



Memorandum

Date: 1/5/2021
Meeting of: City Council

File No. AM No. 21-006
Type: Staff Report

TO: Members of the City Council
FROM: Mayor Angela Birney
DEPARTMENT DIRECTOR CONTACT(S):

Planning and Community Development	Carol Helland	425-556-2107
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DEPARTMENT STAFF:

Planning and Community Development	Sarah Pyle	Manager, Community Development and Implementation
Planning and Community Development	Kimberly Dietz	Senior Planner

TITLE:

Redmond Zoning and Municipal Code - Annual Cleanup

OVERVIEW STATEMENT:

The proposed amendments, included as Attachment A, are recommended by the Redmond Planning Commission to provide a periodic cleanup to portions of the Redmond Zoning Code (RZC) and Redmond Municipal Code (RMC). The amendments provide for clarity and conciseness; ensure accuracy between code sections and references; and account for new conditions including previously adopted amendments to functional plans, technical manuals, and State and Federal regulations.

☒ **Additional Background Information/Description of Proposal Attached**

REQUESTED ACTION:

☐ **Receive Information** ☒ **Provide Direction** ☐ **Approve**

REQUEST RATIONALE:

- **Relevant Plans/Policies:**
Redmond Zoning Code, Redmond Municipal Code, Redmond Comprehensive Plan
- **Required:**
 - WAC 365-196-800
 - Comprehensive Plan policies PI-11 and PI-12
 - RZC 21.76.070.AE and 21.76.050.K
 - Individual amendments also identify relevance based on the City's adopted plans including the Community Strategic Plan and relevance based on State and Federal regulations

- **Council Request:**

Councilmembers identified two discussion topics: sign standards and affordable housing during their December 8, 2020 Committee of the Whole, Planning and Public Works meeting. These are included in the attached Council issues matrix. Staff will seek additional questions and comments during a staff report at the City Council's January 5, 2020 business meeting.

- **Other Key Facts:**

This proposal represents an annual process through which the City addresses minor amendments to the City's Zoning and Municipal Codes. Previous amendments in this manner were adopted by the City Council as follows:

- November 30, 2019 (Ord. 2978);
- April 27, 2019 (Ords. 2958, 2959, 2960, 2960); and
- October 6, 2015 (Ord. 2803, eff. Oct 17, 2015).

OUTCOMES:

As a normal course of business, City staff record code errors, discrepancies, and ambiguities as they are discovered by staff and by customers. The cleanup process also includes identifying potential code updates due to changed conditions, for conformance with new state or federal regulation, and alignment with emerging technologies or practices. A clear, concise, and timely code supports customers and staff during implementation of regulations as applied to public and private development. Efficiencies and cost savings to customers of the code are anticipated as a result of this annual code maintenance procedure.

COMMUNITY/STAKEHOLDER OUTREACH AND INVOLVEMENT:

- **Timeline (previous or planned):**

Community and stakeholder outreach and involvement included three primary phases:

- Preliminary amendment organization and internal review (April to August 2020)
- Formal review through the Type VI Legislative Process (21.76.050 PERMIT TYPES AND PROCEDURES) including the SEPA comment and appeal period (August to October 2020)
- Planning Commission review and public hearing (October 2020)

- **Outreach Methods and Results:**

- Individual amendments involved relevant stakeholders during the initial development of preliminary draft amendments
 - Individual draft amendments reflect input from stakeholders (ex. Pet Waste Code)
- Discussion of amendments and annual code cleanup process with Master Builders
 - Government Affairs Manager and five developers in attendance
 - No questions or concerns were raised
- City E-News informational posting
 - No questions or concerns were raised
- Project webpage providing a record of amendment series' development and review:
<https://www.redmond.gov/671/Proposed-Minor-Code-Changes>
 - Project announcements (webpage redirect) posted at Zoning Code; Development; and Public Hearing Notices webpages
 - No questions or concerns were raised
- Email and published notice distributed to parties of record, interested parties, and the community regarding SEPA and the Planning Commission's public hearing
 - Direct distribution by email to 11 parties
 - One email response clarifying content of cleanup series

- Planning Commission review process and public hearing at the Commission's October 21 and 28, 2020 meeting
 - No public comments
 - No public testimony provided
- **Feedback Summary:**

In summary, no comments or concerns were raised during development of this cleanup amendment series or formal review to date. The community/stakeholder outreach and involvement was comprehensive and focused to ensure communication with current and future customers of the Development Services Center.

BUDGET IMPACT:

Total Cost:

This administrative process involves staff time with no additional funding. The anticipated fiscal impacts of individual amendments are discussed within the Amendment Series report, representing the Planning Commission's recommendation. In general, the minor, non-substantive nature of the recommended amendments, with a focus on increasing the codes' predictability, is anticipated to reduce the cost of doing business.

Approved in current biennial budget: ☒ Yes ☐ No ☐ N/A

Budget Offer Number:

Community Development - 000178 and Development Services - 000042

Budget Priority:

Vibrant Economy

Other budget impacts or additional costs: ☐ Yes ☐ No ☒ N/A

If yes, explain:

N/A

Funding source(s):

General fund and permitting and development fees. Relevant fees are discussed within the narrative for the individual amendments.

Budget/Funding Constraints:

N/A

☐ Additional budget details attached

COUNCIL REVIEW:

Previous Contact(s)

Date	Meeting	Requested Action
12/8/2020	Committee of the Whole - Planning and Public Works	Provide Direction

Proposed Upcoming Contact(s)

Date	Meeting	Requested Action
N/A	None proposed at this time	N/A

Time Constraints:

The 2020 Redmond Zoning and Municipal Code Annual Code Cleanup includes one amendment to the City's Accessory Dwelling Unit regulations per Engrossed Substitute Senate Bill 6617. This State law requires that, by July 1, 2021, any city within a county planning under the GMA must adopt or amend ordinances, regulations, or other official controls that do not require the provision of off-street parking for ADUs within one-quarter of a mile from a major transit stop.

ANTICIPATED RESULT IF NOT APPROVED:

Beginning July 1, 2021, the new Accessory Dwelling Units requirements, per Engrossed Substitute Senate Bill 6617 (as set forth in RCW 36.70A.697) apply and take effect in any GMA city that has not adopted or amended such regulations and supersede, preempt, and invalidate any conflicting local development regulations.

ATTACHMENTS:

Attachment A: Redmond Planning Commission's November 18, 2020 Report and Recommendation to the City Council ([link <https://www.redmond.gov/DocumentCenter/View/16110/PC-Report_Annual-Code-Cleanup-PDF>](https://www.redmond.gov/DocumentCenter/View/16110/PC-Report_Annual-Code-Cleanup-PDF))

Attachment B: Council Issues Matrix