



Shelton City Council
Study Session Agenda
October 10, 2023 – 6:00 p.m.
Civic Center & Virtual Platform

A. Call to Order

B. Roll Call

C. Study Agenda

1. Comprehensive Plan Update Scoping – Presented by Community & Economic Development
Director Jae Hill

D. New Items for Discussion

E. Adjourn



2023 Looking Ahead

(Items and dates are subject to change)

Tues. 10/17 6:00 p.m.	Regular Meeting	<p>Consent Agenda</p> <ul style="list-style-type: none"> • Vouchers/Payroll Warrants/Meeting Minutes Presentation • Shop Shelton First LTAC Report • August Financial Status Report • Shelton Police Dept. Annual Report <p>Business Agenda</p> <ul style="list-style-type: none"> • LTAC Tourism Grant Recommendations • Designated Crisis Responder Contract for Services <p>Action Agenda</p> <ul style="list-style-type: none"> • Resolution No. 1291-0823 Authorizing Sale of Surplus Real Estate <p>Administration Report</p> <ul style="list-style-type: none"> • 	Packet Items Due: 10/6 @ 5:00 p.m.
Tues. 10/17 After regular meeting	Special Meeting	<p>Executive Session</p> <ul style="list-style-type: none"> • Real Estate Sale, Purchase, or Lease 	N/A
Tues. 10/24 6:00 p.m.	Study Session	<p>Study Agenda</p> <ul style="list-style-type: none"> • Traffic Impact Fees • Well #1 Pipeline Pressurization Project Overview 	Packet Items Due: 10/20 @ noon
Tues. 11/7 5:45 p.m.	Special SMPD Meeting	<p>Consent Agenda</p> <ul style="list-style-type: none"> • Vouchers/Meeting Minutes <p>Business Agenda</p> <ul style="list-style-type: none"> • Public Hearing Resolution No. SMPD 38-0923 2024 Preliminary Budget • Public Hearing Resolution No. 39-0923 Ad Valorem Taxes <p>Action Agenda</p> <ul style="list-style-type: none"> • Designated Crisis Responder Contract for Services <p>Administration Report</p> <ul style="list-style-type: none"> • 	Packet Items Due: 10/27 @ 5:00 p.m.
Tues. 11/7 6:00 p.m.	Regular Meeting	<p>Consent Agenda</p> <ul style="list-style-type: none"> • Vouchers/Payroll Warrants/Meeting Minutes Presentation • Cruisin' Through Time Car Show LTAC Report <p>Business Agenda</p>	Packet Items Due: 10/27 @ 5:00 p.m.

		<ul style="list-style-type: none"> Resolution No. 1294-0923 Master Fee Schedule Update Public Hearing Ordinance No. 2013-0923 2024 Preliminary Budget Public Hearing Ordinance No. 2014-0923 2024 Ad Valorem Taxes <p>Action Agenda</p> <ul style="list-style-type: none"> LTAC Tourism Grant Recommendations Civic Center Rotating Art Gallery <p>Administration Report</p> <ul style="list-style-type: none"> 	
Tues. 11/14 6:00 p.m.	Study Session	<p>Study Agenda</p> <ul style="list-style-type: none"> Property Maintenance Code Safe Routes to School Project Overview 	Packet Items Due: 11/9 @ noon
Tues. 11/21 5:45 p.m.	Special SMPD Meeting	<p>Consent Agenda</p> <ul style="list-style-type: none"> Vouchers/Meeting Minutes <p>Business Agenda</p> <ul style="list-style-type: none"> <p>Action Agenda</p> <ul style="list-style-type: none"> Resolution No. SMPD 38-0923 2024 Budget Resolution No. SMPD 39-0923 Ad Valorem Taxes <p>Administration Report</p> <ul style="list-style-type: none"> 	Packet Items Due: 11/9 @ 5:00 p.m.
Tues. 11/21 6:00 p.m.	Regular Meeting	<p>Consent Agenda</p> <ul style="list-style-type: none"> Vouchers/Payroll Warrants/Meeting Minutes <p>Presentation</p> <ul style="list-style-type: none"> September Financial Status Report Christmastown Marketing & Events LTAC Report Overlook Park Mural Installation LTAC Report School House Rocks LTAC Report <p>Business Agenda</p> <ul style="list-style-type: none"> <p>Action Agenda</p> <ul style="list-style-type: none"> Resolution No. 1294-0923 Master Fee Schedule Update Ordinance No. 2013-0923 2024 Budget Ordinance No. 2014-0923 2024 Ad Valorem Taxes Award Contract for Well #1 Pipeline Pressurization Project <p>Administration Report</p> <ul style="list-style-type: none"> 	Packet Items Due: 11/9 @ 5:00 p.m.
Tues. 11/28 6:00 p.m.	Study Session	<p>Study Agenda</p>	Packet Items Due: 11/22 @ noon
Tues. 12/5 6:00 p.m.	Regular Meeting	<p>Consent Agenda</p> <ul style="list-style-type: none"> Vouchers/Payroll Warrants/Meeting Minutes 	Packet Items Due: 11/22 @ 5:00 p.m.

		Presentation <ul style="list-style-type: none"> • Business Agenda <ul style="list-style-type: none"> • Ordinance No. 2015-1023 2023 Budget Supplemental • Action Agenda <ul style="list-style-type: none"> • Award Contract for Safe Routes to School Project • Administration Report 	
Tues. 12/12 6:00 p.m.	Study Session	Study Agenda	Packet Items Due: 12/8 @ noon
Tues. 12/19 5:45 p.m.	SMPD Meeting	Consent Agenda <ul style="list-style-type: none"> • Vouchers/Meeting Minutes Business Agenda <ul style="list-style-type: none"> • Action Agenda • Administration Report 	Packet Items Due: 12/8 @ 5:00 p.m.
Tues. 12/19 6:00 p.m.	Regular Meeting	Consent Agenda <ul style="list-style-type: none"> • Vouchers/Payroll Warrants/Meeting Minutes Presentation <ul style="list-style-type: none"> • October Financial Status Report Business Agenda <ul style="list-style-type: none"> • Action Agenda <ul style="list-style-type: none"> • Ordinance No. 2015-1023 2023 Budget Supplemental • Administration Report 	Packet Items Due: 12/8 @ 5:00 p.m.
Tues. 12/26 6:00 p.m.	Study Session	Study Agenda	Packet Items Due: 12/22 @ noon

Other – TBD

- Public Hearing Ordinance No. 1990-0522 Amending SMC 17.12
- Project and Funding Authorization for Wallace/Shelton Springs Intersection Improvements
- Property Maintenance Code



Comprehensive Plan Update Scoping

Council Work Session

October 10, 2023



Comp Plan Elements

Mandatory Comp Plan Elements (RCW 36.70A.070)	Optional Comp Plan Elements
<ul style="list-style-type: none">•Land Use•Housing•Capital Facilities Plan•Utilities•Transportation•Climate Change and Resilience (HB 1181)	<ul style="list-style-type: none">•Economic Development*•Parks and Recreation*•Conservation (RCW 36.70A.080)•Solar Energy (RCW 36.70A.080)•Subarea Plans (neighborhoods, rural villages, urban growth areas, tribal areas, etc.)



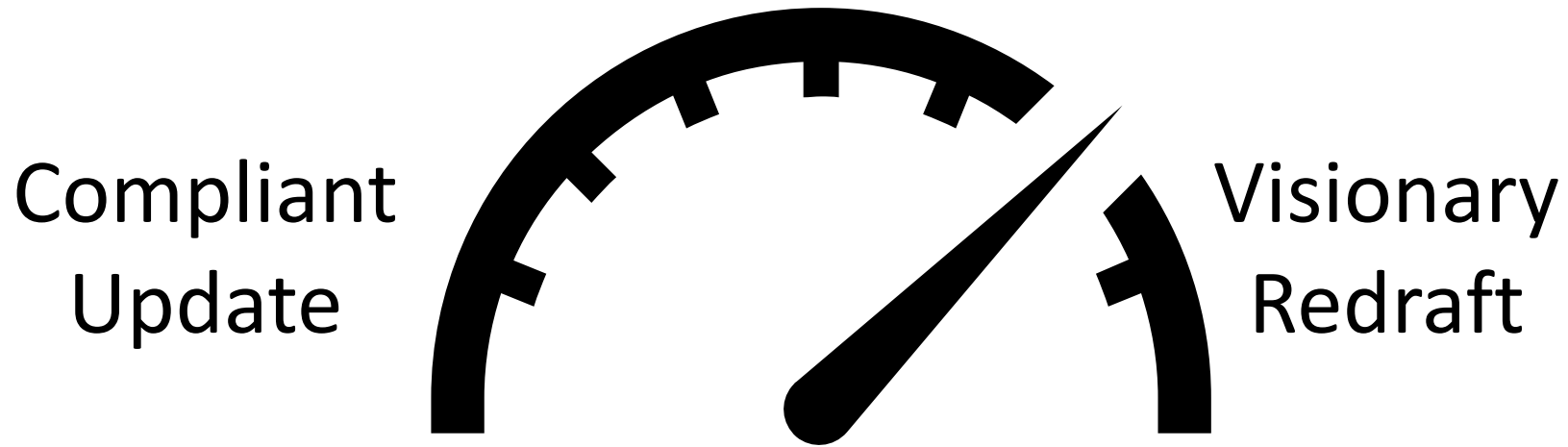
Schedule

		2023			2024							2025											
		O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	
Phase 1: Project Management, Documentation, and Communications																							
1.1	Kickoff																						
1.2	Monthly Progress Report																						
Phase 2: Understanding																							
2.1	Demographics Report																						
2.2	Policy Framework																						
2.3	Comprehensive Plan Engagement Schedule																						
Phase 3: Comprehensive Plan Update																							
3.1	Projections and Land Use Needs Analysis																						
3.2	GMA Checklist, Evaluation, and Update of the Existing Policy Framework																						
3.3	Vision: Applied																						
3.4	Scenarios																						
3.5	Plan Drafting																						
3.6	Implementation																						
3.7	Zoning Amendments																						
Phase 4: State Environmental Policy Act (SEPA) Consultation																							
4.1	Background and Scoping																						
4.2	Preparing the EIS																						
4.3	Preparing the FEIS																						

- Q4 2023
 - Data collection
 - Steering committee selection
- Q1 2024
 - Public scoping
 - Projections, predictions, evaluation
- Q2 – Q3 2024
 - Scenario modeling
- Q3- Q4 2024
 - Plan drafting & DEIS
- Q1 2025
 - Implementation strategy & FEIS
- Q2 2025
 - Adoption



Scoping – Level of Effort



What do YOU want this Comprehensive Plan to do for Shelton?



Team Roles

City of Shelton Staff

Leads the update of the Comprehensive Plan in compliance with the Growth Management Act.
Manages project and serves as interface between residents, stakeholders, staff, and elected officials.

SCJ Alliance

Works alongside City staff in facilitating the Comprehensive Plan update process, providing technical support and additional depth

City Council

The Shelton City Council provides overall strategy and guidance, and is responsible for adopting the Plan.

Advisory Committee

Consists of members appointed by the City Council, selected to represent community perspectives
Tasked with representing the community, vetting draft materials, elevating public conversation, and promoting public events.



Engagement Objectives

- **Inform** residents of the Comprehensive Plan update, the planning process, and outcomes.
- Give participants more **ownership** in the outcome of planning processes.
- Be **inclusive** of a range of perspectives
- **Reach** citizens in unique ways to engage a broader audience
- Provide **access** for all residents of Shelton, including disadvantaged groups and those who have historically not participated in community planning processes.
- Build **support** for the Comprehensive Plan process and contents
- **Consult** with local tribes



Communications Channels

- City website – dedicated page
- Social media
- Utility billing inserts
- Road Show presentations
- Shelton-Mason County Journal
- Mason County News
- Storefront Studio
- Partner organization newsletters
- School activities
- Pop-up Events (sample)
 - Saturday Farmer's Market
 - Oysterfest
 - Bluegrass in the Forest
 - Holiday Magic Reverse Parade
 - Movies in the Park

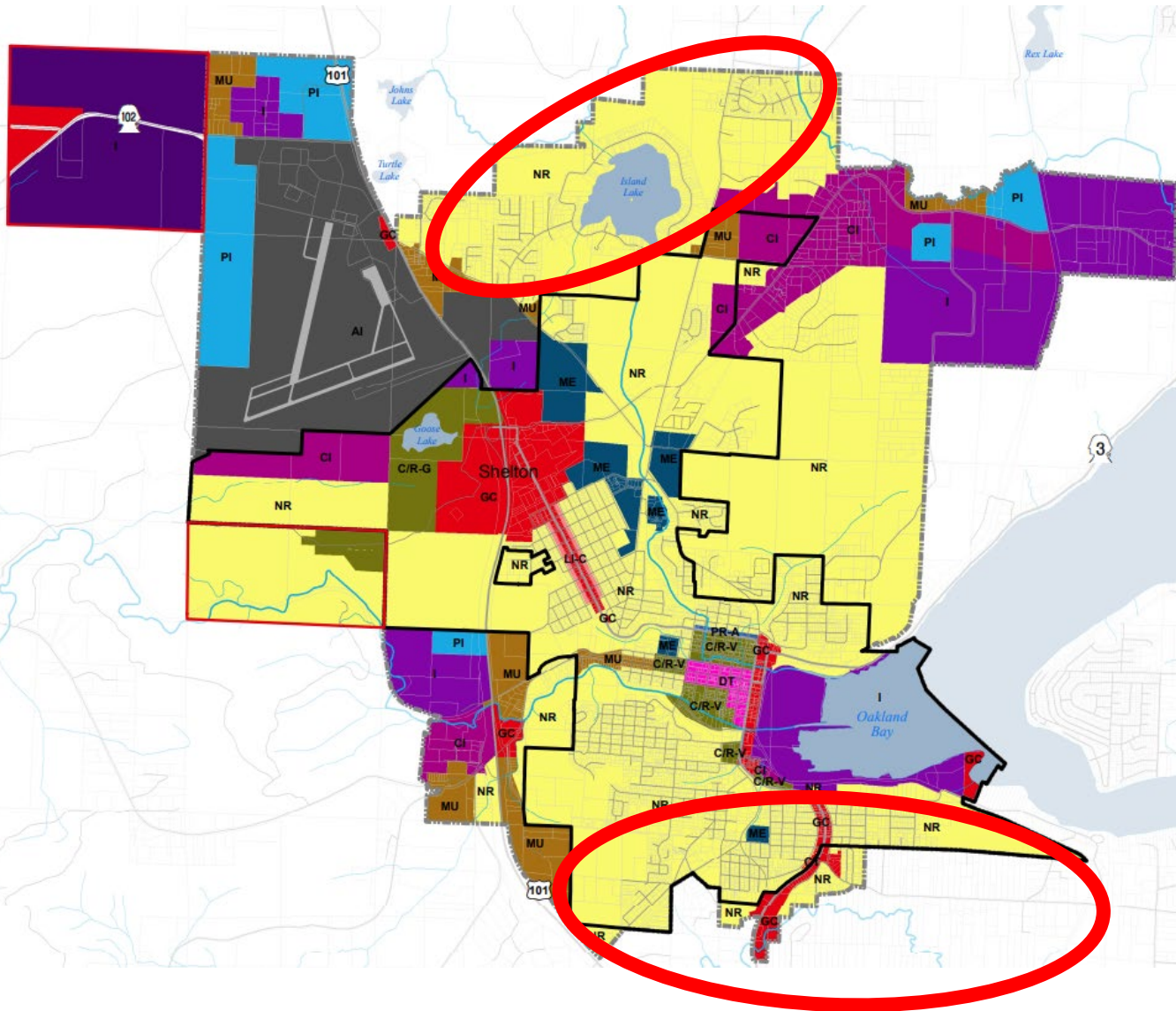


Scoping - Advisory Committee

- Ideally the committee should be 5-7 individuals, and at least two should be council members.
 - City staff will issue a call for members.
- Please think of individuals you'd like to represent and talk to them, or ask Staff to do so.
 - Staff will review applications and make a recommendation to Council.
 - Council will appoint the committee.



Scoping – Land Use



- Reduce UGA in Northeast
- Expand UGA in Southeast and Northwest
- Create Regional Retail (RR) Zone
- Create Multifamily Zone (MF) Zone
- Goldsborough Water Trail
- Simpson Timber Railroad Multi-Use Trail
- Access to Oakland Bay
- Increased residential density downtown



Scoping – Scenario Planning

- Built Environment
 - Traditional
 - Green
 - Hybrid Model
- Development Alternatives
 - Concentrated Growth
 - Dispersed Growth
 - Hybrid Model
- Resilience
 - Sea-level rise/flooding
 - Wildfire
 - Drought
- Economic Development
 - Manufacturing/Industry
 - Services & Housing
 - Balanced
- Transportation
 - Motorized priority
 - Non-motorized priority
 - Dual-network



Scoping – Other Topics?

What sorts of concepts or specific projects would you like to see in a comprehensive plan?

Example: someone already asked for an ice rink.