

MEMORANDUM

Date: December 2, 2013

To: City Council

From: Amanda Smeller, Community Development Planner

Re: 2013 – Project Status & Completion

In March 2013, the Planning Commission and the City Council held a joint session to determine the Planning Department's goals for the year:

1. Shoreline Master Program (SMP) Update: The Shoreline Management Act was adopted in Washington State in 1972. Under this Act, each city and county with "shores of the state" (of which Lewis River and Horseshoe Lake are) must prepare and adopt a Shoreline Master Program based on state laws but that is tailored to specific geographic, economic, and environmental needs of the community. The City of Woodland currently uses the 1977 Cowlitz County adopted Shoreline Master Program.

In 2003, Ecology updated the SMP guidelines (and they have since been updated a few more times) and all affected cities and counties in the state must comprehensively amend their current programs to meet these new regulations. The City of Woodland began this process jointly through a Partnership with Cowlitz County and the other jurisdictions within the County in mid-2011.

In late spring of 2013, the partnership's previous consultant issued a Draft SMP Update, and submitted it to Ecology without approval from the City of Woodland. According to Ecology, the draft did not meet the regulations or the needs of the City. The City of Woodland decided to withdraw this draft from the state. Other jurisdictions within the partnership faced the same issues.

In the summer of 2013, the partnership made the decision to change consultants to get the project back on track. Since that time, there have been numerous meetings, and the new consultants are working with each jurisdiction and Ecology to "fill in the gaps" from what was not done or done incorrectly. This new team anticipates a new draft SMP will be available in the early part of 2014. This new draft will be provided for public comment, review by the Planning Commission, the Department of Ecology, and the City Council.

2. Annual Comprehensive Plan and Map Amendments: The City saw four Comprehensive Plan amendment requests in 2013 including: Liberty Evans Rezone, Schurman Trial Run Trust Rezone, the City of Woodland Rezone, and the request to consider Auto-Oriented Uses in the C-1 district. All three rezone requests were adopted by Council in November 2013. The Auto-Oriented Uses ordinance failed on its final reading.

3. Comprehensive Site Plan Review Ordinance. Up until this ordinance was adopted, the City was working without a comprehensive Site Plan Review Ordinance and there were no regulations in place regarding expiration periods. This Ordinance, adopted by Council in October 2013, helped define a framework for the submittal and review of a Site Plan application, and established expiration timeframes.
4. Sign Code Ordinance: The main purpose of updating the Sign Code was to address vehicles used as signs. This Ordinance went through Planning Commission with an approval recommendation to City Council. On First Reading, Council expressed concerns in relation to civil infractions and penalties assigned to abandoned or illegal signs. No First Reading was passed, and Council requested additional information. Staff is currently working with the City Attorney to establish language for code enforcement and civil infractions. Further, Staff is going to review the possibility of amending size allotments for buildings with more than one tenant. This is a discussion staff will have with the Planning Commission in December to determine if they would like to take up this issue.
5. Non-Conforming Uses Ordinance: This ordinance went through Planning Commission and was recommended for approval to City Council. During First Reading, Attorney Eling brought up some concerns in relation to defining expansion and/or intensification of use. Staff reworked the ordinance, and included the information provided by Attorney Eling and is now working with the Planning Commission to have the new language reviewed.
6. Expiration of Approved Variances: The Planning Commission reviewed a draft ordinance during the October Planning Commission meeting and settled on a two year expiration date for approved variances. The ordinance must now be brought through a public hearing and presented to Council. Staff anticipates the Council will see this draft ordinance within the first two to three months of 2014.

The following items were on the Joint Work Plan, but have not been reviewed yet:

1. Subdivision Phasing After Preliminary Approval: During the 2012 Joint Session, Commissioner Simpson asked that subdivision phasing after preliminary approval be added to the list of possible 2013 work items. Review would entail reviewing provisions in WMC 16.14.030 that allow for phasing after preliminary plat approval.
2. Amending Multi-family Zoning Standards: Mr. Perry expressed concern during the March 2013 joint session meeting about the quality of apartment housing in Woodland. Specifically, he mentioned parking availability, garages, and the general quality of apartment housing. Mr. Perry was to forward the Planning Commission example ordinances that he feels have worked well in other communities.
3. Low-density Residential Yard Standards: After listening to a citizen's concerns regarding yard maintenance in low-density residential districts, the Council asked that a list of concerns go first through Council Committee and then to the Planning Commission. The Nuisance Code Review Ad-Hoc Committee is looking at these issues.

Permits Issued/Work Begun/Work Completed:

1. The City issued the building permits for the Woodland High School in November 2013. Work is slated to begin on the high school before the end of the year.
2. Longview Housing Authority's project, Lilac Place Apartments, is well under construction. As of today, many inspections have taken place and some framing has gone up.
3. O'Reilly's Auto Parts store is nearing completion. The City was informed that a tentative opening date is in December 2013.
4. Preliminary Site Plan Approval was given in October 2013 for the Woodport Place Duplex project, located on Goerig Street. The proposal is for an additional twelve units encompassed in six new duplex buildings.
5. Preliminary Site Plan Approval was issued in November 2013 for an AIMMCO facility expansion on Schurman Way.
6. In early December 2013, the Planning Department received a submittal for a twelve-lot subdivision on Pekin Road, a Boundary Line Adjustment in the area around the Convalescence Center, and a Site Plan Review application for a 120,000 square foot expansion proposed by American Paper Converting.

Other Items to Note:

1. Periodic Comprehensive Plan Update: The Comprehensive Plan Update is due in 2016. The City is working jointly with Clark County and the other jurisdictions within to ensure consistency between all plans. Staff submitted an enhancement requesting additional funds to aide in this update which includes hiring a part time temporary staff planner. Council requested that staff research other options in terms of consultants who may help with the update and may be able to do it for less money. Staff is in contact with consultants and will update council as soon as the information is available.
2. There will be a joint session scheduled for the City Council and the Planning Commission in either January or February 2014 to discuss and determine goals for the new year.
3. While the City just adopted a moratorium for recreational marijuana at the end of November 2013, the moratorium for medical marijuana will be ending in late January 2014. Discussion will need to occur for staff to know the direction Council would like to go with this issue.
4. Staff is moving forward with rezoning the area known as the Gateway from C-1 to C-2. This will be a rezone most likely completed within the first 3 to 5 months of 2014.