

MEMORANDUM

To: Planning Commission

From: Beverly Mesa-Zendt, Deputy Planning Director
Planning and Community Development

Date: January 13, 2020

Subject: Staff briefing on the Comprehensive Plan Amendment application fee update and the 2019-20 Annual Docket schedule

BACKGROUND - FEE UPDATE

On October 6, 2020, City Council adopted amendments to RZC 21.76.070 J, Docket Process Amendments. At that time, staff informed City Council of their intent to bring forward proposed fees that support the time and staff resources required to prepare the Annual Docket of Comprehensive Plan amendments, Comprehensive Plan and related zoning code amendments. Staff has worked closely with Finance staff to analyze such costs based on typical staff hours and hourly staff rates utilizing examples from recent docket cycles.

The process for amending a Comprehensive Plan is deliberately prescriptive under the Growth Management Act and requires docketing, public notification, and public hearings to ensure that the same rigor is applied to docketed amendments that would be required for amendments associated with a periodic review. In Redmond, procedural steps include:

- Staff analysis, review, and reports,
- SEPA review,
- Technical Committee review,
- Planning Commission review
- Public Hearing and required publishing and notification,
- Public Outreach, and
- City Council Approval.

Comp Plan fee update & docket item review schedule

New Comprehensive Plan Amendment fees will allow the City to be appropriately reimbursed for the staff time and resources required to fully process Comprehensive Plan amendments and related zoning changes when applicable. Currently, applications to revise the Redmond Zoning Code (maps or text changes) require fees that are calibrated to capture the expense and time associated with processing requested changes, however, if such a change is coupled with a Comprehensive Plan amendment, there are no applicable fees. Approval of this resolution will establish the following fee structure.

- A new Comprehensive Plan Amendment Fee of \$3,305,
- A combined Comprehensive Plan Land Use Map Amendment (\$3,305)/Rezone Fee (\$ 18,803.83 current 2020 fee) of \$22,108.83, and
- A combined Comprehensive Plan Text Amendment (\$3,305)/ Zoning Text Amendment Fee (\$13,195.80 current 2020 fee) of \$16,500.8.

Staff has submitted the fee proposal to:

- Applicants who have expressed interest in submitting an application for the 20-21 Docket,
- Previous applicants,
- Building and development community representatives, and
- One Redmond.

FEE UPDATE NEXT STEPS

Council reviewed the proposed updates and is tentatively scheduled to approved the updates at their business meeting on January 19, 2021.

ANNUAL DOCKET ITEMS - SCHEDULE FOR REVIEW

The following items are currently on the 2019-2020 Annual Docket for review and consideration:

1. Amendments to the Comprehensive Plan and Zoning Code to expand retail marijuana uses.
2. Amendment to add a new policy to encourage the private sector to create more affordable housing.
3. Amendments to the Comprehensive Plan to Expand the Overlake Mixed Use and Overlake Urban Center Boundaries.
4. **Amendment to the Comprehensive Plan for a property in the Education Hill neighborhood**
5. General Sewer Plan Update
6. Public Safety Master Plan - Phase 1

Comp Plan fee update & docket item review schedule

Staff is proposing the following timeline for review and action on these items for the 2019-2020 Annual Docket.

| Docket Cycle | Application Period | Document Deadline | Tentative Legislative Action For Amendments |
|------------------|--------------------|---|---|
| 2019-2020 Docket | Fall 2019 | <p>March-2021 Tech Committee Review</p> <p>This timeline presumes a DNS for proposed items ("Determination of Nonsignificance)- Tech Committee decision that a proposal is unlikely to have significant adverse environmental impacts.</p> | <p>PC Review and Public Hearings April 2021</p> <p>PC Action May 2021-June 2021</p> <p>Council Action before July-August 2021</p> |

ATTACHMENTS

- A. Presentation