30 to 10:00 p.m. ▪ ***Note location change***
Lake Hills Clubhouse ▪ 15230 Lake Hills Blvd, 98007

Agenda

6:30 p.m.	1.	**Call to Order** *Diane Tebelius, Chairperson*	
	2.	**Roll Call**	
	3.	**Public Comment*** *Limited to 5 minutes per person or 3 minutes if a public hearing has been held on your topic*	
	4.	**Approval of Agenda**	
	5.	**Communications from City Council, Community Council, Boards and Commissions**	
	6.	**Staff Reports** *Paul Inghram, Comprehensive Planning Manager*	
6:50 p.m.	7.	**Residential Room Rentals Speakers Panel** Hear from speakers regarding the issue of single family room rentals *Stephanie Walter, Spiritwood resident* *Chris Benis, Rental Housing Association of Washington* *Deric Gruen, Bellevue College* *David Hoffman (or designee), Master Builders Association*	
7:50 p.m.	8.	**Study Session** **A. Residential Room Rentals – Development of Permanent Regulations** – Review of code amendments related to single family rental housing *Mike Bergstrom, DSD*	Pg. 1
8:20 p.m.		***Break***	
8:30 p.m.		**B. Land Use Code Amendments Introduction** – Introduction of potential code amendments for the Camp and Conference Center designation and Land Use Code Cleanup amendments *Mike Bergstrom, DSD*	Pg. 15
9:00 p.m.		**C. Housing Element** – Continue review of potential policy amendments to the Comprehensive Plan's Housing Element *Janet Lewine, PCD; Arthur Sullivan, ARCH*	Pg. 59
9:30 p.m.	9.	**Committee Reports** *Downtown Livability*	

	10. **Other Business**
	11. **Public Comment*** - *Limited to 3 minutes per person*
	12. **Draft Minutes Review** • February 26, 2014 • March 12, 2014
	13. **Next Planning Commission Meeting – May 14** • Annual Comprehensive Plan amendments public hearing • Comprehensive Plan Update • Eastgate/I-90 Plan
10:00 p.m.	14. **Adjourn**

Agenda times are approximate

Planning Commission members

Diane Tebelius, Chair
Aaron Laing, Vice Chair
Hal Ferris
John Carlson
Jay Hamlin
Michelle Hilhorst
John deVadoss

John Stokes, Council Liaison

Staff contact:

Paul Inghram 452-4070
Michelle Luce 452-6931

** Unless there is a Public Hearing scheduled, "Public Comment" is the only opportunity for public participation.*

Wheelchair accessible. American Sign Language (ASL) interpretation available upon request. Please call at least 48 hours in advance. Assistance for the hearing impaired: dial 711 (TR).

City of Bellevue

MEMORANDUM

DATE: April 23, 2014

TO: Chair Tebelius and Members of the Planning Commission

FROM: Carol Helland, Land Use Director 452-2724
Mike Bergstrom, Principal Planner 452-2970
Development Services Department

SUBJECT: Residential Room Rentals – Development of Permanent Regulations

On April 23, 2014, staff will return to the Planning Commission for further discussion of permanent regulations addressing the rental of rooms in dwellings to multiple unrelated persons. This continues the discussion from your March 12 study session and is a step toward ultimately recommending permanent regulations to the City Council later this summer.

For the April 23 study session, staff will be joined by a panel of individuals who represent different interests in this issue. They include:

- Stephanie Walter, Spiritwood resident;
- Chris Benis, Rental Housing Association of Washington;
- Deric Gruen, Bellevue College; and
- David Hoffman (or designee), Master Builders Association.

The purpose in assembling this panel is to hear the variety of perspectives and concerns that accompany this issue in an efficient manner, and to generate ideas to explore solutions that are fair and equitable to renters and homeowners alike.

Discussion

The Planning Commission has been tasked by the City Council to develop narrowly-tailored permanent regulations addressing the issue of room rentals to multiple unrelated individuals. Currently, interim regulations are in place and those regulations are to serve as the starting point for the Commission's work (Attachment A). Those interim regulations contain the following features:

- They lower the number of unrelated people who can live together from 6 to 4;
- They clarify what constitutes "related persons" (in the definition of "family");
- They allow more than 4 unrelated people to live together if they can demonstrate that they operate in a manner "functionally equivalent" to a family;
- They clarify the definition of "boarding/rooming houses and bed and breakfasts"; and
- They provide for amortization of uses/leases that do not conform to the interim regulations.

To guide the Commission in its work Council has provided a set of principles to follow. These principles are contained in Attachment B, and are summarized as follows:

1. The emergency ordinance should be used as a starting point for this work;

2. Work should progress expeditiously; the goal is to develop permanent regulations by July 2014;
3. Amendments should be narrowly tailored to prevent conversion of single family homes to dormitory-like uses, and should seek to ensure:
   a. Impacts of unrelated renter are not greater than the impacts of related persons occupying a home;
   b. Single-family homes are not designed to support future conversion to dormitory-like uses;
   c. Impediments are not created that would limit access to fair housing choices for protected classes; and
   d. Tools to limit impacts are capable of being enforced.
4. City-wide impacts of the amendments should ensure that negative consequences on rental housing and appropriate housing design are minimized; and
5. Policy topics related to housing affordability and availability should not be undertaken as part of this effort.

With respect to item #5 above, the principles provided by Council anticipates that the following policy issues will be discussed as part of the Comprehensive Plan Update currently underway, and should not be included in the current effort to develop permanent regulations:

1. Placing limits on garage conversions for living space;
2. Adopting additional single room occupancy regulations;
3. Evaluating the appropriate role of detached accessory dwelling units in the provision of fair housing choices;
4. Evaluating the single family home definition to ensure that it is appropriately specific to foster development of desired housing options without encouraging the commercial use of housing in single family neighborhoods;
5. Addressing “apodments” and micro-housing development trends; and
6. Considering the role of rental registration and inspection program options as a viable enforcement strategy.

Panel Involvement

Panelists who have volunteered to participate in this effort include individuals who have legitimate, though different, perspectives on this matter. Between them, they can speak to the Commission about the need for rental housing, concerns and impacts of certain rentals, rental demand generation, possible regulatory solutions, and possible broader consequences of any new regulations.

Staff recommends that each panel member be allowed to address the Commission to present their perspective, followed by a discussion with the Commission. The intent is to foster a positive and balanced sharing of viewpoints and ideas that will contribute toward an effective solution.

To aid in this discussion, staff has reviewed other ordinances from around the region and the country to find out how other communities are addressing similar issues. While we have not discovered a perfect set of regulations, we have identified some components of different regulations that the panel and the Commission might want to consider exploring. It is likely that the panelists and the Commissioners will have additional ideas to consider. Following is a listing of code components that we have found:

- Number of unrelated persons allowed:
  - Varies from 2 to 6 or more
  - In one case, varies according to zone or land use district
  - In one case, varies according to geographic area of the community
- The concept of “functionally equivalent family” is used in some communities

- RPZs (Residential Parking Zones) have been used to limit number of vehicles per household that can park on the street (Note: Establishing an RPZ is not a Planning Commission function, but the Commission could recommend this to Council as part of your transmittal)
- Special approvals are sometimes required for a number of unrelated renters above a set threshold (e.g., in Bellevue this could be an Administrative Conditional Use approval)
- Although this was not found in other communities' regulations, a possible component might be to place the burden of code compliance on the landlord, in which case if a lease were terminated because it was found to be violative the landlord would be required to provide restitution to the impacted renters.

Some communities have also established garage conversion limits or conditions, and rental registration programs. While both of these are outside the scope of the Commission's task, the Commission could recommend to Council that these or similar measures be explored in addition to any permanent regulations ultimately developed by the Commission.

The ordinance establishing the permanent regulations may include revisions to existing definitions or other Land Use Code provisions or the development of new definitions or provisions. Attachment C contains related definitions and code provisions as they now exist in the Land Use Code and as they were amended by the interim regulations under Ordinance No. 6128. It should be noted that, if the interim regulations are allowed to lapse, any definitions or provisions revised by Ordinance No. 6128 would revert to their prior Land Use Code version.

Conclusion and Next Steps

By the end of the meeting, it is hoped that the Commission will be able to give staff direction on a draft ordinance to be considered at a future meeting. It is not expected that permanent regulations, in and of themselves, will address all of the concerns that have been raised. In addition to such regulations, the City will continue to educate the public on the regulations, investigate complaints, work with landlords, renters, and neighbors to resolve issues, and enforce the regulations when violations occur. As part of the Comprehensive Plan Update effort, additional measures will be discussed and explored.

The tentative schedule for completion of the permanent regulations is as follows:

May 28, 2014: Study session on draft ordinance.
July 9, 2014: Public hearing on proposed ordinance and recommendation to Council.
Late July – September (prior to September 23), 2014: Council adoption of permanent regulations.

Recommendation

At the completion of your April 23 study session, identify those components that you would like to have included in the draft ordinance, and direct staff to return with a draft ordinance for further discussion on May 28.

Attachments

A. Ordinance No. 6128
B. Principles to Guide Development of Permanent Rental Housing Regulations
C. Related Definitions and Code Provisions

1352-ORD
09/19/13

ORIGINAL

Attachment A

CITY OF BELLEVUE, WASHINGTON

ORDINANCE NO. 6128

AN ORDINANCE of the City of Bellevue, Washington, adopting interim official zoning controls to address impacts resulting from the rental of multiple rooms in single-family dwellings to unrelated individuals, by amending the definitions of "boarding house" and "family" and creating a new definition of "rooming house", for a period of six months, to be in effect while the City drafts, considers, holds hearings, and adopts permanent regulations, to be effective immediately upon adoption, scheduling a hearing on the maintenance of the interim zoning ordinance, providing for severability, and declaring an emergency.

WHEREAS, the Bellevue Comprehensive Plan seeks to maintain and strengthen the vitality, quality, and character of Bellevue's residential neighborhoods while providing housing choices and affordability; and

WHEREAS, the City of Bellevue has begun an update of its Comprehensive Plan as mandated by the Growth Management Act, and that update will include a broader evaluation of the community's housing policies, needs, and related issues; and

WHEREAS, the Bellevue City Council has recently heard numerous concerns from citizens about the rental of multiple rooms in single-family dwellings to unrelated individuals and under separate lease agreements, and the impacts of such rentals; and

WHEREAS, the concerns and impacts identified by citizens include the erosion of single-family neighborhood character, from a stable neighborhood character to one that is more transitory, increased density, declining property maintenance, and increased on-street parking, traffic, noise and instances of speeding, among others; and

WHEREAS, the Bellevue Land Use Code currently defines "family" as one or more persons (but not more than six unrelated persons) living together as a single housekeeping unit, but does not define "single housekeeping unit"; and

WHEREAS, the American Community Survey for 2007-2011 shows that the average single-family household size in Bellevue is 2.75 persons; and

WHEREAS, the Bellevue City Council has determined that this rental practice and its real and potential impacts threaten the vitality, quality, stability, and single-

family character of Bellevue's residential neighborhoods, and that emergency action is warranted to diminish this threat; and

WHEREAS, the adoption of the interim controls contained herein will address the immediate impacts resulting from the above-described rental practice, will protect the stability and character of Bellevue's single-family neighborhoods, and will provide an opportunity for the City to more fully research and develop appropriate long-term strategies; and

WHEREAS, the Bellevue City Council has determined that the termination of existing uses that do not conform to the interim controls by July 1, 2014, will fairly and reasonably balance the interests of property owners and users with the benefit to the public; and

WHEREAS, pursuant to WAC 197-11-880, actions that must be undertaken immediately or within a time too short to allow full compliance with the State Environmental Policy Act (SEPA), to avoid an imminent threat to public health or safety, to prevent an imminent danger to public or private property, or to prevent an imminent threat of serious environmental degradation, shall be exempt from the provisions of that Act (see also BCC 22.02.050); and

WHEREAS, pursuant to RCW 36.70A.390 a public hearing must be held within 60 days of the passage of this ordinance; and

WHEREAS, the potential adverse impacts upon the public safety, welfare, and peace, as outlined herein, justify the declaration of an emergency; now, therefore,

THE CITY COUNCIL OF THE CITY OF BELLEVUE, WASHINGTON, DOES ORDAIN AS FOLLOWS:

Section 1. Section 20.20.140 of the Bellevue Land Use Code is hereby amended to revise the general development requirements applicable to "Boarding Houses and bed and breakfasts," to read as follows:

20.20.140 Boarding/<u>rooming</u> houses and bed and breakfasts.
Boarding/<u>rooming</u> houses and bed and breakfasts require a Home Occupation Permit, Part 20.30N LUC, approval. In addition, not more than two rooms may be rented to not more than two persons other than those occupying a single-family dwelling, provided there is compliance with health and building code requirements. The owner of the rooms to be rented shall provide off-street parking for such rooms at the rate of at least one parking stall for each room.

Section 2. Section 20.20.700 of the Bellevue Land Use Code is hereby deleted.

Section 3. Section 20.50.012 of the Bellevue Land Use Code is hereby amended to revise the definition of "Boarding House," to read as follows:

20.50.012 B definitions.

Boarding/Rooming House. A dwelling in which ~~roomers and/or boarders~~ individuals unrelated to the owner are housed and/or fed for profit for any time period, including stays of 30 days or more. This definition includes, but is not limited to, Transient Lodging as defined in LUC 20.50.048. (Refer to ~~see~~ LUC 20.20.140 for General Development Requirements applicable to Boarding/Rooming House uses).

Section 4. Section 20.50.020 of the Bellevue Land Use Code is hereby amended to revise the definition of "Family," to read as follows:

20.50.020 F definitions.

Family. One or more adult persons related by blood, marriage, or legal adoption ~~(but not more than six unrelated persons)~~; or a group of not more than four unrelated adult persons living together ~~as a single housekeeping unit~~in a dwelling unit. A group of more than four unrelated adult persons living together in a dwelling unit may also be included within the definition of "Family" if they demonstrate to the Director that they operate in a manner that is functionally equivalent to a Family. Factors that shall be considered by the Director include whether the group of more than four unrelated persons:

a. Shares the entire dwelling unit or act as separate roomers;
b. Includes minor, dependent children regularly residing in the household;
c. Can produce proof of sharing expenses for food, rent, or ownership costs, utilities, and other household expenses;
d. Shares common ownership of furniture and appliances among the members of the household;
e. Constitutes a permanent living arrangement, and is not a framework for transient living;
f. Maintains a stable composition that does not change from year to year or within the year;
g. Is not a society, fraternity, sorority, lodge, organization or other group of students or other individuals where the common living arrangement or basis for the establishment of the housekeeping unit is temporary; or
h. Can demonstrate any other factors reasonably related to whether or not the group of persons is the functional equivalent of a family.

For purposes of this definition and notwithstanding any other provision of this Code, children with familial status within the meaning of Title 42 United States Code, Section 3602(k) and persons with handicaps within the meaning of Title 42 United States Code, Section 3602(h) will not be counted as unrelated persons.

Section 5. Amortization for Certain Nonconforming Uses. Notwithstanding Section 20.20.560 of the Bellevue Land Use Code, any use of a structure or of land which does not conform to the regulations of the district in which the use exists due to changes in the definition of "Boarding/Rooming House" in Section 20.50.012 and/or "Family" in Section 20.50.020, adopted on September 23, 2013, which use lawfully existed on the date such changes became effective, shall be discontinued by July 1, 2014.

Section 6. Duration and Scope of Interim Regulations. The interim regulations imposed by this ordinance shall become effective on the date herein, and shall continue in effect for an initial period of sixty (60) days, unless repealed, extended, or modified by the City Council after subsequent public hearings and the entry of additional findings of fact pursuant to RCW 35A.63.220.

Section 7. Public Hearing. Pursuant to RCW 35A.63.220 and RCW 36.70A.390, the City Council shall hold a public hearing on this ordinance within sixty (60) days of its adoption, or no later than November 22, 2013, so as to hear and consider public comment and testimony regarding this ordinance. Following such hearing, the City Council may adopt additional findings of fact, and may extend the interim regulations for a period of up to six (6) months. If a period of more than six months is required to complete consideration of any changes to city codes, the Council may adopt additional extensions after any required public hearing, pursuant to RCW 35A.63.220 and RCW 36.70A.390.

Section 8. Permanent Regulations. The City Council hereby directs the staff to develop for its review and adoption permanent regulations to adopt the interim regulations adopted herein, and to transmit this ordinance to the Washington State Department of Commerce as required by law.

Section 9. Severability. If any section, subsection, paragraph, sentence, clause, or phrase of this ordinance is declared unconstitutional or invalid for any reason, such decision shall not affect the validity of the remaining parts of this ordinance.

Section 10. Public Emergency. The City Council hereby finds and declares that a public emergency exists and that this ordinance is a public emergency ordinance necessary for the protection of the public health and safety and should, therefore, take effect upon adoption. The facts upon which this public emergency is based include all recitals set out in this ordinance as well as those facts contained in the legislative record.

Section 11. Effective Date. In accordance with RCW 35A.13.190, this ordinance, as a public emergency ordinance, shall take effect and be in force immediately upon adoption by a majority plus one of the City Council.

1352-ORD
09/19/13

ORIGINAL

PASSED by the City Council this 23rd day of September, 2013, and signed in authentication of its passage this 23rd day of September, 2013.

(SEAL)

Conrad Lee, Mayor

Approved as to form:

Lori M. Riordan, City Attorney

Attest:

Myrna L. Basich, City Clerk

Published September 26, 2013.

Attachment B

Approved by Council on November 4, 2013

Planning Commission Principles to Guide Development of Permanent Rental Housing Regulations

Issue Presented: Residents of the Spiritwood neighborhood have raised concerns about an emerging business model in their single family neighborhood where an ownership group is purchasing homes with the intention of renting out individual rooms under separate lease agreements. If this practice is not curtailed, impacts on neighborhood livability are anticipated to continue and to increase over time.

Emergency Action Taken: On September 23, the City Council adopted Ordinance No. 6128 as an emergency ordinance under the authority in Chapter 36.70A RCW and RCW 35A.13.190. This interim zoning control (1) deleted the general development regulations applicable to rooming houses; (2) clarified that boarding home performance criteria apply to rooming houses; (3) amended the definition of "Boarding House;" and (4) amended the definition of "Family" to address impacts resulting from the rental of multiple rooms in single family dwellings to unrelated individuals.

Work Program Item: The Planning Commission is being asked to develop narrowly tailored permanent amendments to the Land Use Code that address issues presented by the Spiritwood neighbors.

Principles to Guide the Planning Commission Work

1. The Council-adopted emergency ordinance should be used as a starting point for the Planning Commission work.
2. Work on the code amendment should progress expeditiously, with the goal of having permanent regulations in place by July 2014.
3. The recommended amendments should be narrowly tailored to prevent the conversion of single family homes to dormitory-like uses. With this goal in mind, the regulations should seek to ensure that:
    a. Impacts of unrelated persons occupying a rental house are not greater than the impacts associated with a group of related persons occupying a home.
    b. Single family homes are not designed to support future conversion to dormitory-like uses.
    c. Impediments are not created that would limit access to fair housing choices for protected classes of people.
    d. Tools to limit impacts are capable of being enforced.
4. City-wide impacts of the permanent amendments should be evaluated to ensure that negative consequences on rental housing and appropriate housing design are minimized.
5. Work on the rental housing amendment should not be undertaken in a manner that will delay final completion of the Shoreline Master Program Update, and the City Council will consider extensions to the Emergency Rental Housing Ordinance if necessary to accommodate Planning Commission review of these permanent regulations.
6. Policy topics relating to housing affordability and availability are part of a longer term strategy that should not be undertaken during current development of the narrowly tailored

amendments contemplated to address the Spiritwood issue. The Comprehensive Plan Update that is currently underway and expected to result in additional code development work late in 2014 is the proper forum to discuss broader policies such as:

a. Placing limits on garage conversions for living space;
b. Adopting additional single room occupancy regulations;
c. Evaluating the appropriate role of detached accessory dwelling units in the provision of fair housing choices;
d. Evaluating the single family home definition to ensure that it is appropriately specific to foster development of desired housing options without encouraging the commercial use of housing in single family neighborhoods;
e. Addressing “apodments” and micro-housing development trends; and
f. Considering the role of rental registration and inspection program options as a viable enforcement strategy.

Attachment C – Related Definitions and Land Use Code Provisions

* indicates Land Use Code language as revised by Ordinance No. 6128

DEFINITIONS

Apartment House. A building or portion of a building arranged or designed to be occupied by three or more families living independently of each other.

Bed and Breakfast. A dwelling which temporarily houses guests for profit.

Boarding House. A dwelling in which roomers and/or boarders are housed and/or fed for profit.

*** Boarding/Rooming House** (as revised by Ord. No. 6128). A dwelling in which individuals unrelated to the owner are housed and/or fed for profit for any time period, including stays of 30 days or more. This definition includes, but is not limited to, Transient Lodging as defined in LUC 20.50.048. (Refer to LUC 20.20.140 for General Development Requirements applicable to Boarding/Rooming House uses).

Dwelling, Multifamily. A building designed to house two or more families living independently of each other.

Dwelling, Single-Family. A building containing but one kitchen, designed for and occupied exclusively by one family, except where a valid accessory dwelling unit registration has been approved.

Dwelling Unit. Houses, apartments, condominiums, groups of rooms, or single rooms, which are occupied, or vacant, but intended for occupancy, as separate living quarters. Specifically, there is a dwelling unit when the occupants live and eat separately from any other persons in the structure and there is either (a) direct access to the unit from the outside or through a common hall, or (2) complete kitchen facilities for the occupants' exclusive use. A single unit providing complete, independent living facilities for one or more persons including permanent provisions of living, sleeping, eating, cooking and sanitation.

Family. One or more persons (but not more than six unrelated persons) living together as a single housekeeping unit. For purposes of this definition and notwithstanding any other provision of this Code, children with familial status within the meaning of Title 42 United States Code, Section 3602(k) and persons with handicaps within the meaning of Title 42 United States Code, Section 3602(h) will not be counted as unrelated persons.

*** Family** (as revised by Ord. No. 6128). One or more adult persons related by blood, marriage, or legal adoption; or a group of not more than four unrelated adult persons living together in a dwelling unit. A group of more than four unrelated adult persons living together in a dwelling unit may also be included within the definition of "Family" if they demonstrate to the Director that they operate in a manner that is functionally equivalent to a Family. Factors that shall be considered by the Director include whether the group of more than four unrelated persons:

a. Shares the entire dwelling unit or act as separate roomers;
b. Includes minor, dependent children regularly residing in the household;

c. Can produce proof of sharing expenses for food, rent, or ownership costs, utilities, and other household expenses;
d. Shares common ownership of furniture and appliances among the members of the household;
e. Constitutes a permanent living arrangement, and is not a framework for transient living;
f. Maintains a stable composition that does not change from year to year or within the year;
g. Is not a society, fraternity, sorority, lodge, organization or other group of students or other individuals where the common living arrangement or basis for the establishment of the housekeeping unit is temporary; or
h. Can demonstrate any other factors reasonably related to whether or not the group of persons is the functional equivalent of a family.

For purposes of this definition and notwithstanding any other provision of this Code, children with familial status within the meaning of Title 42 United States Code, Section 3602(k) and persons with handicaps within the meaning of Title 42 United States Code, Section 3602(h) will not be counted as unrelated persons.

OTHER LAND USE CODE PROVISIONS

20.20.140 Boarding houses and bed and breakfasts. Boarding houses and bed and breakfasts require a Home Occupation Permit, Part 20.30N LUC, approval. In addition, not more than two rooms may be rented to not more than two persons other than those occupying a single0family dwelling, provided there is compliance with health and building code requirements. The owner of the rooms to be rented shall provide off-street parking for such rooms at the rate of at least one parking stall for each room.

*** 20.20.140 Boarding/rooming houses and bed and breakfasts** (as revised by Ord. No. 6128). Boarding/rooming houses and bed and breakfasts require a Home Occupation Permit, Part 20.30N LUC, approval. In addition, not more than two rooms may be rented to not more than two persons other than those occupying a single0family dwelling, provided there is compliance with health and building code requirements. The owner of the rooms to be rented shall provide off-street parking for such rooms at the rate of at least one parking stall for each room.

City of Bellevue

MEMORANDUM

DATE: April 23, 2014

TO: Chair Tebelius and Members of the Planning Commission

FROM: Carol Helland, Land Use Director 452-2724
Mike Bergstrom, Principal Planner 452-2970
Development Services Department

SUBJECT: Land Use Code Amendment – Camp and Conference Center Land Use District (Sambica)

In February 2009 the City Council adopted Ordinance No. 5859, amending the Comprehensive Plan to create a Camp and Conference Center land use designation (Attachment A). The ordinance also amended the Newcastle Subarea Plan policies to support the application of this land use designation to the site of the Sammamish Bible Camp (Sambica) (Attachment B). However, while the Comprehensive Plan now applies a CCC designation to the Sambica property, corresponding zoning cannot be applied to the site until an ordinance that establishes such a district in the Land Use Code, together with use and development standards and regulations, is developed and adopted.

The Planning Commission began working on such an ordinance in 2010. The Commission held study sessions on July 28, 2010, April 13, 2011, and September 14, 2011. Following the September 14, 2011 study session it was expected that the draft ordinance would proceed to a public hearing the following month – the Commission approved noticing the public hearing for October 26. However, due to other priorities and the lack of an urgent need from Sambica to complete the ordinance, the hearing did not occur, and progress slowed and was eventually suspended.

In recent months staff have renewed our efforts on this ordinance and will be returning to the Commission on April 23, 2014 for a study session. The new draft (Attachment C) is based on the September 2011 draft, but with greater refinement, structural/organizational changes, and revisions based on Commission input from your last review. The minutes from the September 14, 2011 Commission meeting are included as Attachment D to help provide continuity and refresh memories. It is hoped that the Commission will find this draft ready to proceed to a public hearing, followed by a recommendation to Council and ultimately Council adoption. Once adopted, Sambica could apply for a rezone from its existing 3-district designation (R-5, R-20, and NB) to a CCC designation.

Draft ordinance – general

Although the organization and some of the details of the draft ordinance have changed since the Planning Commission's last review, it accomplishes the same purposes and contains the same key elements as the September 2011 draft. As described at that time, the draft ordinance is shaped by four principles:

- Distinguish the mix of existing and anticipated future land uses
- Assure the predominant non-commercial character of a camp and conference center
- Provide predictability in development processes
- Maintain compatibility with the surrounding neighborhood

It also contains key elements to manage the overall intensity of a CCC site and maintain compatibility with the surrounding neighborhood by:

- Defining the types of uses in a CCC and their connections to each other;
- Adapting existing Land Use Code processes including the Master Development Plan and Design Review;
- Setting new standards for reviewing master planning over time through a physical site plan;
- Establishing specific dimensional, landscape, and other site development standards as a measure of overall site intensity; and
- Providing site, building, and street design guidelines for qualitative design solutions.

The draft ordinance contains the following sections:

20.25N.010 – Applicability
20.25N.020 – Master Development Plan Required
20.25N.030 – Design Review Required
20.25N.040 – Uses in the CCC District (permitted, subordinate, conditional)
20.25N.050 – Dimensional Requirements (setbacks, impervious surface, lot coverage, building height)
20.25N.060 – Landscape Requirements
20.25N.070 – Other Development Standards (signage, trip generation measurement, parking, noise)
20.25N.080 – Design Guidelines (general, site, building

It also includes conformance amendments to other parts of the Land Use Code to ensure internal code consistency.

Ordinance changes in response to Commission comments on the September 2011 draft

At your September 14, 2011 meeting, the Commission had several comments and questions for staff. As a result, several changes are incorporated into the latest draft, as presented below. The comments and questions below are paraphrased, and the code citations refer to the current (March 2014) draft of the ordinance:

Comment/Question (Hamlin): Should subordinate uses be limited to the same structure as a primary use, as proposed in the September 2011 draft, or should they be allowed on the same site as a primary use; AND

Comment/Question (Tebelius): Restaurants open to the public should not be allowed.

Change made: 20.25N.040, footnote 3, has been modified to address both comments, as shown below. Restaurants are no longer listed as a possible use:

> These uses are permitted only as a subordinate use to the above permitted uses. See Part 20.20.840 LUC; ~~S~~subsections C.1 and C.3 do~~es~~ not apply in a CCC district. Subordinate uses shall be located on the same site or in the same structure as the permitted use in accordance with the approved MDP. ~~Restaurant and miscellaneous retail trade subordinate uses are permitted only within the same structure containing a principal CCC use.~~
>
> Comment/Question (Ferris): The restriction on parking location (i.e., “Surface parking should not be located in building setback areas”) should be reconsidered to provide the

CCC more flexibility on location in order to accommodate other site design needs or desires.

Change made: 20.25N.080.B.7 has been modified as follows:

> ~~Surface parking should not be located within building setback areas.~~ Minimize the visual impact of parking facilities by integrating parking facility structures and lots into the site, and by providing landscape screening where surface parking is located adjacent to residential uses or within setback areas.

Comment/Question (Ferris): The site design guideline addressing pavement surface materials used in outdoor spaces should be more specific with regard to the type of pavement materials recommended.

Change made: 20.25N.080.B.9.c has been deleted, as this is something not typically regulated by the Land Use Code (with the exception of parking and circulation materials, which is covered elsewhere – LUC 20.20.590.K.1).

> ~~Pavement. Use non-glare, nonslip, and safe surface materials.~~

Comment/Question (Tebelius): The building design guideline addressing weather protection for retail/service/commercial uses is unclear whether it applies to all sidewalks, or just walkways interior to the site.

Change made: 20.25N.080.D.2 has been modified as follows:

> Consider weather protection in the site interior through use of sheltered walkways or sidewalks.

Comment/Question (Tebelius): The phrase "thematically consistent building materials and colors" is overly restrictive and should be removed.

Change made: No changes were made to address this comment, as the phrase in question appeared in the September 14, 2011 staff memo, and not actually in the ordinance itself. The related building design guideline in the draft ordinance (20.25N.080.C.1) reads:

> Materials, finishes, and details should be complementary to each other and be consistent with the design intent of the ~~CCC~~ MDP ~~Master Development Plan.~~

Conclusion

Staff will be present at your April 23, 2014 meeting to respond to any questions you might have. Hopefully the substantive and organizational changes made since the September 2011 draft result in an ordinance that is ready for public hearing. We have tentatively identified June 25, 2014 as a date for such hearing.

Recommendations

1. Direct staff to schedule a public hearing for the proposed Camp and Conference Center Land Use Code Amendment; or
2. Direct staff to return to a future study session for additional discussion of the proposed Camp and Conference Center Land Use Code Amendment; or

3. Provide alternative direction to staff.

Attachments

A. Ordinance No. 5859 Amending the Comprehensive Plan
B. Map of Sambica CCC Comprehensive Plan Designation
C. Draft Camp and Conference Center Land Use District Ordinance
D. September 14, 2011 Planning Commission Meeting Minutes

1066-ORD
02/12/09

CITY OF BELLEVUE, WASHINGTON

Attachment A

ORDINANCE NO. 5859

AN ORDINANCE relating to the Comprehensive Plan of the City of Bellevue, as required and adopted pursuant to the Growth Management Act of 1990, as amended (Chapter 36.70A RCW); adopting 2008 amendments to the Comprehensive Plan, known as the Sambica CPA, amending the Glossary and the Newcastle Subarea Plan; and establishing an effective date.

WHEREAS, on September 15, 2008, the City Council initiated the Sambica Comprehensive Plan Amendment ("CPA") to modify the Glossary and the Newcastle Subarea Plan; and

WHEREAS, the Planning Commission held a public hearing on November 19, 2008, with regard to the Sambica CPA; and

WHEREAS, the Planning Commission recommended that the City Council approve such proposed amendment; and

WHEREAS, the City Council has considered the Sambica CPA concurrently with the other 2008 Comprehensive Plan amendments; and

WHEREAS, the City Council finds that the Sambica CPA satisfies the decision criteria established in Part 20.30(I) of the Land Use Code; and

WHEREAS, the City of Bellevue has complied with the requirements of the State Environmental Policy Act (Chapter 43.21C RCW) and the City Environmental Procedures Code (Chapter 22.02 BMC); now, therefore,

THE CITY COUNCIL OF THE CITY OF BELLEVUE, WASHINGTON, DOES HEREBY ORDAIN AS FOLLOWS:

Section 1. The Glossary of the City of Bellevue's Comprehensive Plan is hereby amended by the addition of a new definition as follows:

Camp and Conference Center – (CCC) – A land use designation that provides for a mix of group camp, conference, retreat, recreation, and functional use activities. These activities are primarily for use by organizations and schools and the families and individuals they enroll. The purpose of the designation is to maintain the compatibility of this unique mix of uses with the surrounding neighborhood by using site design standards through the Land Use Code that both limit the overall intensity of the site and protect lower intensity uses from the effects of higher intensity uses.

The CCC designation is predominantly non-commercial but may include small-scale, neighborhood business retail and service uses that are functionally related in nature and size to the property designated CCC and which do not exceed 5,000 square feet individually or 10,000 square feet in total.

Section 2. Policy S-NC-10 of the Newcastle Subarea Plan contained in the City of Bellevue's Comprehensive Plan is hereby amended as follows:

POLICY S-NC-10. Encourage a land use pattern throughout the Subarea which accommodates future growth, ensures efficient use of facilities and services, protects existing neighborhoods, encourages historic community uses to continue, and provides the opportunity for an adequate amount of retail and professional services to meet local needs.

Section 3. Policy S-NC-10a of the Newcastle Subarea Plan contained in the City of Bellevue's Comprehensive Plan is hereby amended as follows:

POLICY S-NC-10a. Support a master site planning process for redevelopment of the Sambica CCC-designated parcels. A master site plan will limit the overall intensity of the site to a predominantly non-commercial character consistent with the CCC designation and achieve an integrated site design with transition and performance standards that protect lower intensity uses from the effects of higher intensity uses. A master site plan should address standards of building height and location, landscape buffers, impervious surface ratios, combined trip generation, limited signage size, and parking.

Section 4. Policy S-NC-10b of the Newcastle Subarea Plan contained in the City of Bellevue's Comprehensive Plan is hereby amended as follows:

POLICY S-NC-10b. Encourage the use of development review tools for Sambica that distinguish the mix of land uses proposed for Sambica redevelopment to assure the predominant non-commercial character of the camp and conference center, provide predictability in development processes, and maintain compatibility with the surrounding neighborhood.

Discussion: *The Sammamish Bible Camp—Sambica—was established along the shores of Lake Sammamish in 1919. It is historically valued by the surrounding community. As Sambica changes over time to maintain its functions and to provide relevant services to its users its buildings and structures will change too.*

The current uses as of 2008 at Sambica include group camp facilities, conference and retreat facilities, day care, and outdoor and indoor recreation activities. Other uses that are part of Sambica include lodging

and dining, active recreation, administrative offices, staff housing, maintenance and storage, and a camp store.

The camp and conference center designation also allows for redevelopment which may include active recreation facilities including gymnasiums and pools. Redevelopment may also include small-scale, neighborhood business retail and service uses that are functionally related in nature and size to the property designated CCC and which do not exceed 5,000 square feet individually or 10,000 square feet in total.

Section 5. The Newcastle Subarea Plan Map contained in the City of Bellevue's Comprehensive Plan is hereby amended as set forth in Attachment E1 and by this reference fully incorporated herein.

Section 6. This ordinance shall take effect and be in force five days after its passage and legal publication. This ordinance, the Newcastle Subarea Plan and map, and the city's Comprehensive Plan shall be available for public inspection in the office of the City Clerk.

Passed by the City Council this 17th day of Feb, 2009, and signed in authentication of its passage this 17th day of Feb, 2009.

(SEAL)

Grant S. Degginger, Mayor

Approved as to form:
Lori M. Riordan, City Attorney

Mary Kate Berens, Deputy City Attorney

Attest:

Myrna L. Basich, City Clerk

Published: 2/20/09

ATTACHMENT E1

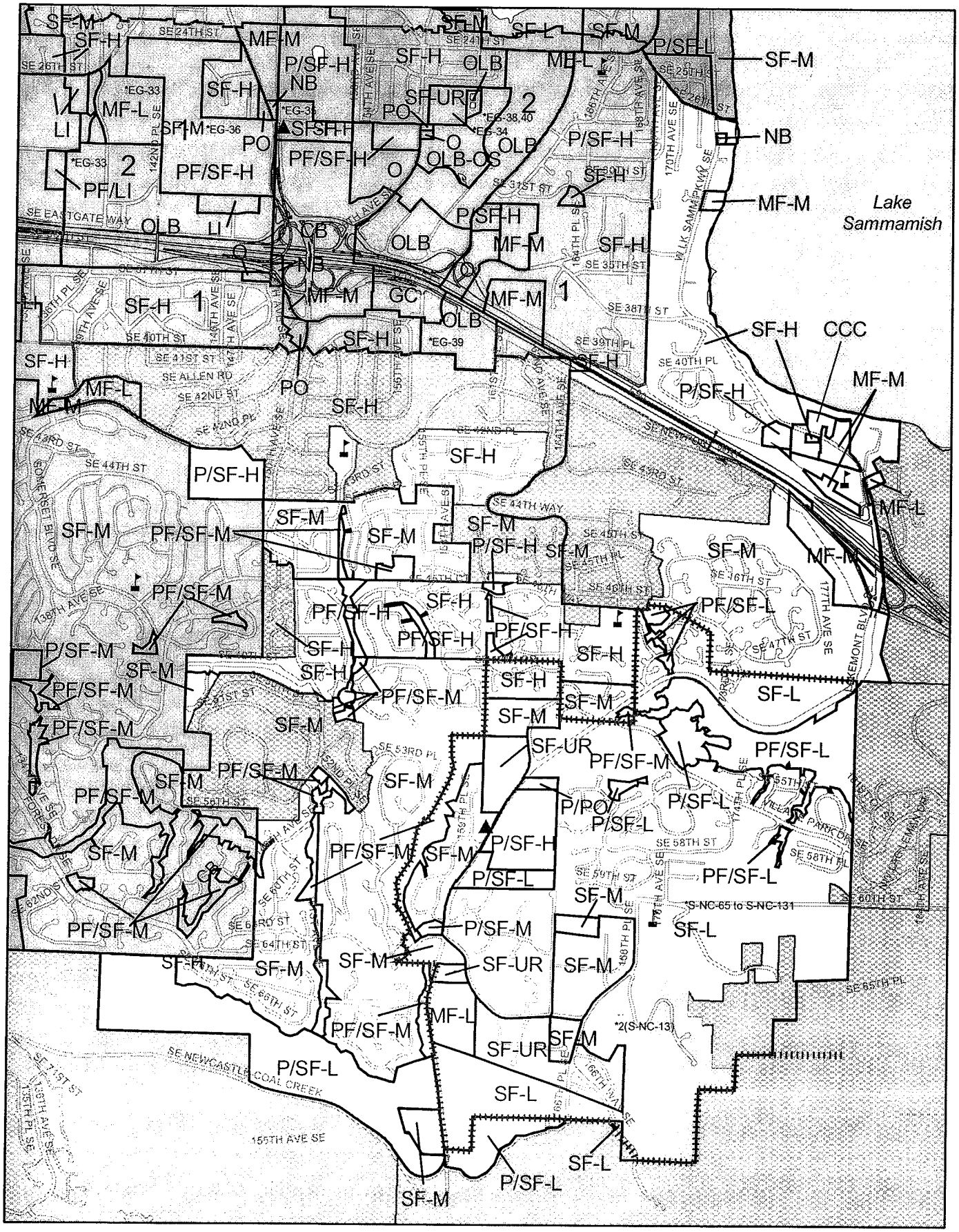


FIGURE S-NC.2

Newcastle Land Use Plan

SF	Single Family
MF	Multi Family
-L	Low Density
-M	Medium Density
-H	High Density
-UR	Urban Residential
PO	Professional Office
O	Office
OLB	Office, Limited Business
OLB-OS	Office, Open Space
NB	Neighborhood Business
CB	Community Business
GC	General Commercial
LI	Light Industrial
PF	Public Facility
P	Park

Fire Stations

Public Schools

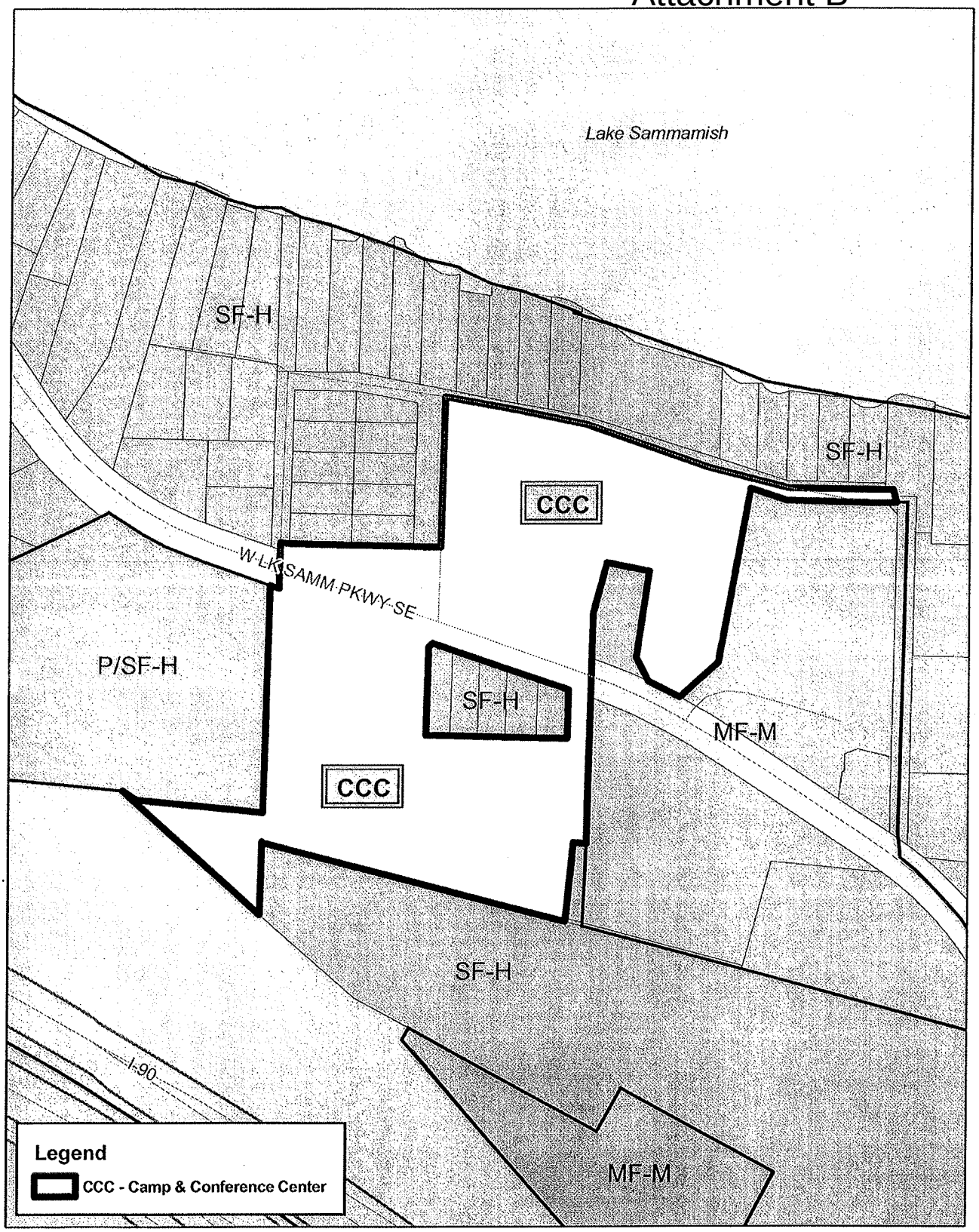
Lakes

Bellevue City Limits (6/2008)

Village Overlay

N

Attachment B



Sambica

Comprehensive Plan Designations

March 2008

Attachment C

Part 20.25N Camp and Conference Center District

20.25N.010 Applicability

A. This Part 20.25N LUC, Camp and Conference Center (CCC) District, contains standards and guidelines that apply to development and activity within the CCC District.

B. This Part 20.25N LUC is subject to Part 20.25H LUC - Critical Areas Overlay District.

C. This Part 20.25N LUC is not subject to Part 20.25B LUC - Transition Area Design District.

20.25N.020 Master Development Plan Review Required

A. Review Required

A Master Development Plan (MDP) review under Part 20.30V LUC is the means by which the City shall ensure that site development in a CCC district is consistent with the Comprehensive Plan and the provisions of this Part 20.25N and meets all applicable site development standards and guidelines of the LUC. The applicant shall record the approved MDP with King County in accordance with LUC 20.30V.180, after CCC zoning is established for the site encompassed in the MDP. Per LUC 20.30V.140 the applicant may, but is not required to, request that the MDP constitute a Binding Site Plan pursuant to Chapter 58.17 RCW.

B. Standards and Requirements

All development within a single CCC site shall be governed by MDPs reviewed by the Director pursuant to Part 20.30V LUC.

1. At a minimum, the MDP shall depict the following:

    a. Existing conditions, including:

        i. The proposed continued use, maintenance, and/or remodeling of existing conditions, including uses and structures and their current locations, which are permitted in a CCC District.
        ii. The proposed continuation of existing conditions, including uses and structures and their current locations, which are not permitted in a CCC District. The nonconforming provisions of LUC 20.20.560 and/or the Temporary Use provisions of Part 20.30M LUC apply to these existing conditions.
        iii. The proposed discontinuation of existing conditions, including uses and structures and their current locations, and general timing, sequencing, or triggering of same.

    b. The proposed general location or placement of proposed uses, structures, facilities, and site features;

    c. A list of proposed principal and subordinate uses and their general locations;

    d. Conformance with the dimensional requirements of LUC 20.25N.050, based on the total area contained in the Master Development Plan;

2. Phasing. An MDP may show site development in geographically-defined phases per LUC 20.30V.130.

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3. Modifications to an approved MDP or phased MDP shall be governed by LUC 20.30V.160 except modifications to existing conditions shall be governed by LUC 20.25N.020.B.1.a.ii.

20.25N.030 Design Review Required

Design Review pursuant to Part 20.30F LUC shall be required for any proposed development in a CCC District, except for freestanding structures proposed for religious activities which will be reviewed through the Conditional Use review process. Modifications or additions to an approved Design Review in a CCC District shall be governed by LUC 20.30F.175. The dimensional requirements, other development standards, and design guidelines of this Part 20.25N shall be ensured through the Design Review process.

20.25N.040 Uses in the CCC District (1) (2) (5)

Conference center for professional, educational, or religious meetings, seminars, or retreats	P
Structures, facilities, and activities including food preparation and eating, lodging for camp attendees, recreation facilities, and administrative and maintenance functions associated with the above permitted uses. (6)	P
Subordinate uses (3)	
Recreation uses associated with conference center for professional, educational, or religious meetings, seminars, or retreats - Indoor public assembly and camping sites (6)	S
Dwelling units for CCC staff	S
Miscellaneous retail trade: drug stores, camp stores, gift stores, jewelry, clothing, bookstores, newsstands, florist, photo supplies, video sales/rental and vendor carts, if located in a structure containing one of the above permitted uses. (7)	S
Childcare services	P
Religious activities (4)	C
Accessory parking (8)	P
Wireless communication facilities, including satellite dishes (9)	A/P
Utility facility	C
Local utility system	P
Regional utility system	C
Essential public facilities (10)	C
Transit facilities (11)	P
Highway and street right-of-way	P
Electrical Utility Facility (12)	A/C

P = Permitted Use
S = Permitted only as a subordinate use to the above-listed permitted use
C = Conditional Use (see Part 20.30B or 20.30C LUC)
A = Administrative Conditional Use (see Part 20.30E)

Notes:

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(1) Existing Conditions as defined in this Part 20.25N LUC are permitted subject to an approved MDP. See LUC 20.25N.020.B.1.a.
(2) Uses must be included into a MDP approval pursuant to LUC 20.25N.020.
(3) These uses are permitted only as a subordinate use to the above permitted uses. See LUC 20.20.840; Subsections C1 and C.3 do not apply in a CCC district. Subordinate uses shall be located on the same site or in the same structure as the permitted use in accordance with the approved MDP.
(4) Freestanding structures proposed for Religious Activities permitted in a CCC do not require Design Review. Compliance with the approved MDP shall be assured through the Conditional Use permit process.
(5) See LUC 20.25N.070 for Other Development Standards that apply to these uses.
(6) Recreation uses exclude private health clubs, athletic clubs, outdoor public assembly, and hunting clubs, gun clubs or gun sports activities.
(7) May not exceed 5,000 gross square feet individually or 10,000 gross square feet total within the boundary of a CCC. The lineal feet of commercial and retail uses along a street frontage are limited through the approval of a MDP.
(8) Accessory parking is permitted to serve only the uses located within the CCC district pursuant to an approved MDP and requires approval through the review process required for the primary use which it serves.
(9) Wireless communication facilities must meet the requirements of LUC 20.10.440 – Notes 14 and 21, Transportation and Utilities, and LUC 20.20.195. Administrative Conditional Use approval is required for freestanding monopole facilities and wireless facilities integrated into parking lot light poles and/or adjacent street poles (within the right-of-way) to the site. Building-mounted wireless facilities are permitted outright. Any ground-mounted equipment must be adequately screened per LUC 20.20.195. Satellite dishes are permitted outright.
(10) Refer to LUC 20.20.350 for general requirements applicable to essential public facilities.
(11) Transit facilities include transit stops and high-capacity transit stops.
(12) Refer to LUC 20.10.440 – Note 22, Transportation and Utilities.

LUC 20.25N.050 Dimensional requirements

Minimum Setback (1)			**Maximum Impervious Surface** (6)	**Maximum Lot Coverage** (6)	**Building Height** (2) (3) (4)
Front (5)	**Rear**	**Side**			
20’	25’	20’	65%	40%	30’

Notes:
(1) Setbacks shall be measured from the exterior boundaries of the entire area contained in the approved MDP.
(2) Maximum building height in CCC districts is 30 feet measured from the average elevation of the existing grade around the building to the highest point of a flat roof, or 35 feet to the ridge of a pitched roof. Shoreline height is measured per LUC 20.25E.080.
(3) Maximum building height of any individual building facade is 40 feet measured from the existing grade at the building wall to the ridge of a pitched roof or top of a flat roof.
(4) An increase in building height, including any building façade, of up to a maximum 55’ (to a pitched or flat roof) is allowed for specific uses as identified in the Master Development Plan and the requirements noted below:
   a. Such height increase is approved under both the Master Development Plan and Design Review for the structure; and

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b. Rooftop mechanical equipment shall be subject to the height limitations in LUC 20.25B.040.A.1; and
c. The increase in height is necessary to accommodate uses or equipment functionally related to a permitted CCC use such as swimming pools, performing arts theatres, and gymnasiums; and
d. Any portion of the structure exceeding the maximum building height is stepped back from any property line a minimum distance of 50 feet unless a reduction is approved through the Master Development Plan process.

(5) The front yard setback for retail/service/commercial uses is 0'. These uses are subject to LUC 20.25N.080, Building Design Guidelines – Retail/Service/Commercial Uses.
(6) Maximum impervious surface and maximum lot coverage shall be based on the total site area contained in the approved MDP.

20.25N.060 Landscape requirements

Perimeter (1)	**Landscaping Requirement** (2) (3) (4)
Street Frontage	10' wide Type III landscaping
Interior Property Lines	10' wide Type III landscaping

Notes:
(1) These requirements apply to the exterior boundaries of the entire area contained in the approved MDP.
(2) The tree retention provisions of LUC 20.20.900 for subdivisions (30%) apply in the CCC district.
(3) If a retail/service/commercial use is located at sidewalk with a 0' building setback then the landscaping requirement may be reduced to 0', per the approved MDP.
(4) Existing vegetation may be used in lieu of the landscape requirement noted above.

The Director may approve alternative landscaping options in accordance with LUC 20.20.520.J.

20.25N.070 Other Development Standards
A. Signage

The provisions of BCC 22B.10.040 LUC—Office, research and development, and multifamily residential district signs—shall regulate signage proposed in CCC districts, EXCEPT:

1. Rooftop signs are prohibited.

2. Any building-mounted sign shall be located on the face of the building containing the main entrance to the building premises and the sign, if facing abutting residential property, shall be located more than 50 feet from the abutting residentially-zoned property line.

3. Signs in this district may be internally or externally illuminated. If externally illuminated, the illumination source shall be located, shaded, shielded, or directed so that it is not visible from a public street or adjoining residentially-zoned property. All sign illumination shall be turned off between the hours of 10:00 p.m. and 6:00 a.m.

4. Directional signs, as defined in BCC 22B.10.020, are permitted and are not included in the number of primary signs.

5. Incidental signs, as defined in BCC 22B.020, are permitted and are not included in the number of primary signs.

B. Trip generation measurement

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Land uses shall be defined as follows for measuring trip generation rates:

1. Proposed CCC principal land uses shall be calculated with a single trip generation rate which shall be based on Institute of Transportation Engineers' data, applicant information and other relevant material.

2. Proposed CCC subordinate land uses shall be calculated individually for purposes of determining a specific, separate trip generation rate. Each individual subordinate land use's trips shall be added to the CCC site's total trip volume. All proposed other land uses within a CCC shall be calculated individually for purposes of determining a specific, separate trip generation rate. Each individual other land use's trips shall be added to the CCC site's total trip generation volume.

3. Existing conditions land uses shall be assigned the appropriate land use (principal, subordinate, or other) for purposes of the CCC total trip generation rate.

C. Parking

Parking shall be required through unspecified use parking analysis established by the Director through LUC 20.20.590.F.2. Such analysis shall individually identify the maximum number of parking stalls required for uses which are identified and permitted in the MDP. Shared use provisions may be considered.

D. Noise

Uses in the CCC District are subject to the City of Bellevue Noise Control Code (Chapter 9.18 BCC). For the purpose of noise control, the CCC District shall be treated as a Residential land use district: Class A EDNA pursuant to BCC 9.18.025.

20.25N.080 Design guidelines

In addition to the decision criteria in LUC 20.30F.145, the following guidelines apply:

A. General Guidelines

Each structure and all proposed site development must comply with the approved MDP. If an application for Design Review [when required] contains elements inconsistent with the approved MDP, the Director may not approve the Design Review until the required MDP is amended to include those elements.

B. Site Design Guidelines

1. Develop site improvements and amenities consistent with the phasing approved in an MDP;

2. Provide visual and functional connections between uses within the CCC District by incorporating areas of vegetation, outdoor spaces and pedestrian connections;

3. Consider surrounding vegetation, topography, street patterns, parking configuration and building massing in order to result in a compatible fit between proposed development and adjacent non-CCC residential development;

4. The largest CCC buildings with the largest bulk (size, height) shall be located to minimize impacts on adjacent residential uses. See Footnote (4)(d) under LUC 20.25N.050.

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5. Maximize the retention of existing significant (see LUC 20.50.046 – Significant Tree) vegetation to soften visual impacts on adjacent residential areas.

6. Design vehicular access to the site so that traffic is not directed through an abutting residential district.

7. Minimize the visual impact of parking facilities by integrating parking facility structures and lots into the site, and by providing landscape screening where surface parking is located adjacent to residential uses or within setback areas.

8. Locate vehicle drop-off areas in close proximity to building entries.

9. Consider the following in designing outdoor spaces interior to the site:

    a. Orientation. Orient to sunlight to the maximum extent feasible

    b. Provide good physical and visual access from the interior space to sidewalks and walkways, so that the space is perceived as an extension of the sidewalk or walkway.

    c. Ensure ready physical as well as visual access to the interior space, with special attention to elevation differences.

10. Innovative Techniques for Impervious Surface may be considered per LUC 20.20.460.G.

C. Building Design Guidelines – All Uses

1. Materials, finishes, and details should be complementary to each other and be consistent with the design intent of the MDP;

2. Locate service areas for trash dumpsters, loading docks and mechanical equipment away from public rights-of-way and residentially-zoned property where possible. Screen views of those elements if they cannot be located away from public frontages;

3. Incorporate weather protection and pedestrian amenities for transit facilities; and

4. Design rooftop mechanical equipment to be architecturally integrated with a building.

D. Building Design Guidelines – Retail/Service/Commercial Uses

In addition to the Building Design Guidelines in LUC 20.25N.080.C, buildings intended to house retail, service, or commercial uses shall comply with the following design guidelines:

1. Provide ground floor building elements that are accessible and comfortable to pedestrians through use of human-scale design elements, such as recessed entries, entrance canopies, planters, benches, variations in paving materials, and lighting features;

2. Consider weather protection in the site interior through use of sheltered walkways or sidewalks; and

3. Design entries to be clearly identifiable from public rights-of-way adjacent to the CCC District or from a pedestrian walkway connected to a public right-of-way.

DRAFT

Attachment C

CCC District Conformance Amendments

Chapter 20.10 Land Use Districts

20.10.020 Establishment of land use districts.
Land use districts in the City are hereby established as follows:

	District	Designation
(add to list):	Camp and Conference Center	CCC

20.10.100 District descriptions.
LUC 20.10.180 through 20.10.~~395~~397 describe the purpose and scope of the City's land use districts. These sections may be used to guide the interpretation of the regulations associated with each district.

20.10.397 Camp and Conference Center (CCC)
A camp and conference center (CCC) provides areas for a unified mix of group day or residence camps and professional, educational, or religious meetings, conferences, seminars, and retreats and their associated facilities and activities. These are used primarily by organizations and schools and the families and individuals they enroll.

The purpose of the designation is to maintain the compatibility of this unique mix of uses with surrounding neighborhoods by limiting the overall intensity of the site, and protect lower intensity uses from the effects of higher intensity uses.

20.10.440 Land use charts

(add below each chart): Permitted uses in the Camp and Conference Center District (CCC) are listed in LUC 20.25N.040.

Part 20.25B Transition Area Design District

20.25B.020.B Transition Area Design District – Limitations

(add new subparagraph 10, to read):
10. Development within the CCC Land Use District is not subject to Transition Area Design District requirements.

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Attachment D

CITY OF BELLEVUE
BELLEVUE PLANNING COMMISSION
STUDY SESSION MINUTES

September 14, 2011
6:30 p.m.

Bellevue City Hall
City Council Conference Room 1E-113

COMMISSIONERS PRESENT: Chair Turner, Commissioners Ferris, Hamlin, Tebelius

COMMISSIONERS ABSENT: Commissioners Carlson, Himebaugh, Sheffels

STAFF PRESENT: Nicholas Matz, Planning & Community Development; Carol Hamlin, Carol Helland, Michael Paine, Heidi Bedwell, Development Services Department

GUEST SPEAKERS: None

RECORDING SECRETARY: Gerry Lindsay

1. CALL TO ORDER

The meeting was called to order at 6:36 p.m. by Chair Turner who presided.

2. ROLL CALL

Upon the call of the roll, all Commissioners were present with the exception of Commissioners Carlson, Himebaugh and Sheffels, all of whom were excused.

3. PUBLIC COMMENT

Mr. Matt Wimmer, CEO and Executive Director for Sambica, 4114 West Lake Sammamish Parkway SE, said the Camp and Conference Center (CCC) code amendment is almost where it should be, though there is one more item in need of clarification. Sambica provides scholarships to more than 100 children over the summer months, and the goal for the summer of 2012 is 200. For the first time the camp hosted a family camp and a camp for teenagers. He thanked the Commission for its work at bringing the code amendment to where it needs to be.

Mr. Bill Stalzer, 603 Stewart Street, Suite 512, Seattle, said he is a land use planner working with Sambica. He provided the Commissioners with copies of a letter highlighting the issue that Sambica still needs to work out relating to the requirement in the provision for subordinate uses to be on the same lot as principle uses. The subordinate uses at Sambica that are referenced in the code amendment are things such as recreation facilities and staff housing. The current layout of the camp includes staff housing on lots which have no associated principle use, and that would mean the housing units would become nonconforming. The language should be revised to allow subordinate uses on the same lot or CCC site as a principle use. That would allow for greater flexibility for the campus setting. For a variety of reasons, lot line adjustments, boundary line adjustments and lot consolidations will not work for the camp, which has more than 20 lots in all.

4. APPROVAL OF AGENDA

The agenda as submitted was approved by consensus.

5. COMMUNICATIONS FROM CITY COUNCIL, COMMUNITY COUNCILS, BOARDS AND COMMISSIONS

Commissioner Hamlin said the Eastgate/I-90 CAC met on September 8 for the first time since its summer hiatus. The group reviewed the data generated regarding the three action alternatives and the No Action alternative. Going forward, the CAC's task will be to develop a single preferred alternative by selecting from the alternatives. There will be transportation improvements along I-90 regardless of the outcome of the Eastgate/I-90 study that will improve traffic flow on the streets in the corridor as well. The modeling work indicates that the alternatives identified generally will have no additional negative traffic impacts. The Planning Commission will be provided with an update report in October.

6. STAFF REPORTS

Senior Planner Nicholas Matz invited the Commissioners to join King County Executive Dow Constantine and representatives from King County, Bellevue and Redmond for a pre-launch event celebrating the Rapid Ride B Line, King County Metro's new service between Bellevue and downtown Redmond. The event is set for Wednesday, September 28, at 10:30 a.m. starting at the B Line station in Crossroads.

7. STUDY SESSION

A. Camp and Conference Center Code Amendment

Commissioner Hamlin noted for the record that city staffer Carol Hamlin is his wife. He said he has no specific interest in the Sambica property. He noted that the Sambica property owner had been informed of his marital relationship and had made no objections to having him participate in the discussions and deliberations for the CCC Land Use Code amendment. He said he would evaluate the proposed amendment fairly and openly.

Mr. Matz reminded the Commission that the purpose behind the proposed amendment is to implement Comprehensive Plan direction provided by the new CCC designation. The designation is intended to provide a solution for the Sambica camp site but will be applicable to other entities in the city. The designation will be realized at a future date through a rezone action.

The Sambica camp is a long-established and historically valued center. Their desire is to remain a part of the community and to be allowed to go forward to with upgrades to their buildings and functions over time to provide relevant services to their users. The community wants the camp to remain a neighborhood and to maintain its residential character.

The policy issues were settled with adoption of the Comprehensive Plan amendment. With the Land Use Code amendment, the focus is shifted from policy to the practical implementation and regulation of the unique use. The final step will be a rezone action.

Mr. Matz said there are four backbone principles behind the proposed code amendment. First is distinguishing the mix of existing and anticipated future land uses; when considering designations that will be applicable citywide, it is understood that it is unlikely land will be available for the new designation. Second is continuing to assure the predominant non-commercial character of a camp and conference center, with a balance between the inherent commercial uses and the typical location of facilities in residentially zoned areas. Third is the

provision of predictability in development processes for both the applicant and the surrounding community. Fourth is maintaining compatibility with surrounding neighborhoods.

Management of the overall intensity of the CCC district and maintaining compatibility with the surrounding neighborhoods will be accomplished through five key elements: 1) defining the types of uses in a Camp and Conference Center and their connections to each other; 2) adapting existing Land Use Code processes, including Master Development Plan and Design Review; 3) setting new standards for reviewing master planning over time through a physical site plan; 4) establishing specific dimensional, landscape and other site development standards as a measure of overall site intensity; and 5) providing site, building and street design guidelines for qualitative design solutions.

Senior Planner Carol Hamlin said in order to have a Camp and Conference Center use, an applicant would have to go through the CCC rezone process, develop a master plan, and then seek design review and building permits for individual structures. The approach is modeled after the Medical Institution district for purposes of consistency.

Ms. Hamlin said the definitions and allowed uses section of the proposed amendment identifies CCCprinciple uses, which include group day or residence camps as well as meeting, conference, seminar and retreat functions; and subordinate uses, which include housing for staff, eating facilities, recreation uses, and miscellaneous retail uses at the neighborhood-business scale. As envisioned, the use would be regulated through the master development plan (MDP) process, with specific standards and requirements for the uses and placement of structures, and with the setbacks measured from the outside of the CCC boundary. The most intensive uses would be located in the center of the property, thereby creating a buffer to the neighboring properties. The dimensional requirements call for landscaping on the outside edges of the property, limit building height on the site boundaries to the maximum height of the surrounding single family, and allow increased height toward the interior.

Mr. Matz explained that the master development plan process includes allowance for phasing over time. The phases on a master plan may be nothing more than balloon diagrams in the beginning, but in working toward an adoptable plan, the design review process will trigger the need to be specific. As existing uses transition to the approved plan the nonconforming provisions of the Land Use Code will come into play.

Chair Turner asked what the net difference in activities will be between what currently exists and what is being proposed for the Sambica site. Ms. Hamlin said that will depend on what the camp proposes. All of the impacts resulting from site changes will be analyzed to determine how they would affect the area. Mr. Matz said the Master Development Plan review process, the design review process, and the standards associated with the site would be used to measure the proposed intensity increase between current and proposed as a means to identify appropriate and regulatory mitigation.

Answering a question asked by Commissioner Hamlin regarding the language of footnote 4 on page 12 relative to the amendment proposed by Mr. Stalzer relative to subordinate uses, Mr. Matz said the argument made by Mr. Stalzer is that the draft language would constrain Sambica's use of their existing lot configuration under a CCC zone. If the site were comprised of only a single lot, there would be no issue. Mr. Stalzer's suggestion is that an additional portion of the existing Land Use Code at 20.20.480, which allows subordinate uses more flexibility as to where they are located, should apply. Commissioner Hamlin said sounded to him like Mr. Stalzer's request is a reasonable one. Mr. Matz said the concern of staff is that Mr. Stalzer suggested there are legal ramifications, so the issue will be carried back to the city's legal

department for an opinion before identifying a solution. Commissioner Hamlin said he would be comfortable taking that approach.

Commissioner Ferris called attention to paragraph B.4 of the design guidelines on page 15 and noted that when his children attended the Sambica camp the gym was held up with cables and turnbuckles. The gym may be the largest building on the campus, and it may be necessary for Sambica to construct a new gym before they take down the old one to avoid disrupting the camp use; the problem is the provisions of B.4 would seem to preclude a new gym from being built other than in the middle of the campus, which is where the existing gym is located. Ms. Hamlin said the issue would be viewed in light of the general phasing in of new facilities over time. Mr. Matz said the Master Development Plan review process talks about existing conditions. The idea is to recognize that what currently exists will transition to new uses and configurations over time. The impacts would be addressed through design review, and some mitigation may be required.

With regard to parking, Commissioner Ferris observed that camps and conference centers generally like to avoid parking vehicles in the center of the campus. The restriction on parking as spelled out in paragraph B.7 might need to be reconsidered to allow for some flexibility.

Commissioner Ferris also suggested staff should review paragraph B.9.c with an eye toward being specific with regard to the type of pavement materials recommended.

Commissioner Tebelius asked if Sambica has access to the water. Ms. Hamlin said they do via a parcel of land owned by the Strandvik homeowners association. Mr. Matz stressed that the Comprehensive Plan CCC designation does not include the Strandvik association property within the Shoreline Management district, so a CCC rezone proposal would apply only to property owned solely by Sambica. The property that gains them access to the lake would not be included.

Commissioner Tebelius asked what sites in the city, other than the Sambica site, are a potential for the CCC designation. Ms. Hamlin said separate sites owned by the Sisters of St. Joseph Peace and Vasa Park are the only two sites identified by staff so far as potential candidates. Mr. Matz added that property owners could assemble properties for the express purpose of creating a Camp and Conference Center, which would not be beyond the realm of possibility.

Commissioner Tebelius asked why Sambica was seeking a new designation when their current use is fully grandfathered. Mr. Matz said the unique community asset is simply attempting to remain viable. They currently have an interesting blend of uses that do not quite fit under any single existing zone, with a mix of residential, commercial and other uses. The new designation was crafted in an attempt to allow the camp to continue being what it has always been while at the same time respecting the fact that the camp is located in a residential neighborhood.

While grandfathering allows the current uses to continue, it does not allow for redevelopment of the facilities. Commissioner Tebelius asked what Sambica intends to do once the new approach is approved. Mr. Matz said that question would need to be asked of the Sambica representatives. Commissioner Tebelius asked if the neighborhoods around Sambica have been kept informed and invited to comment on the proposal. Mr. Matz said during the Comprehensive Plan amendment process the surrounding neighborhoods were involved. The Land Use Code amendment will also include a public hearing at which the neighborhoods will be invited to comment, and at the rezone stage there will be yet another option for the surrounding communities to offer input.

Commissioner Tebelius called attention to the reference on page 4 under the design guidelines relative to covered walkways and asked if all sidewalks were included in the reference. Ms.

Hamlin said the reference is to interior walkways, particularly walkways connecting buildings on the campus.

Commissioner Tebelius asked what was meant by the term "thematically consistent building materials and colors" on the same page. Ms. Hamlin said the intent is to bring about compatibility and a coherent focus and theme among the various buildings on the site. Mr. Matz said it could be argued that having a hodgepodge of buildings on the site could be deemed a visual impact on the surrounding communities. Thematic consistency through similar materials on roofs and walls, similar window types and building shapes was intended to lend a distinct character to a CCC. Commissioner Tebelius said in her opinion the provision tended too far toward being Big Brother. If a CCC use wants to put up buildings that are inconsistent with other buildings on the site, there might be a good reason for doing so. She asked that the language be removed.

Chair Turner asked if similar guidelines apply to single family developments. Ms. Hamlin said there are no such guidelines for subdivisions but there are for planned unit developments. The city works with both the applicant and the architect to determine consistency.

Commissioner Tebelius voiced concern with the language of policy S-NC-10, particularly the last part that read "...provides the opportunity for an adequate amount of retail and professional services to meet local needs." She suggested that retail and professional services are not appropriate in that area. Mr. Matz said the policy language was included in the ordinance that was adopted in 2009 as part of the Comprehensive Plan amendment approval. The language is intended to recognize the Little Store and the existing retail uses and commercial functions that Sambica has. The Neighborhood Business zoning that exists on the site allows the highlighted uses. The action to adopt the CCC for the Sambica site would limit retail uses to those allowed by the Neighborhood Business zone and in line with the definition of a subordinate use as outlined in 20.25M.010(B)(3).

Commissioner Tebelius asked what plans Sambica has laid for its site. Sambica Executive Director Matt Wimmer said the primary plans involve remodeling current facilities. The gym was built in 1922; the legend is that it was built in eight days, and it shows. Additional buildings could potentially be added to the site, primarily housing for the counselors and indoor recreation facilities. The camp operates year-round and offers off-campus activities to many area schools, predominantly elementary schools, and the camp hosts conferences. There are no immediate plans to add facilities to accommodate conferences with more than 150 persons, but if steps were to be taken in that direction it would need to be done as part of the master planning process.

Mr. Stalzer said Sambica currently has a dining hall on the campus and there have been discussions about using it as a multiuse facility. One of the current challenges is accommodating both children and adults, which have different needs. For the long term consideration is being given to accommodating both groups, and in doing so it could be that the dining facility would be opened to the public during certain hours or on certain days. It would not be an independent restaurant, it would be operated by Sambica.

Mr. Matz added that any such restaurant would be treated as a permitted land use; it would not be possible to require it to be operated by Sambica only or to say it could not be open to the public. Mr. Matz stated that the city cannot distinguish who is allowed to use it. In the case of the CCC, the proposal in the draft language is to allow restaurant as a subordinate use. The dining facility, which is focused on feeding those associated with the camp, would be regulated only as to their measurable impacts (i.e. how big the building is). As a subordinate use, any restaurant facility would need to be located in a building that houses a principal use; a

freestanding restaurant building on the site would not be allowed.

Commissioner Tebelius said she could see no reason why the city should not be allowed to prohibit a restaurant open to the public under the CCC while still permitting Sambica to have a dining hall to serve its workers and patrons. She added that she could not imagine the local community wanting to see a public restaurant on the Sambica site. The traffic concerns alone would be enough to give them concern.

Mr. Matz clarified for Commissioner Ferris that restaurant is an allowed use on the Neighborhood Business zoning that exists on one of Sambica's properties. Trading the small size of the Neighborhood Business for the larger size of the entire CCC, balance is obtained by limiting restaurant to the status of a subordinate use, which by definition must be associated with a principal use.

Commissioner Ferris said a restaurant operated as a subordinate use would be a good use of the space, would be good for the community, and would not increase traffic.

Commissioner Tebelius called attention to page 11 and noted that the permitted uses chart lists religious activities as allowed as a conditional use. Ms. Hamlin said religious activities are allowed through conditional use in all of the city's zoning districts.

Commissioner Tebelius said it was her understanding that Sambica is owned by a church, but Mr. Wimmer explained that it is a 501(C)(3) organization and is not owned by a church. The original camp was focused on teaching Christian religious values to the campers.

Chair Turner allowed that Sambica intends to serve the community into the future and asked to what extent the needs of the community are anticipated to change in the future, and how current facilities may be too limited to meet the future needs. Mr. Wimmer said Sambica is more needed in the community than ever before. He noted the environment of the camp and the programs offered brings the children back to a pre-1950s environment and forces them to forge peer-to-peer relationships face-to-face rather than through some electronic means. The facilities need to be improved in ways to make the camp safer for the children. Sambica has a program in which teens serve as junior counselors, meeting a need that previously not been met; during the off-season the camp is opened as a positive gathering place for teens.

Mr. Stalzer said one building on the property has been in place for many years but currently has almost no use at all other than for storage. Mr. Wimmer said the current thinking is that the campers could be better served by replacing the building with a multiuse facility. There are also some lodging facilities that were constructed in the 1930s that are in need of being updated.

The Commission approved noticing the public hearing for October 26.

B. Shoreline Master Program Update

Land Use Director Carol Helland reminded the Commissioners that their deliberations on July 13 concluded with section 20.25E.060.D. At the meeting, there was agreement to take up the discussion at section 25.25E.060.E on September 14. She noted that staff posted on the website that the discussion would not move beyond the General Requirements until October 12 at the earliest.

Commissioner Tebelius said after further review of the various regulations she continued to hold the view that regulations are far too complicated and too difficult to understand. It contains code

City of Bellevue

MEMORANDUM

DATE: April 23, 2014

TO: Chair Tebelius and Members of the Planning Commission

FROM: Carol Helland, Land Use Director 452-2724
Mike Bergstrom, Principal Planner 452-2970
Development Services Department

SUBJECT: Land Use Code Clean-Up Amendments

At your annual retreat on October 30, 2013, the Planning Commission discussed future work program items, including the Code Amendment Docket. That docket maintains a list of potential amendments to the Land Use Code and other City codes that relate to land use or development, in compliance with the Washington State Growth Management Act. The docket groups the potential Land Use Code amendments into three tiers:

Tier 1 – Top Priorities. Recommended for initiation as Planning Commission and staff capacity allows.

Tier 2 – Not currently ripe for processing or less urgent.

Tier 3 – No external pressure to complete at this time.

The docket also lists potential amendments to other City codes as a separate group.

One of the Tier 1 amendments is "Land Use Code Clean-Up". This type of amendment typically addresses numerous provisions of the Land Use Code and is intended to provide greater code simplification, clarity, and internal consistency, as well as align code provisions with actual practice. This differs from a "single issue" amendment, e.g., Medical Cannabis, SMP Update, or Residential Room Rentals, that would likely have broader community interest or greater policy implications.

The proposed Land Use Code Clean-Up Amendment (Attachment A) is the subject of tonight's study session discussion. Staff suggests that the Planning Commissioners review this amendment with your copies of the Land Use Code alongside in order to understand the complete context.

Land Use Code Clean-Up Amendments

The proposed amendment would affect a variety of Land Use Code provisions, including:

20.10.440	Use Charts
20.20.125	Accessory structures in residential districts – Detached
20.20.170	Child care service use
20.20.520	Landscape development
20.20.590	Parking, circulation, and walkway requirements
20.20.720	Recreational vehicles, watercraft, and utility trailers
20.20.890	Trailers, boats and large vehicles – Use as dwelling units
20.20.900	Tree retention and replacement
20.25B.010	Transition Area Design District Purpose

20.25B.020	Transition Area Design District Applicability
20.25B.040	Transition Area Design District Development Standards
20.25D.080	Bel-Red Districts Dimensional Requirements
20.25H.035	Critical area buffers and structure setbacks
20.30N.140	Home Occupation Permit Decision Criteria
20.35.015	Review and Appeal Procedures – Framework for Decisions
20.35.210	Process II: Administrative decisions – Notice of application
20.35.250	Appeal of Process II decisions
20.40.500	Vesting and expiration of vested status of land use permits and approvals
20.45A.140	Preliminary Plat – Time Limitations
20.45A.180	Final Plat – General
20.50.012	"B" definitions (Building Height; Building Height – Single-Family Land Use Districts; Building Height – Shoreline Overlay Districts; Building Height – Transition Area Design Districts)
20.50.020	"F" definitions (Floor Area Ratio; Floor Area Ratio – Single-Family Dwelling
20.50.030	"K" definitions (Kitchen)

The proposed ordinance contained in Attachment A includes comment bubbles in the right margin that state the purpose or need for each amendment. The majority of the individual amendments add clarity or user convenience, correct citations or cross-references, remove unused code provisions, or provide internal code consistency or consistency with other laws. Their purposes are evident by reading the explanatory bubbles.

The reasons for some of the amendments may not be as readily apparent and therefore warrant more explanation. The following additional comments are keyed to the relevant Section in the proposed ordinance:

<u>Section 8, amending LUC 20.20.520.K – Maintenance of Plant Materials.</u>
The Land Use Code is not clear with respect to how streetscape landscaping is to be maintained. Although the Bellevue Parks & Community Services 2012 "Environmental Best Management Practices & Design Standards" (Chapter 8 – Streetscape Management) contains the standards used by the City, it needs to be identifiable and findable by property owners and managers. Adding the suggested subsection to LUC 20.20.520.K would alert users to these standards.

<u>Sections 13 and 14, amending LUC 20.25B.010 and .020 - Transition Area Design District Purpose and Applicability.</u>
The proposed amendments to LUC 20.20B.010 and .050 clarify that the purpose of the Transition Area Design District is to protect <u>residential</u> uses within residential districts, rather than <u>all</u> uses (such as churches, schools, etc) in a residential district. Where a proposed non-residential use (such as an office building) in a non-residential district (such as Professional Office) will abut a school or church or similar non-residential use in a residential district, transition area protections should not be required. Normal setback, building height, landscaping, and similar development standards provide sufficient treatment at the interface of non-residential uses. The Commission may recall that they reviewed a Comprehensive Plan Amendment proposal for a property in a Professional Office district in Factoria that is subject to transition area requirements. On September 9, 2013, Council determined that the appropriate manner in which to address this issue was through a Land Use Code amendment such as the one currently proposed, rather than through a CPA and zoning map change.

<u>Section 32, amending LUC 20.50.020 – F definitions – Floor Area Ratio, establishing a definition of FAR for single-family dwellings.</u>
Single-family dwellings are different from non-residential structures in the type of space and architectural features they incorporate. In recent years the City has established and applied a

definition of FAR that applies to single-family dwellings, but that definition has never been codified. The proposed amendment to LUC 20.50.020 would codify the working definition, adding clarity to the Land Use Code.

Section 33, amending LUC 20.50.030 – K definitions – Kitchen.
LUC 20.50.018 defines "Dwelling, Single-Family" as "A building containing but one kitchen, designed for and occupied exclusively by one family, except where a valid accessory dwelling unit registration has been approved". The Land Use Code does not define "kitchen", and some people have used that lack of definition to add what are effectively additional kitchens to their homes, sometimes to support the creation of an additional dwelling unit. The definition proposed is based on language used in the City's "Single Family Use Agreement" that is used to ensure that a single family residence will not create a secondary dwelling unit unless that unit is legally established as an accessory dwelling unit. Codifying this definition will help Land Use Code users find the definition as well as give the definition added legal force.

Conclusion and Next Steps

Staff will be present at your April 23, 2014 meeting to review the proposed amendment with you and respond to questions you may have. At the conclusion of the study session, the Commission will be asked whether it is ready to schedule a public hearing on the proposed amendment or would like an additional study session prior to a public hearing. We currently have June 25, 2014 targeted for a public hearing, but that date could be used for a study session on this topic if that is the Commission's preference, or another date prior to June 25 could be used for an additional study session.

Recommendations

1. Direct staff to schedule a public hearing for the proposed Land Use Code Clean-Up Amendment; or
2. Direct staff to return to a future study session for additional discussion of the proposed Land Use Code Clean-Up Amendment; or
3. Provide alternative direction to staff.

Attachments

A. Proposed Land Use Code Clean-Up Amendment

Attachment A

CITY OF BELLEVUE, WASHINGTON

ORDINANCE NO. _____

AN ORDINANCE amending the Land Use Code and Bellevue City Code relating to zoning, planning, and land use, amending portions of Title 20 (the Bellevue Land Use Code) of the Bellevue City Code to improve clarity and usability, ensure consistency with State law, improve internal Land Use Code consistency, and correct inaccurate or outdated citations, which includes amendments to the following sections of the Land Use Code: 20.10.440 (Use Charts), 20.20.125 (Accessory structures in residential districts – Detached), 20.20.170 (Child care service use), 20.20.520 (Landscape development), 20.20.590 (Parking, circulation, and walkway requirements), 20.20.720 (Recreational vehicles, watercraft, and utility trailers), 20.20.890 (Trailers, boats and large vehicles – Use as dwelling units), 20.20.900 Tree retention and replacement), 20.25B.010 (Transition Area Design District Purpose), 20.25B.020 Transition Area Design District Applicability), 20.25B.040 (Transition Area Design District Development Standards), 20.25D.080 (Bel-Red Districts Dimensional Requirements), 20.25H.035 (Critical area buffers and structure setbacks), 20.30N.140 (Home Occupation Permit Decision Criteria), Part 20.30T (Reasonable Accommodation), 20.35.015 (Review and Appeal Procedures – Framework for Decisions), 20.35.210 (Process II: Administrative decisions – Notice of application), 20.35.250 (Appeal of Process II decisions), 20.40.500 (Vesting and expiration of vested status of land use permits and approvals), 20.45A.140 (Preliminary Plat – Time Limitations), 20.45A.180 (Final Plat – General), 20.50.012 (B definitions), 20.50.020 (F definitions), and 20.50.030 (K definitions).

WHEREAS, throughout the process of administering the Land Use Code the City has identified necessary amendments to improve its function and usability, which fall into four categories: (1) improve clarity and usability; (2) ensure consistency with State law; (3) improve internal Land Use Code consistency; and (4) correct inaccurate or outdated citations; and

WHEREAS, the City seeks to modify the Land Use Code to improve the administration and clarity of this code and to ensure consistency with the laws of the State of Washington; and

WHEREAS, the proposed amendments to the Land Use Code are exempt from environmental review under the State Environmental Policy Act (SEPA), Chapter 43.21C RCW, and the City's Environmental Procedures Code, BCC 22.02; and

WHEREAS, the Planning Commission held a public hearing on _____, 201__ with regard to such proposed Land Use Code amendments; and

WHEREAS, the Planning Commission recommends that the City Council approve the proposed amendments, now, therefore,

Attachment A

THE CITY COUNCIL OF THE CITY OF BELLEVUE, WASHINGTON, DOES ORDAIN AS FOLLOWS:

Section 1. Section 20.10.440, Residential Land Use Chart, Note (16), is hereby deleted:

~~(16) For Single-Family Land Use Districts, "building height" is defined as the vertical distance measured from the average existing grade around the building to the highest point of a flat roof, or to the mean height between the eaves and ridge of a pitched roof, provided this measurement does not apply to flag poles and short wave radio antennas. Refer to the definition of building height for Single-Family Land Use Districts at LUC 20.50.012.~~

Comment [CoB1]: Removes errant note; 20.10.440 does not address building height.

Section 2. Section 20.10.440, Residential Land Use Chart, is hereby amended to add Note (16), to read as follows:

(16) See LUC 20.20.190 for additional regulations.

Comment [CoB2]: User convenience – directs user to special setback and auto access requirements in 20.20.190.

and to attach Note (16) to the following uses:

- Group Quarters: Dormitories, Fraternal Houses, Excluding Military and Correctional Institutions and Excluding Secure Community Transition Facilities; and
- Congregate Care Senior Housing; and
- Nursing Home.

Section 3. Section 20.10.440, Recreation Land Use Chart, is hereby amended to add Note (11), to read as follows:

20.10.440 Recreation Land Use Chart.

(11) See LUC 20.20.190 for additional regulations.

Comment [CoB3]: User convenience – directs user to special setback and auto access requirements in 20.20.190.

and to attach Note (11) to the following uses:

- Recreation Activities: Golf Courses, Tennis Courts, Community Clubs, Athletic Fields, Play Fields, Recreation Centers, Swimming Beaches and Pools.

Section 4. Section 20.10.440, Services Land Use Chart, is hereby amended to add Note (26), to read as follows:

20.10.440 Services Land Use Chart.

(26) See LUC 20.20.190 for additional regulations.

Comment [CoB4]: User convenience – directs user to special setback and auto access requirements in 20.20.190.

and to attach Note (26) to the following uses:

- Military and Correctional Institutions; and
- Education: Primary and Secondary; and
- Universities and Colleges; and
- Religious Activities.

Section 5. Section 20.20.010, Dimensional Requirements Chart, Note 44, of the Bellevue Land Use Code is hereby amended to read as follows:

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(44) Maximum building height for single-family uses in single-family residential land use districts is 30 feet measured from the average elevation of the existing grade around the building to the highest point of a flat roof, or 35 feet to the ridge of a pitched roof. Refer to 20.50.012 for definition of Building Height – Single-Family Land Use Districts.

Comment [CoB5]: User convenience.

Section 6. Section 20.20.125.E of the Bellevue Land Use Code is hereby amended to read as follows:

20.20.125.E Accessory structures in residential districts – Detached.

E. Limitations on Location and Lot Coverage.

~~1. Detached accessory structures shall not be located less than six feet from the associated primary structure.~~

Comment [CoB6]: Consistency with International Residential Code adopted by the City of Bellevue.

~~2~~1. Detached accessory structures shall be included in the calculation of lot coverage necessary to comply with the Maximum Lot Coverage by Structures requirements contained in LUC 20.20.010. In addition, detached accessory structures are limited to a maximum lot coverage of 10 percent except as otherwise provided in paragraph F.2. of this section.

~~3~~2. Detached accessory structures are required to comply with the front and side setbacks required for the primary structure and are required to maintain a five-foot setback from the rear lot line except as otherwise provided in paragraph F.3. of this section.

Note: The International ~~Building~~Residential Code as adopted and amended by the City of Bellevue contains additional fire protection requirements that are applicable to some structures constructed within a side or rear yard setback.

Comment [CoB7]: The IRC is the code now used by the City of Bellevue.

Section 7. Section 20.20.170.C of the Bellevue Land Use Code is hereby amended to read as follows:

20.20.170.C Child care service use.

C. Family Child Care Home in a Residence.

Family child care providers must obtain an operating license from the Department of ~~Social and Health Services~~Early Learning. Minimum licensing requirements can be found in Chapter ~~388-155~~170-296 WAC. Family child care providers also must obtain a Registration Certificate from the City of Bellevue as required by Chapter ~~4.02~~4.03 BCC (Tax Administration Code). All family child care homes must comply with applicable building and fire codes, the Sign Code, Chapter 22B.10 22 BCC, and LUC provisions governing lot size, building dimensions, setbacks and lot coverage requirements for the zone in which they are located.

Comment [CoB8]: Reference and code citation corrections.

Section 8. Section 20.20.520.K of the Bellevue Land Use Code is hereby amended to add a new subsection 3, to read:

20.20.520.K Maintenance of Plant Materials.

3. Streetscape plant materials shall be maintained in a manner consistent with the Bellevue Parks & Community Services 2012 "Environmental Best Management Practices & Design Standards", Chapter 8 – Streetscape Management, now, or as hereafter amended.

Comment [CoB9]: Clarification of maintenance standards.

Section 9. Section 20.20.590.F.1 of the Bellevue Land Use Code is hereby amended to read as follows:

20.20.590.F Parking, circulation and walkway requirements.

F. Minimum/Maximum Parking Requirement by Use.

1. Specified Uses. Subject to LUC 20.20.590.G and 20.20.590.H, the property owner shall provide at least the minimum and may provide no more than the maximum number of parking stalls as indicated below:

Use	Minimum Number of Parking Spaces Required	Maximum Number of Parking Spaces Allowed
a. Auditorium/assembly room/exhibition hall/theater/commercial recreation (2~~4~~)	1:4 fixed seats or 10:1,000 nsf (if there are no fixed seats)	No max.
b. Boat moorage, public or semi-public	1:2 docking slips	No max.
c. Financial institution	4:1,000 nsf	5:1,000 nsf
d. Funeral home/mortuary	1:5 seats	No max.
e. High technology/industry ~~(1)~~	4:1,000 nsf	5:1,000 nsf
f. Home furnishing-retail and major appliances-retail	1.5:1,000 nsf	3:1,000 nsf

Comment [CoB10]: Numbering change resulting from elimination of notes 1 and 2.

Comment [CoB11]: Note eliminated. See below.

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g.	Hospital/in-patient treatment facility/outpatient surgical facility	1:patient bed	No max.
h.	(Deleted by Ord. 5790)		
i.	Manufacturing/assembly (other than high technology/light industry)	1.5:1,000 nsf	No max.
j.	Office ~~(1)~~ business services/professional services/general office	4:1,000 nsf	5:1,000 nsf
k.	Office ~~(2)~~ medical/dental/health-related services	4.5:1,000 nsf	5:1,000 nsf
l.	Personal services:		
	Without fixed stations	3:1,000 nsf	No max.
	With fixed stations	1.5:station	No max.
m.	Residential:		
	Single-family detached	2:unit	No max.
	Multiple unit structure:		
	One-bedroom or studio unit	1.2:unit	No max.
	Two-bedroom unit	1.6:unit	No max.

Comment [CoB12]: Note eliminated. See below.

Comment [CoB13]: Note eliminated. See below.

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	Three or more bedroom unit	1.8:unit	No max.
n.	Restaurant:		
	Sitdown only	14:1,000 nsf	No max.
	With takeout service	16:1,000 nsf	No max.
o.	Retail/mixed retail/shopping center uses (1~~3~~):		
	Less than 15,000 nsf	5:1,000 nsf	5.5:1,000 nsf
	15,000 – 400,000 nsf	4:1,000 nsf	4.5:1,000 nsf
	400,000 – 600,000 nsf	4:1,000 nsf	5:1,000 nsf
	More than 600,000 nsf	5:1,000 nsf	5:1,000 nsf
p.	Senior housing:		
	Nursing home	0.33:bed	1:bed
	Congregate care senior housing	0.5:unit	1.5:unit
	Senior citizen dwelling	0.8:unit	1.5:unit
q.	Rooming/boarding	1:rented room	No max.
r.	Wholesale, warehouse	1.5:1,000 nsf	No max.
s.	Vendor cart	1:cart	No max.

nsf = net square feet (See LUC 20.50.036).

Notes: Minimum/Maximum Parking by Use:

~~(1) A property owner proposing a high technology light industry use or an office use (excluding medical/dental/health related office) shall provide area for future parking so that 4.5 stalls per 1,000 net square feet can be provided, if the proposed initial installation is less than 4.5 stalls per 1,000 nsf. (See paragraph K.7 of this section for design requirements). If at any time the Director of the Development Services Department determines that adequate parking has not been provided through the initial installation ratio, the Director may require the installation of stalls designated as reserve parking up to the 4.5 per 1,000 nsf ratio to assure that parking availability satisfies parking demand. Reserved parking areas must be clearly designated on the approved site plan and a document describing such area and the~~

Comment [CoB14]: Numbering change resulting from elimination on notes 1 and 2.

Comment [CoB15]: Provisions contained in Notes 1 and 2 have not been utilized and are unnecessary.

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~~obligation to convert such area to parking must be recorded with the King County Division of Records and Elections and the Bellevue City Clerk.~~

~~(2) A property owner proposing a medical/dental/health related office use shall provide area for future parking so that 5.0 stalls per 1,000 nsf can be provided, if the initial installation is less than 5.0 stalls per 1,000 nsf. (See paragraph K.7 of this section for design requirements.) If at any time the Director of the Development Services Department determines that adequate parking has not been provided through the initial installation ratio, the Director may require the installation of stalls designated as reserve parking up to the 5.0 per 1,000 nsf ratio to assure that parking availability satisfies parking demand. Reserved parking areas must be clearly designated on the approved site plan and a document describing such area and the obligation to convert such area to parking must be recorded with the King County Division of Records and Elections and the Bellevue City Clerk.~~

Comment [CoB16]: Provisions contained in Notes 1 and 2 have not been utilized and are unnecessary.

(1~~3~~) Office, restaurant and movie theater uses included within a retail/mixed retail/shopping center use (paragraph F.1.o of this section) must provide parking stalls as indicated below:

Comment [CoB17]: Numbering change resulting from elimination on notes 1 and 2.

a. Office Uses. If office uses comprise more than 10 percent of the total net square footage of a retail/mixed retail/shopping center use with 25,000 to 400,000 total nsf, the property owner shall provide parking for all office uses at a ratio of at least 4.0 parking stalls per 1,000 nsf for all office space. The office net square footage is not used to calculate the parking for other associated uses.

b. Restaurant Uses. If restaurant uses comprise more than five percent of the total net square footage of a retail/mixed retail/shopping center use, the property owner shall provide parking for all restaurant space at a ratio of at least 14 stalls per 1,000 nsf for sitdown restaurants or at least 16 stalls per 1,000 nsf for restaurants with take-out service. The restaurant net square footage is not used to calculate the parking for other uses.

c. Movie Theaters. Movie theaters in a retail/mixed retail/shopping center use shall provide additional parking as follows:

Size of Retail/Mixed Retail/ Shopping Center Development (nsf)	**Parking required in addition to requirements of LUC 20.20.590.F.1**
less than 100,000	3.0:100 total seats
100,000-199,999 and more than 450 seats	3.0:100 total seats
200,000 and more than 750 seats	3.0:100 total seats

Movie theater square footage is used to calculate the parking for LUC 20.20.590.F.1.

(2~~4~~) Room or seating capacity as specified in the International Building Code, as adopted and amended by the City of Bellevue, at the time of the application is used to establish the parking requirement.

Comment [CoB18]: Numbering change resulting from elimination on notes 1 and 2.

Section 10. Section 20.20.720.F of the Bellevue Land Use Code is hereby amended to read as follows:

20.20.720.F Recreational vehicles, watercraft, and utility trailers. *

F. As to recreational vehicles only, the requirements of subsection A of this section shall not apply to a residence if one or more occupants thereof has a current windshield placard or special license plate issued to them by the State of Washington as a qualified disabled person in accordance with RCW ~~46.16.381~~46.19.010. Persons claiming this exemption shall apply to the Director for approval thereof. The Director shall establish procedures and standards for acting on exemption requests hereunder. Only one recreational vehicle per residence may be exempted under this provision.

Comment [CoB19]: Citation correction.

* Not effective within the jurisdiction of the East Bellevue Community Council.

Section 11. Section 20.20.890.E of the Bellevue Land Use Code is hereby amended to read as follows:

20.20.890.E Trailers, boats, and large vehicles – Use as dwelling units. *

E. As to recreational vehicles only, the requirements of subsection D of this section shall not apply to a residence if one or more occupants thereof has a current windshield placard or special license plate issued to them by the State of Washington as a qualified disabled person in accordance with RCW ~~46.16.381~~46.19.010. Persons claiming this exemption shall apply to the Director for approval thereof. The Director shall establish procedures and standards for acting on exemption requests hereunder. Only one recreational vehicle per residence may be exempted under this provision.

Comment [CoB20]: Citation correction.

* Effective only within the jurisdiction of the East Bellevue Community Council.

Section 12. Section 20.20.900.E.1 of the Bellevue Land Use Code is hereby amended to read as follows:

20.20.900.E Tree retention and replacement.

E. Retention of Significant Trees in the R-1 Land Use District in the Bridle Trails Subarea for any Type of Land Alteration or Development.

1. Permit Required. As required by BCC ~~23.76.025.A.7~~23.76.035.A.8, a clearing and grading permit must be obtained from the City prior to the removal of any significant tree from any lot in the R-1 Land Use District in the Bridle Trails Subarea. The applicant may request a vegetation management plan to cover all proposed tree removal activities within a three-year period. In addition, for the removal of more than two significant trees within any three-year period, the requirements of subsections E.2 and E.3 below apply.

Comment [CoB21]: Citation correction.

Section 13. Section 20.25B.010 of the Bellevue Land Use Code is hereby amended to read as follows:

20.25B.010 Purpose

The Transition Area Design District provides a buffer between residential uses in a residential land use district and a land use district which permits development of higher intensity. Where multifamily development is planned adjacent to single-family residential uses or commercial development is planned adjacent to residential uses, such development should incorporate

Comment [CoB22]: Purpose clarification

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elements in the site design and building design to soften its impact and to result in a compatible transition.

Section 14. Section 20.25B.020 of the Bellevue Land Use Code is hereby amended to read as follows:

20.25B.020 Applicability

A. General.

This chapter applies to any portion of property located in a district designated on the chart below as "Districts providing transition" which is located within 300 feet of property located in a district designated on the chart as "Single-family districts receiving transition" or within 150 feet of property located in a district designated on the chart as "Multifamily districts receiving transition."

B. Limitations.

1. Where a transition area abuts a portion of I-90, I-405, SR 520, Burlington Northern Railroad right-of-way, or power transmission line which is located in a single-family or multifamily district, the City shall include that portion as part of the required width of the transition area.

2. If the applicant establishes that a minimum 150-foot width of greenbelt or native growth protection easement is permanently dedicated for nonbuildable purposes and is located in a single-family or multifamily district, the City shall include that portion as part of the required width of the transition area.

3. Development within any Downtown Land Use District is not subject to Transition Area Design District requirements (refer to LUC 20.25A.090, Perimeter Design District).

4. Development within the F1 Land Use District is not subject to Transition Area Design District requirements.

5. Development within the OLB-OS Land Use District is not subject to Transition Area Design District requirements where that property receiving transition is developed in a nonresidential use.

6. Development of a wireless communications facility is not subject to Transition Area Design District requirements.

7. Development within the Medical Institution Land Use District is not subject to Transition Area Design District requirements.

8. Development within the Bel-Red Land Use Districts is not subject to the Transition Area Design District requirements unless specifically made applicable pursuant to Part 20.25D LUC.

9. Where a transition area abuts a single-family or multifamily district and all properties that would receive transition are developed with legally-permitted non-residential uses, the requirements of this Part 20.25B shall not apply.

Comment [CoB23]: Purpose clarification.

. . . .

Section 15. Section 20.25B.040.A of the Bellevue Land Use Code is hereby amended to read as follows:

20.25B.040 Development Standards

A. Building Height.

1. Definition. ~~For purposes of this chapter~~In a Transition Area, building height shall be measured from average existing grade around the building to the highest point of a flat roof ~~or parapet~~ or to the mean height between the tallest eave~~s~~ and tallest ridge of a pitched roof. Mechanical equipment and satellite dish antennas are included in building height calculations, except that mechanical equipment may ~~extend into~~ be located within the upper one-half of a pitched roof form not to exceed 10 feet above maximum building height. This additional 10 feet is for equipment or screening purposes only and not to obtain additional habitable space. Specifically excluded from this definition are parapet walls designed solely, and only to the extent necessary, to screen mechanical and elevator equipment, and slender structural elements not intended for human habitation and not exceeding 10 feet above the maximum building height including chimneys, smoke ventilation stacks, omni-directional antennas, and flagpoles. This definition supersedes the building height definition in LUC 20.50.012 for purposes of this chapter only.

Comment [CoB24]: Various clarifications to definition of building height in a transition area.

Comment [CoB25]: Adds mechanical equipment screening as an element excluded from building height measurement, to ensure that screening can be of similar height to the equipment it is screening.

Section 16. Section 20.25D.070, Bel-Red Services Land Use Chart, of the Bellevue Land Use Code is hereby amended to remove note (4) from the Professional Services: Medical Clinics and Other Health Care Related Services use in the BR Residential Commercial Nodes districts (BR-RC-1, RC-2, and RC-3).

Comment [CoB26]: Removes errant footnote (note 4 relates to auto/motorcycle sales and leasing, not professional services).

Section 17. Section 20.25D.080.C.3 of the Bellevue Land Use Code is hereby amended to read as follows:

20.25D.080.C Bel-Red Dimensional Requirements

C. Impervious Surface/Lot Coverage

3. Buildings constructed partially below grade and not higher than 30 inches above average finished grade are not structures for the purpose of calculating impervious surface; provided, that the rooftop of the building shall be landscaped consistent with the City of Bellevue's Utilities Department Engineering Standards, Chapter ~~D9~~D6, now or as hereafter amended, for the building roof area as approved by the Director.

Comment [CoB27]: Citation correction.

Section 18. Section 20.30N.140.A of the Bellevue Land Use Code is hereby amended to read as follows:

20.30N.140 Decision Criteria

A. The Director of the Development Services Department may approve or modify and approve a Home Occupation Permit if the following decision criteria are met:

1. *(no change)*
2. *(no change)*
3. *(no change)*
4. There is no exterior display, exterior alteration of the property, including expansion of parking or the addition or expansion of exterior mechanical equipment, no exterior sign other than business signage on the applicant's vehicle, no exterior storage of materials or other exterior indication of the business; and
5. *(no change)*
6. *(no change)*
7. *(no change)*
8. *(no change)*
9. *(no change)*
10. *(no change)*
11. *(no change)*
12. *(no change)*

Comment [CoB28]: Clarification, reflects actual code application practice. Prevents home occupations from adding commercial kitchens that require mechanical equipment out of character with residential uses.

Section 19. Part 20.30T of the Bellevue Land Use Code is hereby amended to read as follows:

20.30T Reasonable Accommodation

Any person claiming to have a handicap or disability, or someone acting on his or her behalf, who wishes to be excused from an otherwise applicable requirement of this Land Use Code under the Fair Housing Amendments Act of 1988, 42 USC 3604(f)(3)(b), or the Washington Law Against Discrimination, Chapter 49.60 RCW, must provide the Director of the Development Services Department with verifiable documentation of handicap or disability eligibility and need for accommodation. The Director shall act promptly on the request for accommodation. If handicap or disability eligibility and need for accommodation are demonstrated, the Director shall approve an accommodation which may include granting an exception to the provisions of this Code. The Director shall not charge any fee for responding to such a request. The Director's decision shall constitute final action by the City on the request for accommodation, and review of that decision will be available only in court. An action seeking such review must be filed not more than 21 days after the Director's decision.

Comment [CoB29]: Consistency with Federal and State law (Federal Fair Housing Amendments Act uses "handicap"; Washington Law Against Discrimination uses "disability").

Section 20. Section 20.35.015.A of the Bellevue Land Use Code is hereby amended to read as follows:

20.35.015.A Framework for decisions

A. Land use decisions are classified into ~~four~~five processes based on who makes the decision, the amount of discretion exercised by the decisionmaker, the level of impact associated with the decision, the amount and type of public input sought, and the type of appeal opportunity.

Comment [CoB30]: Correction; internal consistency.

Section 21. Section 20.35.015.C.12 of the Bellevue Land Use Code is hereby amended to read as follows:

20.35.015.C Framework for decisions

C. Process II decisions are administrative land use decisions made by the Director. Threshold determinations under the State Environmental Policy Act (SEPA) made by the Environmental Coordinator and Sign Code variances are also Process II decisions. (See the Environmental

Procedures Code, BCC 22.02.034, and Sign Code, BCC22B.10.180). The following types of applications require a Process II decision:

1. Administrative amendments;

. . . .

12. ~~Review under the State Environmental Policy Act (SEPA) when not consolidated with another permit.~~Land use approvals requiring a threshold determination under SEPA when not consolidated with another land use decision identified in this Section 20.35.015.

Comment [CoB31]: Consistency with State law.

Section 22. Section 20.35.015.G of the Bellevue Land Use Code is hereby amended to read as follows:

20.35.015.G Framework for decisions

G. Other types of land use applications and decisions made by the Director, including those set forth below, are minor or ministerial administrative decisions, exempt from the above land use processes. Notice and an administrative appeal opportunity are not provided. LUC 20.35.020 through 20.35.070, however, apply to all land use applications.
   1. Boundary Line Adjustment;
   2. Final Plat (also requires Hearing Examiner approval prior to recording);
   3. Final Short Plat;
   4. Land Use Exemption;
   5. Temporary Use Permit;
   6. Vendor Cart Permit;
   7. Requests for Reasonable Accommodation as defined by Part 20.30T LUC.*
   8. Applications and decisions for activities for which the Director of the Utilities Department has granted an exemption to the "Minimum requirements for new development and redevelopment" pursuant to BCC 24.06.065.C.

Comment [CoB32]: Clarifies relationship of Land Use Code and certain applications/decisions pursuant to Utilities Code.

*Not effective within the jurisdiction of the East Bellevue Community Council.

Section 23. Section 20.35.210.A (Table 20.35.210.A) of the Bellevue Land Use Code is hereby amended to read as follows:

20.35.210.A Notice of Application.

A. Notice of application for Process II land use decisions shall be provided within 14 days of issuance of a notice of completeness as follows:

Table 20.25.210.A

Application Type	Publish	Mail	Sign
Administrative Amendment	X	X	X
Administrative Conditional Use	X	X	X
Design Review	X	X	X
Home Occupation Permit	X	X	

Interpretation of Land Use Code	X		
Preliminary Short Plat	X	X	X
Shoreline Substantial Development Permit	X	X	
Variance, Shoreline Variance	X	X	
Critical Areas Land Use Permit	X	X	
Land Use approvals requiring SEPA Review (when not consolidated with another permitland use decision, as provided for in LUC 20.35.015.C.12)	X		
Master Development Plan	X	X	X

Comment [CoB33]: Clarification and internal consistency.

Comment [CoB34]: Clarification, and consistency with Process II nature of MDPs (see LUC 20.35.015.C.10).

Section 24. Section 20.35.250.A of the Bellevue Land Use Code is hereby amended to read as follows:

20.35.250 Appeal of Process II decisions.

A. Process II decisions, except for shoreline permits and SEPA Threshold Determinations on Process IV or Process V actions, may be appealed as follows:

Comment [CoB35]: Internal consistency.

. . . .

Section 25. Section 20.40.500.A.1 of the Bellevue Land Use Code is hereby amended to read as follows:

20.40.500.A Vesting and expiration of vested status of land use permits and approvals.

A. Vesting for Permits and Approvals

1. Permits and Approvals Other than Subdivisions and Short Subdivisions and Conditional Uses. Applications for all land use permits and approvals except subdivisions and short subdivisions and conditional uses shall be considered under the Land Use Code and other land use control ordinances in effect on the date that a fully complete Building Permit application, meeting the requirements of BCC 23.10.032 23.05.090.E and F, is filed. If a complete Building Permit application is not filed, the land use permit or approval shall become vested to the provisions of the Land Use Code upon the date of the City's final decision on the land use permit or approval.

Comment [CoB36]: Consistency with state law.

Comment [CoB37]: Citation correction.

Section 26. Section 20.40.500.A.2 of the Bellevue Land Use Code is hereby amended to read as follows:

20.40.500.A Vesting and expiration of vested status of land use permits and approvals.

2. Subdivisions and Short Subdivisions and Conditional Uses. An application for approval of a subdivision or short subdivision of land, as defined in LUC 20.50.046, or for a conditional use, as defined in LUC 20.50.014, shall be considered under the Land Use Code and other land use control ordinances in effect when a fully completed application is submitted for such approval which satisfies the submittal requirements of the Director specified pursuant to LUC 20.35.030.

Comment [CoB38]: Consistency with state law.

Comment [CoB39]: Consistency with state law.

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Section 27. Section 20.45A.140 of the Bellevue Land Use Code is hereby amended to read as follows:

20.45A.140 Preliminary plat – Time limitation.

A preliminary plat automatically expires and is void if the applicant fails to file for approval of the final plat within:

A. Seven years of the effective date of preliminary plat approval if preliminary plat approval is on or before December 31, 2014; or
B. fFive years of the effective date of the preliminary plat approval if preliminary plat approval is on or after January 1, 2015; or
C. Ten years of the effective date of preliminary plat approval if the project is not subject to requirements adopted under Chapter 90.58 RCW and the date of preliminary plat approval is on or before December 31, 2007.

Provided, that, ifunless the plat is a phased development and the applicant has received an extension for the preliminary plat pursuant to LUC 20.45A.150, these time limitations may be increased by the length of the approved extension.

Comment [CoB40]: Changes below are for consistency with state law.

Section 28. Section 20.45A.180 of the Bellevue Land Use Code is hereby amended to read as follows:

20.45A.180 Final plat – General.

The applicant must submit the final plat within:

A. Seven years of the effective date of preliminary plat approval if preliminary plat approval is on or before December 31, 2014; or
B. fFive years of the effective date of the preliminary plat approval is preliminary plat approval is on or after January 1, 2015; or
C. Ten years of the effective date of preliminary plat approval if the project is not subject to requirements adopted under Chapter 90.58 RCW and the date of preliminary plat approval is on or before December 31, 2007.

Provided, that, or the extension date if an extension was granted pursuant to LUC 20.45A.150, these time limitations may be increased by the length of the approved extension.

Comment [CoB41]: Changes below are for consistency with state law.

Section 29. Section 20.50.012 of the Bellevue Land Use Code is hereby amended to revise the definition of "Building Height" to read as follows:

20.50.012 B definitions.

Building Height. The vertical distance measured from the average elevation of the finished grade around the building or building segment to the highest point of a flat roof, or to the mean height between the eaves and ridge of a pitched roof. Specifically excluded from this definition and from the regulation of maximum building height are structural elements not intended for habitation and not exceeding 15 feet above the maximum building height including penthouses for mechanical and elevator equipment, chimneys, wireless communication facility antenna arrays, smoke and ventilation stacks, flag poles, mechanical and elevator equipment, and parapet walls designed solely to screen mechanical and elevator equipment. This definition

does not apply to projects located within a Transition Area Design District (refer to LUC 20.25B.040), the Shoreline Overlay District (refer to LUC 20.25E.017), Single-Family Land Use Districts (refer to the definition of Building Height – Single-Family Land Use Districts contained in this section; see also ~~LUC 20.10.440, Note (16)), and to~~ the F1 Land Use District (refer to LUC 20.25F1.040, Footnote (6)).

Section 30. Section 20.50.012 of the Bellevue Land Use Code is hereby amended to revise the definition of "Building Height – Single-Family Land Use Districts" to read as follows:

20.50.012 B definitions.

Building Height – Single-Family Uses in Single-Family Land Use Districts. The vertical distance measured from the average elevation of the existing grade around the building to the highest point of a flat roof, or to the ridge of a pitched roof, provided this measurement does not apply to chimneys, wireless communication facility antenna arrays, shortwave radio antennas, smoke and ventilation stacks, and flag poles. This definition applies only to single-family residential structures, and structures accessory thereto, located in a single-family land use district. For all other structures, regardless of land use district, see the definition of Building Height contained in this section.

Section 31. Section 20.50.012 of the Bellevue Land Use Code is hereby amended to add the following new definitions:

20.50.012 B definitions.

Building Height – Shoreline Overlay Districts. See LUC 20.25E – Shoreline Overlay District definitions.

Building Height – Transition Area Design Districts. See LUC 20.25B.040.A.1 – Transition Area Design District Building Height definition.

Section 32. Section 20.50.020 of the Bellevue Land Use Code is hereby amended to revise the definition of "Floor Area Ratio (FAR)" to read as follows:

20.50.020 F definitions.

Floor Area Ratio (FAR). A measure of development intensity equal to the gross floor area, excluding parking and mechanical floors or areas, divided by net on-site land area (square feet). Net on-site land area includes the area of an easement but does not include public right-of-way except in the Downtown as provided for in LUC 20.25A.020.D. Refer to LUC 20.25H.045 for additional limitations on development intensity applicable to sites with critical areas or critical area buffers. This definition does not apply to single-family dwellings (refer to the definition of Floor Area Ratio (FAR) – Single-Family Dwellings contained in this section).

Section 33. Section 20.50.020 of the Bellevue Land Use Code is hereby amended to add the following new definition:

20.50.020 F definitions.

Floor Area Ratio (FAR) – Single-Family Dwelling. A measure of development intensity equal to the gross floor area divided by net on-site land area (square feet). Included in the calculation

Comment [CoB42]: Internal consistency – footnote deleted.

Comment [CoB43]: Clarifies intent and application of this definition. Non-single-family structures would be subject to the definition of "Building Height", above.

Comment [CoB44]: User convenience.

Comment [CoB45]: Internal consistency and clarification.

Comment [CoB46]: Internal consistency and clarification.

Comment [CoB47]: Internal consistency and user convenience.

Comment [CoB48]: Differentiates single-family FAR from other FAR, for clarification.

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of gross floor area is the floor area of the ground floor plus that of any additional stories of all buildings on the lot, including accessory structures. High-volume spaces – 16 feet or greater in height – are counted twice. Excluded in the calculation of gross floor area is the floor area or partially exposed lower levels that are less than five feet above finished grade, attic areas which are unfinished and non-habitable, and carports, porches, and decks that are open on at least two sides. See also LUC 20.20.010, Note (43).

Section 34. Section 20.50.030 of the Bellevue Land Use Code is hereby amended to add the following new definition:

20.50.030 K definitions.

Kitchen. An identifiable area inside a building, including all appliances, fixtures, and features within that area together with high-voltage electrical wires and plumbing serving such appliances, fixtures, and features, that contains a combination of functionally related appliances including a stove, range, oven, microwave, or any combination thereof, a refrigerator or other food storage appliance, a sink, and a counter or cupboards, in proximity to each other.

Comment [CoB49]: Based on language used in the city's single family use agreement. Clarification of terms (important for determine what constitutes a "dwelling").

Section 35. If any section, subsection, paragraph, sentence, clause, or phrase of this ordinance is declared unconstitutional or invalid for any reason, such decision shall not affect the validity of the remaining parts of this ordinance.

Section 36. This ordinance shall take effect and be in force five/thirty (5/30) days after legal publication.

Comment [CoB50]: City Attorney Office to determine.

PASSED by the City Council this _____ day of _____, 201___, and signed in authentication of its passage this _____ day of _____, 201___.

(SEAL)

_____
Conrad Lee, Mayor

Approved as to form:

_____
Lori M. Riordan, City Attorney

Attest:

_____
Myrna L. Basich, City Clerk

Published _____

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City of Bellevue

MEMORANDUM

*Materials on the **Housing Draft Policy Updates** were previously distributed in the April 9, 2014 Planning Commission packet. No updates have been made to the memo, the Housing Element Discussion Paper, or to the Housing Element Policy Table. At the April 23 meeting the Planning Commission will continue review of the Housing Element Policy Table at row number 30.*

DATE: April 4, 2014

TO: Chair Tebelius and Members of the Planning Commission

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SUBJECT: 2014 Comprehensive Plan Update – Land Use and Housing Element Draft Policy Updates

The April 9, 2014, study session will continue review of the Bellevue Comprehensive Plan as part of the city's major Comprehensive Plan update. Following a series of previous meetings reviewing information about how the city has changed over the last ten years and forecasts for future growth, this study session will be an opportunity to review the development of draft policy updates for the Land Use and Housing sections (or elements) of the Comprehensive Plan.

No formal action is requested at this study session. The Commission is encouraged to review the enclosed discussion papers and draft policy tables. The discussion papers provide information about the changes suggested in the policy tables and include references to the table lines or policy numbers. Comments on the draft policies at this stage will help staff prepare complete draft chapters and ultimately a full draft Comprehensive Plan for the Commission's later review.

At this stage of the update process, the city's boards and commissions are reviewing potential policy updates to the Comprehensive Plan. Early in the process, the city conducted a number of community engagement activities (summary are posted online) and boards and commissions reviewed background information including how the city has changed, demographic information about the community, future growth projections, and information about economic conditions, and other information. The boards and commissions have shifted to reviewing the existing policies of the Comprehensive Plan sections (or elements) to provide staff guidance as the city prepares a draft update of the plan. At the previous study session, the Planning Commission provided feedback on the Economic Development Element policies. The Commission has also directed an approach to updating the Community Vision statement, which will be developed over

the upcoming weeks. Meanwhile, the Environmental Services Commission reviewed the Utilities Element policies and the Human Services Commission reviewed the Human Services Element policies. The Parks and Community Services Board and Transportation Commission are in the process of review policies related to parks and transportation, respectively.

NEXT STEPS

Review of draft policy tables is scheduled to continue at the May 12 Planning Commission meeting. Following review of each of the policy sections, staff will develop a complete draft update of the Comprehensive Plan for the Planning Commission's review.

ATTACHMENTS

1. Land Use Element Discussion Paper
2. Land Use Element Policy Table
3. Housing Element Discussion Paper
4. Housing Element Policy Table

Copies of the Comprehensive Plan Land Use and Housing Elements were previously distributed to the Planning Commission. They are also available online:
http://www.ci.bellevue.wa.us/comprehensive_plan.htm

Additional background information:

1. 2012 King County Countywide Planning Policies (CPPs): http://www.kingcounty.gov/property/permits/codes/growth/GMPC/CPPs.aspx
2. Employment and housing growth information (9-25-2013 Planning Commission agenda materials and presentation)
3. East King County Housing Analysis (3-13-2013 Planning Commission agenda materials)
4. Appendix to East King County Housing Analysis (3-13-2013 Planning Commission agenda materials)
5. Human Services Needs Update and Consolidated Plan (City of Bellevue Human Services Division webpage: http://www.cityofbellevue.org/human_services.htm)
6. King County rapid re-housing pilot program to help homeless families (King County news release: http://www.kingcounty.gov/exec/news/release/2013/December/RapidRehousing.aspx)
7. The Ten Year Plan and East King County Plan to End Homelessness (Committee to End Homelessness King County webpage: http://www.cehkc.org/)

HOUSING ELEMENT DISCUSSION PAPER

The Housing Element is a mandatory element of the Comprehensive Plan under the state Growth Management Act (GMA). The Housing Element identifies the City's strategy to meet the state GMA housing goal: *"Encourage the availability of affordable housing to all economic segments of the population of this state, promote a variety of residential densities and housing types, and encourage preservation of existing housing stock."*

Consistent with the GMA housing goal, Bellevue's Housing Element addresses wide-ranging housing topics within the following four housing sections:

Housing Section	**Description**
Neighborhood Quality & Vitality Policies HO-1-10	This section recognizes the diversity and quality of Bellevue's neighborhoods. It also recognizes that neighborhoods are not static over time and that they evolve to meet the changing needs and lifestyles of the residents and the community.
Housing Opportunities Policies HO-11-21	This section provides the policy framework for increasing the housing supply while protecting existing neighborhoods – a critical challenge for Bellevue.
Affordable Housing Policies HO-22-36	This section includes policies that direct the city's efforts to create housing opportunities for all economic segments of the population through regulatory and incentive approaches.
Special Housing Needs Policies HO-37-41	This section addresses the needs of some members of the community who cannot live on their own due to disability, health, age, or other circumstances that require special accommodations. Unfortunately, the difficulties some people have in finding housing may be so extreme as to result in homelessness. The city supports emergency housing and takes an active role in creating a variety of housing opportunities for those with special needs.

Housing Recommendations, Opportunities and Gaps

At the January 22, 2014, Planning Commission meeting the Commission reviewed Housing Element recommendations from the Human Services Commission and the Bellevue Network on Aging. Michael Yantis, Chair of the Human Services Commission, and Eileen Rasnack, Chair of the Bellevue Network on Aging presented these recommendations and answered the Planning Commission's questions.

Next the Planning Commission reviewed "opportunities and gaps" that staff identified in their review of the existing Housing Element. This list had been previously reviewed with the Planning Commission on July 10, 2013.

1. Clarify policies for consistency with City's downtown planning
2. **Clarify policies for consistency with current direction on shelters and homeless housing**
3. **Greater focus on mixed use neighborhoods**
4. Jobs/housing balance
5. Affordable housing near transit
6. Active /Healthy communities
7. **Universal design and accessibility in new housing / Aging in place**
8. Fair housing
9. **Identifying the need for affordable housing and the steps to take to address the need**
10. Addressing the need for housing affordable to very low income households
11. New implementation strategies and monitoring progress to meet affordable housing need
12. **Student housing** (recently added)

Five Key Housing Issues and Intended Policy Direction
From the list of potential Comprehensive Plan "opportunities and gaps", five topics (in bold, above) were discussed as key issues for Planning Commission review and comment. Intended Policy Direction for each issue was also presented.

1. **Shelters and Homelessness**
   Homelessness is a growing concern in the community. Many aspects of this issue have changed since the last Comprehensive Plan update in 2004. The Comprehensive Plan Policy HO-38 is indirect in its response. We have also heard from the community that current regulation prevents siting shelters in many zones.

   Intended policy direction:
   - Address city position to work towards ending homelessness, including city's role in 10-year plan to end homelessness.
   - Support for strategies that avoid displacement (foreclosure mediation) and that move people out of homelessness (rapid rehousing).
   - Assess code to remove unintended barriers to shelters and group quarters in commercial and mixed use areas, while retaining appropriate land use controls.

   Planning Commission comment:
   - Support for policy that uses clearly defined housing responses, and focuses on responses that work to move people from homelessness to independence.

2. **Mixed Use Neighborhoods**
   Current Comprehensive Plan supports housing in mixed use areas, but the city's residential areas are generally described as being either multifamily or single family. Most of the City's future housing growth will be in mixed use areas, primarily Downtown and BelRed.

Intended policy direction:

- Update policy to better reflect today's conditions and future growth.
- Monitor amount and affordability of housing achieved in mixed use areas.
- Encourage Family Friendly Housing.

Planning Commission comment:

- Include in Comprehensive Plan that Lake Heights /Newport Hills could benefit from mixed-use redevelopment.

3. Affordable Housing

The Comprehensive Plan already includes policy support for ARCH and other partnerships, and for affordable housing funding, incentives, and preservation. The affordable housing update needs to address the updated Countywide Housing Planning Polices that includes a focus on effective strategies, implementation, and monitoring.

Intended policy direction:

- Recognize the range of housing needs of the community, especially the housing needs of lower income households where the greatest housing gap exists.
- Emphasize strategies to increase housing for very low income households, e.g. funding support for non-profit housing providers.
- Better recognize new housing growth will be in MF and mixed use areas.
- Need for affordable housing near transit options.
- Monitor amount and affordability of housing achieved.
- Update ADU policy to support neighborhood compatibility.

Planning Commission comment:

- Implement programs enabled by the state to increase affordable housing.

4. Universal Design and Aging in Place

Studies show that older residents want to stay in their neighborhood as they age. Many seniors find that their homes do not adapt well to their changing abilities, and struggle to find the programs and services that they need.

Intended policy direction:

- Preservation of older homes; ability to adapt homes as people age.
- Universal Design that improves accessibility in public spaces; for private residential development increase Universal Design education to development community.
- Support for programs and services that allow seniors to stay in their homes.
- Support for MF senior housing that allows seniors to stay close to their neighborhood.
- Support for walking, accessibility and safety in neighborhoods.
- Update ADU policy to support neighborhood compatibility.

Planning Commission comment:

- Do not propose added requirements that increase the cost of housing.

5. **Student Housing**

   The issue of single family homes being converted to student housing is a new concern in Bellevue, and has not been previously discussed in the review of the Comprehensive Plan. Balance needs to be achieved between the need for affordable housing and the concerns of neighbors about incompatible uses in single family neighborhoods.

   Intended policy direction:

   - Emphasize maintaining or enhancing the character of residential neighborhoods.
   - Support development of on-campus student housing at Bellevue College that is compatible with the surrounding neighborhood.
   - Support development of off-campus student housing in adjacent MF and mixed use zones (part of Eastgate plan).
   - Related to success of other strategies to increase affordable housing.

   Planning Commission comment:

   - Policy should not be specific to Bellevue College.
   - Policy should address the housing need of younger adults in general.
   - Need to address other issues that could result from small units e.g. traffic, parking, density.

Comprehensive Plan Policy Development – Housing Element

Attachment #1 lists each existing Housing Policy, along with proposed changes and rationale. In most instances, the rationale refers to the ***Intended policy direction*** and ***Planning Commission comment*** reviewed above. Note that the policy numbering is not updated as new and deleted policies are still under consideration. The following list of key changes by topic will help guide the April 9, 2014 discussion.

Neighborhood Quality and Vitality

- New mixed use neighborhoods and future housing growth targeted to downtown and mixed use areas - edits to HO-2, HO-12 and HO-29.
- Addressing impacts of room rentals in single family areas - new policy #5a.
- Maintaining or enhancing the character of residential neighborhoods - edits to policies HO-3.

Housing Opportunities

- Family friendly housing - edits to existing policy HO-10
- Support for programs that allow seniors to age in place - new policy #4.
- Increasing education about Universal Design - new policy #4.
- ADU direction consistent with neighborhood plans - edits to HO-16.
- Creating a diversity of housing types - edits to HO-12, HO-21, former policy LU-23
- Support for fair housing - new policy #1.

- Student housing - new policy #5b.

Affordable Housing *(including Countywide Planning Policy Housing update)*

- Implementation and monitoring of strategies to address housing need - new policy 2a.
- Removing unintended regulatory barriers to affordable housing - edits to HO-23, new policy 2b.
- The need for affordable housing near transit - edits to HO-25.
- Addressing housing need for low and very low income households - HO-27

Special Needs Housing

- Support for regional efforts to address homelessness - edits to HO-38
- Support for collaborative efforts with social service agencies and other jurisdictions to fund and operate emergency shelters and day centers – edits to HO-39
- Temporary encampments - new policy #8.

Comprehensive Plan Policy Development - Housing Element

Housing Element Policies			If action proposed, why?	Proposed Change
Housing Chapter Goal *Note: Housing Chapter Goal, Housing Section Goals and Housing Vision Statement will be considered in a subsequent discussion. They are not included in this Housing Element Policy Development table.*				
Section 1: Neighborhood Quality & Vitality				
1	HO-1	Encourage investment in and revitalization of single family and multifamily neighborhoods where private investment patterns are not accomplishing this objective.	*No change*	
2	HO-2	Promote quality, community-friendly multifamily development, through features such as enhanced open space and pedestrian connectivity.	• Support for walking, accessibility and safety in neighborhoods. • Encourage Family Friendly Housing. ○ Addresses Housing CPP H-12	Policy edit: Promote quality, community-friendly single family, multifamily and mixed use development, through features such as enhanced open space and pedestrian connectivity.
3	HO-3	Refine Land Use Code standards to improve the compatibility of single family infill development with the neighborhood.	• Emphasize maintaining or enhancing the character of residential neighborhoods.	Policy edit: ~~Refine Land Use Code standards to improve~~ Maintain the character of ~~the compatibility of single family infill development with the~~ established single family neighborhoods through application of appropriate development regulations.
4	NEW (#5a)	Student Housing	• Support development of on-campus student housing at Bellevue College that is compatible with the surrounding neighborhood • Support development of off-campus student housing in adjacent MF and mixed use zones (part of Eastgate plan) **Planning Commission comments**: Policy should not be specific to Bellevue College. Policy should address housing need of younger adults in general. Need to address other issues that could	Policy draft: Monitor and appropriately regulate room rentals in single family areas to balance potential impacts to neighborhood character with need for affordable housing opportunity. *See also New Student Housing Policy #5b in Housing Opportunity section, and New affordable housing policy #2a in Affordable Housing section.*

Housing Element Policies			If action proposed, why?	Proposed Change
			result from small units e.g. traffic, parking, density. (see HO-3)	
5	HO-4	Initiate and encourage neighborhood and community involvement to foster a positive civic and neighborhood image through the Neighborhood Enhancement Program, or similar program.		Move to Land Use element.
6	HO-5	Assure that site and building design guidelines create an effective transition between substantially different land uses and densities.		Address in Urban Design element.
7	HO-6	Anticipate the future maintenance and restoration needs of older neighborhoods through a periodic survey of housing conditions. Report results of such surveys to residents.	*No change*	
8	HO-7	Provide financial assistance to low-income residents for maintaining or repairing the health and safety features of their homes through the Housing Repair Program, or similar program.	*No change*	
9	HO-8	Protect residential areas from illegal land use activities through enforcement of city codes.	*Address in Land Use Policy LU-19: Maintain stability and improve the vitality of residential neighborhoods through adherence to, and enforcement of, the city's land use regulations.*	Delete. Address in Land Use Policy LU-19.
10	HO-9	Explore opportunities to implement alternative neighborhood design concepts. Involve residents and other stakeholders in this process.	Repeats HO-15.	Delete
Section 2: Housing Opportunities				
11	Move from LU	LU-23 Provide the potential for a broad range of housing choices to meet the changing needs of the community.	• Recognize the range of needs in the community, and in particular the housing needs of lower income households.	Move from Land Use to Housing Element

Housing Element Policies			If action proposed, why?	Proposed Change
			○ Addresses Housing CPP H-3, H-13	
12	New Policy (#1)	Fair Housing	*Bellevue is one of 14 jurisdictions in the Puget Sound Region that receive federal housing funds (CDBG) and are required to not only abide by fair housing law, but also to go a step further and include real and effective fair housing strategies that affirmatively further fair housing.* ○ *Addresses Housing CPP H-13*	Policy draft: Employ effective fair housing strategies that support the Fair Housing Act and affirmatively further fair housing.
13	HO-10	Support housing with appropriate amenities for families with children.	• Encourage Family Friendly Housing ○ Addresses Housing CPP H-12	Policy draft: Encourage appropriate amenities for families with children in new housing throughout the City through city investments, development regulations and incentives. *Discussion draft: Amenities for families with children may include school access, walkable streets, accessible open space and community facilities.*
14	NEW (#5b)	Student Housing	• Support development of on-campus student housing at Bellevue College that is compatible with the surrounding neighborhood • Support development of off-campus student housing in adjacent MF and mixed use zones (part of Eastgate plan) ○ Addresses Housing CPP H-10 **Planning Commission comments**: Policy should not be specific to Bellevue College. Policy should address housing need of younger adults in general. Need to address other issues that could result from small units e.g. traffic, parking, density. (see HO-3)	Policy draft: Work with colleges, including Bellevue College, and private developers to support housing for students on-campus and in adjacent transit served mixed use/ commercial areas. *See also New Student Housing Policy #5b in Housing Opportunity section, and New affordable housing policy #2a in Affordable Housing section.*

Housing Element Policies			If action proposed, why?	Proposed Change
15	HO-11	Encourage housing opportunities in mixed residential/ commercial settings throughout the city.		
16	HO-12	Provide incentives to encourage residential development for a range of household types and income levels in commercial zones.	• Better reflect that new housing growth will be in MF and mixed use areas. • Update policy to better reflect today's conditions and future growth. ○ Addresses Housing CPP H-9 **Planning Commission Comment:** Include in policy that Lake Heights /Newport Hills could benefit from mixed use redevelopment.	Policy edit: Provide incentives to encourage residential development for a range of household types and income levels in multifamily and mixed use commercial zones.
17	HO-13	Ensure that mixed-use development complements and enhances the character of the surrounding residential and commercial areas.	*No change*	
18	HO-14	Encourage housing development Downtown including innovative, affordable housing.	*Policy HO-14 and HO-29 are repetitious.*	Delete and merge with HO-29.
19	HO-15	Adopt an interim ordinance enabling a demonstration project(s) that would serve as a model for housing choices currently not being built in Bellevue. *Discussion: The interim ordinance would set factors such as number of demonstration projects, size of project, types of housing to be demonstrated, ability to vary from certain standards, compatibility with surrounding development, review by the affected neighborhood, etc.*	For example, feasibility studies for Newport Hills have shown there is potential for mixed use redevelopment including housing. If redevelopment moves forward, an innovative housing ordinance is one tool that could be explored. **Planning Commission Comment:** Include in policy that Lake Heights /Newport Hills could benefit from mixed use redevelopment.	Policy edit: Provide opportunity to allow a demonstration(s) project through methods such as an interim ordinance enabling a demonstration project(s) that would serve as a model for housing choices currently not being built in Bellevue.
20	HO-16	Allow attached and detached accessory dwelling units in single family districts subject to specific development, design, and owner occupancy standards.	• Update ADU policy to support neighborhood compatibility. **Human Services Commission Comment:** ADUs should be allowed where compatible.	Policy edit: Allow attached and detached accessory dwelling units in single family districts subject to specific development, design, location, and owner occupancy standards, where

Housing Element Policies			If action proposed, why?	Proposed Change
				consistent with neighborhood subarea plans.
21	HO-17	Encourage infill development on vacant or under-utilized sites that have adequate urban services and ensure that the infill is compatible with the surrounding neighborhoods.		Delete; no longer needed.
22	HO-18	Provide opportunities and incentives through the Planned Unit Development (PUD) process for a variety of housing types and site planning techniques that can achieve the maximum housing potential of the site.	*No change*	
23	HO-19	Periodically review land use regulations to assure that regulations and permit processing requirements are reasonable.		Delete. Address in Land Use element compatibility section.
24	HO-20	Evaluate the housing cost and supply implications of proposed regulations and procedures.	*No change*	
25	HO-21	Promote working partnerships with housing developers to help create opportunities for housing in the community.	• Recognize the range of housing needs of the community, and in particular the housing needs of lower income households.	Edit: Promote working partnerships with housing developers to help create ~~opportunities for~~ a diversity of housing types in the community.
26	New Policy (#4)	Universal Design / Aging in Place	• Preservation of older homes; ability to adapt homes as people age. • Support for Universal Design that improves accessibility in public spaces; for private residential development increase Universal Design education to development community. • Support for programs and services that allow seniors to stay in their homes • Support for MF senior housing that allows seniors to stay close to their neighborhood	Policy draft: Support housing options, programs, and services that allow seniors to stay in their homes or neighborhood. Promote awareness of Universal Design improvements that increase housing accessibility.

Housing Element Policies			If action proposed, why?	Proposed Change
			○ Addresses Housing CPP H-5 **Planning Commission comment:** Do not propose added requirements that increase the cost of housing.	
Section 3: Affordable Housing				
27	HO-34	Address the entire spectrum of housing needs in the city's affordable housing programs.	*Moved to the beginning of the Affordable Housing section.*	
28	HO-22	Work cooperatively with King County, A Regional Coalition for Housing (ARCH), and other Eastside jurisdictions to assess the need for, and to create, affordable housing.	*No change*	
29	New Policy (#2a)	Housing Strategy Plan	• Recognize the range of housing needs of the community, and in particular the housing needs of for lower income households where the greatest housing gap exists. • Monitor amount and affordability of housing achieved (in mixed use areas). • Emphasize strategies to increase housing for very low income households, e.g. funding support for non-profit housing providers. ○ Addresses Housing CPP H-1, H-2, H-5, H-8, H-16, H-17, H-18	Policy draft: Employ a housing strategy plan to promote housing supply, affordability and diversity, including strategies that address the need for housing affordable to very-low, low and moderate income households and persons with special needs. Monitor amount and affordability of housing achieved.
30	HO-23	Review Land Use Code regulations to remove barriers or unnecessary standards that discourage affordable multifamily housing and to refine affordable housing incentives so they are more successful. *Discussion: The city has spent considerable time revising processes and standards to remove barriers. This policy encourages*	• Assess code to remove unintended barriers in commercial and mixed use areas ○ Addresses Housing CPP H-7	Policy edit: Encourage the development of affordable housing through incentives and by removing regulatory barriers.

Housing Element Policies			If action proposed, why?	Proposed Change
		continuation of this work with an emphasis on housing affordability.		
31	HO-24	Ensure that all affordable housing development is consistent with currently adopted building codes and design standards.		Delete. Address in Land Use element compatibility section.
32	HO-25	Ensure that affordable housing opportunities are not concentrated, but rather are dispersed throughout the city.	• Need for affordability near transit options. ○ Addresses Housing CPP H-10	Policy edit: Ensure that affordable housing opportunities are available ~~not concentrated, but rather are dispersed~~ throughout the city, including multifamily and mixed use/commercial areas served by transit.
33	New Policy (#2b)	Barriers to group facilities	• Student housing accessibility related to other strategies to increase affordable housing. • Assess code to remove unintended barriers to group facilities in commercial and mixed use areas, while retaining appropriate land use controls ○ Addresses Housing CPP H-7	Policy draft: Remove unintended barriers to group facilities in commercial and mixed use areas, while retaining appropriate land use controls.
34	HO-26	Involve both the public and private sectors in the provision of affordable housing.		Policy edit: ~~Involve~~ Support and collaborate with both the public and private sectors in the provision of affordable housing.
35	HO-27	Re-assess city guidelines approximately every five years for use of the Housing Trust Fund to ensure they are consistent with changing community needs and priorities.	• Emphasize strategies to increase housing for very low income households, e.g. funding support for non-profit housing providers. ○ Addresses Housing CPP H-3	Policy edit: Provide funding to support housing need, especially for low and very low income households. ~~Re-assess city~~ Assess housing fund guidelines ~~approximately every five years for use of the Housing Trust Fund~~ to ensure they are consistent with changing community needs and priorities.
36	HO-28	Provide incentives and work in partnership with not-for-profit and for-profit developers and agencies to build permanent low- and moderate-income housing.	*No change*	

Housing Element Policies			If action proposed, why?	Proposed Change
37	HO-29	Encourage the building of affordable housing Downtown.	• Better recognize new housing growth will be in MF and mixed use areas ○ Addresses Housing CPP H-9 *See Policy HO-14*.	Policy edit: Encourage ~~the building of~~ new affordable housing Downtown and in mixed use centers planned for housing growth.
38	HO-30	Encourage preservation, maintenance, and improvements to existing affordable housing.	*No change*	
39	HO-31	Encourage the development of long-term management strategies for affordable housing in cooperation with not-for-profit housing organizations.		Delete and address as a strategy (usually a condition of funding).
40	HO-32	Explore all available federal, state, and local programs and private options for financing affordable housing.	*No change*	
41	HO-33	Explore financial incentives to encourage affordable multifamily housing, such as partial exemptions from city permit fees and use of the state property tax exemption program.	• Related to success of other strategies to increase affordable housing **Planning Commission Comment:** Implement programs enabled by the state to increase affordable housing.	Policy edit: Explore financial incentives to encourage affordable multifamily housing, such as partial exemptions from city permit fees, ~~and use of~~ the state property tax exemption program, and other state enabled programs.
42	HO-35	Ensure that all affordable housing created in the city with public funds or by regulation remains affordable for the longest possible term.	*No change*	
43	HO-36	Participate in relocation assistance to low-income households whose housing may be displaced by condemnation or city-initiated code enforcement.	*No change*	
Section 4: Special Needs Housing				
44	HO-37	Plan for housing for people with special needs. Avoid concentrations of such housing and protect residential neighborhoods from adverse impacts. Encourage ongoing stable family living situations for people with special needs. Provide in all areas for the siting of facilities devoted to the care of people with	*Edit Policy HO-37 into policy that supports housing for special needs that is not concentrated (HO-37), and addresses HO-41: Encourage a variety of local incentives and support activities that help provide housing that is affordable and*	Policy edit: Plan for and provide reasonable accommodation for housing for people with special needs. Provide in all areas and avoid concentrations of such housing and protect residential neighborhoods from adverse impacts. ~~Encourage ongoing stable family living situations~~

Housing Element Policies			If action proposed, why?	Proposed Change
		handicaps.	*accommodates people with special needs.*	~~for people with special needs. Provide in all areas for the siting of facilities devoted to the care of people with handicaps.~~
45	HO-38	Encourage and support social and health service organizations that offer programs and facilities for people with special needs, particularly those programs that address homelessness and help people remain in the community.	• Address city position to work towards ending homelessness, including city's role in 10-year plan to end homelessness • Support for strategies that avoid displacement (foreclosure mediation) and that move people out of homelessness (rapid rehousing). **Planning Commission comment:** Support for policy that uses clearly defined housing responses, and focuses on responses that work to move people from homelessness to independence.	Policy draft: Support regional efforts to prevent homelessness. Provide a range of affordable housing options as well as support to move homeless persons and families to long-term financial independence.
46	HO-39	Assist social service organizations in their efforts to obtain funds and to operate emergency and transitional housing in the community.	• Address city position to work towards ending homelessness, including city's role in 10-year plan to end homelessness. ○ Addresses Housing CPP H-14	Policy edit: Work with other jurisdictions and social service organizations to fund and operate emergency shelters and day centers consistent with regional planning efforts to address homelessness.
47	New Policy (#8)	Direction for Temporary Encampments	Establish direction for temporary encampments consistent with State HB1956. Bellevue's current Temporary Encampment Ordinance includes a Consent Decree that will sunset 1-27-16.	Policy draft: Allow hosting of Temporary Encampments within or outside religious facilities as a form of religious expression and consistent with state law pertaining to religious use.
48	HO-40	Support and plan for assisted housing using federal or state aid and private resources.	*No change*	
49	HO-41	Encourage a variety of local incentives and support activities that help provide housing that is affordable and accommodates people with special needs.	*Repeats edited HO-37.*	Delete.

Housing Element Policies			If action proposed, why?	Proposed Change
50	New Policy (#9)	Adult family homes and special needs housing		Policy draft: Recognize that adult family homes and other state regulated special needs housing provide stable, neighborhood housing options for elderly and disabled residents. Work to address needs for services, emergency response and other potential accommodation.

Planning Commission Schedule

April 23, 2014

The Bellevue Planning Commission meets Wednesdays as needed, typically two or three times per month. Meetings begin at 6:30 p.m. and are held in the Council Conference Room (Room 1E-113) at City Hall, unless otherwise noted. Public comment is welcome at each meeting.

The schedule and meeting agendas are subject to change. Please confirm meeting agendas with city staff at 425-452-6868. Agenda and meeting materials are posted the Monday prior to the meeting date on the city's website at:

http://www.bellevuewa.gov/planning-commission-agendas-2014.htm

Date	Tentative Agenda Topics
May 7	Joint Commissions 1E-108 (PC, TC, ESC, AC, HSC, PB)
May 14	Annual Comprehensive Plan amendments public hearing Comprehensive Plan Update Eastgate Plan
May 28	Single Family Rental Housing code amendments Comprehensive Plan Update
June 11	Comprehensive Plan Update
June 25	Single Family Rental Housing code amendments
July 9	Additional code amendments
July 23	Comprehensive Plan Update

From: Karen Tennyson <Karen.tennyson@gmail.com>
Sent: Wednesday, April 09, 2014 6:02 PM
To: PlanningCommission
Subject: Please Mandate Affordable Housing in Bellevue's Comprehensive Plan Housing Element Update

Dear Bellevue Planning Commission,

As a former planning commissioner in Kirkland (8 yrs) and as a board member of two affordable housing organizations, providing housing for all of our citizens is important to me. While you are hard at work updating the Bellevue Comprehensive Plan, I ask that you keep housing affordability concerns at the top of your priorities. Though I am not a Bellevue resident, I am excited about your community's shared ideas for the future of your city, especially the vision of Bellevue as "A city that meets the housing needs of all citizens."

It should be possible for working people to afford housing and still have enough money for the basics like groceries, gas, and child care. Yet, more than 1/3 of Eastside residents are paying more than 30% of their income for housing costs (the federal standard of affordability), and 14% of Eastsiders are spending more than 50% of their income on housing.

In order to make sure our city does, indeed, meet the housing needs of all citizens by 2025, I urge you to adopt the following policies in Bellevue's Comprehensive Plan Housing Element update:

-- The ARCH Housing Trust Fund is critical to providing affordable housing across the Eastside. Unfortunately, funding for ARCH has flat-lined as communities have struggled to balance their budgets throughout the recession. We need a long-term, sustainable revenue source for the ARCH Housing Trust Fund.

-- Only mandating affordable housing can produce homes that meet the needs of modest wage, working families. Redmond has led the way and shown that an affordable housing mandate is the only way to get affordable housing built. Kirkland has yet to see a single unit built through incentives.

-- It's better for society, the environment, and families when people can afford to live close to where they work. When low and moderate-income workers are unable to afford to live near their jobs, they are forced to endure long, polluting commutes that keep them far from family and community for too much of the working day. It has been consistently shown that incentives do not work.

-- Despite our best efforts, homelessness persists on the Eastside. We ask that you partner with other Eastside cities and non-profit organization to ensure sufficient housing and services are available for this special need population.

This is your opportunity to shape the future of Bellevue and ensure that it grows to be a diverse, inclusive, and affordable community. Our shared vision of Bellevue as "A city that meets the housing needs of all citizens" is attainable, and the policies outlined above will help us reach that goal by 2025. Please adopt these policies in Bellevue's Comprehensive Plan Housing Element update.

Thank you for all the work you do for our community. I look forward to hearing about the City's progress on updating the Comprehensive Plan Housing Element.
-Karen Tennyson

CITY OF BELLEVUE
BELLEVUE PLANNING COMMISSION
MEETING MINUTES

February 26, 2014 Bellevue City Hall
6:30 p.m. City Council Conference Room 1E-113

COMMISSIONERS PRESENT:	Chair Tebelius, Commissioners Carlson, Hamlin, Hilhorst, Laing, deVadoss
COMMISSIONERS ABSENT:	Commissioner Ferris
STAFF PRESENT:	Paul Inghram, Erika Conkling, Department of Planning and Community Development
GUEST SPEAKERS:	Lisa Grueter, BERK
RECORDING SECRETARY:	Gerry Lindsay

1. CALL TO ORDER

The meeting was called to order at 6:38 p.m. by Chair Tebelius who presided.

2. ROLL CALL

Upon the call of the roll, all Commissioners were present with the exception of Commissioner Hamlin, who arrived at 6:47 p.m., Commissioner Carlson, who arrived at 6:54 p.m., and Commissioner Ferris, who was excused.

3. APPROVAL OF AGENDA

A motion to approve the agenda was made by Commissioner Laing. The motion was seconded by Commissioner Hilhorst and it carried unanimously.

4. PUBLIC COMMENT – None

5. COMMUNICATIONS FROM CITY COUNCIL, COMMUNITY COUNCILS, BOARDS AND COMMISSIONS – None

6. STAFF REPORTS – None

7. STUDY SESSION

A. Comprehensive Plan Update

Comprehensive Planning Manager Paul Inghram noted that in past meetings the Commission has discussed the issue of light industrial land (LI) in the city. There are also a couple of policies in the current Comprehensive Plan about LI, including one that talks about the need for a general review of the uses and the locations. The Comprehensive Plan update provides the opportunity to take a citywide look at the issues.

Lisa Grueter, a land use planner with BERK, a public policy firm, said her company was retained by the city to help Bellevue with its economic development strategies, part of which has involved taking a closer look at the city's LI lands.

Mr. Inghram said Bellevue's vision to have light industrial and manufacturing uses dates back to the 1920s, but most of it never came about. Factoria's name stems from the notion of locating factories there, though only one factory was ever built there. LI zones were developed over time, however, primarily along the Burlington Northern/Sante Fe corridor. The LI-zoned land adjacent to the airport in Eastgate was rezoned to Office/Limited Business-Open Space as a way of transferring open space density credits to the development site. The western portion of the Bel-Red corridor was originally zoned LI but recently was rezoned to a variety of different Bel-Red zones. The Eastgate/Richards Valley area still has some land zoned LI.

Ms. Grueter said one issue BERK has focused on is where light industrial lands fit in the regional context. In 2012 manufacturing had more jobs than in the pre-recession years, and while most were in aerospace other manufacturing sectors were strong as well. Regionally, the land zoned for manufacturing, warehousing and distribution are recognized in the Vision 2040 plan. As the uses trend more toward distribution, larger parcels of land are needed, most of which are in the Kent valley and in Pierce County. Put into the regional context, Bellevue's light industrial lands do not figure significantly. The largest concentration of light industrial land currently in Bellevue is in the Richards Valley, but as land values rise market pressure is pushing toward changes to other uses.

Chair Tebelius asked if land in areas zoned for LI has lower market value. Ms. Grueter said in talking with brokers she was led to believe that the land in the Richards Valley is encumbered with a network of critical areas and small parcels which make it difficult to access and difficult to assemble the land into sufficiently large parcels. Accordingly, the highest and best use is still LI. For other LI areas in the city that have good visibility and good access, most of which are surrounded by residential, office or other uses, the LI zoning becomes questionable. Bellevue's strength's clearly, are in arenas other than industrial, particularly information and technology, business services, retail, and tourism.

Commissioner deVadoss asked why healthcare was not included as one of Bellevue's strengths. Ms. Grueter allowed that the services category, which includes healthcare, continues to be a strong sector for Bellevue.

Commissioner Laing pointed out that notwithstanding the Bel-Red plan and zoning, the corridor is still predominantly a light industrial area. The only thing keeping new businesses in very affordable existing buildings is the zoning requirements. A five-year look back at the zoning will be undertaken in 2014. He asked why the BERK report did not include Bel-Red as a light industrial area, and how the analysis would change if the look back recommendation relative to the zoning in the corridor were to remove the nonconformity provisions to allow for market-driven redevelopment. Mr. Inghram said the scope under which BERK is working involves only those areas that are zoned LI. He clarified that the uses in Bel-Red are explicitly not nonconforming and as such are free to continue in perpetuity. Many of the buildings that stand empty and which are having a difficult time finding new tenants are in fact in General Commercial (GC) zones. In the Bel-Red corridor, the uses in the LI zones are essentially Coca Cola, Safeway, the International Paper site, Cadman, and the two King County Metro properties.

Commissioner Laing called attention to a statement made on page 22 of the BERK report about light industrial uses not being a focus of the draft economic development strategy and asked if that is as a result of Council direction. Mr. Inghram said it really is tied to the fact that the predominance of economic activity in Bellevue is not in the industrial category. The Council's work is continuing so their direction could evolve. Commissioner Laing allowed that the existing LI uses in the Bel-Red corridor, whether located in LI zoning or GC zoning, are allowed to continue. However, if the city has an interest in having light industrial uses, and if the bulk of the land and facilities suitable to light industrial uses is in the Bel-Red corridor, the fact that the existing zoning in most cases precludes a new light industrial use from opening. Mr. Inghram clarified that the zoning in Bel-Red allows new light industrial uses to locate in buildings vacated by light industrial uses.

Commissioner Hilhorst asked if storage businesses are categorized as LI or commercial. Mr. Inghram said they actually can be allowed in either LI or GC zones and that allowed uses for LI are not much different from the GC zone.

Commissioner Hilhorst commented that the city's plans for the future focus on more urban housing. It is unlikely, however, that people are going to want to give up their RVs, boats and other toys even if they live where they can store those things. As a result, people are going to need storage uses nearby, and those uses could need a light industrial zoning in which to locate. Ms. Grueter agreed there will be a local need to preserve opportunities for storage uses and areas in which businesses can form and grow. LI and GC areas will certainly be needed. While their value may not be high from a regional perspective, they certainly have local value.

Ms. Grueter called attention to Exhibit 12 in the BERK report and reviewed with the Commissioners the percentage of building space that houses industrial uses in each of the city's five LI areas. She noted that other uses include office, retail, school and other. She suggested the range of zoning options includes retaining the existing LI zoning; expanding the zone to create more opportunity for industrial uses; retaining the existing areas where there is currently a critical mass; reviewing the uses allowed in the zone and allowing for some additional flexibility; and consolidating the GC and LI areas into a single zone given the similar mix of uses allowed in each zone.

Mr. Inghram commented that even in the Bel-Red corridor there is insufficient light industrial land available to house large warehouse operations, so being competitive at the regional level is unlikely. However, there could still be interest in or demand for small craft manufacturing or warehouse and storage uses. There is no reliable method for calculating industrial and/or manufacturing jobs in proportion to population. Some future companies may have as their primary focus professional services with thousands of high-tech employees but they may want lab space in a light industrial area, and having that option available close at hand may in fact be key in deciding where to locate their main operation.

Commissioner Hilhorst expressed the view that once the LI areas are gone from Bellevue, there will be no getting them back.

Commissioner Laing said there are uses that are typically associated with light manufacturing that provide value to the community in a number of ways. They certainly are one element of a diverse and healthy local economy. In talking about LI uses, however, there is a tension between flexibility and compatibility. The GC zone is more encompassing in terms of allowed uses, but allowing manufacturing uses in it could create compatibility issues. He said of the zoning

options outlined in the BERK report, options 4 and 5 were the most appealing to him. In the end it will all come down to how things are permitted, outright or by conditional use. The focus should be on what should be done to merge the concepts of options 4 and 5 to allow for both flexibility and compatibility.

Mr. Inghram said the zoning options represent the range of possibilities. If the intent is to increase flexibility for the LI zone, that could allow for more of the uses the community wants, such as auto rebuild and storage units, but it could mean a slow withering of space for actual manufacturing uses.

Commissioner Laing said under the Growth Management Act land for uses such as mining and logging can be preserved and when they are neighboring property owners receive notice that they will not be allowed to complain about those activities. If the issue of allowing for light manufacturing uses is that they are not always compatible with other uses, a similar approach could be implemented by the city. Mr. Inghram stressed that where compatibility is the issue, the specific range of issues will need to be kept in mind. Where something like a rendering plant may not be appropriate, a woodworking operation might be.

Commissioner deVadoss stressed the need for the city to retain its investment in the LI zone as manufacturing practices change in the coming years with 3D printers and other new technologies. If 20 years out the city has not preserved areas appropriate to the new manufacturing approaches, there will be challenges to be faced. Space will particularly needed to house companies that do design work.

Chair Tebelius commented that allowing LI uses gives the city character.

Mr. Inghram briefly reviewed with the Commissioners each of the five LI-zoned areas and the mix of uses currently in them.

Commissioner Hilhorst asked about the proposed Sound Transit maintenance operation in the Bel-Red corridor. Mr. Inghram said it is located in an area zoned for office development and is not directly adjacent to any existing LI property and as such will not negatively impact LI properties or uses.

Chair Tebelius asked if Sound Transit can force the city to allow the maintenance operation in a non-LI zone. Mr. Inghram allowed that they can.

With regard to the LI site along I-405 near SE 8th Street, which it was noted is mostly owned by the state, Commissioner Laing suggested that in looking to the future, the Commission should avoid taking any action that would create or perpetuate a nonconformity. Additionally, any action taken should allow for the maximum amount of flexibility. He said he was generally in favor of simply merging the LI and GC zones into a single designation and dealing with any potentially incompatible uses through the conditional use permit process.

Commissioner Hilhorst said her only fear in taking that approach would be in regard to what potential uses might get lost in translation. If the change is made, there will be no going back. Commissioner Laing said rather than rezoning the LI properties to GC, everything allowed in LI and everything allowed in GC should simply be folded into a single zone; nothing would be lost, and any use that could potentially be incompatible would be addressed through conditional use.

Chair Tebelius said her concern was that the approach could 20 years down the line lead to all LI uses being subsumed by GC uses and the city will have no LI uses at all. Commissioner Laing said that may very well occur, but it would be the market that decides.

With regard to the LI property in Richards Valley on which the King County Humane Society is located, Chair Tebelius said the organization is known nationally for the work they are doing. Additionally, they are currently undertaking a fundraising project that will redevelop their facilities at a cost of millions of dollars. The LI zoning on the site should be retained.

Mr. Inghram reminded the Commissioners that the Eastgate/I-90 CAC recommended that the LI zoning for the Richards Valley area should be retained but some flexibility should be added to allow for flex-tech and research and development uses that might be associated with Bellevue College.

Commissioner Hilhorst commented that nearly every building in the area is being fully used, which might be an argument against making any changes. Certainly nothing needs to be done to help full the spaces.

Mr. Inghram said the economic development policies will be before the Commission again at a future meeting. Time could be taken at the same meeting to talk more about strategies for the LI zone. At the Comprehensive Plan level the Commission could include policy direction aimed at assessing the uses, flexibility and compatibility of the Light Industrial zone.

Commissioner deVadoss asked Ms. Grueter what, if anything, surprised her as a result of her analysis. Ms. Grueter said she was most surprised to see just how close the LI and GC zones are relative to allowed uses. There was nothing surprising in terms of the data itself.

6. Eastgate/I-90 Area Plan

Senior Planner Erika Conkling said the Eastgate/I-90 CAC recommended a mix of office and commercial zoning, and a little more building height, for the LI-zoned King County site. The site is not currently housing industrial uses and it is separated from the Richards Valley by the topography. Its proximity to the freeway makes some types of industrial uses undesirable. For the rest of the Richards Valley LI areas, the CAC recommended preserving industrial uses while allowing flex-tech and research and development uses to locate there. Adding zoning flexibility could help the market to be more responsive in the area.

Councilmember Stokes noted that the CAC also discussed enhancing the natural areas that exist because the topography makes them unusable for development. Chair Tebelius said anything that could be done to make the area "softer" would benefit the area.

Ms. Conklin said the LI area that is part of the Lincoln Executive Center has been recommended by the CAC to be part of the transit-oriented development. While the site is zoned LI, the concomitant zoning agreement in place actually strips away most of the allowed LI uses. The site is currently used primarily for offices. The BERK report agrees with the recommendation of the CAC that the site should become part of the transit-oriented development.

Commissioner Laing commented that it would be incompatible with the recommendation of the CAC to expand the LI uses that were stripped away under the concomitant zoning agreement put in place in the 1980s for the Lincoln Executive Center site. Clearly the site was never intended

to develop as LI and obviously it has not. To fulfill the CAC's vision, the Commission should not suggest the site should be retained or treated as LI zoning.

Commissioner Hamlin agreed. He said for all the reasons cited, it makes no sense to try to hold onto the LI designation for those properties.

Chair Tebelius asked what will need to be done to put the CAC's recommendation into play. Ms. Conkling said it will be necessary to change the map for the four parcels in question.

Ms. Conklin noted that the Commission previously touched on the topic of design and site planning policies when it addressed the recommendations for each of the individual areas in Eastgate. She stressed that site planning and design are very important to the character of an area. One of the major recommendations of the CAC was to create a corridor identity; to carry out that direction it will be necessary to incorporate specific policy language for each of the subareas within the corridor. She noted that her memo to the Commission was specific with regard to which policies need to be amended. The general design direction for the entire corridor included incorporation of the Mountains To Sound Greenway and City in a Park elements and themes. The CAC also gave direction that the buildings that face I-90 should be iconic, and that Eastgate should be enhanced as a gateway into the city. The CAC recommendations included pursuing opportunities to enhance the visual quality of the corridor using vegetation, green spaces and building design.

Answering a question asked by Chair Tebelius about the Mountains To Sound Greenway, Ms. Conkling said the greenway itself involves the entire corridor from the beginning of I-90 to Ellensburg and is a scenic byway. The section of the greenway trail that will run through Bellevue is proposed to be located on the south side of I-90 and is just one component of the byway. The segment of the trail between Factoria and 150th Avenue SE is in the early design stage.

Ms. Conkling said one of the CAC's general recommendations was to go through the concomitant zoning agreements of which there are close to two dozen. The agreements range from the 1970s to the 2000s. Some of the design and site planning conditions have been included in the code, but policy language to address them might be in order.

The Factoria subarea has very good design policies that were done as part of the Factoria Area Transportation Study. Some of the policy language should be amended, however, to make sure the area is designed both for visibility from I-90 and to accommodate a pedestrian scale. In the Richards Valley, policy language is needed to promote sensitive building design and buffering from single family uses. A new policy is needed to assure that whatever happens on the King County site should add to the visual quality of the area and be well designed.

Answering a question asked by Commissioner Hamlin, Ms. Conkling said she did not include in the matrix the notion of policy language aimed at daylighting streams. Policies similar to those for Bel-Red would be appropriate, as well as language addressing opportunities for enhancement that could include removing culverts or allowing streams to flow more naturally.

Ms. Conkling said the huge transit-oriented development area in Eastgate is going to be something new and as such will need policy language. It will also be important to highlight the need for suitable internal circulation systems for all modes of travel as the larger parcels redevelop, as well the need to ensure connections with regional systems.

Attention was given next to floor area ratio (FAR). In simple terms, FAR is simply the building area divided by the site area, though the building area excludes the parking and mechanical equipment, and the site area usually excludes rights-of-way, though in most easements and critical areas are not excluded. The Commissioners were shown how a an FAR of 2.0 could result in either a low, flat building or a tall, skinny building.

Eastgate is being viewed as a redevelopment area, but that will not necessarily mean tearing down existing buildings; it could mean new infill development, or a partial tear down and rebuild. In thinking of allowing larger buildings, consideration must be given to impacts on views, light and glare, and visual dominance. Topography must also be taken into account.

Ms. Conkling said the base and maximum FAR varies throughout the city, as does allowed height. Currently in Eastgate the maximum is an FAR of 0.5 and a height of 45 feet. The CAC has proposed different FARs for different parts of the corridor. Bel-Red has a maximum FAR of 4.0 and an allowed height of 150 feet, and in the downtown the FAR can be as high as 8.0 and building heights can reach 450 feet.

Mr. Inghram said the city uses FAR to calculate the intensity of the office use, not to calculate the building envelope. He noted that quick mental calculations of building height and massing for a known FAR can lead to the wrong impression of how FAR translates to a building. The Commissioners were shown photos of a number of buildings, including both commercial and residential, and were asked to guess the actual FAR of each; in most cases the guesses were higher than the actual FAR.

7. COMMUNITY VISION

Mr. Inghram noted that the Commission first discussed the issue of community vision in June 2012. He explained that the vision sets a unified tone for the entire city by mapping out what the city wants to be, where it wants to go, and a roadmap for getting there. The vision as stated in the current Comprehensive Plan has served the city well and should not just be thrown away. The community outreach done as part of the Comprehensive Plan update has pointed out that Bellevue residents like the city and moved to it for a reason.

Ms. Conkling said outreach efforts have been under way for well over a year and began with a series of scoping meetings where the focus was on four specific areas: community, environment, family and business. The joint commissions forum served as one of the scoping meetings and the common themes that came out of that meeting had to do with economic growth, recognizing diversity, and environmental protection. The public forum hosted by the East Bellevue Community Council served as another scoping meeting and the common themes that emerged there included affordable housing, managing storm water, increased mobility and transportation, and green spaces/open spaces/parks. The Bellevue's Best Ideas interactive online site generated a lot of discussion about improved mobility, quality neighborhoods, and economic development. People were allowed to vote on other people's ideas, and the top ideas that came out of that exercise had to do with alternative transportation options, creation of a downtown performing arts center, a children's museum, super fast internet connections, and the creation of third place neighborhood gathering places.

A review of the current vision statement yielded 54 potential vision statements in six different categories. Six different workshops were conducted where people were asked to identify which

of the statements is most important to them, what they like about the statements, and what it will take the most effort to accomplish. In the natural and sustainable category, people generally supported broad ideas involving environmental stewardship, retaining natural settings, retaining the City in a Park idea, and having lots of transportation options. In the design for people category, it was clear that the community should be built on both physical and social connections that link people together. They indicated a desire for diverse housing types and housing affordability, and complete neighborhoods with gathering spaces, parks and shops, all within reach.

In the category of strong economic centers, people were in favor of flourishing active centers in the downtown, Bel-Red, Eastgate and Factoria. They also highlighted the importance of continuing the city's high standard of living and quality education, supporting small businesses, having local neighborhood services and shopping centers, and diversity as an economic asset. With regard to the arts, culture and diversity category, the participants said they see Bellevue as a regional and international leader in arts and culture. They focused on Bellevue as being a great place for those who live here, but not necessarily a tourist destination. They also suggested that diversity as a theme should be woven into all areas of the Comprehensive Plan, not just in arts and culture.

The healthy and secure community category generated comments about housing affordability, maintaining a low crime rate, making sure the community is healthy and prepared for emergencies, and continued support for human services in the community. With regard to the aspirational government category, people expressed a desire to have an open, inclusive and accessible government, continued maintenance of existing facilities and infrastructure, and partnerships and collaboration in the way the city conducts business.

Mr. Inghram said the current vision has several different sections. The intent is not to start over with the update, but there should be a recognition of current conditions, interests and values as well as a future orientation. The vision should be both aspirational and realistic. It should be meaningful, representative and memorable. The difficult part will be in finding the balance between being broad and specific to Bellevue. The current version of the vision is overly long and overly descriptive of Bellevue as it currently exists as opposed to being an aspirational statement of direction for the city. There is also not a clear linkage between the vision and the rest of the Comprehensive Plan. Missing from the current vision statement is an emphasis on people; Bellevue response to regional and global environmental issues; any recognition of the non-downtown commercial centers; the issue of neighborhood connectivity; a focus on diversity beyond an arts and culture viewpoint; and an emphasis on schools. The list of challenges to be addressed included the fact that most of Bellevue's future growth will be focused in the downtown; the population is becoming more diverse and the population of older citizens is increasing; the city is globally connected; light rail is coming to Bellevue; the cost of housing continues to be an issue for many; and the desire for residents to preserve and improve the environment and include park opportunities in the fact of a city that is becoming more urban.

Mr. Inghram asked the Commissioners to review and comment on the draft vision statement included in the packet relative to whether or not it generally represents the character of Bellevue, is aspirational, and is unique to Bellevue. He also asked for comments on issues that may be missing from the draft.

Chair Tebelius stressed that words matter when it comes to outlining a vision for the city. She objected to the use of the phrase "…some neighborhoods retain their unique character…" and to

references that families will be living in highrises in the downtown. The fact that Bellevue's population is aging means there will be more homes in Bellevue's neighborhoods available for families with children. Mr. Inghram said the intent is to show there is a wide range to Bellevue's families; there are families living in highrises, and there are elderly living in single family homes.

Commissioner Hamlin said he had no problem with the language as proposed. He allowed that some tweaks may be in order but they should be made only after careful contemplation and additional discussion.

Commissioner deVadoss said the vision statement needs to be very concise. It should focus simply on themes and principles.

8. OTHER BUSINESS

Chair Tebelius said the Commission could benefit from having an education class or even a "cheat sheet" relative to the various zoning districts. Mr. Inghram said an orientation guide is provided to new Commissioners. It outlines the work of the Commission and includes the Commission' by-laws, but it does not focus specifically on land use planning terminology and he agreed that something focused on that would be useful.

9. COMMUNICATIONS FROM CITY COUNCIL, COMMUNITY COUNCIL, BOARDS AND COMMISSIONS - None

10. COMMITTEE REPORTS - None

11. STAFF REPORTS

Mr. Inghram invited the Commissioners to attend the Transit Master Plan meeting on February 27 and a housing workshop on March 6.

Mr. Inghram reported that he attended a meeting in Lake Hills recently to give an update on the Comprehensive Plan work, with a particular focus on the extent to which the Comprehensive Plan can help address the housing issues that community has been facing. An offer to provide similar updates is being made to other neighborhood groups.

Mr. Inghram noted a number of ongoing developments in the Wilburton area, including a Porsche dealer, the Bellevue School District maintenance facilities building and a new hotel under construction.

12. DRAFT MINUTES REVIEW

A. January 8, 2014
B. January 22, 2014

There was agreement to defer approval of the minutes to the next meeting.

13. NEXT PLANNING COMMISSION MEETING: MARCH 12

14. ADJOURN

A motion to adjourn was made by Commissioner Hamlin and it was seconded by Commissioner Hilhorst.

Chair Tebelius adjourned the meeting at 9:50 p.m.

CITY OF BELLEVUE
BELLEVUE PLANNING COMMISSION
MEETING MINUTES

March 12, 2014 Bellevue City Hall
6:30 p.m. City Council Conference Room 1E-113

COMMISSIONERS PRESENT:	Chair Tebelius, Commissioners Ferris, Hamlin, Hilhorst, Laing, deVadoss
COMMISSIONERS ABSENT:	Commissioner Carlson
STAFF PRESENT:	Paul Inghram, Mike Bergstrom, Nicholas Matz, Department of Planning and Community Development; Tom Boydell, Office of Economic Development; Max Jacobs, Civic Services
GUEST SPEAKERS:	Anne Biklé, Seattle-King County Public Health; Julia Walton, Studio 3MW
RECORDING SECRETARY:	Gerry Lindsay

1. CALL TO ORDER

The meeting was called to order at 6:37 p.m. by Chair Tebelius who presided.

2. ROLL CALL

Upon the call of the roll, all Commissioners were present with the exception of Commissioner Carlson who was excused.

3. APPROVAL OF AGENDA

A motion to approve the agenda was made by Commissioner Laing. The motion was seconded by Commissioner Hamlin and it carried unanimously.

4. PUBLIC COMMENT

Ms. Stephanie Walter, 14418 SE 19th Place, said she had read the memo by Land Use Director Carol Helland and Senior Planner Mike Brennan regarding a permanent ordinance relating to single-room rentals. She said while it is understandable that keep changes to the ordinance should be narrowly tailored, just like the shoreline, single family neighborhoods need to be protected. The Commissioners were asked to consider expanding the parameters for work on the permanent ordinance to include exploration of options relating to enforcement, verification, and the possibility of removing the reporting based qualifier. Voluntary compliance with the interim ordinance has been observed to be problematic. Neighborhoods continue to erode, and waiting for the Comprehensive Plan changes may be too long a time period.

Mr. Steven Fricke, 14430 SE 19th Place, said the single-room rental issue is obviously very emotional for many, particularly in his neighborhood which has been experiencing a high

volume of single family housing being converted to multifamily housing. What the neighborhood wants is an enforceable rule that will preserve single family neighborhood and prevent people, particularly investors, from turning single family homes into multifamily homes by circumventing the spirit and the letter of the law. The city has done a good job at coming up with a band aid approach, but ultimately what is needed most is enforcement. The only way to enforce the rules is by first having knowledge. Some communities have gone the route of requiring registration of what clearly is a business.

Mr. Fred Bailey, 15243 NE 3rd Place, said his home is in the neighborhood bounded by 152nd Avenue NE, 156th Avenue NE, Main Street and NE 4th Place. He voiced concern regarding the fact that on his street two homes were purchased for the purpose of converting them into rooming houses. There are 16 houses on the street, five of which are large colonial style. The two homes in question were purchased by individuals who appear to be related to each other. One has three levels, including a daylight basement, and in the fall months there was a lot of construction done to the interior of the house. The house is currently occupied by two persons and the owner, who does not seem to stay in the home every night. The second home has four large bedrooms and a large recreation room over the two-car garage. It appears the owner is holding off doing anything further with the house until the issue of single-room rentals is resolved. A third home on the street is owned by a woman who has lived in it for many years; that home is currently undergoing major remodeling for the past few months and may also be being made into a rooming house. A fourth home on the street is now home to at least five persons who do not appear to be related. The street is quite narrow and has no sidewalks, and having cars parked on both sides of the street will create a potentially dangerous situation. The neighborhood was constructed with single family homes and it is not suitable for rooming house operations.

Mr. Tom Bailey, 4941 Newton Avenue South, Minneapolis, Minnesota, said he grew up in Bellevue and was at a City Council meeting six months ago when the rooming house issue was discussed. He agreed with the comments made by his father. He said much of the problem can be tied to the fact that there is an insufficient supply of housing for students attending Bellevue College.

Mr. Steve Kasner, 1015 145th Place SE, suggested the Commissioners should leave City Hall and walk the neighborhoods in which the single-room rental issues are occurring in order to better understand the impacts. It is unlikely the city will have a permanent ordinance in place by the time the interim ordinance expires. A great deal more problem solving needs to be done yet. It would benefit the public to conduct joint public hearings with the East Bellevue Community Council in that the public would only have to testify once. The fact is single-room rental homes are businesses, they are not single family homes. Registration certainly should be considered as a viable enforcement strategy, which is the approach many other cities have tried.

Mr. John Harrow, 2431 161st Avenue NE, said he serves as vice president of the Sherwood Forest Community Club, and was present to hear the discussion related to the Bellevue Technical Center, formerly the Unigard property. He said the Community Club has been in existence since 1948 and has repeatedly taken an active role in land use and transportation matters. The organization was an active participant with Unigard and the city in 1972 the negotiations and creation of the master planned unit development (PUD) on the Unigard property. Under the agreement, the property was allowed to have 325,000 square feet of office in three phases but was required to preserve the open meadow and wooded area on the southern portion of the site. The Community Club has reviewed the Comprehensive Plan amendment application submittal in

which the applicant proposes amending the language of Policy CR-66 in the Crossroads subarea plan, and the conclusion reached was that the proposed amendment is specific to the property formerly known as the Unigard site. The Community Club believes the proposed amendment is an attempt to pave the way for additional development on the site, which has been fully developed consistent with the terms and conditions of the adopted PUD. No further development potential exists for the site.

Commissioner Laing asked if a concomitant zoning agreement or a similar agreement was entered into when the PUD was created. Mr. Harrow said he did not know the answer to that question.

Mr. Ronald Merck, 14824 SE 18th Place, asked the Commission to be very careful in reviewing the issue of how single family housing should be defined. It will be imperative to have an airtight definition of what a single family residence is. In a recent talk by an architect, it was stated that Bellevue does not currently have a good definition. The proposal to reduce the allowed number of unrelated individuals living in a single family home from six to four is a good step, but four is still too many. Where single room rentals are permitted, the owner of the property should be required to reside on site. That is not currently required and it is not happening, thus the owners are not taking responsibility for the consequences of what they are causing. The city should also limit the amount of impervious surface allowed since some of the rental homes have paved their front yards for parking. All of the runoff from impervious surfaces should be tight-lined to the stormwater collection system.

Chair Tebelius invited Councilmember Stokes to comment. He allowed that currently the Commission has a lot on its plate and said he looks forward to helping in any way he can.

Commissioner Ferris called attention to the principles adopted by the Council to guide the work of the Commission relative to housing. He noted that the memo is clear that the Council does not want the Commission to take up the topic of considering the role of rental registration and inspection program options as a viable enforcement strategy. Clearly the community wants the city to take that very approach.

Chair Tebelius asked if the Council would object to the Commission making that recommendation.

Commissioner Laing observed that the context appears to be that the topic should be taken up as part of the Comprehensive Plan update, yet all of the things listed are highly prescriptive and generally are not the sort of things one would see in the Comprehensive Plan; they are, however, exactly the sort of things one would anticipate coming to the Council by way of recommendation for the interim ordinance. He said some clarification is needed.

Councilmember Stokes said the issue is very complicated the deeper it is delved into. In part the direction given by the Council is aimed at time management and making sure all the work being done can be accomplished in an appropriate time period. With regard to the registration and inspection options, he said the Council wants the Commission to focus on the interim ordinance with an eye on making recommendations for what should be added to it. If there are other issues, they should also be made known to the Council as things move toward a permanent solution. The Commission was urged not to get bogged down in the myriad details.

Commissioner Ferris observed that the memo included a recommendation to establish a panel

made up of neighborhood residents, rental housing industry representatives, Bellevue College, and others to inform the Planning Commission. He asked if that plan is to be put in motion the timeline will be stretched out even further. Comprehensive Planning Manager Paul Inghram said the intent is to have a panel put together to address the Commission at its April 23 meeting, not a seated panel operating as an advisory committee.

Councilmember Stokes said the single-room rental issue is adding a complication to the whole issue of affordable housing. He suggested the Commission will be involved in the various aspects for a long time so a conversation between the Council and the Commission would be in order.

5. STUDY SESSION

A. Community Vision

Mr. Inghram explained that the Community Vision is part of the Comprehensive Plan and provides a long-term view. The current vision section was last updated some ten years ago, but over the past year work has been under way to draft a new vision as part of the Comprehensive Plan update process. In assessing the current vision with the community, a fair amount of positive feedback has been received. The critiques that have been voiced include the fact that it is quite long, is more focused on current conditions and less focused on being aspirational, some issues could be addressed more clearly, and other issues are missing from the text.

Commissioner deVadoss thanked the staff for the good work done in putting together the draft Community Vision. He said it offers a solid foundation from which to work. He said he would like to see it be less verbose. The Commission should agree on a core set of principles and worry about the specific wording later. He also recommended setting aside a separate meeting in which to focus on the vision.

Commissioner Laing agreed that the document in its draft form is too long, and he agreed the Commission should start with a core set of principles, some of which can be readily gleaned from the community outreach efforts. He also agreed that a separate meeting should be scheduled to really delve into the document.

Councilmember Stokes said the Council's recent retreat highlighted the need for the Council and the Commission to have some discussions about what the vision statement should contain. In fact, all of the city's boards and commissions should be asked to chime in.

Chair Tebelius agreed that the draft is too detailed. She said her personal prejudices favor single family neighborhoods and not highrise buildings, especially for families with children, yet the language of the draft does not aim things in that direction. She agreed time should be found to focus in on the document.

Mr. Inghram clarified that there was no intent on the part of the staff to have the Commission review the draft in 45 minutes, make revisions to it and approve it. The draft represents only an initial step and what the staff need to know is whether or not the document generally is headed in the right direction. The next step will be to check in with the Council at which time they will be asked whether or not the document should incorporate some of their vision statements.

Chair Tebelius suggested the Commission should start with the vision statement hammered out

by the Council in retreat. Input has already been garnered from the city's other boards and commissions and it is reflected in the draft document.

There was agreement to schedule a meeting at which to focus only on the Vision Statement. Chair Tebelius also tasked Commissioner deVadoss with meeting with Councilmember Stokes and staff to develop a recommendation for how to proceed.

B. Single Family Rental Housing

Principle Planner Mike Bergstrom allowed that while the residential room rental issue has been in the mix for a while, the discussion represents the official kickoff of the exercise to develop permanent regulations addressing the concerns that have been raised. The issue concerns the rental of rooms in various residential dwellings to multiple unrelated individuals. Ownership groups have been purchasing housing stock, most of which has been older and more affordable, and renting out individual rooms under separate lease agreements. In some cases homes have been purchased and modified to create additional bedrooms and bathrooms, and in other cases there have been proposals for new construction having several bedrooms and bathrooms. The emerging business model is clearly based on making a profit. The concerns raised by neighbors is that such uses result in an increase in neighborhood density, an erosion of neighborhood character, property maintenance concerns, and concerns about parking, traffic and speeding. The issue was first raised in Spiritwood and continues to be most pronounced in that neighborhood, but it truly is an issue facing the entire city.

Mr. Bergstrom said the initial response by the city was to adopt Ordinance No. 6128 as an emergency measure. Emergency ordinances are allowed under state law subject to specific procedural rules. Such ordinances can be in effect only for a period of six months but can be extended if prior to the sunset date there is a public hearing and Council action. Ordinance No. 6128 was originally set to expire on March 23, but the Council extended the interim zoning regulations by adopting Ordinance No. 6152 which will be in effect until September 23. The purpose of the extension was to allow time to develop permanent regulations, and the language of the ordinance simply continues the provisions of Ordinance No. 6128.

Under Ordinance No. 6128, the number of unrelated persons who can live together as a family is lowered from six to four. The ordinance does not change the fact that any number of related family members can share a residence. In situations where there is a mix of related and unrelated individuals, the related individuals collectively count as one toward the maximum cap of four unrelated individuals. The ordinance clarifies what constitutes related persons, and allows more than four unrelated persons to live together if they operate in a manner functionally equivalent to a family; the ordinance is specific to what the Director is allowed to consider where a request to allow more than four unrelated individuals is submitted. The ordinance clarifies the definition of boarding and rooming houses, bed and breakfast establishments, and allows for the amortization of certain uses that do not conform to the provisions, such as where six unrelated persons were living in a house prior to Ordinance No. 6128 going into effect, in which case their living arrangements are allowed to continue until July 1, 2014, provided that if one person leaves the household they cannot be replaced with a new tenant.

Mr. Bergstrom said code compliance has received a number of complaints, each of which has been followed up. Much of the follow up work includes checking records and making sure processes have been carried out correctly. Because city actions are ultimately legal proceedings, it is necessary to document the record with proof. There has been an educational outreach

launched which has included public information handouts being sent to brokers, rental agencies, and anyone who might want them. To date there have been some cases that have involved mediation, and more building permits are being reviewed by the land use staff where an examiner sees a red flag. In some cases conditions are placed on the permits, including asking the applicant to sign a letter stating they understand the conditions and promising to abide by them.

Regulations in place by other communities are being investigated and that work is not done. There are many communities across the nation dealing with the issue, and those being focused on the most in the review are those with colleges.

The Commission has been charged with developing permanent regulations using the interim ordinance as a starting point. The permanent regulations are to be narrowly tailored to prevent dormitory-like uses. Citywide impacts are to be considered to avoid negative consequences on rental housing. The broader policy topics should be addressed as part of the Comprehensive Plan update. Mr. Bergstrom suggested that a single ordinance likely will not be able to address all of the concerns because of the complexities involved. The panel that will be put together will serve as a resource for staff, and will attend at least one Commission meeting to exchange ideas and observations.

Mr. Bergstrom allowed that the tentative schedule for the study is admittedly fast, with meetings in April, May and July, with a public hearing and Commission recommendation in July. If the schedule is adhered to, the Council could act on a permanent ordinance ahead of the August break.

Commissioner Ferris said while he was in college in shared a house near the campus with four other people. He said he and his housemates were good neighbors, even going so far as mowing the lawn and going shopping with the elderly couple next door. Not every instance in which there are several unrelated adults living in a home is a bad situation. He also noted that his children have also had similar experiences, both during college and after graduating but just getting started in their work lives. Every property owner who rents out a house is trying to make a profit, and that is not a bad thing. He said at one point in his live he and five other guys purchased a house in which to live, so in that case there were six unrelated persons living in a home they actually owned. All of those scenarios will need to be considered. He added that in his private life he develops student housing, both on and off campus, and said he has come to understand that there is no clear definition of what a "student" is; it could be someone taking only a single credit per semester or per year, or someone attending an accredited college or an experimental college. Students can be just out of high school or middle-aged and back in college for a different degree. Another issue that will need to be addresses is what is meant by the word "temporary." He agreed that some language should be drawn up to prevent parking on front yards or graveling them and converting them to parking areas.

Commissioner deVadoss said he thought that the question of student housing should be decoupled from the issue. He said he lived in a variety of housing situations while in college. Bellevue College is facing student housing challenges, but the larger issue is not necessarily a student housing issue. With regard to Bellevue College, some creative solutions are needed, and as the educational facility transitions from being a community college there is a clear need for the college to heed its responsibility to accommodate its students. He said he also was troubled by the term "functionally equivalent to a family." That could prove to be a slippery slope that could lead to some unintended consequences.

Commissioner Laing agreed with the need to look at the issue citywide and to keep it from being viewed as just a student housing issue. He noted that the apodment movement is being addressed in Seattle and suggested that at some point it will need to be addressed by Bellevue as well. There are at least two things in the current code that surprisingly are not in the draft and have not been talked about. First are the city's parking requirements which could be very difficult to meet by adding pavement due to the impervious surface requirements. The other issue is the city's greenscape requirement which essentially says about half of a front-yard setback must be retained as a non-pervious surface. While the second issue does not apply to homes that were developed prior to the adoption of the requirement, anyone needing a permit for some development activity cannot make a current situation worse. The parking and greenscape requirements should be met at least in the R-1 to R-5 zones.

Commissioner Hilhorst thanked Commissioner Ferris for outlining how complex the issue really is. She suggested the panel should include representatives from some of the area's large business employers. Bellevue has a lot of high tech companies who are advertising worldwide for workers to come and live in Bellevue. Many of those employees might also be candidates for shared housing situations and it would be good to hear from the employers what is being said about where to seek housing.

Commissioner Hamlin said his son lives in a house with about five other unrelated people, one of whom actually owns the home. They have formed their own community, they take care of the home and the property, and they are proving to be good neighbors. He agreed, however, that parking in such situations can be a huge problem. The approach taken by the city of Grand Rapids is to require parking for each resident, but that only adds to the amount of impervious surface area. Clearly renting out single rooms in houses in a single family neighborhood goes against the notion of what a single family neighborhood is. Aside from the aesthetic issues, single family neighborhoods are simply not designed to accommodate such uses given the narrower roads and lack of on-street parking.

Chair Tebelius said single family neighborhoods serve as the backbone of the city. Citizens of those neighborhoods are feeling endangered and the more they feel that way the more they will push back and the more political pressure will be brought to bear. It will be incumbent on the Commission to come up with solutions that will relieve the pressures. The problem stems from the fact that there are not enough housing options in Bellevue. She agreed that Bellevue College should be part of the conversation; they have about a thousand foreign students already and are seeking more because they generate income for the college, but they do not offer any housing. The problem has been growing and now the bubble has burst onto the neighborhoods. She also agreed that employers like Microsoft hires large numbers of persons from overseas, all of whom must also find places to live; as such, employers should also be part of the conversation. She said early in her career she shared an apartment with three other women, but the difference there was that it was an apartment, not a single family house.

Commissioner Ferris agreed with the need to preserve front yards and to limit impervious surface areas. Also, the number of entries into homes should be limited to avoid having essentially separate dwelling units. Some cities have sought to set ratios on the amount of community areas within a home relative to the number of bedrooms to avoid having living rooms divided up into additional bedrooms.

Chair Tebelius commented on the need to get to the heart of the problem, which is a supply and

demand issue. Commissioner Ferris agreed that the city has not provided sufficient opportunities for multifamily to address the need for more units. Bellevue College has room on its campus to develop student housing, but the Microsoft campus probably does not have the zoning it would need to develop housing for its workers; they could of course develop housing away from its campuses.

Mr. Bergstrom pointed out that the city began talks with Bellevue College about the need for student housing well in advance of the Spiritwood issue coming to the front. He allowed that while the city cannot tell the college what to do or force them to build housing, it certainly can keep pressure on them to be part of the solution.

Councilmember Stokes agreed with the need to address the larger issue, but said that will not be part of the immediate function.

Commissioner Hilhorst pointed out that when the Commission met on the Bellevue College campus in the fall of 2013 the college representative was asked when he would be making a proposal to the dean regarding student housing. His response was that a proposal would be made in January 2014. She suggested it is time to follow up to see what has transpired and she agreed to be the one to make the call.

C. Comprehensive Plan Update - Community Health

Senior Planner Nicholas Matz observed that community health has been identified as an emerging topic in the Comprehensive Plan update work program. Over the last decade, national research has pointed to the role land use plays in the health of communities by providing for non-motorized access to recreation, and access to healthy foods helps to prevent obesity and improve health. While Bellevue generally provides good access to food choices and recreation, the Seattle/King County Department of Health recommends local jurisdictions should review how local policies can and should affect community health.

Specifically, the Comprehensive Plan update work program has identified four health topics to be addressed: community health, physical access to human services, access to healthy food, and natural environment and health.

Ms. Anne Biklé, environmental health public planner with Seattle/King County Public Health, commented that over the last century the leading causes of death have changed from bacteria, viruses and microbes to non-communicable diseases such as heart disease and cancer. Currently in King County, two of the top ten causes of death are not diseases at all (suicide and injury), and the other eight are all non-communicable with the exception of influenza.

Public Health is interested in the leading causes but is even more interested in actual causes. Tobacco, poor diet and physical inactivity combined account for disproportionately more deaths than all of the other causes. Over what of what determines health is related to the places where people live, both the built environment and the natural environment. Planning has nothing to do with influencing genetics, and has little influence over healthcare, but planning has a lot to do with shaping the communities in which people live. Because place can influence health, planning can influence health.

Ms. Biklé said green space is typically thought of in terms of physical health along the lines of outdoor exercise. There are studies, however, that show green space is important for mental

health. Additionally, there are studies that link the density of retail alcohol outlets to gun violence; where the outlets are less dense there is less gun violence. If people have places to walk to on a day-to-day basis, they are faced with the choice to easily fit physical activity into their daily lives. Additionally, those who walk frequently have positive interactions with other people, thus improving their social and mental health.

Ms. Biklé said Public Health has a new product called City Health Profile. It contains data regarding 25 cities in King County. She noted that Bellevue is generally above average in many of the data categories. There are, however, pockets in Bellevue where things are below average, particularly relative to lower levels of physical activity and higher levels of obesity. Bellevue is higher than average in its population of people over the age of 65, but city's population is also very diverse. The incidence of Parkinson's disease is higher in Bellevue, but that may be related to the older population.

Ms. Biklé said urban areas can do a lot in the areas of arts and culture, parks and green space, better in fact that most rural areas. Bellevue excels in those issues. In approaching the Comprehensive Plan update, the city should seek to build on its strengths.

Julia Walton, partner with Studio 3MW, a planning, design and communications consulting firm, said the health profiles put out by Seattle/King County Public Health help to bring the conversation from the general to the specific. She said there is a lot of language in Bellevue's Comprehensive Plan that relate to the primary topics of land use, transportation and economics, but also to quality of life issues. The health data is one way to zero in on the quality of life issues that are often difficult to talk about. The determinants of health are tied to race, income, education, employment and housing, but they are also tied to personal behavior, place, living and working conditions in both homes and communities, and economic and social opportunities and resources. Policy intervention can promote healthier homes, neighborhood schools and workplaces, and inviting overall communities.

Ms. Walton said the built environment can be changed in ways that change behavior and influence health. Things that can be influenced through the Comprehensive Plan include increased physical activity, access to healthy foods, injury prevention and safety, stronger placemaking, and increased access to the natural environment. The four program tasks identified as part of the Comprehensive Plan update all have to do with access and creating an overall healthy community. The design of the built environment affect human behavior at all scales by affecting the places where people spend all of their time.

Obesity and chronic disease are at epidemic proportions nationwide but also around the world in developed and developing countries. Obesity is related to a number of chronic diseases and causes of death, but it is also a quality of life issue and relates to the overall well being of communities.

The built environment is the primary place to intervene in health issues within the Comprehensive Plan framework. The focus should be on removing barriers and looking at the distribution of and access to those parts of the built environment that promote and enable individual and community health. Communities that are designed for active living with equal distribution of foods, facilities and services enable people to make healthy choices and live healthy lives. The impacts of lower health and lower quality of life fall unequally on areas that have more minorities and lower incomes. It is known that healthy places also create economic value. The real drivers in the real estate market are the millennials and the baby boomers, and

communities that are designed to be healthy are finding their real estate markets to be very strong.

Food is not a topic called out in the Land Use Element or the Transportation Element, but it is extremely important to communities. Healthy food, while not evenly distributed in communities, has plays a comprehensive role in terms of being a physical cornerstone of human health, community building, cultural identity, and as a real estate amenity.

Ms. Walton said some quick mapping work has been done and during the update process several data points will be closely reviewed, particularly outlets with fresh fruits and vegetables such as grocery stores, specialty markets and community gardens. Restaurants are deemed to be non-grocery store food sources and they are also mapped. The distribution of healthy and unhealthy foods can also be mapped in terms of obesity rates. Generally, where there are higher obesity rates there are no grocery stores. Policy interventions could be made to the built environment that would enable changed behavior and lead to healthier food outcomes and overall improved health. It should be made easy for people to make the healthy choices.

With regard to health and the natural environment, Ms. Walton said the work to map schools and parks and look at access to those sites is under way. All pedestrian paths will be reviewed from the perspectives of data, standards, and geographic distributions. The focus will be on identifying barriers to making vital connections. The benefits of parks include both physical and mental health and wellbeing. Studies show that proximity to nature helps people recover more quickly from depression and anxiety, and also from surgeries and chronic diseases. The higher the prevalence and physical proximity of parks, the more people use them, and the more exercise they get the better their health. Changes aimed at prevention and intervention at the early stages of disease cycles can have positive long-term effects, tobacco use being a good example.

Ms. Walton said changing demographics that have brought rapid increases in suburban poverty led to including access to human services on the list. It used to be that poverty did not exist in the suburbs and the notion that it now exists there challenges a lot of assumptions for communities. Those who need human services the most include the elderly and the youth, persons with disabilities, low-income populations, recent immigrants, and minority populations.

The availability of housing types and choices is important to the health of a community, as is having a range of transportation choices. One-third of the households in Puget Sound have a greater need for transportation services due to income status, age or disability. They tend to be disperse populations, many of them zero car households.

Ms. Walton shared with the Commissioners a map showing the distribution of human services in Bellevue; she noted that health and social assistance businesses are prevalent throughout the city.

Ms. Walton said the study will also look at access to community facilities.

Commissioner Ferris pointed out that he serves on the board of the Urban Land Institute and is the immediate past chair. He said the organization has an initiative for the year focused on the topic of community health and suggested their findings should be reviewed.

Commissioner Hilhorst agreed that walkability is vitally important from a health perspective as well as from a social perspective. She said the loss of the neighborhood shopping center in her community meant the loss of social interaction for seniors and took away from them a place to

walk to. The effects were clear. As the city evolves and grows, every step should be made toward retaining the city in a park atmosphere. The challenge will lie in the pressures to use the existing open space for housing, which is also needed. She asked if there is data on the health of New Yorkers given how walkable that city is and the size of Central Park. Ms. Biklé said there is data available about New York health outcomes, some of which are linked to the amount of walking done in that city. She said she would share those references with the Commission. Ms. Walton commented that the residents of Paris are among the healthiest and fit in the world even though they eat a lot of rich foods, and the key link is that they walk nearly everywhere they go.

Commissioner Laing commented that correlation does not necessarily equal causation. He pointed out that the maps showing the areas of the city that have higher rates of poverty and negative health conditions are also areas with multifamily housing; on the flip side, the areas of the city with lower rates of poverty and negative health conditions are generally the single family neighborhoods. For the most part, the true correlation is likely to be income level. He said access to healthy food is clearly important, but often the accessibility issue is tied to income rather than geographical distribution, and that is something that planning may not be able to address. Ms. Walton suggested that advocacy for healthy food options and recruitment of establishments offering healthy food choices could be the key. There are corner stores showing up in some cities where people can go and quickly get healthy food.

Answering a question asked by Councilmember Stokes, Ms. Biklé said it is true correlations can be drawn between income and health. One question the city should ask is what should be done with the low-income areas in Bellevue to help level things out in terms of the factors that influence health. The answer is probably not a Whole Foods, but it may be some other food store in need of incentives from the city to locate in a low-income area.

Commissioner Ferris pointed out that Crossroads is often held up as place where there is a concentration of low-income households, but that area is served by very good grocery stores, it has good parks, and it has good access to transit.

Referring to the comment that about 60 percent of a person's health is determined by where they live, Commissioner deVadoss if the statement relates to a person's geographic area or their neighbors. Ms. Walton said the statement incorporates type of housing, who the neighbors are, family structure, and distance and access to grocery stores, parks and recreation.

Commissioner deVadoss asked if access to local foods is the same as access to healthy foods. Ms. Biklé said that is one piece of the puzzle. Many communities are placing an emphasis on creating local food economies.

Answering a question asked by Chair Tebelius, Ms. Biklé said the factors that influence obesity are primarily how much people are eating and how much they are moving. In the how much is being eaten category, the Commission can make decisions about economic development zones and can consider allowing for a mix of uses in certain parts of the city. On the front of how much people are physically moving, the Commission might look at things like sidewalk coverage and the degree to which they actually connect to places people want to go. Government cannot make decisions for people, but it can provide the choices.

Chair Tebelius said that while they are interesting, statistics can be widely interpreted to reach different conclusions. She noted that a study on the national level concerning the oldest populations found that the residents of Loma Linda, California, stand out. They do not drink,

they do not smoke, they are vegetarians, and they are highly religious. The study found that those four factors were determinant in why the residents are so healthy. Bellevue cannot make its citizens vegetarians, cannot prohibit them from smoking or using alcohol, and certainly cannot require them to be religious. Clearly there is more than just environment and geographic location that goes into determining health. High cholesterol levels have been proven to be deleterious to health, and one of the top factors contributing to high cholesterol levels is job stress; that is something else the city cannot regulate, though the city can and does provide a wonderful system of parks in which people can relax and unwind. Even so, the decision to visit parks and open spaces has to be made by each individual.

Commissioner Hilhorst agreed that the city cannot force people to be healthy. Health largely is a factor of personal responsibility. The city can, however, help make choices available by being friendly to new businesses coming in, especially small businesses like farmers markets that provide healthy and fresh produce, and by making it easier for shopping centers to exist within walking distance of residences. Preserving and improving on the city's park system also provides residents with at least the option of getting out and exercising.

Chair Tebelius said she had a skeptical reaction when she heard former King County Executive Ron Sims started his healthcare project for the county government in which he promised if his employees did certain things they would be rewarded with lower insurance rates and improved health. The fact is the program has worked. It was based on incentives, but it was still up to the employees to decide if they wanted to participate or not. All health insurance companies could take similar steps.

Mr. Inghram commented that Bellevue is in a good starting position in that its citizens have access to great grocery stores, excellent parks with trails and open space, and other positive attributes. Bellevue is not like places like south central Los Angeles where there are more liquor stores than grocery stores. Crossroads is a good example in that it has access to transit, grocery stores, community services, human services, and affordable housing. However, some of the King County Housing Authority's subsidized housing is located just to the east of Crossroads Park and has no clear connection to transit on 156th Avenue NE.

D. 2014 Comprehensive Plan Amendments

Mr. Matz informed the Commission that during the threshold review process the Commission is tasked with making a recommendation regarding whether or not each should be initiated into the Comprehensive Plan amendment process, and if so, setting the geographic scope for each. The decision as to whether or not to advance Comprehensive Plan amendment requests is made by the Council, following which the Commission begins the final review process during which the merits of each application are discussed, testimony is taken, and a recommendation is developed and forwarded to the Council for final action.

Mr. Matz said two Comprehensive Plan amendment requests were received during the prescribed period. The Mountvue Place privately initiated application seeks to amend the map designation on a 4.67-acre site on NE 20th Street in the Bel-Red subarea from its current split designations of BelRed-Commercial/Residential (BR-CR) and BelRed-General Commercial (BR-GC) to (BR-CR) only. The split designations currently in place do not correlate to a property line and the situation is preventing the property owner from realizing development under Bel-Red policy and regulation in the BR-CR designation and district. There are four buildings existing on the property.

Mr. Matz said staff did not recommend an expansion of the geographic scope for the site. The subject property is the only one dealing with the split designation and zoning issue. The property to the west appears similarly situated, however the zoning line there follows the east-west property line, and the warehouse component would become nonconforming under BR-CR.

Commissioner Ferris said from looking at the property to the west it seems logical to include it in the geographic scoping were it not for the nonconforming use impact. If the owners of the property were to come in with a vision for a higher and better use, it would be nearly a foregone conclusion that they would get what they want. Mr. Matz said that including the property where Harley Davidson is could lead toward including the properties to the west in the future where there is a lack of a retail component.

Commissioner Ferris said one of the lingering issues he has with the Bel-Red rezone is the nonconforming use impediment that was put on existing uses. The approach is forcing property owners to not be able to keep their properties economically viable before the market is ready for the transition to happen. A revisit would be in order to allow adaptive resuse of the existing buildings ahead of the Bel-Red vision coming to fruition.

Answering a question asked by Commissioner Hamlin about why the subject property ended up designated as it is, Mr. Matz said it appears the lines were drawn to follow the traditional pre-Bel-Red zoning. The historic zoning patterns drew bands of protective intensity and did not follow discrete patterns of uses.

Commissioner Laing asked if any requests to expand the geographic scope have been received by the staff. Mr. Matz said the applicants have specifically indicated a desire not to expand the geographic scope.

A motion to adopt the staff recommendation and to not expand geographic scope of the proposed Mountvue Place CPA was made by Commissioner Laing. The motion was seconded by Commissioner Ferris and it carried unanimously.

Mr. Matz said the Bellevue Technology Center Comprehensive Plan amendment is a privately initiated application that would replace policy S-CR-66 in the Crossroads subarea plan. The policy applies to the 46-acre site formerly known as the Unigard site and the proposed new policy language would allow for additional development.

Mr. Matz clarified that because the language of policy S-CR-66 is specific to the Bellevue Technology Center site, any expansion of the geographic scope would not be appropriate. He also corrected an error in the penultimate paragraph on page 39 of the staff report by noting that the last sentence should read "The site currently has approximately 306,000 and 238,000 square feet of office and parking respectively in nine buildings on 46 acres."

The site was developed through a PUD and there are concomitant agreements in place. Through the PUD mechanism the amount of office capacity on the site was constrained through regulation. Clearly the property owner is looking to revisit that question by revisiting the policy first.

A motion to adopt the staff recommendation and not expand the geographic scope of the proposed Bellevue Technology Center CPA was made by Commissioner Laing. The motion was seconded by Commissioner Hamlin and it carried unanimously.

Mr. Matz proposed setting a May 14 public hearing date and the Commission concurred.

Answering a question asked by Commissioner Laing, Mr. Matz said the concomitant agreement specifies the office capacity for the site. It is also focused on traffic improvements. The concomitant agreement is enforced through the zoning and is tied to the land, not the property owner. The agreement would not be changed as a result of the Comprehensive Plan amendment. If the policy language is ultimately changed, the property owner likely will seek an alternative designation and an alternative regulatory authority to allow for additional development on the site.

Commissioner Ferris observed that he will not be on the Commission to see the issue concluded. He pointed out, however, that there was a hard-fought battle to reach an agreement between the property owner and the local community where development of the property currently stands outlining what develop would be allowed. He said he would have difficulty seeing any changed condition that would warrant changing the status quo.

E. Comprehensive Plan Update - Economic Development Strategy

Economic Development Manager Tom Boydell noted the that work has been done since the last update given to the Commission in June 2013. There has been outreach to the business community in particular. The work has been focused on the Economic Development Element of the Comprehensive Plan to make the crosswalk between the strategy and the plan.

Real Property Manager Max Jacobs with the Civic Services Department said Bellevue is becoming an international center for business, culture and tourism. The economy continues to strengthen and is bolstered locally by major businesses and growing industrial clusters, and there is an interesting movement underway toward other types of businesses in finance, aerospace and information technology.

Mr. Boydell shared with the Commission a traditional bubble diagram with calculations based on location quotients. He noted that the ratio calculations yield a picture of what share of the growth in national employment within a given industry sector belongs to the state of Washington, and when broken down further the data can indicate figures for King County's share and even for Bellevue and the Eastside. The diagram indicated that the aerospace bubble, though

still large, is declining in the four county region. A subset of the aerospace bubble is space research; the businesses in that sector are quite small but their potential for growth is huge. Information technology continues to be a strength sector for the region and Bellevue; fully half of the employment in the state in mobile communications is in Bellevue. However, over the decades the sector has reduced because of mergers.

Clean technology is an emerging sector. Health informatics involves building information systems for hospitals and merging them with mobile communications devices. The sector does not appear to be taking hold in any significant way yet in Bellevue, though it may be hidden inside other numbers like Microsoft employment.

Mr. Jacobs said the economic strategy work has been focused on the sectors known to be in place in Bellevue, and particularly those sectors with potential for growth, and how they intersect with the growing population and the city's changing demographics.

Mr. Boydell said economic development is like the bed of a stream. It provides some stability, guidance and direction to the water that supports the ecosystem as it flows down the hillside. The role of the city is less about direct action or being responsible for creating the jobs and more about giving direction to and supporting businesses that create jobs. The success equation is tied to creativity, young talent, artistic skills and technology innovation, all of which exist in Bellevue's technology and innovation climate and which in some capacity always comes back to internationalism in one capacity or another. Instead of just diversification, the future is about Bellevue serving as a doorway to the Pacific Rim nations and a pipeline for talent and business development. It is all about what is happening on the streets, in the shops, in the schools, and in the business offices. Diversity is a key ingredient as well, not just in culture and languages but in perspectives and learning.

Mr. Boydell said the schedule for the economic development strategic plan has not changed from what was previously shown to the Commission, except that another round of outreach to the business community will be included. The final draft plan is currently slated to be presented to the Council on May 5.

Commissioner Ferris commented that the business outreach has largely been catered toward the large businesses, not the small businesses. He suggested the small startups should be sought out to hear from them what Bellevue has to offer and what the opportunities are. Mr. Boydell said the suggestion has been raised from other quarters as well. To that end, a professor from the University of Washington who specializes in technology ecosystems was hired to help reach out to the leadership of three different categories of businesses that somehow feed the ecosystem, including venture capital, real estate firms that provide space, and entities like the Zino Society, Techstars and Eastside Incubator. That work is not complete yet but the focus is on learning what startups need and what type of environment the city needs to create to support them.

Mr. Boydell said a presentation was made to the Council in January following which Next Generation Bellevue was launched that will involve several initiatives. A partnership has been formed with the Chaoyang district government in Beijing under which entrepreneurs will be screened and invited to come and compete against each other. Under the agreement, the five top winners quarterly will be flown to Bellevue to meet with the city and to look at the opportunity to develop business connections. An international entrepreneurs competition called Tech Hive will be held in Bellevue September 1 through 3 with persons flown in from China, India and Mexico to compete against local entrepreneurs. Work is under way for the winner of the competition to receive funding. The term "tech hive" was chosen deliberately to reflect site use plans being pursued by Expedia, Microsoft and others that is based on the concept of hiving. The concept involves smaller individual work spaces and more community spaces that are used flexibly for ad hoc meetings. Hiving capitalizes on the energy and dynamism of the employees. Buildings constructed to accommodate hiving are built with a certain parking ratio based on an assumption of square footage per employee and heavy transit usage by employees.

Building on the concept of hiving, Mr. Boydell asked the Commissioners to imagine having one or two indoor public gathering spaces of 30,000 to 40,000 square feet in the downtown for people to use having small creative meetings, or to accommodate large presentations. Cafés and coffee shops serve a similar need, but they are not always big enough. Similar models are in place in Singapore, Washington, D.C., and other places. A committee has been set up to explore whether or not the city could create an incentive for companies to create those kinds of spaces.

Commissioner deVadoss asked if any attempts are being made to partner with any international universities. Mr. Boydell said under the Tech Hive initiative includes an Memorandum of Understanding with the Chaoyang district government which in turn is reaching out to the Ministry of Science and Technology and to Peking University. Additionally, the University of Washington has operations in China and conversations are being held with them. There have been some good discussions with Intellectual Ventures about the model they utilize; that organization has connections with 400 universities around the world. The general manager of Intellectual Ventures has agreed to become part of the business leadership roundtable. Commissioner deVadoss suggested that in addition to working with technology schools steps should be taken to partner with business schools. Mr. Boydell agreed and pointed out that the lead person in Beijing is president of the Wharton School of Business Alumni Association and he brings with him some very strong business connections.

A motion to extend the meeting for 15 minutes was made by Commissioner Hamlin. The motion was seconded by Commissioner Hilhorst and it carried unanimously.

Mr. Jacobs said the economic development strategy work that is being carried out must be agile, creative and fast-moving. On a separate track is the Comprehensive Plan which houses the big picture principles and overview of what the city wants to accommodate so that all the economic development elements can happen. Most of what is in the current Economic Development Element is adequate and does not need to be overhauled. He said the steps being taken are aimed

at refining focus, not on a complete rewrite. In line with direction from the Commission, a new section will be created which acknowledges the role of education.

Commissioner Ferris commented on the topic of broadened housing options and allowed that while there have been discussions about housing affordable to the workforce, the term "housing options" is used frequently in the Comprehensive Plan to talk about types of housing, such as housing for families, for singles and for seniors. As such, the notion of workforce affordability is lost. The concept needs to be spelled out clearly in the Economic Development Element as something which is necessary to attract businesses to locate in Bellevue.

Mr. Inghram stressed that the work of the Commission is to draft policy language for the Economic Development Element of the Comprehensive Plan, not to craft specific economic strategies or approaches. Strategies are the responsibility of the Council, but the policies provide the long-term guidance regarding the values and goals of the city.

There was agreement that an additional study session should be scheduled on the Economic Development Element.

6. OTHER BUSINESS

The Commission took a few minutes to review the schedule of upcoming meetings and agenda items. Commissioner Hilhorst updated the Commission with regard to the speakers being lined up to address the Commission on various topics.

7. COMMUNICATIONS FROM CITY COUNCIL, COMMUNITY COUNCIL, BOARDS AND COMMISSIONS - None

8. COMMITTEE REPORTS - None

9. STAFF REPORTS - None

10. DRAFT MINUTES REVIEW

    A. January 8, 2014
    B. January 22, 2014

There was agreement to reschedule approval of the minutes to the next meeting.

11. NEXT PLANNING COMMISSION MEETING

    A. March 26, 2014

12. ADJOURN

A motion to adjourn was made by Commissioner Ferris. The motion was seconded by Commissioner deVadoss and it carried unanimously.

Chair Tebelius adjourned the meeting at 10:55 p.m.