



Building & Planning Department

P.O. Box 9, 230 Davidson Avenue
Woodland, WA 98674
www.ci.woodland.wa.us
(360) 225-1048 / FAX # (360) 225-7336

MEMORANDUM

Date: February 5, 2014
To: City Council and Planning Commission members
From: Amanda Smeller, Community Development Planner
Re: Joint Goals & Priorities 2014

Attached for your review is a report detailing the progress to date in accomplishing the 2013 priority work items. Also attached is a list of future work items that were brought up last year, but didn't get placed on the 2013 priority work item list.

One larger scale item we are working on that was not on the 2013 priority work items is the proposed Gateway Rezone. Staff sent a letter, and will follow up with a phone call, to all property owners in this area to get their feedback on the subject.

Also attached is a draft list of proposed 2014 work items. This list contains those items that are mandatory, incomplete 2013 work items, and newly proposed work items.

-AS

Progress Report on 2013 Planning Commission Work Items

1. Shoreline Master Program (SMP) Update (ONGOING THROUGHOUT 2014)

- The City received a \$50,000 grant to update its SMP by June 2014. Consultant work products must be reviewed by staff and the Planning Commission. The City's consultant made three presentations to the Planning Commission in 2013. In mid-2013, the Project Management Team made a change in consultant, as items were not being completed to the level of acceptance by the City and by the Department of Ecology. By the end of 2013, the project was in process again.

2. Comprehensive Plan and Map Amendments (COMPLETE)

- The City is required to consider proposed comprehensive plan amendments annually. The City received three applications: Schurman Trial Run Trust rezone proposal, Liberty Evans rezone proposal, and the City of Woodland rezone proposal. All three proposals were approved by the City Council on November 4, 2013.

3. Sign Code Review (IN PROCESS)

- Council approved a review of the sign code on May 7, 2012. The purpose of the review is to address vehicles used as signs. In addition, staff has become aware of a number of conflicting or confusing provisions of the sign code that should be clarified. This includes provisions related to the size of "for sale" / "for lease" signs, the location of special event signs, signs in the right of way, and off-premise commercial signs. Although this was added to the list of 2012 work items, no work has been done on this item to date.

4. Non-conforming Uses Zoning Code Text Change (LU# 211-913) (IN PROCESS)

- Amendments are being sought to address a number of issues. The existing code uses terms such as "actively used" that are undefined and difficult to interpret. Further, our existing code is unclear on what changes in use are unacceptable when dealing with a property with non-conforming use rights. Finally, the Hearing Examiner's Final Order on the 208 Buckeye (Foglia House) matter called into question current code language and the way the ordinance has been administered.

5. Comprehensive Site Plan Review Ordinance (COMPLETED)

- The City Council approved Ordinance 1276, Site Plan Review, on September 3, 2013.

6. Expiration on Approved Variances (IN PROCESS)

- The Planning Commission recommends a three year expiration date with the possibility of a one year extension. . The next step is to have a public hearing with the Planning Commission on this proposal before moving forward with a recommendation to the City Council.

7. Subdivision Phasing After Preliminary Approval (NO WORK TO DATE)

- 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.

Non-negotiable 2013 Work Items

Committed to Completing in 2013

Proposed 2013 Work Items

8. Amending Multi-family Zoning Standards (IN PROCESS - CODE ENFORCEMENT COMMITTEE)

- 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 will forward the Planning Commission example ordinances that he feels have worked well in other communities.

9. Low-density Residential Yard Standards (IN PROCESS - CODE ENFORCEMENT COMMITTEE)

- 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.

Proposed 2014 Work Items

1. Shoreline Master Program (SMP)

- The City received a \$50,000 grant to update its SMP by June 2014. Consultant work products must be reviewed by staff and the Planning Commission. The City's consultant made three presentations to the Planning Commission in 2013. In mid-2013, the Project Management Team made a change in consultant, as items were not being completed to the level of acceptance by the City and by the Department of Ecology. By the end of 2013, the project was in process again. It is estimated there will be three to five Planning Commission meetings discussing the update.

2. Comprehensive Plan and Map Amendments

- The City is required to consider proposed comprehensive plan amendments annually. It is unknown at this time if the City will receive any comprehensive plan amendment proposals in 2014.

3. Comprehensive Plan Periodic Update

- The Comprehensive Plan periodic update is due by June 2016. The City must begin the process in early 2014 to be on schedule. The City received a \$9,000 grant from the Department of Commerce for the update. City staff have taken part in joint meetings with Clark County and the jurisdictions within.

4. Sign Code Review

- Council approved a review of the sign code on May 7, 2012. The purpose of the review is to address vehicles used as signs. In addition, staff has become aware of a number of conflicting or confusing provisions of the sign code that should be clarified. This includes provisions related to the size of "for sale" / "for lease" signs, the location of special event signs, signs in the right of way, and off-premise commercial signs. Although this was added to the list of 2012 work items, no work has been done on this item to date.

5. Non-conforming Uses Zoning Code Text Change

- Amendments are being sought to address a number of issues. The existing code uses terms such as "actively used" that are undefined and difficult to interpret. Further, our existing code is unclear on what changes in use are unacceptable when dealing with a property with non-conforming use rights. Finally, the Hearing Examiner's Final Order on the 208 Buckeye (Foglia House) matter called into question current code language and the way the ordinance has been administered.

6. Expiration on Approved Variances

- The Planning Commission recommends a three year expiration date with the possibility of a one year extension. The next step is to have a public hearing with the Planning Commission on this proposal before moving forward with a recommendation to the City Council.

Non-negotiable 2014 Work Items

Committed to Completing in 2014

7. 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.

8. 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 will forward the Planning Commission example ordinances that he feels have worked well in other communities.

9. 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.

10. Gateway Rezone

- At the end of 2013, the City Council expressed interest in this rezone going forward. Staff has sent letters to Gateway property owners requesting any feedback in this proposal.

Appendix A – Future Work Items

1. Update WMC Title 12, Streets and Sidewalks, Particularly Chapters 12.06, 12.10, 12.14, and 12.16
2. Develop Standards for Solar Panels and Wind Turbines
3. Repeal Without Replacement the Condominium Code (WMC 16.20)
4. Adopt Annexation Ordinance
5. Develop Flag Lot Standards
6. Review Code on Accessory Structure in Residential Zoning Districts to Allow Sheds/Accessory Structures in Side Yards
7. Adopt Landscaping Standards for Commercial and Residential Zoning Districts
8. Define “Legal Lot”
9. Clarify Lot Frontage Requirements