# **Planning Commission Report**

**To:** City Council

From: Planning Commission

**Staff Contacts:** Rob Odle, Director of Planning, 425-556-2417,

rodle@redmond.gov

Judd Black, Development Review Division Manager, 425-556-

2426, jblack@redmond.gov

Lori Peckol, Policy Planning Manager, 425-556-2411,

lpeckol@redmond.gov

Lynda Aparicio, Senior Planner, 425-556-2438,

laparicio@redmond.gov

Jayme Jonas, Senior Planner, 425-556-2496,

jjonas@redmond.gov

**Date:** May 27, 2009

**DGA Number:** L090111 (project) and L090112 (SEPA)

Planning Commission

**Recommendation:** Adopt the proposed amendment to the Redmond Community

Development Guide

**Recommended** Adopt Ordinance No. \_\_\_\_\_\_, amending the Redmond

**Action:** Community Development Guide to create a temporary Code

Rewrite Commission (CRC) to review proposals related to the

2009-2011 Code Rewrite.

**Summary:** This proposal would create a temporary Code Rewrite Commission

(CRC) to review proposals related to the 2009-2011 Code Rewrite. The creation of a CRC is critical to completing this project on an expedited timeline as identified during the 2009-2010 Budgeting by

Priorities process.

## **Background:**

The 2009-2011 Code Rewrite project was approved as part of the 2009-2010 Budgeting by Priorities process. The goal for the project is to produce a document that is easier to understand; more clearly and effectively implements the goals, visions and policies of the Comprehensive Plan; and maintains the integrity of code concepts adopted over time by the City Council. The need for this project has been voiced by a wide range of interested groups that include residents, developers, representatives of the business community, City Council members, Planning Commissioners, and City staff. During development of the 2006 Redmond Community Indicators Report, the Planning Commission added this item to the list of implementation actions; on that list, it is targeted for work during the medium term (2008-10) time period.

An expedited timeline has been developed for the completion of this project with the goal of adopting a rewritten code by Spring of 2011. Current regulations require that any Comprehensive Plan or Development Guide Amendment be reviewed by the Planning Commission. Given the significant amount of work anticipated to result from this project, it is likely that the Planning Commission will have an extremely heavy workload if expected to review proposals related to the 2009-2011 Code Rewrite in addition to City- and community-initiated Comprehensive Plan amendments, including the 5-year review and update of the Comprehensive Plan scheduled for 2010-11.

Various elected and appointed officials have expressed support for the creation of a temporary Code Rewrite Commission (CRC) which would have the authority to review proposals related to the 2009-2011 Code Rewrite. Continuity with the Planning Commission (PC) would be achieved in part by appointing two Planning Commissioners to the CRC.

# Reasons the Proposal should be Adopted:

The Planning Commission cited the following as reasons to adopt the proposal:

- 1) The addition of the 2009-2011 Code Rewrite project to the Planning Commission's current and projected work load would result in a work load too heavy for one commission to realistically be responsible for.
- 2) The Code Rewrite Commission, as proposed, would include two members of the Planning Commission allowing for consistency and strengthened communication across the groups.

## **Recommended Findings of Fact**

#### 1. **Public Hearing and Notice**

#### a. Public Hearing Date

The City of Redmond Planning Commission held a public hearing on the proposed amendment on May 13, 2009.

#### b. Notice

The public hearing was published in the Seattle Times. Public notices were posted in City Hall and the Redmond Library. Notice was also given by including the hearing in Planning Commission agendas and extended agendas mailed to various members of the public and various agencies. Additionally, hearing notification was posted on the city's web site and cable TV.

#### 2. Public Comments

No written or oral public comments were received.

#### **Recommended Conclusions**

## 1. Key Issues Discussed by the Planning Commission

## **\*** Whether the Code Rewrite Commission should report to the City Council or the Planning Commission

The Planning Commission (PC) discussed whether the Code Rewrite Commission (CRC) should report directly to the City Council or to the PC citing a concern that the proposal for the CRC to report directly to the City Council takes the PC away from one of its primary duties. A majority of the Commissioners agreed that the established timeline requires that the CRC report directly to Council. Impacts to the PC work load would be severe if the CRC reported to the PC. A majority of the Commissioners questioned whether the project could be accomplished in the established timeframe, even with the establishment of the CRC.

## **❖** How to continue to involve the Planning Commission and other interested/ impacted boards or commissions

The Commission discussed how the proposed amendment could ensure communication between the CRC and other boards and commissions, such as the PC or Design Review Board (DRB), which might be impacted or interested in the 2009-2011 Code Rewrite. Several Commissioners noted that the CRC could engage in multiple types of communication with other groups, such as face-toface meetings, provision of meeting minutes, or other methods. The Commission was split on the appropriate frequency of such communication and ultimately agreed that specifying a frequency this early in the process was premature. The Commission agreed that the proposed amendment should call for the CRC to communicate with all impacted boards and commissions on an appropriate basis.

#### Appropriate number of Planning Commission representatives on Code Rewrite Commission

The Commission discussed whether two PC representatives on the CRC is the appropriate number. A majority of Commissioners expressed concern that moving more than two PC members to the CRC would have negative impacts to the PC's institutional knowledge. The Commission agreed that transitioning two members to the CRC was appropriate.

# **❖** Appropriateness of requiring Design Review Board representation on the Code Rewrite Commission

The Commission discussed whether a DRB representative should be appointed to the CRC, similar to the proposed PC representation. The Commission agreed that given the limited scope of DRB duties and functions, and the difficulties that could be encountered in backfilling a professional position on the DRB, no DRB representation on the CRC should be required. The Commission felt that the communication required between the CRC and DRB (as discussed above) would be an appropriate method of involving the DRB and seeking input from that group at appropriate times.

#### Oualifications for resident and business representatives

The Commission discussed whether residents of Redmond's Potential Annexation Areas (PAAs) should be eligible to serve on the CRC. The Commission agreed that up to one of the at-large Redmond residents on the CRC could be from a PAA. Residents of Redmond's potential annexation areas have participated in other planning processes.

The Commission also discussed whether business representatives must work for a company with a physical presence (street address) in Redmond or if they could have a "demonstrated connection to the Redmond community." The Commission agreed that up to one of the business representatives could have a "demonstrated connection to the Redmond community" noting that this allows for individuals who have done quality work in Redmond to offer their expertise, but ensures that at least five members initially appointed to the CRC will have physical ties to the City.

#### 2. Recommended Conclusions of the Technical Committee.

The recommended conclusions in the Technical Committee Report (Attachment C) should be adopted as conclusions.

# 3. Planning Commission Recommendation.

The Planning Commission voted to adopt the proposed amendment with revisions. The motion carried by a vote of six supporting and none dissenting. The Planning Commission Report was reviewed and approved by Commissioners at their May 27, 2009 meeting.

## **List of Attachments**

Attachment A: Recommended Redmond Community Development Guide Amendment  Attachment B: Planning Commission Issues Matrix (Final)  Attachment C: Technical Committee Report (with Exhibit A)		
Robert G. Odle, Planning Director		Date
Charles J. McCart	hy, Jr., Planning Commission Chair	Date
Approved for Cou	John Marchione, Mayor	Date

 $N:\ \ NCDG\ \ Update\ \ CRC\ Establishment\ \ \ DGA\ \ \ Review\ \ \ PC\ \ Transmittal\ \ Report.doc$