



city of
covington
growing toward greatness

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The City of Covington is a destination community where citizens, businesses, and civic leaders collaborate to preserve and foster a strong sense of unity.

PLANNING COMMISSION AGENDA

June 20, 2024

6:30 PM

In compliance with state law, this Planning Commission's regular meetings will be held in a hybrid format with in-person, telephonic, and virtual options for public viewing and participation.

This Planning Commission meeting will be held telephonically and virtually as follows:

Join In Person: Covington City Hall, Council Chambers, 16720 SE 271st Street, Covington, WA 98042

Join by computer: <https://us02web.zoom.us/j/86806796083>

Join by Telephone: +1 (253) 215-8782

Webinar ID: 829 5607 4822

CALL TO ORDER

ROLL CALL

Chair David Caudle, Vice-Chair Kenner Ahrendsen, Kathy Fosjord, Murray Williams, Chelsey Thorne, Steven Bossom, and Stephanie Hunziker.

PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA

APPROVAL OF CONSENT AGENDA

1. May 16, 2024, Planning Commission Minutes

*CITIZEN COMMENTS - The Citizen Comment period provides the opportunity for members of the audience to address the Commission on items either not on the agenda or not listed as a Public Hearing. The Chair will open this portion of the meeting and ask for a show of hands of those persons wishing to address the Commission. When recognized, please approach the podium, give your name and city of residence, and state the matter of interest. If your interest is an Agenda Item, the Chair may suggest that your comments wait until that time. Citizen Comments are directed to the Planning Commission, not the audience or staff. Comments are not intended for conversation or debate. Citizen comments will be limited to four minutes for Citizen Comments. If you require more than the allotted time, your item will be placed on the next agenda. **Reminder – If you've dialed in for this meeting you must press *9 to raise your hand to speak.*

If you anticipate your comments taking longer than the allotted time, you are encouraged to contact the Planning Department ten days in advance of the meeting so your item may be placed on the next available agenda.



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PUBLIC HEARING AND RECOMMENDATION - NONE

NEW BUSINESS

1. SKHHP Introduction and Overview

OLD BUSINESS

1. Step Housing Code Update
2. Comprehensive Plan Element Draft

ATTENDANCE VOTE

CITIZEN COMMENTS: (Same rules apply as stated in the 1st CITIZEN COMMENTS)

COMMENTS AND COMMUNICATIONS OF STAFF AND COMMISSIONERS

ADJOURN

*Any person requiring a disability accommodation should contact the City at least 24 hours in advance.
For TDD relay service please use the state's toll-free relay service (800) 833-6384 and ask the operator to dial (253) 480-2400
Web Page: www.covingtonwa.gov*



Planning Commission Minutes

May 16, 2024,

**Hybrid Meeting through Zoom/City
Hall Council Chambers**

CALL TO ORDER

The meeting of the Planning Commission was called to order at 6:30 p.m. by Chair David Caudle.

MEMBERS PRESENT

Chair David Caudle, Vice-Chair Kenner Ahrendsen, Murray Williams, Kathy Fosjord, Steven Bossom, and Stephanie Hunziker

MEMBERS ABSENT

Chelsey Thorne

STAFF PRESENT

Salina Lyons, Community Development Director
Don Vondran, Public Works Director
Dafne Hernandez, Associate Planner

APPROVAL OF AGENDA

- **Commissioner Murray Williams moved, and Commissioner Kathy Fosjord seconded the motion to approve the agenda. The motion carried 6-0.**

APPROVAL OF CONSENT AGENDA

- **Commissioner Murray Williams moved, and Vice-Chair Kenner Ahrendsen seconded the motion to approve the April 18, 2024, Planning Commission minutes. The motion carried 6-0.**

CITIZEN COMMENTS – NONE

NEW BUSINESS

1. City staff and city consultant, BERK, Inc., presented S.T.E.P. Housing Code Update, followed by a discussion by the Planning Commission.
2. City staff and city consultant, DEA, Inc., presented the draft Comprehensive Plan Transportation Element, discussion followed by the Planning Commission.

OLD BUSINESS – NONE

ATTENDANCE VOTE

- **Commissioner Murray Williams moved, and Commissioner Kathy Fosjord seconded the motion to approve Commissioner Chelsey Thorne's absence. The motion carried 6-0.**

CITIZENS COMMENTS - NONE

COMMENTS AND COMMUNICATIONS FROM STAFF AND COMMISSIONERS

ADJOURN

May 16, 2024, Planning Commission Meeting adjourned at approximately 8:50 p.m.

These minutes are intended to reflect the action taken during the Planning Commission meeting. The audio recording is available upon request.

Respectfully submitted,

Dafne Hernandez, Associate Planner

To: Planning Commission

From: Community Development Long Range Team

Date: June 13, 2024

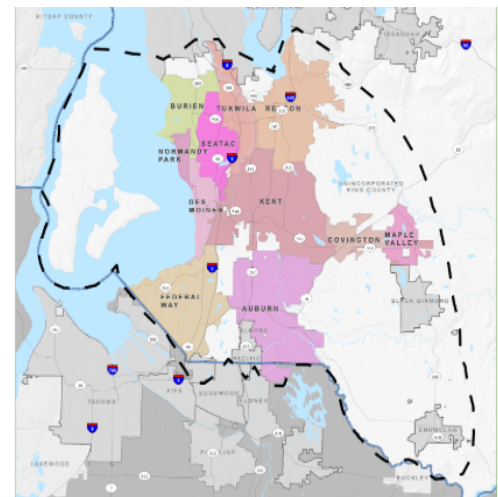
RE: **SKHHP Overview**

Attachments:

1. SKHHP 2025 Work Plan

This agenda item will provide an overview of the role of South King Housing and Homelessness Partners (SKHHP). Established in 2019 through an interlocal agreement between nine South King County cities and King County, SKHHP aims to collaborate and share resources to expand affordable housing options and preserve existing affordable housing for South King County residents. Currently, SKHHP has 12 member jurisdictions, which include:

- Auburn
- Federal Way
- Renton
- Burien
- Kent
- Tukwila
- Covington
- Maple Valley
- King County
- Des Moines
- Normandy Park
- SeaTac



Governing Structure

SKHHP's governing structure includes an Executive Board, an Advisory Board, and a staff work group.

The Executive Board, SKHHP's governing body, is composed of either an elected official, City Manager, or Administrator from each city, along with the King County Executive or their designated representative from each participating jurisdiction. Council member Kristina Soltys represents the City of Covington on the Executive Board.

In line with SKHHP's commitment to amplifying community voices, an Advisory Board was created to inform and influence Executive Board decisions. The Advisory Board provides recommendations that reflect the broader interests of the communities they represent. All Advisory Board members live or work in South King County and have a personal and/or professional commitment to addressing and mitigating the impacts of institutionalized racism and disparities experienced by Black, Indigenous, and People of Color (BIPOC) communities.

Lastly, the staff work group consists of representatives from each member jurisdiction. This group helps facilitate future agenda items, develop the yearly work plan and budget, and provide technical assistance as needed. Dafne Hernandez serves as the staff work group member for the City of Covington.

Workplan

Every year, an annual work plan and budget are developed in collaboration with the SKHHP Executive Board, Advisory Board, and staff work group to guide the work of SKHHP staff in the coming year. Pursuant to the

SKHHP Interlocal Agreement, each participating jurisdiction must approve SKHHP's annual budget and work plan (**attachment 1**).

The 2025 work plan includes four goals with corresponding action items. Each action item is prioritized as a high, medium, or lower priority. Indicators are included to measure progress on the goals. The four goals, which are the same as 2024's goal, include the following:

1. Fund the expansion and preservation of affordable housing
2. Develop policies that expand and preserve affordable housing
3. Serve as an advocate for South King County
4. Manage operations and administration

Housing Capital Funding

The SKHHP Housing Capital Fund is the first of its kind in South King County. The Housing Capital Fund invests local funding from SKHHP member cities in the creation and preservation of affordable homes for low-income renter households earning up to 60% area median income (AMI) and up to 80% AMI for homeownership in South King County. To date, 109 units of affordable housing in South King County have been supported by SKHHP and over \$7 million has been pooled.

The two 2022 Award Projects are as follows:

1. Habitat for Humanity Seattle-King and Kittitas Counties: Burien
 - a. Homeownership project, Phase 1 construction of 20 three-bedroom townhouses
 - b. Average 50% of Area Median Income (AMI)
 - c. \$300,000 amount awarded
2. Mercy Housing Northwest: Burien Family Housing
 - a. 89-unit multifamily affordable rental housing development
 - b. Mixed-income: 0-30%, 30-50%, and up to 60% of AMI
 - c. Includes 20% set aside for households with a disability and 40% set aside for households experiencing homelessness
 - d. \$1,093,308 amount awarded

The four 2023 Award Projects are as follows:

1. Low Income Housing Institute (LIHI): Skyway – Unincorporated King County
 - a. Affordable Housing (55 units with 42 units for families transitioning out of homelessness) and Early Learning Center (featuring four classrooms to accommodate up to 80 children, a parent resource room, and offices)
 - b. 30%-50% of the area's median income (AMI)
 - c. \$2,800,000 amount awarded
2. TWG Pandion: Star Lake - Kent
 - a. Multifamily rental, mixed-use project consisting of 168 affordable housing units
 - b. 30% and 60% area median income (AMI)
 - c. \$1,170,000 amount awarded
3. Mercy Housing NW: Kent
 - a. Kent Multicultural Village is a 199-unit multifamily rental project

- b. 30% AMI to 80% AMI with a 20% set-aside (39 units) for households with an intellectual and/or developmental disability (I/DD) with onsite supportive services
 - c. \$1,000,000 amount awarded
4. Multi-Service Center (MSC): Des Moines
- a. Multifamily, preservation 20-unit rental project
 - b. Since 1996, the non-profit Multi-Service Center has owned the two adjacent buildings that comprise the project, which includes five units for households earning up to 35% AMI, ten units for households up to 40% AMI, and five units for households up to 50% AMI. The 20 three-bedroom/two-bath affordable rental units are in active use.
 - c. \$777,306 amount awarded.

SKHHP opened up their 2024 Housing Capital Funding with applications due September 13, 2024, with approximately \$4 million available.

Other Projects

In addition to SKHHP's Housing Capital Funds SKHHP also participates in the following:

- Participate in subregional affordable housing preservation strategies.
- Created an Affordable Housing Inventory Dashboard for South King County affordable properties.
 - Track affordable housing buildings to reduce
- Participate in South King County planner's monthly meeting
 - Host monthly meetings with South King County Planners to collaborate on housing issues (Comprehensive plan updates, legislative mandates, etc.).
- Executive and Advisory Board monthly meetings

Presentation: Staff will present on SKHHP's mission, work plan, and funding for affordable housing in South King County.

Planning Commission Action:

- No action. Discussion and questions to staff.

RESOLUTION NO. 2024-02

A RESOLUTION OF THE EXECUTIVE BOARD OF THE SOUTH KING HOUSING AND HOMELESSNESS PARTNERS (SKHHP), ADOPTING THE 2025 SKHHP WORK PLAN AND OPERATING BUDGET

WHEREAS, pursuant to the Interlocal Agreement, the SKHHP Executive Board approves an annual work plan and budget each year to guide the work of SKHHP staff; and

WHEREAS, pursuant to the Interlocal Agreement, the annual budget includes an itemization of all categories of budgeted expenses and itemization of each Party's contribution, including in-kind services; and

WHEREAS, upon adoption by the Executive Board, the annual work plan and budget will be transmitted to each participating jurisdiction for approval by their legislative body; and

WHEREAS, the budget will not become effective until approved by the legislative body of each jurisdiction and adopted by the SKHHP Executive Board; and

WHEREAS, if a party does not approve the work plan or budget in a timely manner, the Executive Board may adopt the budget and work plan with a two-thirds majority vote; and

WHEREAS, the purpose of the annual work plan and budget is to provide management and budget guidance, and implement the overarching SKHHP mission to work together and share resources to increase the available options for South King County residents to access affordable housing and to preserve the existing affordable housing stock; and

WHEREAS, the 2025 work plan includes four goals with corresponding action items that further SKHHP's mission.

NOW, THEREFORE, THE EXECUTIVE BOARD RESOLVES as follows:

Section 1. The Executive Board adopts the 2025 SKHHP Work Plan in Attachment A.

Section 2. The Executive Board adopts the 2025 SKHHP Operating Budget in Attachment B.

Section 3. Each party's contribution to SKHHP's operating budget will be transmitted on an annual basis during the first quarter of the calendar year.

Section 4. This Resolution will take effect and be in full force upon approval by the legislative body of each participating jurisdiction.

Dated and signed this _____ day of _____, 2024.

NANCY BACKUS, CHAIR, SOUTH KING HOUSING AND HOMELESSNESS PARTNERS

RESOLUTION 2024-02 – ATTACHMENT A
SKHHP 2025 WORK PLAN

PURPOSE

Establish a 2025 SKHHP work plan and budget that is guided by Executive Board priorities, is consistent with the SKHHP Interlocal Agreement, and furthers SKHHP’s mission.

BACKGROUND

Established by an interlocal agreement, SKHHP jurisdictions work together and share resources to increase options for South King County residents to access affordable housing and preserve existing affordable housing. The 2025 SKHHP work plan builds on work done in previous years and was developed in collaboration with the Executive Board, Advisory Board, and staff work group.

The work plan is organized into four goals with corresponding action items. Each action is identified by priority as follows:

- Higher – Identified as higher priority by Executive Board or is necessary to carry out the Interlocal Agreements
- Medium – Identified as mid-level priority
- Lower – Identified as lower priority

Quarterly budget and progress reports on the status of the work plan elements will be submitted to the SKHHP Executive Board and the legislative body of each member jurisdiction as follows:

Quarter 1: May | **Quarter 2:** August | **Quarter 3:** November | **Quarter 4:** February

In accordance with the Interlocal Agreement, the 2025 SKHHP work plan and budget will be approved by the SKHHP Executive Board and the legislative body of each member jurisdiction.

SKHHP MISSION

South King County jurisdictions working together and sharing resources to create a coordinated, comprehensive, and equitable approach to increasing housing stability, reducing homelessness, and producing and preserving quality affordable housing in South King County.

GOALS & ACTIONS

Goal	Actions
1. Fund the expansion and preservation of affordable housing.	1 through 5
2. Develop policies to expand and preserve affordable housing.	6 through 10
3. Serve as an advocate for South King County.	11 through 15
4. Manage operations and administration.	16 through 20



Goal 1

Fund the expansion and preservation of affordable housing.

Actions	Priority of Actions ●●● = Higher ●● = Medium ● = Lower
1. Pool resources from member cities for the Housing Capital Fund, including SHB 1406 funds, HB 1590 funds, and general funds.	●●●
2. Develop and execute contract documents and covenants for projects ready to move forward (Burien Family Housing – 2022; Kent Multicultural Village – 2023; Skyway Affordable Housing and Early Learning Center – 2023).	●●●
3. Facilitate approval from participating Councils of recommended projects from 2024 Housing Capital Fund funding round and preparing contract documents and covenants if any projects are ready to move forward.	●●●
4. Manage 2025 Housing Capital Fund funding round including adopting annual guidelines, updating application materials, soliciting proposals, and facilitating project selection.	●●●
5. Encourage investment in South King County by private investors, lenders, and philanthropies.	●●
Indicators	
○ Number of housing units or number of projects funded with financial support from SKHHP	
○ Number of housing units preserved with financial support from SKHHP	
○ Total dollar amount pooled by member jurisdictions for Housing Capital Fund	
○ Total dollar amount from new sources of revenue added to the Housing Capital Fund	
○ Geographic diversity of applications received for annual Housing Capital Fund funding round	



Goal 2

Develop policies to expand and preserve affordable housing.

Actions	Priority of Actions ••• = Higher •• = Medium • = Lower
6. Facilitate implementation of any subregional housing preservation strategies.	•••
7. Facilitate technical assistance and updates to the Affordable Housing Inventory Dashboard.	•••
8. Build relationships with developers to learn from their perspective the ways to encourage housing development, especially affordable housing.	••
9. Convene land use planners to increase coordination and collaboration on housing policy and planning.	•
10. Develop SKHHP Executive Board briefings on key housing and homelessness topics, especially as they relate to the goals of the work plan.	•
Indicators	
○ Number of subregional housing preservation strategies facilitated or supported	
○ Successful update of data to the Affordable Housing Inventory Dashboard	
○ Number of relationships built with developers	
○ Number of Executive Board briefings on key housing and homelessness topics	



Goal 3

Serve as an advocate for South King County.

Actions	Priority of Actions ••• = Higher •• = Medium • = Lower
11. Coordinate with the Advisory Board in collaboration with housing organizations and stakeholder groups to provide education and engagement opportunities for elected officials and community members.	••
12. Work collaboratively with public funders at the state and local levels to promote shared affordable housing goals and equitable geographic distribution of resources.	••
13. Represent SKHHP at relevant local and regional meetings and forums that help advance SKHHP’s mission and provide a voice for increasing access to safe, healthy, and affordable housing in South King County.	•
14. Meet with legislators as opportunities arise to inform about SKHHP’s mission, goals, and the Housing Capital Fund.	•
15. Connect affordable housing developers with property owners who intend to sell naturally occurring affordable housing in coordination with member cities.	•
Indicators	
○ Number of events or engagement opportunities Advisory Board members organize or support	
○ Number of meetings, forums, or events attended that advance SKHHP's mission	
○ Number of meetings with legislators that promote SKHHP and South King County	
○ Number of affordable housing developers connected with property owners intending to sell naturally occurring affordable housing	



Goal 4

Manage operations and administration.

Actions	Priority of Actions ••• = Higher •• = Medium • = Lower
16. Develop annual work plan and budget.	•••
17. Generate and distribute quarterly progress reports to SKHHP Executive Board and member jurisdictions.	•••
18. Work with administering agency to maintain records and produce regular financial reports for the SKHHP Housing Capital Fund and SKHHP Operating Account.	•••
19. Organize and host monthly Executive and Advisory Board public meetings.	•••
20. Maintain and update the SKHHP website.	••
Indicators	
○ Work plan and budget adopted	
○ Quarterly progress reports prepared and presented to Executive Board	
○ Financial reports and public records maintained	
○ Monthly Executive and Advisory Board meetings held	
○ Website maintained	

RESOLUTION 2024-02 – ATTACHMENT B

2025 SKHHP Operating Budget

Estimated beginning fund balance - January 1, 2025	\$ 344,131
Estimated ending fund balance - December 31, 2025	\$ 285,588

REVENUES

Auburn	\$ 45,474
Burien	\$ 26,236
Covington	\$ 13,118
Des Moines	\$ 13,118
Federal Way	\$ 59,466
Kent	\$ 59,466
Maple Valley	\$ 13,118
Normandy Park	\$ 6,996
Renton	\$ 59,466
SeaTac	\$ 13,118
Tukwila	\$ 13,118
King County*	\$ 59,466
Additional King County*	\$ 15,534
Office space (in-kind donation)	\$ 12,000
TOTAL REVENUES	\$ 409,694
Spend down balance	\$ 58,543
TOTAL	\$ 468,237

EXPENSES

Salaries and benefits	\$ 320,611
Interfund IT	\$ 35,000
Advisory Board compensation	\$ 14,400
Office space (in-kind donation)	\$ 12,000
Professional services/Misc.	\$ 37,500
Travel	\$ 5,250
Supplies	\$ 2,000
Subtotal	\$ 426,761
Administering agency - 10% admin fee**	\$ 41,476
TOTAL	\$ 468,237

*King County contribution based on the population of unincorporated King County is shown as increasing at the same rate as other partner jurisdictions and the additional allocation decreasing to maintain a total contribution of \$75,000 per year.

**10% administrative fee is calculated as a percentage of operating costs which excludes in-kind donations and carry-forwards.



City of Covington
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Covington, WA 98042
City Hall – 253.480.2400
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Memo

To: Planning Commission
From: Community Development Long Range Team & BERK Consulting
Date: June 13, 2024
RE: **Proposed Code Amendments in Compliance with HB 1220**

1. BERK STEP Housing Code Memo
2. Proposed Housing Covington Municipal Code Updates

STEP Housing Code Update

This agenda item aims to provide an update on the proposed amendments to Covington's Municipal Code. These amendments focus on the housing element within the comprehensive plan and development regulations, ensuring alignment with House Bill 1220 (HB 1220). This bill addresses a range of housing needs, including emergency shelters, transitional housing, emergency housing, and permanent supportive housing (PSH), collectively referred to as STEP.

STEP includes:

Emergency shelters (S)

Transitional housing (T)

Emergency Housing (E)

Permanent supporting housing (P)

Since the Planning Commission met in June, the Department of Commerce has released a model ordinance for STEP and a best practice guide for local governments. City staff, along with BERK Consulting, have reviewed both documents to ensure compliance and consistency.

Attachment 2: Proposed STEP Code

Based on the Planning Commission's comments from the June meeting, as well as the model ordinance and best practice guide from the Department of Commerce, staff and BERK Consulting have updated the proposed STEP regulations as follows:

- Delete the definition of "Transitional housing facilities."
 - The CMC already has a definition for "Transitional Housing" as defined by RCW 84.36.043. Only one definition is needed; both refer to the same types of facilities based on a review of the CMC.
- Added criteria footnotes for Table A of CMC 18.25.030 Residential land uses based on the Department of Commerce guidance, page 4 of **attachment 2**.
 - Footnote 11 provides criteria for supportive housing and transitional housing.
 - Footnote 12 provides criteria for emergency housing and emergency shelters being regulated as per comparable requirements for hotels and motels.
- Removed the operations plan requirement for Permanent Supportive Housing and Transitional Housing.
- Provide language restricting emergency housing and emergency shelter facilities within 880 feet from community protection zones and grounds of public or private schools, page 5 of **attachment 2**.

Presentation: Staff and BERK will present during the meeting about the proposed code amendments.

Next Steps:

The Planning Commission's 2024 work plan includes adopting formal regulations related to HB 1220. Staff is facilitating the adoption process to ensure that the city aligns with the requirements of HB 1220 and the Puget Sound Regional Council's (PSRC) review of the draft Comprehensive Plan Document.

Planning Commission Action:

- No action. Discussion and feedback to staff
- The July Planning Commission Meeting will include a public hearing and request for a formal recommendation to the City Council.

MEMORANDUM

DATE: June 4, 2024
TO: Salina Lyons, City of Covington
FROM: Kamal Raslan and Casey Bradfield, Berk Consulting
RE: STEP Housing Code Recommendations for 2024 Comprehensive Plan Update

Project Background

Introduction

House Bill 1220

In 2021, the Washington State Legislature passed House Bill 1220 (HB 1220). This bill amended the Growth Management Act (GMA) and updated requirements for the housing element of comprehensive plans and related development regulations. The new requirements include addressing housing needs for emergency shelters, transitional housing, emergency housing, and permanent supportive housing. The Washington State Department of Commerce (Commerce) refers to these types of housing as STEP housing.¹

STEP Housing Definitions

These definitions are based on RCW 36.70A.030(14)(15)(31) and RCW 84.36.043(3)(c).

- **Permanent Supportive Housing (PSH):** serves people who need comprehensive support services to retain tenancy and utilizes admissions practices designed to use lower barriers to entry than would be typical for other subsidized or unsubsidized rental housing.
- **Transitional Housing:** provides housing for up to two years for people who are homeless or at risk of homelessness.
- **Emergency Housing:** is temporary indoor accommodations for people who are homeless or at risk of homelessness.
- **Emergency Shelter:** is temporary and includes facilities such as day and warming centers that do not provide overnight accommodations.

¹ Washington State Department of Commerce; March 27, 2024; <https://www.commerce.wa.gov/serving-communities/growth-management/growth-management-topics/planning-for-housing/updating-gma-housing-elements>

HB 1220 STEP housing requirements for comprehensive plan housing elements and related development codes are summarized below.

- **Comprehensive Plan Housing Elements:** (RCW 36.70A.070(2))
 - Must ensure sufficient land capacity for permanent supportive housing, emergency housing, and emergency shelter.
 - Must make adequate provisions to meet the existing and projected housing needs of all economic segments of the community.
- **Development Codes:** (RCW 35A.21.430)
 - May not prohibit transitional housing or permanent supportive housing in any zones in which residential dwelling units or hotels are allowed.
 - May not prohibit indoor emergency shelters and indoor emergency housing in any zones in which hotels are allowed, unless they are allowed in the majority of zones within one mile of transit.
 - May impose reasonable occupancy, spacing, and intensity of use requirements to protect public health and safety, so long as there is sufficient land capacity for STEP housing.

City Interim Ordinance

In 2021, the City of Covington adopted Interim Ordinance 07-2021 to comply with HB 1220. The City updated the ordinance later that year, replacing it with Ordinance 09-2021. At that time, the City anticipated it would need to replace the interim ordinance with permanent code updates when it adopted the 2024 Comprehensive Plan. The City has been renewing the interim ordinance every six months.

Replacing the City's Interim Ordinance

Since 2021, Commerce published guidebooks on how to update the housing element of comprehensive plans consistent with HB 1220, including specific guidance on how to determine land capacity and adequate provisions for STEP housing. King County also established comprehensive planning growth targets for jurisdictions, consistent with the GMA process. These growth targets include specific targets for PSH and emergency housing. Covington's target for PSH is 535 units and its target for emergency housing 824 units.

The City has been conducting analysis for the 2024 Comprehensive Plan update using these new sources of information that have become available since HB 1220 initially took effect. Based on this analysis, changes are needed to the code in the interim ordinance for compliance with HB 1220.

Changes Needed to Interim Ordinance Code

There are two reasons the code in the interim ordinance needs to be updated for compliance with HB 1220: land capacity and adequate provisions.

- **Land Capacity:** In a prior memo, BERK assessed Covington’s land capacity to accommodate the 2019-2044 comprehensive plan growth targets. We found the City’s zoning and development regulations are sufficient to accommodate growth targets, except for PSH and emergency housing. We recommended removing code restrictions on spacing and occupancy to ensure sufficient capacity.
- **Adequate Provisions:** In a prior memo, BERK assessed whether Covington was making adequate provisions to encourage the kinds of development that will meet housing growth targets. We found there are barriers to developing STEP housing types, and the City can take action to reduce these barriers. We recommended updating development standards to regulate STEP housing more similarly to other housing uses unless there is a clear basis in the public interest for doing otherwise. The interim ordinance has many requirements for STEP housing that do not apply to other housing types. These could significantly increase development costs or discourage STEP housing providers from working with Covington.

BERK developed recommended code updates to replace the interim ordinance. Our recommendations carry forward some regulations from the interim ordinance, such as zones where STEP housing is permitted. We propose changing the restrictions on STEP housing to ensure the City provides sufficient land capacity and makes adequate provisions for these housing types. A summary of the recommended code updates is provided below.

Commerce Model STEP Housing Ordinance & User’s Guide

Commerce recently released a draft model ordinance for STEP housing and best practice guide for local governments. BERK worked with City staff to review these materials. Our recommended code updates take them into account.

Summary of Recommended Code Updates

The following is a summary of our recommended updates to sections 14.30.040, 18.20, 18.25.030(A), 18.31.120 of the Covington Municipal Code. The intent is for these recommendations to replace the interim ordinance and be adopted by the time the 2024 Comprehensive Plan is adopted.

Code Section 18.20 Definitions

Code Sub-Section 18.20.010 A Definitions

- Add a definition of “Affordable Housing,” citing and redirecting the reader to RCW 43.185B.010.

- The RCW definition of affordable housing is “residential housing that is rented or owned by a person or household whose monthly housing costs, including utilities other than telephone, do not exceed thirty percent of the household's monthly income.”

Code Sub-Section 18.20.016 D definitions

- Update the definition of “Dwelling Unit” as follows:
 - Replace instance of “person or family” with “a single person, family, or unrelated persons living together.” Familial status does not determine the definition of a dwelling unit per RCW 36.130.010.
 - Add a requirement for “a restroom/bathing facility” for a dwelling unit, as a dwelling with shared bathroom facilities is defined as a dormitory in CMC 18.20.016.

Code Sub-Section 18.20.018 E definitions

- Add a definition of “Extremely Low-Income Household,” citing and redirecting the reader to RCW 36.70A.030.
 - The RCW definition of affordable housing is “a single person, family, or unrelated persons living together whose adjusted income is at or below thirty percent of the median household income adjusted for household size, for the county where the household is located, as reported by the United States department of housing and urban development.”

Code Sub-Section 18.20.032 L definitions

- Add a definition of “Low-Income Household,” citing and redirecting the reader to RCW 36.70A.030.
 - The RCW definition of affordable housing is “a single person, family, or unrelated persons living together whose adjusted income is at or below eighty percent of the median household income adjusted for household size, for the county where the household is located, as reported by the United States department of housing and urban development.”

Code Sub-Section 18.20.034 M definitions

- Add a definition of “Moderate-Income Household,” citing and redirecting the reader to RCW 36.70A.030.
 - The RCW definition of affordable housing is “a single person, family, or unrelated persons living together whose adjusted income is at or below 120 percent of the median household income adjusted for household size, for the county where the household is located, as reported by the United States department of housing and urban development.”

Code Sub-Section 18.20.044 R definitions

- Clarify the definition of “Residence” by replacing “single family” with “a single person, or persons living together” to help clarify that familial status does not determine the definition of a

dwelling unit per RCW 36.130.010. The definition of residence in RCW 84.36.383 (12) includes reference to the definition of a dwelling unit.

Code Sub-Section 18.20.048 T definitions

- Delete the definition of “Transitional housing facilities.”
 - The CMC already has a definition for “Transitional Housing” as defined by RCW 84.36.043. Only one definition is needed; both refer to the same types of facilities based on a review of the CMC.

Code Sub-Section 18.20.052 V definitions

- Add a definition of “Very Low-Income Household,” citing and redirecting the reader to RCW 36.70A.030.
 - The RCW definition of affordable housing is “a single person, family, or unrelated persons living together whose adjusted income is at or below fifty percent of the median household income adjusted for household size, for the county where the household is located, as reported by the United States department of housing and urban development.”

Code Section 18.25.030 (A) Table

- Add a table subheading for “Supportive Housing” and populate it as follows:
 - Add a table row for both “Emergency Housing” and “Emergency Shelter.” Permit both uses in MR and RCMU zones, as these zones allow hotels. Apply a new footnote 12 to both uses that applies to both permitted zones.
 - Add a table row for both “Permanent Supportive Housing” (PSH) and “Temporary Housing.” Permit both uses in US, R4-8, R-12, R-18, MR, CC, NC , RCMU zones, as these zones allow both hotels and residences. Apply a new footnote 11 to both uses that applies to all permitted zones.
- Add a new footnote 11 with development conditions for PSH and temporary housing. Add a new footnote 12 with development conditions for emergency housing and emergency shelter.
 - The proposed development conditions in these footnotes provide objective requirements to clarify allowed building scale and occupancy, protect public health and safety, and provide facility operators with some discretion for how to effectively serve their residents and partner with the community.
 - Per RCW 35A.21.430, reasonable limitations on occupancy, spacing, and intensity of uses for STEP housing types may be provided to protect health and safety. Such limitations may not prevent jurisdictions from meeting their growth targets.
 - *Note: These footnotes are different from the corresponding ones in the interim ordinance, which had more restrictive requirements. The reason for the change is to provide land capacity to meet growth targets, reduce barriers to developing types of housing that meets growth*

targets and community needs, and to ensure the City’s unique requirements for STEP housing have a clear connection to public health and safety and can be objectively applied.

Code Section 18.31.120 Permitted Land Uses

- Add table subheading for “Supportive Housing” in Table 18.31.120 (Uses Permitted in Downtown Zones).
 - Add Emergency Housing, Emergency Shelter, Permanent Supportive Housing, and Temporary Housing in all downtown zones, and cite the applicable footnotes from section 18.25.030.

Additional Notes

The Covington Municipal Code does not include language on “temporary housing” as it is commonly referred to in municipalities throughout Washington State. [RCW 35A.21.360](#) specifically outlines the requirements of temporary encampment sites or temporary housing sites for religious organizations to host on their property. Currently per subsection (7)(ii) of the [RCW 35A.21.360](#), the City of Covington is in compliance as it does not “categorically prohibit the hosting of the homeless by a religious organization”. If the City would ever want to introduce new code or legislation related to temporary housing the requirements of [RCW 35A.21.360](#) would need to be satisfied fully as the grace period for non-compliance ended on June 11, 2020.

Attachment

See the attached document for specific recommended code updates.

Chapter 18.20

TECHNICAL TERMS AND LAND USE DEFINITIONS

Sections:

- 18.20.005** ~~Scope of chapter~~Chapter Guide.
- 18.20.010** A definitions.
- 18.20.016** D definitions.
- 18.20.018** E definitions.
- 18.20.024** H definitions.
- 18.20.032** L definitions.
- 18.20.034** M definitions.
- 18.20.040** P definitions.
- 18.20.044** R definitions.
- 18.20.046** S definitions.
- 18.20.048** T definitions.
- 18.20.052** V definitions.

18.20.005 ~~Scope of chapter~~Chapter Guide.

(1) This chapter contains definitions of technical and procedural terms used throughout the code and definitions of defines technical and procedural terms used in the code unless listed in the specific chapter. Words or phrases have the meaning set forth in this chapter unless the context indicates otherwise.

(2) Chapter 18.10 CMC for rules on interpretation of the code, including Rules on the interpretation of the code and use of these definitions are in Chapter 18.10.CMC.

(3) This chapter's definitions apply to land uses listed in tables in Chapter [18.25 CMC](#) and Chapter 18.31 CMC. The definitions in this chapter supplement the Standard Industrial Classification Manual (SIC).

(4) In instances where a definition refers to a state RCW or WAC definition, the definition stipulated by the state RCW or WAC holds precedence, as amended.

~~See Chapter 18.10 CMC for rules on interpretation of the code, including use of these definitions. Development standards are found in Chapters 18.30 through 18.95 CMC. (Ord. 08-21 § 4 (Exh. C); Ord. 05-15 § 1 (Exh. A); Ord. 42-02 § 2 (21A.06.005))~~

18.20.010 A definitions.

“Adult entertainment business” means an adult club, adult arcade or adult theater as those terms are defined in the adult entertainment licensing provisions in CMC Title 5.

[Affordable Housing. Defined by RCW 43.185B.010](#)

“Agricultural drainage” means any stream, ditch, tile system, pipe or culvert primarily used to drain fields for horticultural or livestock activities.

18.20.016 D definitions.

“Duplex” means a building containing two separate units with a common wall.

“Dwelling unit” means one or more rooms designed for occupancy by [a single person, family, or unrelated persons living together](#) ~~a person or family~~ for living and sleeping purposes, containing kitchen facilities, [a restroom/bathing facility](#), and rooms with internal accessibility, for use solely by the dwelling’s occupants; dwelling units include but are not limited to bachelor, efficiency and studio apartments, factory-built housing and mobile homes.

“Dwelling unit, accessory” means a separate, complete dwelling unit attached to or contained within the structure of the primary dwelling, or contained within a separate structure that is accessory to the primary dwelling unit on the premises.

“Dwelling unit, multifamily” means a dwelling unit contained in a building consisting of three or more dwelling units, or one or more dwellings included in a structure with nonresidential uses. This definition does not include hotels and motels.

Dwelling Unit, Single-Family Attached. See “dwelling unit, townhouse” and “duplex.”

“Dwelling unit, single-family detached” means a detached building containing one dwelling unit.

Dwelling Unit, Townhouse. “Townhouse” means a single-family dwelling unit in a group of two or more attached units in which each unit extends from foundation to roof and with a yard or exterior access on at least two sides. Each townhouse shall be on a separate lot.

18.20.018 E definitions.

Emergency Housing. Defined by RCW 36.70A.030.

Emergency Shelter. Defined by RCW 36.70A.030.

“Expansion” means the act or process of increasing the size, quantity or scope.

[*Extremely Low-Income Household. Defined by RCW 36.70A.030.*](#)

~~(Ord. 08-21 § 4 (Exh. C); Ord. 06-17 § 5 (Exh. C); Ord. 19-11 § 1 (Exh. 1); Ord. 10-10 § 3 (Exh. C); Ord. 14-05 §§ 2, 3; Ord. 42-02 §§ 2 (21A.06.375, 21A.06.380, 21A.06.390, 21A.06.392, 21A.06.395, 21A.06.400, 21A.06.405, 21A.06.410, 21A.06.415, 21A.06.420, 21A.06.425). Formerly 18.20.375 — 18.20.427)~~

18.20.032 L definitions.

“Low impact development (LID)” is a stormwater management, site design, and engineering approach that strives to mimic predisturbance hydrologic processes of infiltration, filtration, storage, evaporation, and transpiration by emphasizing conservation, use of on-site natural features, site planning, and distributed stormwater management practices that are integrated into a project design. Specific LID practices and standards are identified and referenced in Chapter [13.25](#) CMC and CMC Titles [12](#) and [18](#).

[*Low Income Household. Defined by RCW 36.70A.030.*](#)

18.20.034 M definitions.

“Mixed-use” means a combination of residential and nonresidential uses within the same building or site as part of an integrated development project with functional interrelationships and coherent physical design.

[*Moderate-Income Household. Defined by RCW 36.70A.030.*](#)

“Modulation” means stepping forward or backward a portion of the facade as a means to articulate or add visual interest to the facade.

18.20.040 P definitions.

Permanent Supportive Housing. Defined by RCW [36.70A.030](#).

18.20.044 R definitions.

“Reseller” means one who buys fruits, vegetables, herbs, nuts, honey, dairy products, eggs, poultry, mushrooms, meats, fish, flowers, nursery stock, and plants directly from the farmer that grew, produced, caught, or gathered the item, transports it to a market, and resells it directly to the consumer.

“Residence” means a building designed and/or used [for housing a single person, or persons living together, to house a single family](#). The definition of “residence” shall include trailers on an individual lot and multifamily and condominium units.

“Restoration” means, for purposes of critical areas regulation, an action that reestablishes the structure and functions of a critical area or any associated buffer that has been altered.

18.20.046 S definitions.

“Shelter, animal” means a facility that is used to house or contain stray, homeless, abandoned or unwanted animals and that is owned, operated, or maintained by a public body, an established humane society, animal welfare society, society for the prevention of cruelty to animals, or other nonprofit organization or person devoted to the welfare, protection, and humane treatment of animals.

“Shelters for temporary placement” means housing units within ~~City of Covington that provide housing to persons on a temporary basis~~ [the City of Covington that provide temporary housing to persons](#) for a duration not to exceed four weeks.

“Shooting range” means a facility designed to provide a confined space for safe target practice with firearms, archery equipment, or other weapons whether open to the public, open only to

private membership, open to organizational training such as law enforcement, or any combination thereof.

18.20.048 T definitions.

“Transit station” means any structure or transit facility that is primarily used, as part of a transit system, for the purpose of loading, unloading, or transferring passengers from one mode of transportation to another.

Transitional Housing. Defined by RCW [84.36.043](#).

~~“Transitional housing facilities” means housing units within City of Covington owned by public housing authorities, nonprofit organizations or other public interest groups that provide housing to persons on a temporary basis for a duration not to exceed 24 months in conjunction with job training, self-sufficiency training, and human services counseling; the purpose of which is to help persons make the transition from homelessness to placement in permanent housing.~~

“Transmission line booster station” means an establishment containing equipment designed to increase voltage of electrical power transported through transmission and/or distribution lines to compensate for power loss due to resistance.

18.20.052 V definitions.

“Vertical building modulation” means the stepping back or projecting forward vertical walls of a building face, within specified intervals of building width and depth, as a means of breaking up the apparent bulk of a structure’s continuous exterior walls. Vertical building modulation may be used to meet the facade articulation standards in CMC [18.31.530](#).

Very Low-Income Household. Defined by RCW [36.70A.030](#).

“Vocational school” means establishments offering training in a skill or trade to be pursued as a career. (Ord. 08-21 § 4 (Exh. C); Ord. 10-10 § 3 (Exh. C); Ord. 42-02 §§ 2 (21A.06.1352, 21A.06.1353, 21A.06.1355, 21A.06.1360, 21A.06.1365). Formerly 18.20.1352 – 18.20.1365)

18.25.030 Residential land uses.

A. Table.

Key										
P – Permitted Use										
C – Conditional Use										
SI C #	SPECIFIC LAND USE (1)	US	R4-8	R-12	R-18	MR	CC	NC	RCMU	I
*	DWELLING UNITS, TYPES:									
*	Single detached (4)	P C2	P C2	P C2	P4 C2	P9				
	Duplex	P	P	P	P	P10	P3	P3		
*	Townhome/townhouse (2 to 4 units)	P	P	P	P	P10	P3	P3		
*	Multifamily/townhome/townhouse (4+ units)				P4	P	P3	P3	P	
*	Manufactured home park		C8		C8					
	GROUP RESIDENCES									
*	Community residential facility-I	C	C	C	C	C	P3	P3		

Key										
P – Permitted Use										
C – Conditional Use										
SI C #	SPECIFIC LAND USE (1)	US	R4-8	R-12	R-18	MR	CC	NC	RCMU	I
*	Community residential facility-II						C	C		
*	Senior citizen assisted housing	P	P	P	P	P	P3		P	
ACCESSORY USES:										
*	Residential accessory uses	P6	P6,8	P6,8	P6,8	P6,8	P6			
*	Home occupation (5)	P	P	P	P	P	P		P	
TEMPORARY LODGING										
*	Bed and breakfast guesthouse	P7	P7	P7	P7	P7	P	P		
*	Hotel					P			P	
<u>Supportive Housing</u>										
* -	Emergency Housing					P12			P12	
* -	Emergency Shelter					P12			P12	

Key										
P – Permitted Use										
C – Conditional Use										
SI C #	SPECIFIC LAND USE (1)	US	R4-8	R-12	R-18	MR	CC	NC	RCMU	I
* -	Permanent Supportive Housing	P11	P11	P11	P11	P11	P1 1	P1 1	P11	
* -	Temporary Housing	P11	P11	P11	P11	P11	P1 1	P1 1	P11	

Footnotes of Table A.

[\(11\) Permanent supportive housing and transitional housing facilities are allowed subject to the following criteria:](#)

[\(a\) The number of permanent supportive housing units and transitional housing units allowed on any given property shall be no more than the number of standard dwelling units that would be allowed under the zoning of the property.](#)

[\(b\) Each unit of permanent supportive housing or transitional housing shall be limited to occupancy by individual occupant load per square foot regardless of occupants' relation.](#)

[\(c\) On-site services such as laundry, hygiene, meals, case management, and social programs are limited to the residents of permanent supportive housing and temporary housing facilities.](#)

[\(12\) Unless otherwise specified below, emergency housing and emergency shelters shall be regulated as per comparable requirements for hotels and motels.](#)

[\(a\) The number of emergency housing or emergency shelter units allowed on any given property shall be based on the capacity of the building.](#)

(b) On-site services such as laundry, hygiene, meals, case management, and social programs are limited to the residents of the facility.

(c) The organization managing and operating the emergency housing or emergency shelter facilities shall be responsible for the operation and maintenance of the facility itself, and the conduct of the residents of the facility, regardless of whether the organization contracts with a third party for the provision of any services related to the facility itself or its residents.

(d) The organization managing and operating the emergency housing or emergency shelter facilities shall be responsible for the safety of residents of the facility and shall establish a plan to remove individuals who present a threat to other residents or the property of other residents.

(e) The organization managing and operating the emergency housing or emergency shelter facilities shall provide sanitation and basic safety measures including the following:

i. One portable or permanent toilet and handwashing station per 20 persons at a minimum.

ii. If on-site food preparation takes place, a kitchen area separated from sleeping areas with handwashing and dishwashing stations stocked with soap.

iii. Two large first-aid kits that include emergency eye wash bottles and naloxone (Narcan) kits.

iv. Cleaning supplies including gloves, trash grabber-tool, disinfectant, hand sanitizer, masks, buckets, paper towels, etc.

v. Feminine hygiene products.

(f) The organization managing and operating the emergency housing or emergency shelter facilities shall provide a plan to the City that includes the following information. This requirement does not apply to leased emergency housing, per RCW 36.130.020.

(i) Emergency contact;

(ii) Proposed population to be served;

(iii) Safety plan, including criteria for rejection or removal of an individual seeking access to the facility;

(iv) Confirmation of sanitation and basic safety measures required for emergency housing and emergency shelters;

(g) Emergency housing and emergency shelter facilities shall not be placed within a "Community Protection Zone" as defined by RCWs 9.94A.030 and 9.94A.703 as an area within 880 feet of the facilities and grounds of a public or private school.

18.31.120 Permitted land uses.

(1) The primary use of a property is defined by the activity for which the building or lot is intended, designed, arranged, occupied, or maintained. The use is considered permanently established when that use will or has been in continuous operation for a period exceeding 60 days. A use which will operate for less than 60 days is considered a temporary use, and subject to the requirements of Chapter [18.85](#) CMC.

(2) *Explanation of Permitted Use Table.* The permitted use table in this chapter determines whether a use is allowed in a zone. The name of the zone is located on the vertical column and the use is located on the horizontal row of these tables.

(a) *Permitted Use (P).* If the letter “P” appears in the box at the intersection of the column and the row, the use is allowed subject to the review procedures specified in Chapter [14.30](#) CMC and the general requirements of the code.

(b) *Conditional Use (C).* If the letter “C” appears in the box at the intersection of the column and the row, the use is allowed subject to the conditional use review procedures specified in Chapter [14.30](#) CMC, conditional use fees as set forth in the current fee resolution, and the general requirements of the code.

(c) *Use Not Permitted ().* Where no symbol appears in the box at the intersection of the column and the row, the use is not permitted in that zone, except for certain temporary uses.

(d) For uses containing a subscript letter (x), refer to the applicable condition in the “additional provisions” column to the right.

(e) For unlisted uses, the use is assumed to be unpermitted unless the applicant requests a permitted land use determination (see CMC [18.31.130](#)).

(f) *Additional Provisions.* The references, notes, and/or standards in the additional provisions column apply to all such permitted uses, except for those that apply to particular zones as noted in subsection [\(2\)\(d\)](#) of this section.

(g) All applicable requirements shall govern a use whether or not they are cross-referenced in a section.

(3) *Permitted Use Table.* See CMC [18.31.145](#) for special use conditions in the MHO zone.

Table 18.31.120. Uses Permitted in Downtown Zones

Use	TC	MC	GC	MHO	Additional Provisions
RESIDENTIAL					
Primary Uses					
Single-family detached				P	CMC 18.31.140(1) Subject to the density and dimension standards for the R-8 zone (CMC 18.30.030).
Duplex				P	CMC 18.31.140(1) Subject to the density and dimension standards for the R-8 zone (CMC 18.30.030).
Cottage housing				P	See Chapter 18.37 CMC for cottage housing standards
Townhouse	P	P		P _x	_x Subject to the density and dimension standards for the R-8 zone (CMC 18.30.030).
Multifamily	P	P	P	P	
Senior citizen assisted housing	P	P	P	C	
Accessory Uses					
Accessory dwelling unit				P	Subject to limitations on accessory dwelling units in CMC 18.25.030(A)(6)

Use	TC	MC	GC	MHO	Additional Provisions
Bed and breakfast guesthouse				P	
Home occupation	P _x	P _x	P _x	P _x	See CMC 18.80.100 for home occupation standards
Supportive Housing					
Emergency Housing	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	CMC 18.25.030, footnote (12)
Emergency Shelter	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	CMC 18.25.030, footnote (12)
Permanent Supportive Housing	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	CMC 18.25.030, footnote (11)
Transitional Housing	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	CMC 18.25.030, footnote (11)
COMMERCIAL					
Adult entertainment business		P	P		See Chapter 5.20 CMC and CMC 18.25.040(2) .
Animal care	P	P	P		CMC 18.31.140(12)
Business services	P _x	P	P	P _{x,y}	x Operations shall be conducted entirely indoors y Use limited to 5,000sf gross
Car wash and automotive services		P	P		
Day care I	P	P	P	P _x	x Permitted only as an accessory to a single-family detached unit.
Day care II	P	P	P	P	

Use	TC	MC	GC	MHO	Additional Provisions
Drive-through use		P	P		
Electric vehicle parking facility (primary use)		P	P		May not be located adjacent to 272nd Street.
Farmers' markets and public markets	P	P	P		CMC 18.85.125
Gambling and card rooms					
Gasoline stations and battery exchange stations		P	P		CMC 18.31.140(2) May not be located adjacent to 272nd Street.
Hotel	P	P	P	C	
Live/work	P _x	P	P	P	Permitted "work" uses in live/work structures are uses permitted in the applicable zone. x CMC 18.31.140(13)
Marijuana retailer and retail outlets		P	P		CMC 18.33.050
Outdoor commercial			P		
Personal and beauty services	P	P	P	P	
Private parking lot or structure (primary use)					

Use	TC	MC	GC	MHO	Additional Provisions
Professional office	P	P	P	P	
Retail trade and services As listed below and based on net floor area (NFA)/individual use:					CMC 18.31.140(9)
<5,000 sq. ft. NFA	P	P	P	P	
5,000—50,000 sq. ft. NFA	P	P	P		
>50,000 sq. ft. NFA	C	P	P		
Self-service storage		P _x	P _y		CMC 18.31.140(11) x Allowed only west of Highway 18. y Allowed only west of Covington Way.
Shooting ranges			P		CMC 18.31.140(10)
CULTURAL/RECREATION					
Theaters, performing arts center, and museums	P _x	P	P		x The development may not occupy more than one acre for the total of the site development, including any planned phases and/or expansions.
Meeting hall/other group assembly	P _x	P	P	C	x The development may not occupy more than one acre for the total of the site development, including any planned phases and/or expansions.

Use	TC	MC	GC	MHO	Additional Provisions
Physical fitness/recreation club	P/C	P	P	P	CMC 18.31.140(7)
Recreation, indoor	P/C	P	P	P	CMC 18.31.140(8)
Recreation, outdoor	C	P	P	P	
Religious facilities	C _x	P	P	C	x The development may not occupy more than one acre for the total of the site development, including any planned phases and/or expansions.
HEALTH SERVICES					
Emergency care facility	C	P			CMC 18.31.140(3)
Hospital		P			
Medical office/outpatient clinic	P	P		P	CMC 18.31.140(5)
Nursing/personal care facility		P		C	
INDUSTRIAL/MANUFACTURING					
Artisan manufacturing	P _x	P _x	P _x	P _y	x Limited to 3,500 square feet net floor area y Limited to 1,000 square feet net floor area
Asphalt plants					

Use	TC	MC	GC	MHO	Additional Provisions
Light industrial and light manufacturing			P		CMC 18.31.140(4)
GOVERNMENT/INSTITUTIONAL					
Essential public facilities			C		
Government services	P	P	P	P	
Transit stations and commuter parking	P _x	P _x	P	C	x Commuter parking is permitted only as structured parking when not created under a weekday shared parking arrangement.
Major utility facility	C _x	C	P	C	x The development may not occupy more than one acre for the total of the site development, including any planned phases and/or expansions.
Minor utility facility	P	P	P	P	CMC 18.31.140(6)
Schools: compulsory, vocational and higher education	C	P		C	
Maintenance yard			P		
Electrical substation			P		
Transfer station			P		
WIRELESS COMMUNICATION FACILITIES					

Use	TC	MC	GC	MHO	Additional Provisions
Antenna, collocation on an existing structure	P	P	P	P	Chapter 18.70 CMC
Wireless communication facility tower					



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Memo

To: Planning Commission
From: Community Development Long Range Team & BERK Consulting
Date: June 13, 2024
RE: Draft Comprehensive Plan Recommendation
1. Draft City of Covington Comprehensive Plan

This agenda item is for the Planning Commission to recommend to the Department of Commerce, Puget Sound Regional Council (PSRC), to begin reviewing the Comprehensive Plan Update.

Comprehensive Plan Process Overview

Since 2022, the Planning Commission has diligently worked to update each element of the Comprehensive Plan. This process included:

- Informational meetings with city commissions and community members (i.e., commerce, rotary, HOAs, etc.)
- Stakeholder engagement
- Branding initiative with the Arts Commission
- Equity discussions with the Equity and Social Justice Commission
- Economic discussions with the Covington Economic Development Council
- Multiple community outreach initiatives (Covington Days, Social Media, surveys, etc.)
- Open houses in October 2023 and June 2024,
- Regular Commission Meetings

The Planning Commission discussed and provided feedback to staff throughout the process to ensure the plan reflects community input and the collective vision to create a thriving community for all!

The staff and commission have worked to ensure the draft plan meets the King County Countywide Planning Policies and Vision 2050 and touches on the important topics of growth, housing, equity, and providing capital and services are in place for those who live and work in Covington.

The next step in the process is for the Planning Commission to recommend to staff that the draft Comprehensive Plan be submitted to the Department of Commerce, PSRC, and City Council.

Planning Commission Action/Motion:

Commissioner _____ moves, and Commissioner _____ seconds, to make a recommendation to submit the Draft Comprehensive Plan Update to the Puget Sound Regional Council (PSRC), the Department of Commerce, and the Covington City Council for their review and comments.

Next Steps

1. The draft Comprehensive Plan will be submitted to the Puget Sound Regional Council (PSRC) and the Department of Commerce for their review, comments, and approval.
 - Any edits or feedback from these agencies will be shared with the Planning Commission and incorporated by City staff.

- The Planning Commission will formally recommend that the City Council adopt the Comprehensive Plan, including any amendments addressed based on comments received, and hold a public hearing.
2. In July, staff will provide the City Council with a copy of the Comprehensive Plan for their review and request that they provide staff with specific topic areas for discussion.
 - These topics will inform the agenda for up to two joint sessions with the City Council and Planning Commission planned for October 10, 2024, and November 26, 2024 (if needed).
 3. Following these sessions, the City will hold a public hearing to adopt the 2024 Comprehensive Plan Update.

Overview

