

Memorandum

To: Planning Commission
From: Judy Fani, Principal Planner, 425-556-2406
Date: July 2, 2020
Subject: RZC 21.76.070.J Docketing Process Amendments

PURPOSE

The enclosed materials are provided for Planning Commission review in advance of the July 8, 2020, study session regarding a proposed amendment to Redmond Zoning Code (RZC) 21.76.07.J related to docketing annual Comprehensive Plan amendments.

BACKGROUND

Under the research and fact-finding roles of the Planning Commission afforded under RCW 35.63.060, the Commission meet twice in 2019 and again on June 16 and June 24, 2020, to help inform the scope of the code rewrite and identify preferred language or, in some instances, options for code revisions. Staff solicited input from planning staff and sought a recommendation from the Technical Committee to bring to the Planning Commission for their formal review and recommendation to City Council.

The proposed code revision attached to the Technical Committee Report (Exhibit A) addresses a number of process improvements including:

1. Setting clear expectations and timelines for prospective applicants and staff regarding application submittals and review process;
2. Providing a transparent and predictable application review and decision-making schedule for ease of tracking by applicants and community members;
3. Refining threshold decision criteria by removing ambiguous terms and adding new relevant criteria to evaluate proposals;
4. Creating a process that allows City Council, Planning Commission and staff to add items to be considered for the annual docket; and
5. Introducing fees to capture staff time and material costs associated with processing proposals. This requires a separate action with adoption by Council Resolution.

MEETING PREPARATION

Please review the enclosed Technical Committee Report and proposed amendments to Redmond's Zoning Code 21.76.070.J.

REVIEW SCHEDULE

A public hearing is scheduled for July 15, 2020 and report approval is tentatively scheduled following the study session that same evening.

QUESTIONS

Please contact Judy Fani (425-556-2406) with questions.

ATTACHMENTS

Technical Committee Report and Exhibits