

AGENDA REPORT

Date: July 25, 2011
To: City Council
Thru: Ted Barkley, City Manager
From: Mike Smith, Community Development Director
RE: Draft Land Development Code Update – Review Timeline

SUMMARY: A draft Land Development Code Update (LDCU) is expected to soon be released for public review and comments. That draft will also undergo a more formal review process including SEPA, WA State Agency review and comment, Planning Commission review and recommendation, and City Council review prior to consideration for adoption later this year. The attached chart is a proposed review process timeline that shows the various steps, the parties involved directly with each step, and anticipated start and finish dates for each step. Council should discuss the proposed review process it desires to hold and to identify potential study session dates.

BACKGROUND: In 2010 the City embarked on an update to its land development codes that would streamline the permitting processes, correct existing Code inconsistencies in that permitting process, update the Code to reflect modern best practices, and implement the goals and policies established in the City's Comprehensive Plan. Staff has been working with a consultant, the Planning Commission and with City Council oversight and input to develop a draft LDCU which is soon to be ready for release to the public for review and comment opportunities. Due to the extensive update to the existing Codes, City Council will likely need to dedicate some study sessions to the LDCU over the next few months.

ANALYSIS: The general process for adopting the LDCU is as follows:

- Release draft LDCU for public review and comment
 - that review process will also include all City Boards/Commissions and City Council
- Initiate State Environmental Policy Act (SEPA) review
- Provide the WA Department of Commerce with the mandatory 60-Day Notice of Intent to Adopt Development Regulations
- Planning Commission review and recommendation
- City Council review and approval
- Adoption of enacting Ordinance

The attached chart shows those review process steps along with the bodies involved with each step and a proposed timeline for anticipated start date and an anticipated finish date for each step. Non-Regular Council Monday meeting dates are also identified because those offer Council opportunity for lengthy review and discussion of the draft LDCU. Council may also desire to set study sessions on other days and times as the review process warrants.

RECOMMENDATION:

1. Consider Proposed Process Timeline
2. Consider setting Council review study session dates