Staff Report

To: Mayor Pro Tem Seligson, City Council
From: Jeff Arango, AICP – Director of Community Planning
Date: January 16, 2013

Re: City Council Agenda Items – January 22, 2012 Meeting

2013 Planning Advisory Board Work Plan

The Planning Advisory Board is developing a work plan for 2013. A draft of the work plan is provided in the council packet. Prior to finalizing the work plan the PAB would like input from council to ensure the PAB is working to meet the city and council priorities. The first half of 2013 will be consumed with adopting the shoreline master program update, comprehensive plan updates, and amendments to the zoning code. The second half of 2013 is open and several options are identified at the end of the work plan.

Comprehensive Plan Amendments

The PAB is finalizing a list of comprehensive plan amendments to be completed during the first half of 2013. A memo outlining the list of proposed comp plan amendments is also provided in the council packet. Prior to finalizing the list of comp plan amendments the PAB would like input from the council to ensure consistency of priorities between the two boards.

2012 Building Activity Summary

Included in the council packet is a report from the building official on permit activity in 2012.

Second Street Overhead Utilities + Electric and Water Services

Following the Phase I public process and design charrette for the Second Street Project the city determined that it would not underground the overhead utilities as part of the project. The thinking at the time was that the undergrounding and resulting introduction
of new streetscape lighting might negatively alter the character of the street and significantly increase the cost of the project. However, in late 2012 the former Mayor requested staff investigate the feasibility of undergrounding the poles near the intersection of Cascade and Second Street. It has been determined that it is feasible to underground the poles at the Cascade and Second Street Intersection. The undergrounding will require new pedestrian street lamps to replace the existing lighting on the utility poles. The cost for utility undergrounding is split 60/40 between PSE (60%) and the city (40%).

Another related issue is the relocation of the utility poles along the Second Street corridor. With the proposed wider sidewalks the existing utility poles would be in the middle of the sidewalk. Puget Sound Energy is of the opinion that unlike undergrounding the cost of relocating the poles would be a 100% city cost because it's not a “necessity”. Staff’s professional opinion is the relocation of the poles is a necessity to maintain a free and clear travel area along the new sidewalk. In addition, the city’s franchise agreement suggests that PSE is at least partially responsible for the cost of relocating the utility poles.

Staff will provide cost estimates from our design consultant KPG at the January 22, 2013 meeting. The cost estimates were not available before the council packets were distributed. The three options are:

Option A: Partial Undergrounding and Utility Pole Relocation – Includes undergrounding the utility poles in front of the library and near the Saratoga Inn, two to four new street lamps to replace the lighting on the existing utility poles and the relocation of the remaining poles along the corridor. This is the second most costly option and will result in several months of delay to the project while design modifications are undertaken.

Option B: Full undergrounding along the project corridor – Includes undergrounding all the utilities along the corridor and introducing new pedestrian scale street lamps that would include electrical outlets for holiday lighting and other uses. This is the most costly option and will likely delay the project the longest as design modifications are undertaken.

Option C: Utility Pole Relocation Only (No Undergrounding) – This option includes no undergrounding and was the originally planned direction for the project. This option is the least costly and will result in no further delay of the project.

Staff will also provide information and cost estimates for adding water and electric services to the landscaping areas along Second Street.
Planning Advisory Board
2013 Work Plan

A. Shoreline Master Program Adoption
   a. Public Hearing – February or March

B. Comprehensive Plan Amendments
   a. Finalize List of Amendments – January Meeting
   b. Develop Draft Amendments – February and March
   c. Public Hearing – April/May

C. Langley Municipal Code Amendments – Title 18
   a. Develop List of Amendments – April
   b. Develop Draft Amendments – May and June
   c. Public Hearing – July

D. SECOND HALF OF 2013 TBD – SEE BELOW FOR OPTIONS

Other Potential Items:

- **Zoning and Subdivision Review** – This item would allow the PAB to define the issues with the current zoning map and subdivision ordinance as a prelude to a potential rewrite of the city’s subdivision ordinance and amendments to the city’s zoning map. A review of the issues with the previous subdivision ordinance draft would also be included.

- **Tree Ordinance** – The PAB suspended work on the tree ordinance due to other more immediate priorities and after staff raised several issues with the current proposal. The PAB may look to relook at the tree ordinance, but should consider other priorities.

- **Downtown Design Guidelines** – Staff began working on a new set of downtown design guidelines in 2011, but had to suspend the effort because of other priorities. The work is scheduled to resume in 2012 and the PAB may desire to have a more prominent role in the development of the guidelines.

- **Street Café Pilot Program** – The city passed a street café ordinance in 2011 that allows eating and drinking establishments to convert up to two parking spaces to café seating. As of the date of this memo the city has not issued a single street café permit. In order to jump-start the program the PAB may consider establishing a pilot program to work with a business to establish a street café. The pilot program may include donations of
labor or materials or other measures to facilitate the development of the first street café.

- **Public Art — Arts Commission or 1% for the Arts Policy** — Given Langley’s strong arts scene the city may desire to develop a formal policy for the integration of public art into large scale public works projects. Many communities have established a “1% for the arts” program that requires 1% of the construction cost for public works projects to be designated for public art installations. These programs are often administered by a local arts commission, which the city may consider establishing.

- **Third Street Extension and Cascade Avenue Promenade Design** — These two important capital projects are interrelated due to proximity and connectivity. The PAB may consider taking a leadership role in the design and planning for these projects by allocating time in 2012 to further develop conceptual designs and conduct public outreach and involvement with interested parties.
Memo

To: Planning Advisory Board (PAB)
From: Jeff Arango, AICP – Director of Community Planning
Date: December 5, 2012

Re: Comprehensive Plan Amendments

The city is due to make amendments to the comprehensive plan. The major catalyst for the amendments is the pending adoption of Langley’s Shoreline Master Program update, but the city should use this opportunity to make other adjustments to the plan to reflect current priorities and updated policy directions on key issues. The following is a summary of proposed amendments:

A. Shoreline Master Program Update. The shoreline master program is both a plan and a regulatory document. The planning and policy portions of the program are required to be adopted into the comprehensive plan.

a. Rezoning on Sunrise Lane. One of the recommended outcomes from the shoreline master program update process is to rezone four properties along Sunrise Lane from residential to the Central Business District. The rezoning will facilitate the redevelopment of these properties with expanded and improve public access to the shoreline.

B. Light Industrial Zoning. The city has plans to explore options for implementing a light industrial zoning district within the city limits. The first step in considering a new light industrial zoning district is to explore options as part of the comprehensive plan update and lay the foundation for future implementation of a light industrial zoning district should that be the community supported direction.

C. P-1 Public Zone Amendments. Amend the future land use map to remove the P-1 designation for all properties otherwise within the central business district.
D. **Support for an all seasons RV Park at the Fairgrounds.** The city is currently working on a design plan for an all seasons RV park at the fairgrounds. Support for this effort should be adopted into the comprehensive plan.

E. **Capital Improvement Program** – The six-year capital improvement program was recently updated and will be incorporated by reference into the comprehensive plan. Additional graphics and illustrations of the six-year capital improvement program projects will also be included. Other policy amendments to the capital facilities element will be considered.

F. **Circulation Plan.** A number of proposed projects to improve circulation in the city are currently being considered and need to be reflected in the comprehensive plan. Those projects include a pedestrian connection from the marina to Seawall Park, the extension of Third St. to Cascade Avenue, the funicular connection from Cascade Ave. to the marina and the potential connection of Second and Third Streets through the US Post office parking lot.

G. **Eliminate references to Subarea Planning, Transfer of Development Rights and Land Use Budgeting.** During a series of meetings in June and July of 2011 the city council consensus was to remove references to subarea planning, transfer of development rights and land use budgeting because they are not appropriate tools for Langley. The city should consider alternative approaches to land use planning, protecting open space and growth management that are appropriate for the community.

H. **Future Land Use Map District Boundaries.** Address discrepancies between the official zoning map and the future land use relative to the boundary of the central business district and reassess split zone properties.

**Recommendation**

Following discussion, staff recommends the PAB finalize the list of comprehensive plan amendments to be implemented in the first part of 2013.
City of Langley
Department of Building

January 7, 2013

To: Jeff Arango, Director of Community Planning

From: Bob Snyder, Building Official

Subject: Annual Report

Total permits issued from January 1, 2012 through December 31, 2012 by type:
New Single-Family Residential..................4
New Residential ADU..........................1
New Single-Family Residential Slab Only...........2
New Single-Family Residential Renewals..........2
New Accessory Structures..........................6
Residential Additions and Alterations............11
Commercial New..................................0
Commercial Additions and Alterations............21
Demolition.......................................2
Mechanical.....................................18
Plumbing.......................................16
Misc........................................36
Total........................................119

Approximate value of construction for which permits were issued in 2012
$3,682,684

Projects currently under construction: 21

Total building permits revenue for 2012...............$ 31,129
Total plan review revenue for 2012.................... 8,584
Total Department Revenue.......................... $39,713

Projection for 2013 is continued growth in single-family starts. Building site plan
development for the Highlands BSP-1 was approved during 2012 and development of one
home has begun; as well as, slabs for two additional homes. Building permits for those
projects will be issued in 2013. Two additional single-family starts are tentatively
proposed upon completion of the first three. Commercial tenant improvements and
alteration permits are projected to remain consistent with 2012 permits. Overall value of
construction in comparison to 2012 is projected to decrease closer to $2 million level.