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CITY OF COVINGTON SPECIAL MEETING AGENDA CITY COUNCIL JOINT STUDY SESSION WITH PLANNING COMMISSION Council Chambers – 16720 SE 271st Street, Suite 100, Covington

Tuesday, January 8, 2013 - 6:00 p.m.

*****Please note meeting start time *****

GENERAL INFORMATION:

The study session is an informal meeting involving discussion between and among the City Council, Commission (if applicable) and city staff regarding policy issues. Study sessions may involve presentations, feedback, brainstorming, etc., regarding further work to be done by the staff on key policy matters.

CALL CITY COUNCIL JOINT STUDY SESSION TO ORDER

ROLL CALL

APPROVAL OF AGENDA

ITEM(S) FOR DISCUSSION

1. Planning Commission 2013 Work Plan

PUBLIC COMMENT *Persons addressing the Council shall state their name, address, and organization for the record. Speakers shall address comments to the City Council, not the audience or the staff. Public Comment shall be for the purpose of the Council receiving comment from the public and is not intended for conversation or debate. Public comments shall be limited to no more than four minutes per speaker. If additional time is needed a person may request that the Council place an item on a future agenda as time allows.*

ADJOURN

Any person requiring disability accommodation should contact the City of Covington at 253-480-2405 a minimum of 24 hours in advance. For TDD relay service, please use the state's toll-free relay service 800-833-6384 and ask the operator to dial 253-480-2400.

****Note* A Regular Council meeting will immediately follow at approximately 7:00 pm***

Agenda Item 1

Covington City Council Study Session

Date: January 8, 2013

SUBJECT: JOINT MEETING WITH PLANNING COMMISSION TO DISCUSS 2013
PLANNING COMMISSION WORK PLAN TASKS

RECOMMENDED BY: Richard Hart, Community Development Director

ATTACHMENTS:

1. Staff Memo to Planning Commission with final Ranking Priorities for Proposed 2013 Work Program Tasks

PREPARED BY: Richard Hart, Community Development Director

EXPLANATION:

At the beginning of each year, the Planning Commission holds a joint session with the City Council to review and determine the work program tasks for the Planning Commission and Community Development Department for the upcoming year.

Attachment 1 is the Planning Commission's ranking of work plan priorities for 2013. The Planning Commission ranked the priorities based on feedback of the Community Development Department staff, the City Council and Planning Commission members. Most importantly, the priority rankings take into consideration Community Development's work plan and available staff resources.

The Commission's proposed work priorities involve statutorily required elements such as: the annual Comprehensive Plan Amendment docket and completion of the shoreline management municipal code regulations that will govern shoreline development permits. Proposed work program tasks resulting from Council direction, include: Phase II of the Northern Gateway Area Study, land use regulations governing medical marijuana, and a study of zoning regulations governing use of banner signs, private business and civic/governmental signs. Work program tasks identified by the Commission and staff include: assessing and scoping requirements and needs to complete the state mandated 7-year GMA update of our Comprehensive Plan due by the end of 2014, evaluation of minor code amendments and the updating the definition sections of the zoning code.

Staff resources in 2013 will again be limited as in 2010-2012 with our "new normal", so careful allocation of staff time to the highest priorities will be the focus of both staff and the Planning Commission. The intent of the joint session is to address the proposed Planning Commission work priorities in their suggested order of preference. The City Council may reorder the priorities or direct the Planning Commission and staff to add new work tasks throughout the year, consistent with staff resources.

ALTERNATIVES:

1.) Request additional information or input from staff or the Planning Commission.

FISCAL IMPACT:

No fiscal impact is expected.

CITY COUNCIL ACTION: _____Ordinance _____Resolution _____Motion X Other

NO FORMAL ACTION REQUIRED.

REVIEWED BY: City Manager

ATTACHMENT 1

Proposed Planning Commission Work Program Items for 2013 (Listed in order of Planning Commission priority)

1. Comprehensive Plan & Development Regulation Amendment Docket for 2013 { 600 hours}
 - a. Public Works Dept. for Stormwater Plan Revisions
 - b. Parks Department for Parks Capital Plan
2. Northern Gateway Study Phase II, Subarea Plan Preparation & Public Participation Process { 1000 hours}
3. Shoreline Development Regulation Codification in CMC with Standards & Permit Process { 170 hours}
4. Sign Code Changes for Civic, Government and Non-Profit Signs { 200 hours}
5. Medical Marijuana, Collective Gardens & Dispensary Moratorium Extension/Code Changes { 80 hours}
6. Preliminary Work on GMA Required 2014 Comprehensive Plan Update { 100 hours}
7. SEPA Threshold Changes- Increasing the Number of Lots in a Preliminary Plat { 100 hours}
8. Clearing and Grading Ordinance Changes { 100 hours}
9. Revision of Definition Sections in Zoning Code-Title 14 & 18 { 100 hours}
10. Fire Impact Fee Changes Working with Kent Regional Fire Authority { 80 hours}

TOTAL WORK HOURS FOR 2013 FOR PROPOSED PROGRAMS

2530 HOURS

As a bench mark of comparison, the 2012 PC Proposed Work Program contained 7 items with 2350 hours.

The PC and staff were able to accomplish 4 of those 7 items, and the remaining three items not accomplished in 2012 are on the 2013 proposed list.

These Three Carry-Over Items are the Shoreline Development Regulations, Revisions to the Definition Sections of the Zoning Code, and Preliminary Work on the 2014 GMA Required Comprehensive Plan Update.

The available hours for existing staff for 2013 are approximately **2100 hours.** This means we would most likely be able to accomplish items 1-6, with an additional item if we experience very efficient use of time.