



**SPECIAL MEETING AGENDA**  
**CITY COUNCIL JOINT STUDY SESSION WITH PLANNING COMMISSION**

[www.covingtonwa.gov](http://www.covingtonwa.gov)

**Tuesday, February 23, 2021**  
**6:00 p.m.**

**Virtually/Telephonically**  
**via Zoom Platform**

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*This City Council Special Meeting will be held telephonically and virtually to comply with state executive and legislative actions that indefinitely prohibit public agencies from meeting in person. This prohibition will remain in effect until the termination of the COVID-19 state of emergency, or until rescinded by gubernatorial or legislative action.*

**The City Council Special Meeting will be held telephonically and virtually as follows:**

**Join Online:** <https://us02web.zoom.us/j/82939214985?pwd=a3Z5M2ZBNVB5ajZPQ3VzZXFLcHBKUT09>  
Passcode: Council

**Join by Phone:** 253-215-8782  
Webinar ID: 829 3921 4985  
Passcode: 8464527

**GENERAL INFORMATION:**

*The study session is an informal meeting involving discussion between and among the City Council, Commissioners, and city staff regarding policy issues. Study sessions may involve presentations, feedback, brainstorming, etc., regarding further work to be done by the staff on key policy matters.*

**CALL CITY COUNCIL STUDY SESSION TO ORDER**

**ROLL CALL**

**ITEMS FOR DISCUSSION**

1. Proposed 2021 Planning Commission Work Plan (Estep)

**ADJOURN**

Americans with Disabilities Act – reasonable accommodations provided upon request a minimum of 24 hours in advance (253-480-2400).

***\*Note\* A Regular Council meeting will follow at approximately 7:00 p.m.***

## **Agenda Item 1**

City Council Joint Study Session with Planning Commission

Date: February 23, 2021

SUBJECT: DISCUSSION OF PROPOSED 2021 PLANNING COMMISSION WORK PLAN WITH COUNCIL, PLANNING COMMISSION, AND COMMUNITY DEVELOPMENT STAFF.

RECOMMENDED BY: Gina Estep, Community Development Director

ATTACHMENTS:

1. Proposed 2021 Planning Commission and Community Development Department Work Plan

PREPARED BY: Gina Estep, Community Development Director

EXPLANATION:

The purpose of tonight's study session prior to the regular council meeting on February 23, 2021 is to discuss the planning commission's recommended 2021 work plan.

It is anticipated that the completion and implementation of the council's strategic plan, unforeseen work tasks, and the final scope of each task may shift priorities on the work plan throughout the year.

ALTERNATIVES:

1. Request additional information or input from staff or the planning commission.

FISCAL IMPACT:

No fiscal impact is expected beyond dollars already allocated within the Community Development Department budget.

REVIEWED BY:

City Manager and Community Development Department



# Community Development 2020 Accomplishments & 2021 Work Plan

## 2020 Community Development Work Plan Accomplishments

Planning Commission 2020 Workplan Accomplishments	Requirement Type	Status
Park & Recreation Facility Requirements	PC Work Plan	Interim Regs in place. Work began with PC in March 2020. MF aspect will be wrapped into form-based effort. SF aspect will be separated. To be completed 2021
Amend/Update Tree Preservation & Protection Regulations	PC Work Plan	Accomplished. Refinements initiated Nov 2020.
SF Residential Design Standards (Title 18)	PC Work Plan	Put on hold
Form Base Code for Downtown Zones & SEPA Infill Exemption	PC Work Plan	PC kick off. Sept 2020. Ongoing – Completion by summer 2021
Process amendments to the Lakepointe Urban Village Development Agreement/ Planned Action Ordinance & Comp Plan amendments	PC Work Plan	Moved - Triggered by Applicant's submittal date/year.
Amendments to Chapter 16.15 CMC: Flood Damage	Added to PC Work plan per mandate	Accomplished
Amendments for Code Correction associated with Stormwater Deviation/variance processes.	Added to resolve conflicting Code sections	Will be Accomplished by end of 2020

# 2021 Planning Commission Work Plan

Planning Commission 2021 Workplan	Requirement Type	Status
Form Based Base Code for Downtown Zones & SEPA Infill Exemptions. This could include Comprehensive Plan amendments (TBD)	PC Workplan	Initiated in 9/2020.
Park & Recreation Facility Requirements for Single Family Development	PC Work Plan	Initiated in 2020 to be completed 2021
Process amendments to the Lakepointe Urban Village Development Agreement/ Planned Action Ordinance & Comp Plan amendments	PC Work Plan	Spring 2021
Update Planning Commission rules and procedures.	PC Work Plan	TBD

# 2021 Community Development Work Plan

Department Level Tasks <i>Includes Council level code amendments and specified tasks (separate of Strategic Plan).</i>		Requirement Type	Status
1.	Comprehensive Plan & Development Code Regulation Amendment Annual Docket (City Policy and Code Updates). Deadline to submit dockets is early January.	Statutorily Mandated Review	No privately initiated requests received for review in 2020.
2.	Update Traffic Concurrency Program (Title 12) & Transportation Impact Fee Calculation (Title 19) <i>Joint Effort with PW</i>	Comp Plan Action Item	On Hold until Lakepointe EIS and DA update
3.	Update web presence for Community Development webpages with updates and more functional and informative webpages and continued integration of electronic plan integration and overview.	CD Work Plan Annual Ongoing	Ongoing
4.	Critical Area/Wetland Monitoring System – Phase 2 Implementation Strategies <i>Joint CD and PW effort. This is a multi-year effort</i>	CD/PW Work Plan Annual Ongoing	Ongoing
5.	Repurposing of Covington Elementary School / Coordinated Planning of the TC City with adjacent properties <i>Collaboration between CM/CD/PW/Parks/Council</i>	CD Work Plan Council Directive	Ongoing
6.	Update the Design and Construction Standards	PW/CD	In process
7.	Urban Growth Capacity & Growth Target setting	CD to work with regional partners	Target setting effort started on 10/20/2020
8.	Form Base Code for Downtown Zones & SEPA Infill Exemption	CD Work Plan/ CC Strategic Plan	Ongoing through second quarter of 2021

<b>Lakepointe Subarea Plan Tasks.</b> <i>Developer Driven Process. Joint effort with CD/PW and Parks Department. These work plan items may be modified based on review times, and the developer's timelines.</i>		<b>Requirement Type</b>	<b>Status</b>
9.	Process amendments to the City's Comprehensive Plan related to the Master Developer's request to increase jobs, housing units, and commercial sq. ft in the Subarea.	PC/Council/Private Developer	In Process
10.	Issue Supplemental DEIS to evaluate potential impacts from increase in development thresholds evaluated in the 2013 Planned Action EIS	CD Work Plan	In Process – Anticipated in Dec/January
11.	Process amendments to the Lakepointe Urban Village Development Agreement required to allow development increased development thresholds.	CD Work Plan	Developer Driven
12.	Lakepointe Urban Village 204 <sup>th</sup> Ave SE Design & Stormwater Management discussions. Separate agreement for management & maintenance of public and private infrastructure. PW lead effort with CD support	PW/CD Work Plan	Ongoing
13.	Implementation and monitoring of Lakepointe Urban Village Development Agreement and Planned Action Ord.	CD Work Plan	Ongoing

<b>City Wide Strategic Plan Actions.</b> <i>These items are ongoing and evaluated throughout the year. Priority and deadlines will be established by the Council and City Manager. May affect various work plan actions.</i>		<b>Responsible Departments</b>	<b>Status</b>
14.	Establish a development plan between the city and a developer and between the city and a higher education institution.	Regan CD	
15.	Convene a meeting with our Town Center partners to develop and reach agreement on a set of shared interests and goals and to review and pursue the recommendations contained in the Higher Education Needs Assessment	Regan CD	
16.	Evaluate the General Commercial Zone to determine the transportation and infrastructure impacts of the development of light manufacturing within that zone.	CD PW	
17.	Execute a development agreement with a Town Center developer specifically addressing the desired development to take place in the future Town Center.	Regan CD Mark	
18.	Work collaboratively with local higher education institutions on facilitating the creation of job-related training and job creation in Covington	Regan CD Mark	
19.	Work with the Town Center Developer to design a community gathering place within the Town Center development and to determine the best location for a community holiday tree to be used for the Community Tree Lighting Festival.	CD P&R Karla	
20.	Analyze downtown zoning districts to potentially add appropriate incentives for developing sit-down restaurants and entertainment that would contribute to bringing evening visitors to our Town Center.	CD	Will be evaluated as part of the FBC & Infill Development Work in 2020-2021

21.	Diversify housing types through creative land use and zoning policies	CD	Will be evaluated as part of the FBC & Infill Development Work in 2020-2021
22.	Increase education regarding proper use of code enforcement and public safety services	Police CD	

**Future Work Plan** *(Ongoing List by Staff) Based on identified needs of the department and Comprehensive Plan Action Plans*

23.	Update/ Amend Title 18 Definitions and other out of date code (no longer needed or not removed when incorporated)		
24.	Review CMC 18.95 Transfer of Residential Density Credits (original language from King County needs to be reviewed)		