

AGENDA

BOTHELL SHORELINES BOARD

Bothell City Hall, 18415 101st Avenue NE

Monday, July 15, 2019, 6:00 PM

1. **CALL TO ORDER**

2. **PUBLIC COMMENTS**

An opportunity for members of the audience to address the Board on a topic NOT scheduled for a public hearing on this evening's agenda. Please limit comments to 3 minutes per speaker.

3. **APPROVAL OF MINUTES**

April 8, 2019

July 15, 2019 (to be finalized just prior to adjournment)

4. **NEW BUSINESS**

None

5. **PUBLIC HEARING**

None

6. **STUDY SESSION**

None

7. **OLD BUSINESS**

None

8. **REPORTS FROM STAFF**

A. Status of SMP review by Ecology and Council

B. Briefing on new process for consultations between advisory bodies

9. **REPORTS FROM MEMBERS**

10. **ADJOURNMENT** (with finalization of the July 15 minutes)

Minutes

BOTHELL SHORELINES BOARD

REGULAR MEETING – April 8, 2019

COMMISSIONERS PRESENT: Patrick Ewing, Ann Aagaard, Ryan Page, Sarah Gustafson, David Bain and David Cox.

COMMISSIONER ABSENT: Jim Orr

STAFF PRESENT: Senior Planner Dave Boyd and consultant Amy Summe of Shannon & Wilson.

CALL TO ORDER: The Regular Meeting of the Bothell Shorelines Board was called to order by Chair Patrick Ewing on April 8, 2019, at 6:00 p.m. in the Council Chambers at Bothell Town Hall, 18415 101st Avenue NE.

APPROVAL OF MINUTES:

COX MOVED TO APPROVE THE MINUTES OF MARCH 11, 2019. PAGE SECONDED AND IT PASSED WITH ALL PRESENT IN FAVOR.

NEW BUSINESS: None

Ewing opened the continued public hearing and introduced Senior Planner Boyd. Boyd shared a power point presentation on the SMP update work completed to date and suggested a decision agenda. Boyd and Summe responded to questions.

PUBLIC COMMENT: None

PAGE MOVED TO CLOSE THE PUBLIC COMMENT, BAIN SECONDED AND IT PASSED WITH ALL PRESENT IN FAVOR.

COX MOTIONED TO APPROVE THE PROPOSED SHORELINE MASTER PLAN UPDATE AMENDMENTS AS AMENDED. PAGE SECONDED AND IT PASSED WITH ALL PRESENT IN FAVOR.

REPORTS FROM STAFF: Boyd invited the Board Members to attend the City Council meetings on May 14, 2019 and June 4, 2019.

REPORTS FROM MEMBERS: Ewing thanked the Board for their hard work and patience.

ADJOURNMENT:

COX MOVED TO ADJOURN, BAIN SECONDED AND IT PASSED WITH ALL PRESENT IN FAVOR.

The meeting was adjourned at 8.23 p.m.

BOTHELL SHORELINES BOARD

REGULAR MEETING – July 15, 2019

COMMISSIONERS PRESENT: Patrick Ewing, Ann Aagaard, Jim Orr, Sarah Gustafson, David Bain and David Cox.

COMMISSIONER ABSENT: Ryan Page

STAFF PRESENT: Senior Planners Dave Boyd and Bruce Blackburn

CALL TO ORDER: The Special Meeting of the Bothell Shorelines Board was called to order by Chair Patrick Ewing on April 8, 2019, at 6:00 p.m. in the Council Chambers at Bothell Town Hall, 18415 101st Avenue NE.

APPROVAL OF MINUTES:

___ MOVED TO APPROVE THE MINUTES OF APRIL 8, 2019. ___ SECONDED AND IT PASSED WITH ALL PRESENT IN FAVOR.

NON-AGENDA PUBLIC COMMENT: None

NEW BUSINESS: None

PUBLIC HEARING: None

STUDY SESSION: None

OLD BUSINESS: None

REPORTS FROM STAFF:

A. Boyd briefed the Board on the status of Ecology and Council review of the 2019 SMP update.

B. Blackburn briefed the Board on a new process for consultations between advisory bodies.

REPORTS FROM MEMBERS:

ADJOURNMENT and APPROVAL OF THE JULY 17 MINUTES:

___ MOVED TO APPROVE THE JULY 17 MINUTES AS FINALIZED AND ADJOURN. ___ SECONDED AND IT PASSED WITH ALL PRESENT IN FAVOR.

The meeting was adjourned at ___ p.m.

Briefing on New Process for Consultations between Advisory Bodies

MEMORANDUM

Community Development



City of Bothell

DATE: July 15, 2019

TO: Shorelines Board

FROM: Bruce Blackburn, Senior Planner

SUBJECT: Briefing on new process for consultations between Advisory Bodies

Background

The 2019 Docket of Plan and Code amendments included an amendment to improve coordination between the City's Advisory Bodies. There are four Advisory Bodies which have a role in crafting amendments to either the Comprehensive Plan, the development regulations or both. Those bodies are:

- Planning Commission
- Shorelines Board
- Landmark Preservation Board
- Parks and Recreation Board

BMC Chapter 11.18 contains the protocols for the processing Comprehensive Plan and/or Bothell Municipal Code (BMC) amendments and includes language regarding the role of each advisory body.

Objective

Improve coordination and consultation between the City's advisory bodies. Advisory bodies have a wealth of knowledge, background and expertise regarding each body's area of specialization. This resource should be better utilized by improving consultations between boards and commissions.

Action

No action is needed. This is a Staff briefing.

Discussion

The Code amendment will improve communication between advisory bodies by requiring consultations whenever one advisory body's actions involves another advisory body's area of expertise. For example, the Parks Board would be consulted on matters involving Parks, the Landmark Preservation Board would be consulted on matters involving historic districts, and the Shorelines Board would be consulted on matters pertaining to shorelines jurisdiction.

The Code would implement the current practice of the Planning Commission being the overall 'voice' to the Comprehensive Plan with the Planning Commission being the lead advisory body for Comprehensive Plan amendments. Development regulations are different with the Planning Commission being the lead on most, but not all, development regulations. For example, the Shorelines Board retains its lead role regarding Code amendments to the shorelines regulations of Title 13 and the Landmark Preservation Board retains its lead role on Code amendments to the landmark regulations of Title 22.

Proposed Code amendments

Note: New language is shown as underline – deleted language is shown as ~~strikethrough~~

11.18.060 Timing and process for consideration of suggested amendments.

- A. The city council shall initiate consideration of suggested amendments by motion. The scope and timing of consideration of suggested plan amendments shall be determined by the council, except for amendments to correct a deficiency identified during project review which shall be considered annually pursuant to BMC 11.18.040.
 The city council shall generally assign suggested amendments to request that the planning commission which body will request a recommendation or consult with other advisory bodies as outlined in Table 11.18-1. In crafting its recommendation, an advisory body will consult with other advisory bodies as outlined in Table 11.18-1. The appropriate city advisory body develop recommendations concerning suggested amendments and ~~the city council shall take final action upon~~ all any suggested amendments and in accordance with the following table, except that the city council reserves the authority to consider and act upon any suggested amendment without referring the suggested amendment to an the applicable advisory body for recommendation. The council and its advisory bodies (with concurrence of the council) may prioritize suggested amendments for further consideration and may defer to future years or decline to further consider suggested amendments.

For the purposes of this Chapter, 'recommendation' means a process where an advisory body crafts a recommendation to another advisory body or to the city council and 'consults with' means one advisory body seeks input and advice from another advisory body.

Type of Amendment	Recommendation and Action Process (unless council decides to consider and act upon an amendment without prior referral to an advisory body)
Amendments to Imagine Bothell... Comprehensive Plan	
Executive Summary, Table of Contents, Introduction, Vision Statement and Glossary	Planning commission makes recommendation to city council; council takes final action.
Land Use Element	Planning commission <u>consults with</u> and shorelines board (if shorelines jurisdiction is involved); <u>parks and recreation board (if city parklands are involved); and landmark preservation board (if designated historic districts are involved) and makes</u> collaborate in making recommendation to city council; council takes final action.
Natural Environment Element	Planning commission <u>consults with</u> and shorelines board (if shorelines jurisdiction is involved) collaborate in making and makes recommendation to city council; council takes final action.
<u>Shorelines Element</u>	<u>Shorelines Board makes recommendation to the planning commission. The planning commission will consider that recommendation in crafting a final recommendation to city council; shorelines board recommendation will be included in packet to council; council takes final action</u>
Housing <u>and Human Services</u> Element	Planning commission <u>makes</u> and shorelines board (if shorelines jurisdiction is involved) collaborate in making recommendation to city council; council takes final action.

Type of Amendment	Recommendation and Action Process (unless council decides to consider and act upon an amendment without prior referral to an advisory body)
Economic Development Element	Planning commission makes and shorelines board (if shorelines jurisdiction is involved) collaborate in making recommendation to city council; council takes final action.
Parks and Recreation Element	Parks and recreation board consults with the Planning commission, shorelines board (if shorelines jurisdiction is involved) and makes a recommendation to the planning commission. The planning commission will consider that recommendation in crafting a final recommendation and parks and recreation board collaborate in making recommendation to city council; parks and recreation board recommendation will be included in packet to council; council takes final action.
Human Services Element	Planning commission makes recommendation to city council; council takes final action.
Historic Preservation Element	Landmark preservation board makes a recommendation to the planning commission. The planning commission will consider that recommendation in crafting a final recommendation to city council; landmark preservation board recommendation will be included in packet to council; council takes final action. Planning commission, shorelines board (if shorelines jurisdiction is involved) and landmark preservation board collaborate in making recommendation to city council; council takes final action.
Urban Design Element	Planning commission consults and shorelines board (if shorelines jurisdiction is involved) collaborate in making recommendation and collaborates with landmark preservation board (if historic districts are involved) and makes recommendation to city council; council takes final action.
Annexation Element	Planning commission makes recommendation to city council; council takes final action.
Utilities Element	Planning commission makes recommendation to city council; council takes final action.
Conservation Element	Planning commission makes recommendation to city council; council takes final action.
Transportation Element	Planning commission and shorelines board (if shorelines jurisdiction is involved) collaborate in making makes recommendation to city council; council takes final action.
Capital Facilities Element	Planning commission consults with and shorelines board (if shorelines jurisdiction is involved) parks and recreation board (if parks are involved) and landmark preservation board (if historic districts are involved) and makes collaborate in making recommendation to city council; council takes final action.
All Subarea Elements	Planning commission consults with and shorelines board (if shorelines jurisdiction is involved) parks and recreation board (if parklands are involved) and landmark preservation board (if historic districts are involved) and makes collaborate in making recommendation to city council; council takes final action.

Amendments to Development Regulations	
Title 11, Administration of Development Regulations	Planning commission makes recommendation to city council; council takes final action.
Title 12, Zoning	Planning commission makes recommendation to city council; council takes final action.
Title 13, Shoreline Management	Shorelines board makes recommendation to city council; council takes final action.
Title 14, Environment	Planning commission consults with and shorelines board <u>(if shorelines jurisdiction is involved) collaborate in making and makes</u> recommendation to city council; council takes final action.
Title 15, Subdivisions	Planning commission makes recommendation to city council; council takes final action.
Title 17, Transportation	Planning commission makes recommendation to city council; council takes final action.
Title 18, Utilities Infrastructure	Council takes final action (no advisory body recommendation). Planning commission makes recommendation to city council; council takes final action.
Title 20, Buildings and Construction	Council takes final action (no advisory body recommendation); except that the planning commission makes a recommendation to city council concerning any amendments to Chapter <u>20.20</u> BMC, Billboards, and the council takes final action.
Title 21, Development Impacts	Council takes final action (no advisory body recommendation).
Title 22, Landmark Preservation	Landmark preservation board <u>consults with planning commission and</u> makes recommendation to city council; council takes final action.

Next Steps

These Code amendments are tentatively scheduled for Council action September 3, 2019