DESCRIPTION OF THE PROGRAM/PROJECT AND BACKGROUND INFORMATION:
In April 2012, the City entered into a contract with Shea Carr Jewell Inc. to update the Shelton Design and Construction Standards (Standards). Objectives of this effort include: to examine the current Standards to eliminate conflicts between the Standards, details within the Standards, and the Shelton Municipal Code (SMC); to create a new section establishing construction standards for reclaimed water system improvements; and to address concerns regarding frontage improvements requirements for "in-fill" development projects contained within the current Standards.

Staff provided updates and received feedback on the Standards update during the City Commission meeting of September 17, 20012 (see attached minutes), and the recent Commission Retreat held on March 14th of this year. An overarching concern of the Commission was the need to address the current frontage improvement requirements for "in-fill" development. Specific suggestions varied and included: retaining frontage improvement requirements for "in-fill" developments, especially sidewalks to improve walkability; promoting full frontage improvements for an entire city block versus a sixty-foot wide parcel, and; ensuring "in-fill" lot frontage improvements are not so costly that development becomes infeasible.

The approach taken to address this concern was to incorporate four frontage improvement design options within the Standards for residential development within existing neighborhoods ("in-fill" development, see Section 2.110. C., page 2-21). The primary objective was to ensure the proposed frontage improvements design options would meet a minimum functional standard; that
is the improved roadway would be adequate for the volume and type of vehicular traffic anticipated, address storm water collection and treatment, provide adequate on-street parking, facilitate required utility improvements, and provide for pedestrian connectivity. To address the need for pedestrian improvements in Shelton, a "Master Mobility Map" was created and referenced into the Standards. The "Master Mobility Map" identifies the location of existing and proposed sidewalks and pathways, all within the Neighborhood Residential (NR) Zoning Districts, designed to complete a network of pedestrian access to key destinations within Shelton without requiring sidewalks on every street. Full frontage improvements would remain a requirement within other non-residential zoning districts. The Standards include criteria to guide the determination of which frontage improvement option should be selected, based upon surrounding conditions and where the site is located on the "Master Mobility Plan".

Staff attempted to incorporate an approach by which frontage improvements for "in-fill" development would occur over an entire block, however, a viable funding source for design and construction of the improvements for the remaining portion of the block outside of the development frontage in a timely manner could not be identified.

Some additional Standards changes being considered include:

- Revising the definition of development, or providing a statement of intent and a list of activities which are exempt from the Standards (1-4)
- Process to change or revise the Standards (1-7)
- Amend annexation requirements when contiguous to City Limits (1-16)
- References to required contributions to the City "I & I development fund", "water source development fund" (1-17)
- New Traffic Impact Analysis requirements (2-6)
- Not requiring full frontage improvements for maintenance activities and when constructing system improvements (2.100. A., page 2-19)
- Intent for retaining half street provisions (2-23)
- Surfacing and ballast requirements (2-27)
- Standard materials for water mains (4-3)

Staff will discuss these elements in detail during the presentation.

ENVIRONMENTAL REVIEW:
The State Environmental Policy Act (SEPA) Responsible Official for the City of Shelton has determined that this proposal is exempt from SEPA, under WAC 197-11-800 (19) Procedural Action.

BUDGET/FISCAL INFORMATION:
There are no known adverse fiscal impacts associated with this proposal.

STAFF RECOMMENDATION
That the Commission, after the Staff presentation and public comment is given, provide direction regarding the alternative approaches and move to place this Ordinance on the April 22, 2013 meeting agenda under Old Business.
ORDINANCE NO. 1827 – 0413 (DRAFT)

AN ORDINANCE OF THE CITY OF SHELTON, WASHINGTON, RELATING TO THE ADOPTION OF UPDATED CITY OF SHELTON DESIGN AND CONSTRUCTION STANDARDS.

WHEREAS, an update of the City of Shelton Design and Construction Standards is expected to improve and modernize the Standards, and provide property owners, developers, and builders with a more options to address a variety of construction issues; and

WHEREAS, an update of the City of Shelton Design and Construction Standards is expected to improve non-motorized mobility within Shelton, by encouraging new development by reducing the cost of frontage improvements for new “in-fill” development while facilitating pedestrian connections to key destinations within Shelton as identified by the “Mobility Master Plan” contained within Design and Construction Standards; and

WHEREAS, an update of the City of Shelton Design and Construction Standards is expected to improve the City’s ability to review and approve development applications in a streamlined and consistent fashion; and

WHEREAS, the City Commission included in both the 2012 and 2013 City Budgets funding for the review and update of the City of Shelton Design and Construction Standards; and

WHEREAS, the City has employed the assistance of a consultant to assist in the preparation of updated Design and Construction Standards; and

NOW THEREFORE, be it ordained by the City Commission of the City of Shelton, Washington:

Section 1.


Section 2.

Section 3.

Changes and Revisions. Changes and revisions to the 2013 City of Shelton Design and Construction Standards shall be considered on an annual basis, and the Standards may be revised as a new version each year with the title indicating the year which the revised standards shall be in effect. The Public Works Director shall provide a report to the City Commission summarizing the revisions being considered as part of the annual update prior to implementing the proposed revisions.

Section 5.

Severability. If any section, sentence, clause or phrase of this Ordinance is held to be unconstitutional or invalid by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or unconstitutionality of any other section, sentence, clause or phrase of this Ordinance.

Section 6.

Effective Date. This ordinance shall take effect on thirty days after passage, approval, and publication as required by law.

INTRODUCED the _____ day of __________________, 2013.

ADOPTED by the City Commission of the City of Shelton, Mason County, Washington at a regular open public meeting held the _____ day of ____________ 2013, the following Commissioners being present and voting in favor of this ordinance.

ATTEST: ________________________________

Mayor Cronce

City Clerk Look

Commissioner Pannell

Commissioner Olsen