

COMMITTEE MEMBERS

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Scott Lampe Pamela Unger
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EAST MAIN CAC DRAFT WORK PLAN

The following draft work plan is based on the anticipated one-year duration of the CAC and the major issues identified by the public to-date. The list is not intended to be exhaustive at this point and topics/issues will be added based on feedback from the public and the CAC. Similarly, the schedule is subject to change and is intended solely for initial planning purposes.

MEETING DATE	PRELIMINARY AGENDA TOPICS	PUBLIC OUT-REACH	
September 23, 2014	<ul style="list-style-type: none"> • Select Chair & Vice-chair • Project kick-off • CAC orientation 	ONGOING OUTREACH & FEEDBACK THROUGH PUBLIC COMMENT, WEBSITE, ONLINE INFO Workshop – vision, issues & ideas	
October 28, 2014	<ul style="list-style-type: none"> • Review feedback from public workshop • Overview and discussion of issues for CAC work plan • Refine scope for CAC schedule and consultant tasks 		
November 25, 2014 (tentative)	<ul style="list-style-type: none"> • Land use – initial discussion of potential land use changes east of 112th, including transit-oriented development (TOD) • Parking – initial discussion of ‘hide-and-ride’ parking in neighborhood • Additional Topics – discussion of other issues and ideas identified by public and CAC 		
December 23, 2014	No Meeting		
January 27, 2015	<ul style="list-style-type: none"> • Land use – review and discuss range of concepts • Parking – draft strategies for addressing issue • Neighborhood Traffic/Access – initial discussion of revisions to neighborhood access and cut-thru traffic • Station Access – initial discussion about pedestrian and bicycle connections to the light rail station 		
February 24, 2015	<ul style="list-style-type: none"> • Land Use – refine concepts for public feedback • Neighborhood Traffic/Access – review and discuss preliminary strategies • Station Access – review and discuss preliminary strategies • Additional Topics – discussion of other issues and ideas identified by public and CAC 		Open House – draft concepts & strategies
March 24, 2015	<ul style="list-style-type: none"> • Review feedback • Provide direction on next steps 		
April 28, 2015	<ul style="list-style-type: none"> • Review of work to date on public review draft • Additional clarification/direction on strategies • Review environmental documentation 		
May 26, 2015	<ul style="list-style-type: none"> • Public Review Draft Report – refine for public hearing 		

EAST MAIN CAC DRAFT WORK PLAN

June 23, 2015	Public Hearing/CAC Meeting <ul style="list-style-type: none"> • Public comment on Public Review Draft Report • CAC direction to staff on preparation of Draft Report/Recommendation to Council 	Hearing	ONGOING (see above)
July 28, 2015	<ul style="list-style-type: none"> • Draft Report/Recommendation – review and finalize 		
August 25, 2015	No Meeting		
September 22, 2015	<ul style="list-style-type: none"> • Approve Final Report/Recommendation to Council • Wrap-up 		

NOTE: All meetings are open to the public and public comment will be accepted in writing and in person at each meeting. There will also be additional opportunities for public input (e.g. open houses, workshops, online surveys) at key points in the process to test proposals, provide and solicit additional information. In addition to the regular meetings, East Main CAC members will be asked to participate in public outreach activities and events in addition to regular meetings as much as personal time and obligations allow.

DRAFT

Citizens' Advisory Committee for the East Main Station Area Plan Formation Procedure and Operating Guidelines

The following document outlines the process to form a Citizens' Advisory Committee (Committee) for the East Main Station Area Plan.

I. Charge

The Committee will work with City staff and consultants to achieve the following project objectives:

- A. Provide guidance to the staff and consultant work on the station area plan.
- B. Engage the community in a planning process that establishes a clear vision and community goals for the station area as well as feedback on key elements within the plan.
- C. Identify and prioritize strategies that enhance the community and help to integrate the station with the surrounding area.
- D. Optimize access to and from the East Main light rail station by pedestrians, bicyclists and transit patrons.
- E. Address neighborhood vehicular access, traffic and parking concerns.
- F. Support the land use vision in Bellevue's *Comprehensive Plan* for each neighborhood adjacent to light rail and encourage appropriate redevelopment where consistent with the City's land use vision:
 1. redevelopment opportunities (e.g. transit-oriented development) only for the properties east of 112th Avenue SE;
 2. no redevelopment will be considered for the residential area west of 112th Avenue SE;
 3. development standards for properties north of Main Street are already being reviewed as part of the Downtown Livability Initiative and will not be revisited as part of this planning process.
- G. The Committee's charge does not include:
 1. deliberations or recommendations on the East Link light rail stations, tracks or ancillary structures, as that authority has specifically been delegated by the City Council to the Light Rail Permitting Citizens' Advisory Committee. Station Area Planning does not include review of anything on Sound Transit's property.
 2. study of noise and visual impact mitigation measures; those elements will be reviewed by the Light Rail Permitting CAC.
 3. any review or recommendations on any issues pertaining to Surrey Downs Park and the East Link project that are being addressed through a separate park master plan process.

The Committee serves in an advisory capacity to the City Council and City boards and commissions. As described in the Committee charge, above, the Committee will provide guidance on the preparation of the station area plan and forward a recommendation for action on the plan to the City Council and appropriate boards and commissions. Upon review of the Committee's work and with input from the appropriate boards and commissions and the public,

City Council will be the final decision-maker on approval of the plan and any specific recommendations.

II. Selection of Members

The City will conduct an open application process for persons interested in serving on the Committee.

- A. The application period will be advertised through multiple media and managed by the City Clerk's Office. In addition to the standard noticing process, staff will use grass roots outreach methods like email blasts, bulletin boards, neighborhood organizations and in-person meetings to advertise the application period.
- B. Applications will be accepted via USPS mail and in person until close of business on Friday, May 23rd.
- C. Applications will be screened by staff for eligibility based on the criteria listed in section (III.A) below.
- D. The Mayor and City Council will be provided with the entire list of applicants.
- E. The Mayor will recommend a slate of committee members from the list of eligible applicants and reflecting, as much as possible, the criteria listed in section (III.B) below.
- F. The City Council will consider and confirm the recommended slate of committee members.
- G. The Committee will be convened within one month of the Council's final action.

III. Committee Membership Eligibility

The Committee will consist of no fewer than seven and no more than eleven members representing a cross-section of interests. The term for all members shall be for the life of the Committee. The project is expected to last approximately eighteen months, with the bulk of the Committee's effort occurring between June 2014 and July 2015. Members of the Committee serve on a voluntary basis without compensation.

- A. To be eligible to serve on the Committee, an applicant must meet the following criteria for the duration of their service:
 1. Must not be a member of more than one additional City Council-appointed board, commission or committee.
 2. Must be a resident, property owner, business owner or a representative of an association or property interest within the boundaries of the East Main Station Area (see attached map). The applicant may represent more than one interest (e.g. individual property owner and association representative) and should identify all that could apply on the application.
- B. As a whole, the Committee should:
 1. Reflect the planning area demographics (e.g. age, income, race, tenure and ethnicity) and geographic diversity.

2. Include a mix of professional backgrounds, especially those experienced in transportation planning, urban design/architecture, urban planning, land development or other similar field.
3. Represent a range of interests including, but not limited to, single family residents, multi-family residents, business owners and operators, land developers, transit riders, bicyclists – no interest shall comprise a majority of the membership.
4. Preference for committee membership will be given to interests (individuals or representatives) within the one-quarter (1/4) mile radius within the planning area.
5. **NOTE:** A Sound Transit relationship will not disqualify anyone from membership because this body will not be making decisions or recommendations related to the East Link project.

IV. Chair and Vice-Chair

The Chair and Vice-Chair shall be selected by the Committee and they shall be full, voting members and serve in those roles for the life of the Committee. The Chair is responsible for running Committee meetings, providing neutral facilitation, and ensuring adherence to these operating guidelines. The Chair will encourage active participation of all Committee members. The Vice-Chair is responsible for assisting the Chair, including carrying out those duties in the absence of the Chair.

V. Meetings

The Committee is anticipated to meet monthly with additional meetings called as needed. The bulk of the Committee's work is anticipated to occur between June 2014 and July 2015, though the City Council may extend the Committee's charge beyond that time. Some meetings may integrate a larger public involvement component, such as an open house with information about specific topics or issues of interest to the Committee and the public. The Committee may choose to hold additional public outreach events outside of regularly-scheduled meeting times as needed. The format of the meeting will be determined by the content and timing of the work program. Regular Committee meetings are anticipated to last 2-3 hours.

Regular meetings of the Committee will be scheduled for a recurring time and place. Other meetings, field trips and tours may be scheduled as needed. The calendar of regular meetings will be approved by the Committee at their first meeting and posted on the project web site. Meetings will be summarized (i.e. major discussions and all decisions) in meeting notes for distribution in advance of the next meeting. All meetings of the Committee will be open to the public with proper prior notice and conducted according to the Washington State Open Public Meetings Act. Committee members will receive instruction on the requirements of the Open Public Meetings Act as well as the requirements of the Committee members under the Washington State Public Records Act during their orientation at the first Committee meeting.

VI. Reaching Agreement

The Committee will prepare a recommendation on a draft station area plan report, including any strategies for implementing the vision for the station area developed through the planning

process. In forming its recommendation, the Committee agrees to recognize that a wide representation of opinions, expertise and objectives exists among the various stakeholders, to respectfully consider all views and the right to participate, and to fully consider all aspects of an issue before taking action. The Committee shall seek to combine the individual members' interests and talents to represent the broad interests of the community in the recommendation.

Whenever possible, decisions will be made by consensus. Every effort will be made to determine the "sense of the committee" and to reach agreement by consensus. On occasion, if consensus is not possible, a vote may be taken. A majority vote of those present shall constitute an action of the Committee. The presence of 50% or more of the voting members shall constitute a quorum. Committee members must be present to vote. For certain decisions, the Chair may call for a vote when the Committee agrees, which can best be facilitated by a show of hands.

VII. Guiding Principles

In performing their duties, Committee members shall abide by these guiding principles:

- A. Search for and create opportunities for consensus.
- B. Understand the magnitude of issues and not dominate with a single viewpoint.
- C. Commit to listen carefully and ask questions in order to understand various issues and viewpoints.
- D. Seek a constructive format for resolving differences.
- E. Be mindful of the impacts their public and private statements may have on the process.
- F. Not speak for the Committee unless so directed by the Chair.

VIII. Attendance

Each Committee member shall make a commitment to attend all scheduled meetings. It shall be the responsibility of members to come to meetings prepared by reviewing materials distributed in advance. Consensus-based decisions and decisions based on a vote will be made by those Committee members present at the meeting. In respect for the schedule and planning process, it will be unacceptable for an absentee member to attempt to revise or reverse a decision made by Committee members in his or her absence.

Due to the limited number of meetings of the Committee, if a member fails to attend three consecutive meetings, they may be removed from the Committee by the Mayor, if more than sixty-percent (60%) of the total membership of the Committee votes to remove the member. Vacancies on the Committee may be filled at the discretion of the Mayor with confirmation by the City Council.

IX. Non-Committee Members

All Committee meetings will be open to the general public. Agendas and relevant materials will be posted to the Committee web site in advance of each meeting. At each Committee meeting, a limited amount of time will be available for oral public comment at the beginning and end of

the meeting. Written comments may be addressed to the Committee in care of staff. Written comments will be compiled by staff and provided to the Committee at the next Committee meeting.

X. Communication with City Council, Boards and Commissions

City staff will present periodic updates of the project to the City Council and make presentations to Boards and Commissions that have authority over certain recommended actions in the plan (e.g. Planning Commission on land use and policy amendments) at the appropriate point in the process. The Chair may be asked to participate in any or all of these presentations.

XI. Support

City staff will manage the overall planning effort. Consultants may be hired to provide technical and clerical support to the Committee. Staff will collaborate with the Committee to help conduct broader public outreach when needed. Staff will maintain a project website on behalf of the Committee.

BELLEVUE EAST LINK PUBLIC INVOLVEMENT GUIDE

October 2013

Bellevue residents have three primary means through which to provide input on the design, construction and mitigation related to Sound Transit’s East Link Light Rail extension. The City of Bellevue’s Light Rail Transit Overlay Citizens Advisory Committee, Station Area Planning program and Sound Transit’s final design process, present multiple opportunities for members of the public to provide feedback on items such as station design, traffic impacts, pedestrian and bicycle connectivity and public art to name a few.

However, with multiple public processes occurring simultaneously, it can be confusing to understand when and where is the right time to make comments on each project area. The following guide is designed to clarify which process is tasked with what, and how the public can be involved in each.

Topic	City of Bellevue Scope & Role		Sound Transit Scope & Role
	Light Rail Transit Overlay Citizens Advisory Committee (CAC)	Station Area Planning (SAP)	
Overall East Link Project Role	<ul style="list-style-type: none"> • City-wide perspective in design and permit review of East Link facilities and tracks • Reviews project components owned, built and operated by Sound Transit <ul style="list-style-type: none"> ○ Tracks/stations ○ Ancillary structures 	<ul style="list-style-type: none"> • Scope tailored to each station and community to recognize their unique characters • Focused from the station property line outward for <ul style="list-style-type: none"> ○ Approximately a ½-mile radius ○ and/or a ten minute walk 	<ul style="list-style-type: none"> • Responsible for station design, which is focused primarily on: <ul style="list-style-type: none"> ○ Physical features and layout of stations ○ Station function <ul style="list-style-type: none"> ▪ Operations ▪ Visual and operation fit of stations
Public Engagement Opportunities	<ul style="list-style-type: none"> • Will convene in public, bi-weekly meetings <ul style="list-style-type: none"> ○ Public comment accepted at each meeting • Public has the opportunity to provide input directly to the CAC in advance of any decision making <ul style="list-style-type: none"> ○ Ex: public open houses, briefings and online surveys/comments 	<ul style="list-style-type: none"> • SAP is a city led and stakeholder driven process • Public involvement strategy tailored to fit the unique needs of each community <ul style="list-style-type: none"> ○ Separate CAC of area stakeholders for Downtown, East Main and Hospital stations ○ Informal, self-identified ad hoc group at South Bellevue Park & Ride, 120th and 130th stations 	<ul style="list-style-type: none"> • Public open houses for each station at the 30%, 60%, 90% design milestones • Provides briefings to property owners, businesses and key stakeholders upon request <ul style="list-style-type: none"> ○ Shares regular project updates online and in person ○ Posts all project documents online ○ Solicits public feedback and comment through online surveys ○ Translates all project materials

Topic	City of Bellevue Scope & Role		Sound Transit Scope & Role
	Light Rail Transit Overlay Citizens Advisory Committee (CAC)	Station Area Planning (SAP)	
Development standards	<ul style="list-style-type: none"> Reviews the light rail system and facilities plans for compliance with already adopted standards The CAC will not develop new development standards 	<ul style="list-style-type: none"> Recommends amendments to existing development standards for future development in the planning area as appropriate <ul style="list-style-type: none"> Not applicable to light rail system and related facilities 	<ul style="list-style-type: none"> Must comply with already adopted development standards
Design guidelines	<ul style="list-style-type: none"> Responsible for establishing station context for Sound Transit to use in designing station platforms and associated station facilities Will review station plans for context sensitive design beginning with the 60% design cycle 	<ul style="list-style-type: none"> Recommends amendments to existing design guidelines for future development in the planning area as appropriate <ul style="list-style-type: none"> Not applicable to light rail system and related facilities 	<ul style="list-style-type: none"> Must comply with City approved design guidelines
Existing and planned conditions	<ul style="list-style-type: none"> Station/alignment character and condition background research could help inform CAC context sensitive design recommendations <ul style="list-style-type: none"> Dependent on timing 	<ul style="list-style-type: none"> Work on existing station area character and conditions will help inform Sound Transit design team and the CAC <ul style="list-style-type: none"> Staff will prepare this background work for each station area 	<ul style="list-style-type: none"> Design team can use information on existing and planned conditions to help guide its station designs
Parking and traffic	<ul style="list-style-type: none"> Provides review of parking facilities and drop-off areas associated with stations <ul style="list-style-type: none"> Does not address neighborhood parking/traffic issues 	<ul style="list-style-type: none"> Addresses changes in traffic patterns and parking in areas surrounding stations <ul style="list-style-type: none"> May include additional City mitigation actions beyond Sound Transit mitigation requirements 	<ul style="list-style-type: none"> Responsible for designing parking facilities and drop off areas associated with the stations and for implementing the mitigation identified in the EIS

Topic	City of Bellevue Scope & Role		Sound Transit Scope & Role
	Light Rail Transit Overlay Citizens Advisory Committee (CAC)	Station Area Planning (SAP)	
Access and connectivity	<ul style="list-style-type: none"> Reviews access points to and from the platform relative to ped/bike routes, drop-off and vehicle parking locations 	<ul style="list-style-type: none"> Reviews existing ped/bike infrastructure and plans for additional ped/bike facilities to provide direct, safe and convenient routes to stations Reviews and refines transit service within the planning area 	<ul style="list-style-type: none"> Must design stations in accordance with existing City of Bellevue code for compliance with access and connectivity requirements
Public safety	<ul style="list-style-type: none"> Considers public safety as an element that informs their recommendation on design and mitigation 	<ul style="list-style-type: none"> Identifies safe and secure routes to and from the stations within at least a ½- mile radius <ul style="list-style-type: none"> Develop strategies to address concerns about potential increased crime 	<ul style="list-style-type: none"> Stations designed using Crime Prevention through Environmental Design (CPTED) to enhance site security <ul style="list-style-type: none"> Open, spacious, well-lit stations that promote safety for all users Clear sight lines and visibility, eliminate/minimize dark/hiding areas
Infrastructure needs	<ul style="list-style-type: none"> Reviews all infrastructure built in Bellevue by Sound Transit 	<ul style="list-style-type: none"> Examines public facilities (ex: parks, utilities, roads, ped/bike ways, lighting, signage) needs to enhance surrounding area and better integrate light rail facilities 	<ul style="list-style-type: none"> Responsible for building all project infrastructure, as well as additional roadways and parks in direct association with East Link
Redevelopment potential	<ul style="list-style-type: none"> Does not apply 	<ul style="list-style-type: none"> Most SAP programs will include evaluation of and plan for potential redevelopment of non-single family residential properties There will be NO redevelopment at the South Bellevue Park & Ride Station or to the single family area west of the East Main 	<ul style="list-style-type: none"> Any remnant properties that Sound Transit does not need once operations begin could be sold and/or redeveloped <ul style="list-style-type: none"> Any potential redevelopment must comply with City of Bellevue zoning and development standards Must obtain city approval through the usual process for any action

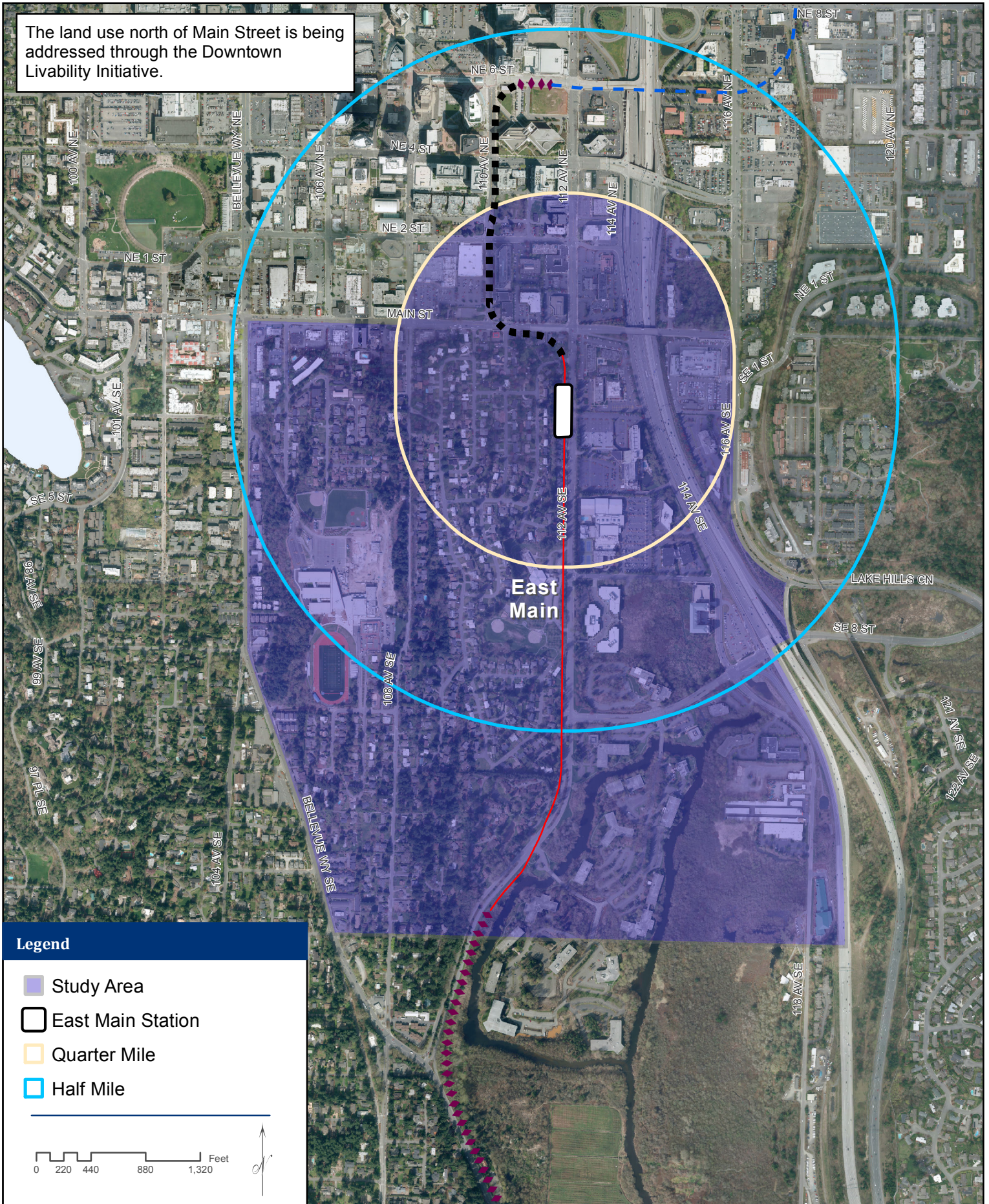
STATION AREA PLANNING – GUIDING PRINCIPLES

Revised per Council direction May 13, 2013

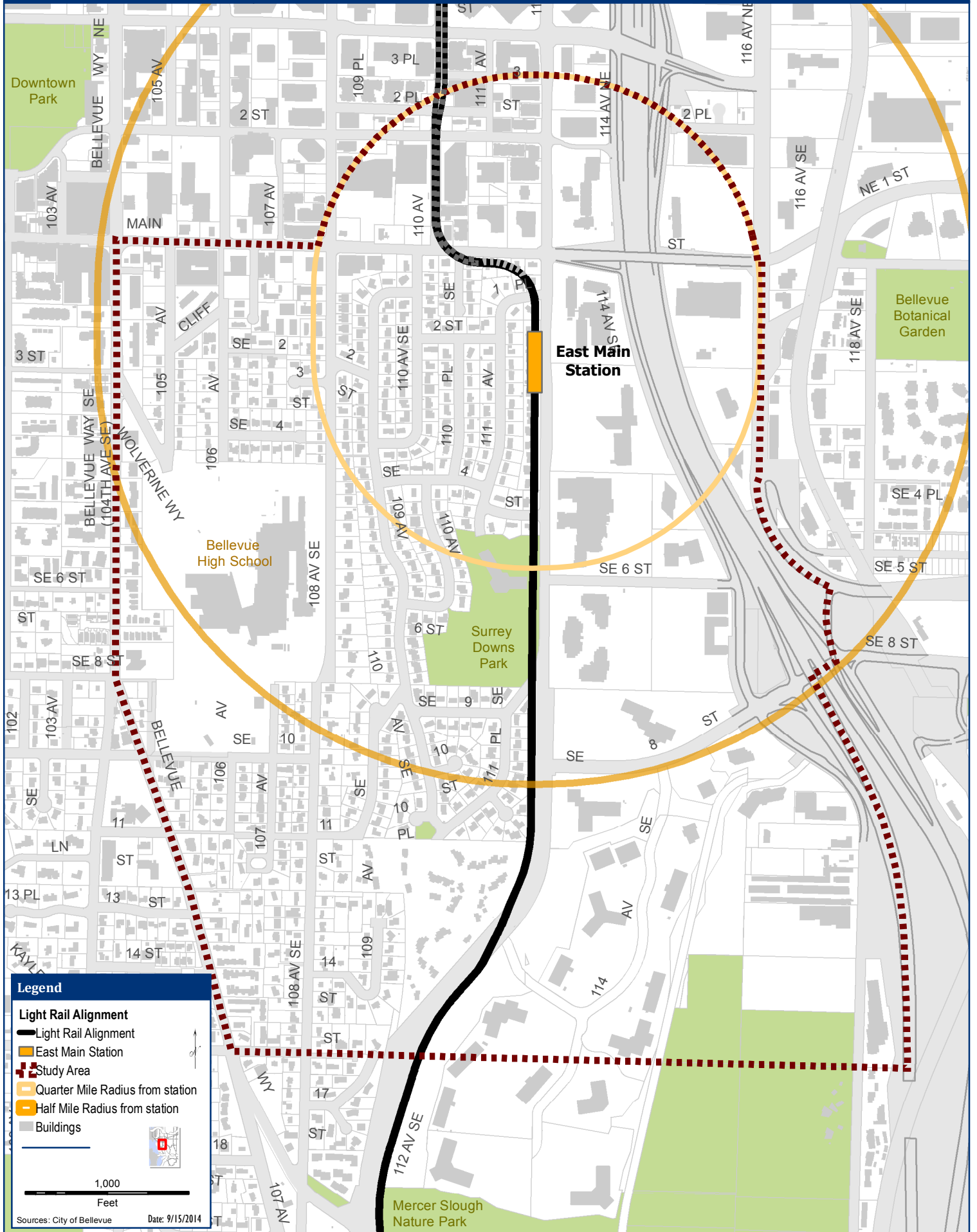
1. Create a sense of ownership by engaging the community in the planning process.
2. Establish a clear vision and confirm the community goals for each station area.
3. Use the investment in light rail as the foundation for other community enhancements.
4. Provide connections to the station that are safe, secure, and convenient for pedestrians and bicycle riders.
5. Provide transit feeder service to light rail.
6. Apply the principles of Universal Design when planning for connections to stations to make them accessible and identifiable to all transit riders irrespective of their language, age, or ability.
7. Preserve community character and ensure context sensitive design where the City's policies preclude land use changes to existing single family residential uses and environmentally sensitive areas.
8. Where consistent with the City's land use vision, encourage the development of projects adjacent to light rail that exhibit the following characteristics:
 - a. An emphasis on being "a place, not a project"
 - b. Includes housing as well as other uses
 - c. Higher urban scale densities
 - d. Pedestrian oriented
 - e. Density tapers down to adjacent lower density communities
 - f. Integrated into the station and/or the neighborhood.

East Main Station Study Area

The land use north of Main Street is being addressed through the Downtown Livability Initiative.



East Main Station Study Area



Legend

- Light Rail Alignment
 - Light Rail Alignment
 - East Main Station
- Study Area
- Quarter Mile Radius from station
- Half Mile Radius from station
- Buildings

1,000 Feet

Sources: City of Bellevue Date: 9/15/2014



East Main Station Area Planning Citizen’s Advisory Committee

About the East Main CAC

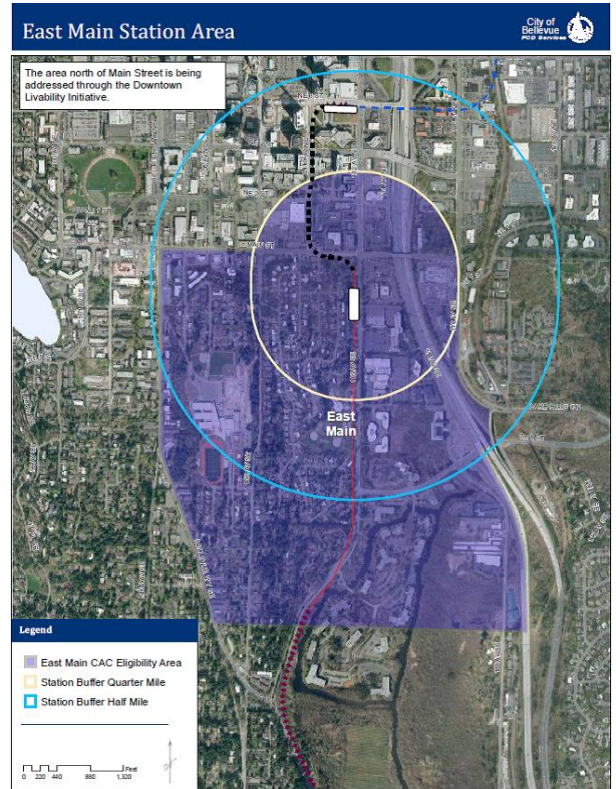
The East Main Station Area Planning Citizen’s Advisory Committee (East Main CAC)—a group of 11 residents and business owners from the East Main study area—was appointed by the City Council in August 2014. It will work with city staff and the community to identify opportunities and concerns to be studied and addressed in this station area plan. Although the full list of issues will be determined after collecting input from the East Main CAC and the public, the group will likely discuss the following significant items:

1. Current and future neighborhood character
2. Neighborhood access, traffic and parking
3. Pedestrian, bicycle and transit connections to the station
4. Zoning to allow for mixed-use development only on the east side of 112th Avenue SE

At the end of an approximately year-long process, the East Main CAC will make recommendations to the City Council about which strategies in the plan to pursue. Those may include potential improvements for pedestrian access to the station, possible changes to access into and out of the neighborhoods to address the closure of Southeast First Place and Southeast Fourth Street, and whether to change the zoning on properties east of 112th Avenue. The East Main CAC will not be addressing the East Main station or the Sound Transit light rail system.

East Main CAC Meetings

East Main CAC meetings are public and occur the fourth Tuesday of each month in room 1E-113 of City Hall, 4-6 p.m. Public comment is available at the start and end of each meeting (please limit comments to three minutes for individuals, and 5 minutes for those representing an official organization). Meeting materials are posted to the CAC website <http://www.bellevuewa.gov/east-main-station.htm> the Friday before each meeting.



East Main CAC Members

<i>Name</i>	<i>Representing</i>
Chris Breiland	Surrey Downs Community Club
John D’Agnone	Business
Christie Hammond	Surrey Downs resident
John King	Surrey Downs Community Club
Scott Lampe	Surrey Downs Community Club
Jim Long	Business
Erin Powell	Bellecrest Neighborhood Association
Danny Rogers	Red Lion Hotel
Alexander Strunkin	Downtown resident
Bill Thurston	Bellevue Club and Hotel Bellevue
Pamela Unger	Surrey Downs resident

Contact

Please contact Kate March, kmarch@bellevuewa.gov or 425-452-2055 for more information about the East Main CAC.

EAST MAIN STATION AREA PLAN – CITY STAFF BIOS

Michael Kattermann, AICP – Project Manager

Mike is the project manager for the station area planning program and will be the primary staff to the East Main CAC. He has been a senior planner with the City of Bellevue for 7-1/2 years and a practicing planner for over thirty years. He co-managed the light rail best practices project, served as a member of the city's light rail project team working with Sound Transit on environmental review and preliminary design, and coordinated the city's outreach on the East Link light rail extension project. Mike also staffs Bellevue Councilmembers on several regional committees focused on growth management issues. His prior experience includes senior technical and management positions with cities in Texas, Arizona and Washington, including five years as planning director for the City of Renton, and 10+ years in private consulting in TX and WA. Mike received a Bachelor of Science in Urban Planning from Michigan State University and a Master of Science in Community and Regional Planning from the University of Texas at Austin. He is a member of the American Institute of Certified Planners (AICP).

Kate March—Community relations support

Kate supports the station area planning program's community outreach and communications needs, and will work closely with the East Main CAC to facilitate public participation. In her role at the City of Bellevue, Kate works across city departments to coordinate and lead community relations efforts for all matters related to Light Rail. Prior to joining the City of Bellevue in the summer of 2013, Kate conceptualized and implemented communications programs for a variety of public, private and nonprofit companies. She received a Bachelor of Arts in Journalism from Western Washington University and a Master of Public Administration from the University of Oregon.

Philip Harris, AICP

Phil provides transportation planning and mapping support for the station area planning program. He has been a senior transportation planner with the City of Bellevue for six years serving as a member of the city's light rail project team working on the environmental and technical review of Sound Transit's East Link light rail project. Before joining the City of Bellevue, Phil spent ten years working on integrating light rail, streetcar and bus projects with urban design and community development in Atlanta, Charlotte and Portland. Phil has a Bachelor of Arts in Geography and Regional Development from Bulmershe College, University of Reading (UK) and a Master of City and Regional Planning from the Georgia Institute of Technology. He is a member of the American Institute of Certified Planners (AICP).

Protocols for City of Bellevue Boards, Commissions, Committees and Task Forces

The construction of the state's Open Public Meetings and Public Records Acts relies on the wording of a 1972 citizen initiative, which provides:

The people of this state do not yield their sovereignty to the agencies which serve them. The people, in delegating authority, do not give their public servants the right to decide what is good for the people to know and what is not good for them to know. The people insist on remaining informed so that they may retain control over the instruments they have created.

The following material summarizes the responsibilities of City Council-appointed Boards, Commissions, Committees and Task Forces in compliance with these laws and in the furtherance of open government.

Meetings

The Open Public Meetings Act (RCW 42.30) applies to all standing, special or advisory boards, commissions, committees or subcommittees appointed by the City Council. All meetings must be open to the public, with the exception that Executive Session may be held on topics authorized by State law.

Staff will assure that proper noticing is provided for regular or special meetings of the Board, Commission, Task Force, or Committee, as well as posting agendas, publishing meeting packet materials, and preparing minutes.

A meeting takes place when a quorum (a majority of the total number of Board, Commission, Committee or Task Force members) is present and information concerning City business is received, discussed, and/or acted upon. No action may legally be taken by the Board, Commission, Committee or Task Force except in a public meeting. At a Special Meeting, action can be taken only on those items appearing on the posted agenda.

“Action” is defined as the transaction of official business, including receipt of public testimony, deliberations, discussions, considerations, reviews, evaluations, and final actions.

To avoid possible violations of the Open Public Meetings Act, staff advise that Board, Commission, Committee or Task Force members avoid any back-and-forth exchange of information, viewpoints, positions or other dialogue via email, conference call, or in person among a quorum of their membership about the business of their organization. Email or other types of exchanges about City business among less than a quorum which are then relayed by a participant to other members, who together would constitute a quorum, should also be avoided.

Public Records

The Public Records Act (RCW 42.56) requires disclosure of all public records (information in any format) that has been created or received by any state or local government agency (including Boards, Commissions, etc.) during the course of public business. While there are exemptions that apply to the disclosure of some public records, these exemptions are narrowly interpreted in the interest of open access to government. The City's Public Records Officer (a member of the City Clerk's Office staff) oversees compliance with the Public Records Act for the City. All requests for public records are coordinated by the Public Records Officer with assistance from department staff and support from the City Attorney's Office.

A record for purposes of the Public Records Act is any "writing" containing information relating to the conduct of government or the performance of any governmental or proprietary function prepared, owned, used, or retained by any state or local agency, regardless of physical form or characteristics (RCW 42.56.010(3)). Public Records staff coordinate the collection of records responsive to requests and review the content for possible exemptions.

To assess a public record's status, it is necessary to determine the message content. The following guidelines apply to records in general as well as to email correspondence.

- Examples of emails or documents which usually need to be retained:
 - Policy and procedure directives
 - Correspondence and/or memoranda related to public business
 - Documents related to legal or audit issues
 - Messages that document City actions, decisions, operations or responsibilities
 - Messages that initiate, authorize, or complete a business transaction
 - Final reports or recommendations
 - Other messages sent or received that relate to the transaction of City business.
- Examples of emails or documents which usually have no retention value:
 - Individual Board/Commission member's copies of meeting notices or reminders
 - Personal messages not related to official business
 - Announcements or bulletins
 - Informal notes
 - Telephone messages that do not contain information that may constitute a public record
 - Information downloaded from network sources such as web sites or bulletin boards
 - Copies of published materials
 - Duplicate copies
 - Requests for information (but not public disclosure requests)
 - Transmittal memos.

Members of Boards, Commissions, Committees, and Task Forces may be required to produce records responsive to requests submitted to the City. While the majority of official copies of records are maintained by the City on behalf of these appointed groups, members may be asked to identify additional responsive records, including personal notes taken at their meetings or

communications such as email messages, text messages, or social media posts that relate to the activities and deliberations of the organization.

In order to comply with City and State records retention policies (RCW 40.14), official records will be maintained and managed by a designated staff liaison.

Staff recommend the following best practices for appointed members of Boards, Commissions, etc.:

- Every effort should be made to limit the creation of email messages that relate to the conduct of government on personal accounts. When email communication is necessary, Commission members should include the official Commission email account (i.e., PlanningCommission@bellevuewa.gov) as a recipient of the message for email retention purposes.
- Segregate email used for public business from email used for personal business by establishing a clearly-named file within your personal email account and/or on the hard drive of your computer to which you file all materials relating to the organization.
- Be prepared to produce official copies of records (including emails from personal accounts) if the contents of the record are responsive to a public records request.

Under RCW 42.56, the City must provide the fullest assistance in response to public disclosure requests. The City's Public Records Officer and/or a representative of the City Attorney's Office will review any documents that may be exempt from disclosure. Courts may award monetary penalties should the City not respond promptly or fully.

Public records are the property of the City and must be managed (preserved, stored, transferred, destroyed, etc.) according to the provisions of RCW 40.14. Staff suggests that Board, Commission, Committee and/or Task Force members copy electronic and paper records not already in possession of the City back to City staff periodically (in the case of ongoing Boards and Commissions) or upon completion of their charge (for shorter duration Committees or Task Forces).

Issued by: Assistant City Manager/City Clerk
Last revised 10/28/13



**CITIZEN ADVISORY COMMITTEE MEETING
EAST MAIN STATION AREA PLAN
Tuesday, September 23, 2014
4:00 P.M. to 6:00 P.M. – Room 1E - 113
Bellevue City Hall – 450 110th Avenue NE**

Time	Item
4:00	1. Welcome – Chris Salomone, Director, PCD Dave Berg, Director, Transportation
4:10	2. Committee Introductions
4:25	3. Committee Procedures – Staff a. Open Meetings & Public Records requirements* - Kyle Stannert b. Committee Charge/Operating Guidelines* (Committee action to approve operating guidelines)
4:40	4. Election of Chair and Vice-Chair – Committee Action
4:50	5. Project Overview – Staff a. East Link b. Project objectives c. Issues, work program & schedule d. Public outreach
5:20	6. Remarks from Mayor Balducci
5:30	7. Public comment – <i>To allow sufficient time for all those who want to address the Committee, speakers are asked to limit their comments to 3 minutes per individual. Thank you.</i>
5:40	8. Review & approve Committee calendar* -- Staff (Committee action to approve calendar)
5:55	9. Other business/questions – Committee
6:00	10. Adjourn

* Materials included in Committee Project Notebook.

Wheelchair accessible. American Sign Language (ASL) interpretation available upon request. Please call at least 48 hours in advance. Assistance for the hearing impaired: dial 711 (TR).

DIRECTION ON STATION AREA PLANNING FROM LIGHT RAIL BEST PRACTICES REPORT

Land Use

Policies:

- Ensure that any future land use that occurs around station areas is consistent with the Comprehensive Plan land use vision for that area, recognizing that:
 1. Some potential station areas (e.g. Bel-Red) could support more intense redevelopment that includes density increases that support transit;
 2. Some potential station areas (e.g. Downtown) could sustain a more transit supportive design and orientation without changes to land use intensity; and
 3. Land use changes would be precluded in existing single family designations and environmentally sensitive areas (e.g. south Bellevue, Mercer Slough).

Actions:

1. Review and update building codes and land use regulations, including parking standards, to encourage transit-oriented development in downtown and Bel-Red. {Land Use, p. 44, #3}
2. Develop interim zoning to provide an immediate framework for transit-oriented development and to prevent unwanted uses. {Land Use, p. 44, #5}
3. Adopt station design guidelines that reflect the character of the adjacent neighborhoods. {Property Values, p. 70, #2}
4. Evaluate targeted infrastructure investments as an incentive for redevelopment in desired areas. {Land Use, p. 45, #8}

Community & Neighborhoods

Policies:

- Protect residential neighborhoods adjacent to light rail facilities from spillover impacts, including parking and cut through traffic, resulting from system construction and/or operation, with techniques such as residential parking zone programs, parking patrols, and traffic calming measures. Monitor the outcomes of these efforts and make adjustments as needed to ensure continued effectiveness.

Actions:

1. Develop design guidelines applicable to transit station area projects. {Land Use, p. 44, #4}
2. Amend the code to include design standards for commercial and multi-family buildings adjacent to stations to incorporate pedestrian-friendly and transit-supportive design features such as entrances fronting the street, pedestrian areas, convenient neighborhood retail services (e.g., cafes, grocers, cleaners), separation of public and private spaces, weather protection, street trees, and durable building materials. {Community & Neighborhoods, p. 22, #10}
3. Evaluate a parking program for areas adjacent to stations. {Community & Neighborhoods, p. 22, #11}

Connecting People to Light Rail

Policies:

- Work with neighborhood groups, business owners, other stakeholders, and the regional transit provider to identify and fund additional improvements that can be constructed efficiently in conjunction with project construction.
- Develop and maintain a safe and convenient pedestrian network to light rail stations, through shared responsibility with the regional transit provider, that is intended to:
 1. Provide short, direct routes within a ten-minute walk;

ATTACHMENT A

2. Incorporate principles of universal design, i.e. designing the pedestrian environment to be usable by all people, to the greatest extent possible, without adaptation;
 3. Maximize safety for all pedestrians at street crossings; and
 4. Give priority to pedestrian access and safety in station areas.
- Provide reliable access to the system for Bellevue residents in cooperation with local and regional transit providers, by ensuring that adequate existing and new park and ride lot capacity, neighborhood bus connections and local and regional express bus services are available.
 - Develop and implement an integrated wayfinding system, incorporating principles of universal design (i.e. designing the pedestrian environment to be usable by all people, to the greatest extent possible, without adaptation) and multiple languages, in conjunction with the regional transit providers, to facilitate transit ridership by all users.

Actions:

1. Consider accelerating Capital Investment Program projects in the vicinity of light rail stations and lines to allow for earlier construction in coordination with light rail construction. {Community & Neighborhoods, p. 23, #14}
2. Invest in bicycle infrastructure within the station area, including bicycle-sensitive loop detectors at intersections, bicycle lanes, and wide curb lanes. {Connecting People to Light Rail, p. 36, #9}
3. Work with transit providers and major employers to provide transit and shuttle linkages to light rail stations. {Connecting People to Light Rail, p. 36, #6}
4. Install marked pedestrian crossings and use traffic calming techniques to provide safe pedestrian connections within the station area. {Connecting People to Light Rail, p. 36, #7}
5. Coordinate with citywide sidewalk priorities to complete network of sidewalks located within a ten-minute walk of stations, including lighting and safety improvements on major arterials. {Connecting People to Light Rail, p. 36, #8}
6. Install signage within a ten-minute walk of station areas to provide directions to light rail transit stations and facilitate pedestrian activity. {Connecting People to Light Rail, p. 36, #10}
7. Coordinate on traffic-calming and diversion techniques to mitigate for cut-through traffic in residential areas. {Property Values, p. 70, #4}
8. Coordinate infrastructure improvements with regional transit providers to minimize disruptions and identify efficiencies in construction timing. {Property Values, p. 70, #5}

Street Design and Operational Changes

Policies:

- Employ principles of universal design (i.e. designing the pedestrian environment to be usable by all people, to the greatest extent possible, without adaptation) in streets within station planning areas to accommodate the widest range of potential users, including people with mobility and visual impairments and other special needs.

Actions:

1. Establish Capital Investment Program projects to complement the light rail investment with improvements in street design, signal operations, and pedestrian-related features. {Street Design & Operations, p. 53, #11}

Station Security

Policies:

- Develop agreements with the regional transit provider to ensure long-term safety and security, operation and maintenance of stations.

Actions:

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1. Review and update street design manual to ensure that all new pedestrian paths, sidewalks, and streets developed or renovated to serve a light rail station should include crime prevention design principles. {Station Security, p. 76, #3}
2. Bellevue Police should work with Sound Transit to develop a security program for Bellevue's stations and to report back to City Council with recommendations on city actions required to protect neighborhoods from undesirable impacts and ensure the security of Bellevue citizens. {Station Security, p. 76, #5}
3. Add lighting to bring all sidewalks and streets within a ten-minute walk of light rail stations up to current city lighting standards. {Station Security, p. 77, #7}

Light Rail Transit Policies – Bellevue Comprehensive Plan

Community Integration

POLICY TR-75.16. Work with neighborhood groups, business owners, other stakeholders, and the regional transit provider to identify and fund additional improvements that can be constructed efficiently in conjunction with project construction.

POLICY TR-75.18. Protect residential neighborhoods adjacent to light rail facilities from spillover impacts, including parking and cut through traffic, resulting from system construction and/or operation, with techniques such as residential parking zone programs, parking patrols, and traffic calming measures. Monitor the outcomes of these efforts and make adjustments as needed to ensure continued effectiveness.

Discussion: "Residential neighborhoods," for purposes of these Light Rail Transit policies, refers to an existing land use pattern dominated by single family and/or multi-family development. It also refers to a mixed use area where the residential use is well-established to the point where the residential character (e.g. street level activity, streetscape and amenities) is a strong element of the area. Unless otherwise noted, "residential neighborhoods" does not refer to the specific zoning of residential uses.

POLICY TR-75.19. Ensure that any future land use that occurs around station areas is consistent with the Comprehensive Plan land use vision for that area, recognizing that:

1. Some potential station areas (e.g. Bel-Red) could support more intense redevelopment that includes density increases that support transit;
2. Some potential station areas (e.g. Downtown) could sustain a more transit supportive design and orientation without changes to land use intensity; and
3. Land use changes would be precluded in existing single family designations and environmentally sensitive areas (e.g. south Bellevue, Mercer Slough).

System Access

POLICY TR-75.25. Develop and maintain a safe and convenient pedestrian network to light rail stations, through shared responsibility with the regional transit provider, that is intended to:

1. Provide short, direct routes within a ten-minute walk;
2. Incorporate principles of universal design, i.e. designing the pedestrian environment to be usable by all people, to the greatest extent possible, without adaptation;
3. Maximize safety for all pedestrians at street crossings; and
4. Give priority to pedestrian access and safety in station areas.

POLICY TR-75.26. Employ principles of universal design (i.e. designing the pedestrian environment to be usable by all people, to the greatest extent possible, without adaptation) in

ATTACHMENT A

streets within station planning areas to accommodate the widest range of potential users, including people with mobility and visual impairments and other special needs.

POLICY TR-75.27. Provide reliable access to the system for Bellevue residents in cooperation with local and regional transit providers, by ensuring that adequate existing and new park and ride lot capacity, neighborhood bus connections and local and regional express bus services are available.

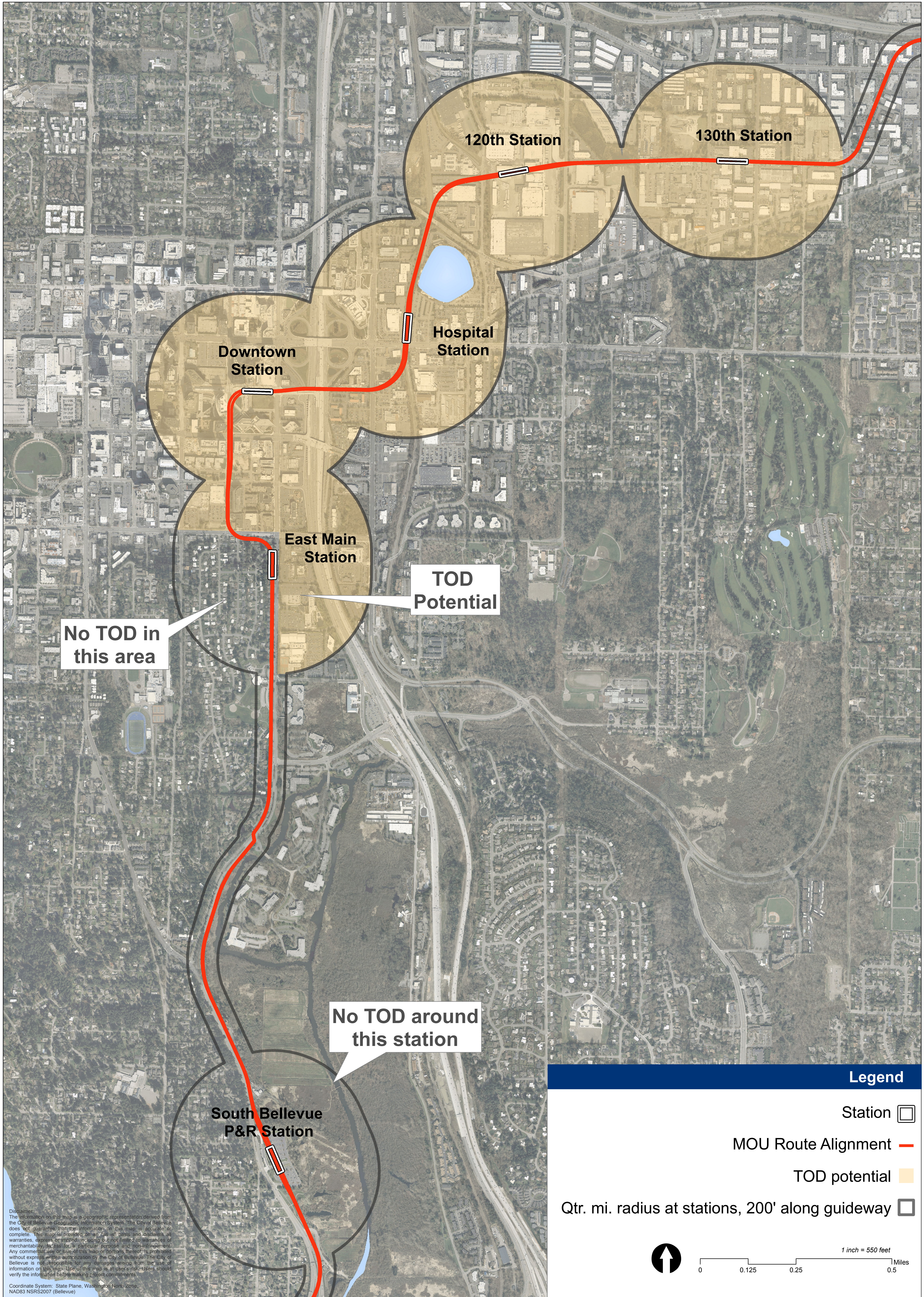
POLICY TR-75.28. Facilitate intermodal transfers and increased access to transit stations through partnerships with public and private providers of transit and shuttle services. Encourage transit-to-transit, transit-to-pedestrian, transit-to-bicycle, and transit-to-pick-up/drop-off transfers, with an emphasis on safety for people transferring between the station platform and the various modes.

Discussion: Facilitation of intermodal transfers encompasses the provision of convenient, well-lighted and secure storage at stations sufficient to accommodate a range of modes (e.g. bicycles and other small motorized and non-motorized vehicles).

POLICY TR-75.29. Develop and implement an integrated wayfinding system, incorporating principles of universal design (i.e. designing the pedestrian environment to be usable by all people, to the greatest extent possible, without adaptation) and multiple languages, in conjunction with the regional transit providers, to facilitate transit ridership by all users.

Station Area Planning

Areas with Potential for Transit Oriented Development



No TOD in this area

TOD Potential

No TOD around this station

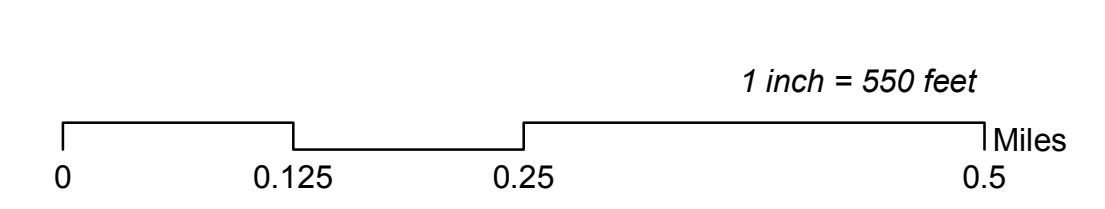
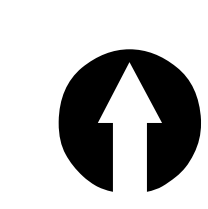
Legend

Station

MOU Route Alignment

TOD potential

Qtr. mi. radius at stations, 200' along guideway



Disclaimer:
The information on this map is a geographic representation derived from the City of Bellevue Geographic Information System. The City of Bellevue does not guarantee that the information on this map is accurate or complete. This map is provided on an "as is" basis and disclaims all warranties, express or implied, including but not limited to warranties of merchantability, fitness for a particular purpose and non-infringement. Any commercial use or sale of this map or portions thereof is prohibited without express written authorization by the City of Bellevue. The City of Bellevue is not responsible for any damages arising from the use of information on this map. Use of this map is at user's risk. Users should verify the information before making project commitments.



LIGHT RAIL PERMITTING CITIZEN ADVISORY COMMITTEE

ADVISORY DOCUMENT

CONTEXT SETTING REVIEW PHASE - JANUARY 15, 2014

Introduction

The Light Rail Permitting Citizen Advisory Committee (CAC) was appointed by the Bellevue City Council consistent with the terms of the Light Rail Overlay regulations contained in the city's Land Use Code (LUC). Land Use Code section 20.25M.035.A describes the CAC purpose to:

1. Dedicate the time necessary to represent community, neighborhood and citywide interests in the permit review process; and
2. Ensure that issues of importance are surfaced early in the permit review process while there is still time to address design issues while minimizing cost implications; and
3. **Consider the communities and land uses through which the RLRT System or Facility passes, and set "the context" for the regional transit authority to respond to as facility design progresses***; and
4. Help guide RLRT System and Facility design to ensure that neighborhood objectives are considered and design is context sensitive by engaging in on-going dialogue with the regional transit authority and the City, and by monitoring follow-through; and
5. Provide a venue for receipt of public comment on the proposed RLRT Facilities and their consistency with the policy and regulatory guidance of paragraph 20.25M.035.E below and Sections 20.25M.040 and 20.25M.050 of this Part; and
6. Build the public's sense of ownership in the project; and
7. Ensure CAC participation is streamlined and effectively integrated into the permit review process to avoid delays in project delivery.

* Identifies the focus of this Advisory Document

Section 20.25M.035.C of the LUC guides the scope of CAC work to ensure that the Committee's intended purpose is achieved, and describes the CAC role as advisory to city staff who are charged with making decisions on the Design and Mitigation Permits required to approve light rail systems and facilities. The CAC work is intended to occur in phases that are roughly aligned with Sound Transit design phases and city permit review phases in order to achieve permit streamlining and consolidation objectives. For each phase of review, the CAC is charged with providing feedback in an Advisory Document, and city staff is charged with supporting CAC preparation of this work product (LUC 20.25M.035D.3). This written summary constitutes the Advisory Document for the Context Setting Review Phase per item #3 above.

Context Setting Review

The work product required following the Context Setting Phase of CAC review is intended to provide “context” to which Sound Transit should respond when designing elements and features of the East Link light rail system and facility, and by which permit compliance should be judged. The work of the CAC during this review phase was informed by three CAC meeting topics.

At its first meeting on October 24, 2013, the CAC toured the Central Link project to familiarize CAC members with project elements that support the Link light rail system and its associated functions, and common design features used to mitigate project impacts. At its November 20 meeting, the CAC reviewed context setting material samples assembled by city staff from presentations to and feedback from the Arts Commission and Light Rail Best Practices Committee. On that same night, Sound Transit staff presented the 130th Station design package to the CAC to determine if the submittal provided an appropriate level of detail or whether additional information was necessary for CAC members to evaluate compliance with policy and design guidelines during later CAC review phases. At its December 4th meeting the CAC toured the Bellevue subareas through which the East Link alignment, as it was approved by the Sound Transit Board and the Bellevue City Council, will pass. Members of the CAC were able to develop a more comprehensive perspective of the future alignment and its significant features, and the present context in Enatai, Surrey Downs, the commercial areas east of 112th Ave SE, Downtown, Wilburton, the vicinity of Lake Bellevue, and in Bel-Red.

Context Setting Advice

On December 18th, the CAC considered the context and design considerations that were provided in LUC 20.25M.050.B, and offered additional input that should be considered for each subarea through which the East Link alignment is proposed to pass. The context and design considerations from the Land Use Code together with the additional input provided by the CAC has been organized by subarea and general alignment sections and presented below for ease of reference. This constitutes the CAC Advisory Document on the Context Setting phase of its review, and will be used to determine whether the proposed design and mitigation complies with the context sensitivity provisions of the Land Use Code.

1. Southwest Bellevue Subarea (LUC 20.25M.050.B.1). In addition to complying with all applicable provisions of the Southwest Bellevue Subarea Plan, the design intent for the RLRT system and facility segment that passes through this subarea is to contribute to the major City gateway feature that already helps define Bellevue Way and the 112th Corridor. The RLRT system or facility design should reflect the tree-lined boulevard that is envisioned for the subarea, and where there are space constraints within the transportation cross-section, design features such as living walls and concrete surface treatments should be employed to achieve corridor continuity. The presence of the South Bellevue park and ride and station when viewed from the neighborhood above and Bellevue Way to the west, as well as from park trails to the east, should be softened through tree retention where possible and enhanced landscaping and “greening features” such as living walls and trellises. Design features

for the alignment passing through this subarea and for the East Main Station should include landscaping that provides dense screening when viewed from residential areas and visual relief along transportation rights-of-way while maintaining sightlines that ensure user safety. Design features should be incorporated to discourage vehicular drop-off activities adjacent to the single-family areas. The character of this area is defined by:

- a. The expansive Mercer Slough Nature Park;
- b. Historic references to truck farming of strawberries and blueberries;
- c. Retained and enhanced tree and landscaped areas that complement and screen transportation uses from residential and commercial development; and
- d. Unique, low-density residential character that conveys the feeling of a small town within a larger City.

The CAC advises that the following additional context and design considerations should be considered when evaluating the East Link project in the Southwest Bellevue Subarea for context sensitivity during future CAC permit review phases.

- e. The alignment transition from the I-90 right-of-way to the South Bellevue Station should be reflected as a “Grand Entry” into Bellevue. This gateway area defines Bellevue as the “City in a Park.” The gateway serves a number of functions, and should appropriately greet the different users that pass through it, including transit riders, vehicles, residents, visitors to the Mercer Slough Nature Park, bicyclists from the I-90 trail, fish (specifically salmon), and wildlife.
- f. All structures located at the South Bellevue Park and Ride and Station should be designed to express a strong ecological connection to Mercer Slough Nature Park.
- g. The South Bellevue Park & Ride garage should incorporate green/living walls and trellis structures on the roof level in addition to interesting concrete surface treatments to break down mass and scale, and to help blend the garage into the Mercer Slough Nature Park when viewed from the neighborhoods to the west and the park to the east.
- h. References to Southwest Bellevue’s truck farming history should be incorporated into the South Bellevue Station and Parking Garage.
- i. Along 112th SE design treatments and mitigation should be complementary to differing levels of development intensity that exist on the east (commercially developed) and the west (residentially developed) sides of the road.
- j. The portal and tunnel between the East Main and Downtown Stations present an opportunity to “Visually Transport” transit riders from the historic mid-century modern, stable neighborhoods of Southwest Bellevue to the bustling urban context

of the Downtown. Art on the portal and in the tunnel could help depict the transition from the suburban context to the urban context.

- k. Landscaping should be employed to soften the impact of the portal structure adjacent to the East Main Station. If art opportunities are employed, additional emphasis on the concrete mass of the East Main portal structure should be avoided.
 - l. Wayfinding at the East Main Station should include “youth friendly” information for riders who will be accessing Bellevue High School.
2. Downtown Subarea (LUC 20.25M.050.B.2). In addition to complying with all applicable provisions of the Downtown Subarea Plan, the design intent for the RLRT system and facility segment that passes through this subarea is to enhance Downtown Bellevue’s identity as an urban center that serves as the residential, economic, and cultural heart of the Eastside. The above-ground expression of the Downtown Station is envisioned as a highly utilized urban “place” with an architectural vocabulary that not only reflects and communicates the high quality urban character of Downtown as a whole, but also complements the immediately adjacent civic center uses including Bellevue City Hall, Meydenbauer Convention Center, the Transit Center, Pedestrian Corridor, and the Downtown Art Walk. The alignment crossing over I-405 will be prominent to visitors entering, leaving, and passing through the Downtown, and its design should be viewed as an opportunity to create a landmark that connects Downtown Bellevue with areas of the City to the east. The station and freeway crossing should reflect Bellevue’s branding, and should be comfortable and attractive places to be and experience, with high quality furnishings and public art that capitalize on place-making opportunities. The character of this area is defined by:
- a. Private entertainment and cultural attractions;
 - b. High quality urban amenities such as pedestrian oriented development and weather protection that encourages people to linger and not just pass through;
 - c. High rise buildings that attract a creative and innovative work force;
 - d. Multifamily developments that attract urban dwellers that are less tied to their vehicles to accomplish day-to-day tasks;
 - e. Great public infrastructure including roadways, transit and pedestrian improvements, parks and public buildings; and
 - f. Stable property values that make it a desirable place for businesses to locate and invest.

The CAC advises that the following additional context and design considerations should be considered when evaluating the East Link project in the Downtown Subarea for context sensitivity during future CAC permit review phases.

- g. The Downtown Station should convey a sense of arrival at a bustling economic hub that provides access to retail, visitor services, offices, and urban residential neighborhoods.
 - h. The station should convey a future focus on smart growth, and the importance of transit to the success of sustainable development.
 - i. The aesthetics of the station roof should be taken into account and finished to enhance views down on the Downtown station for adjacent high rise and convention center development.
 - j. Clear connectivity, accessibility, and wayfinding should be provided between the Downtown Station, the Bellevue City Hall site, and the Bus Transit Center.
3. Wilburton/NE 8th Street Subarea (LUC 20.25M.050.B.3). In addition to complying with all applicable provisions of the Wilburton/N.E. 8th Street Subarea Plan, the design intent for the RLRT system and facility segment that passes through this subarea is to focus on the hospital station's role as a gateway location to points east of Downtown on to Bel-Red and beyond. The alignment crossing over I-405 should create a cohesive connection between the Downtown and hospital stations, but the hospital station itself should have its own identity. With significant ridership anticipated to be generated from the Medical Institution District to the west, the hospital station should take design cues from the hospital, the ambulatory health care center, and the medical office buildings that were designed to be responsive to the Medical Institution Design Guidelines that are shaping the character of this area. The character of this area is emerging and design guidelines envision an area defined by:
- a. Outdoor spaces that promote visually pleasing, safe, and healing/calming environments for workers, patients accessing health care services, and visitors;
 - b. Buildings and site areas which include landscaping with living material as well as special pavements, trellises, screen wall planters, water, rock features, art, and furnishings;
 - c. Institutional landmarks that convey an image of public use and provide a prominent landmark in the community; and
 - d. Quality design, materials, and finishes to provide a distinct identity that conveys a sense of permanence and durability.

The CAC advises that the following additional context and design considerations should be considered when evaluating the East Link project in the Wilburton/NE 8th Street Subarea for context sensitivity during future CAC permit review phases.

- e. Height of the flyovers (freeway, 116th Ave NE, and NE 8th) between the Downtown Station and the Hospital Station presents unique opportunities and challenges.

- i. Design attention should be given to the under-portions of the flyover structures that will be visible from vehicles and pedestrians that pass underneath them.
 - ii. Required railings on the flyover structures could present an art opportunity if they could be employed without further emphasizing the mass of the structure.
- f. The aesthetics of the Hospital station roof should be taken into account and finished to enhance views down on the station for adjacent development on Midlakes Hill to the east and future development anticipated in the Wilburton Village.
- g. Clear connectivity, accessibility, and wayfinding should be provided between the Hospital Station and the Medical Institution District where Overlake Hospital and the Group Health Ambulatory Care Center are located.
- h. Weather protection should be provided on the route between the Hospital Station and the Medical Institution District.
- i. References to the freight hub and rail platform that served Bellevue's historic truck farming industry should be incorporated into the Hospital Station.
- j. Physical connections and clear wayfinding should be provided between the Hospital Station and the regional trail proposed for the old Burlington Northern Railroad right-of-way.
- k. The Hospital station context should convey a sense of institutional permanence and quality that is broader in focus than accessibility to health care.

4. Bel-Red Subarea (LUC 20.25M.050.B.4). In addition to complying with all applicable provisions of the Bel-Red Subarea Plan, the design intent for the RLRT system and facility segment that passes through this subarea is to foster a new path for Bel-Red that is directed toward a model of compact, mixed use, and "smart growth" that represents a departure from the area's historic industrial roots. The 2013 context provides only glimpses of the future that is envisioned for this area. As a result, the public investment in light rail infrastructure provides an opportunity to reinforce the future outcomes that are desired for the area. The desired future character of this area is undefined by current development, but the Bel-Red Subarea Plan envisions a condition that is defined by:

- a. A thriving economy anchored by major employers, businesses unique to the subarea, and services important to the local community;
- b. Vibrant, diverse, and walkable neighborhoods that support housing, population, and income diversity;
- c. A comprehensive and connected parks and open space system;

- d. Environmental improvements resulting from redevelopment;
- e. A multimodal transportation system;
- f. An unique cultural environment;
- g. Scale of development that does not compete with Downtown, and provides a graceful transition to residential areas farther to the east; and
- h. Sustainable development using state of the art techniques to enhance the natural and built environment and create a livable community.

The CAC found the context and design considerations for the Bel-Red Subarea in LUC 20.25M.050.B.4 to be very thorough. The CAC advises that wayfinding to and from the 120th Street Station should receive special attention to ensure that pedestrians are able to easily locate the station within the larger Spring District complex.

5. General Alignment. In addition to the subarea specific context advice provided above, the CAC advises that the following context and design considerations should be taken into account across the entire East Link alignment.
 - a. Art should be used to tell the history of Bellevue
 - b. Stations and associated features and amenities should be accessible to all users.
 - c. Signage and wayfinding should create continuity across the alignment and individuality that helps define and enhance specific points of interest along the alignment.
 - d. Light rail through Bellevue should be a “two way experience” for riders, and opportunities for art, design, landscaping and architectural detail should be considered when viewed from trains traveling to both Redmond and Seattle.
 - e. Visual simulations of sensitive view sheds (such as views of the South Bellevue Parking Garage from Mercer Slough Nature Park and Enatai) would be useful for assessing context sensitivity during future phases of CAC review.

Next Steps

The advice contained in this Advisory Document should be forwarded to Sound Transit for use in refining its design of elements and features of the East Link light rail system. This advice should also be shared with the Arts Commission as they evaluate arts opportunities and commission art associated with the East Link project, and with Wright Runstad as the company progresses in the design and development of the Spring District project. Context setting completed by the Light Rail Permitting CAC may also help inform development of character profiles during future work undertaken as part of the Station Area planning program.

Southwest Bellevue Subarea Plan

OVERVIEW

Southwest Bellevue's location with respect to Lake Washington and Mercer Slough played a key role in shaping its development. Close proximity to the lake and the subsequent ferry system and bridges contributed to Southwest Bellevue's early settlement.

William Meydenbauer and Aaron Mercer were among the first white settlers in the Bellevue area. In 1869, Meydenbauer staked a claim to the area around the bay that now bears his name. Mercer settled on 80.5 acres on the west bank of Mercer Slough which, at that time, extended west to the present location of Bellevue Way and 112th Avenue SE.

In the late 1800s, logging industries occupied much of Southwest Bellevue. Logging operators concentrated their timber harvesting efforts generally within a mile of the lake to facilitate the floating of logs to the nearby Wilburton sawmill. Meydenbauer Bay became the repository for logs awaiting transport to mills on the west side of Lake Washington.

Prior to the construction of bridges spanning Lake Washington, area residents relied on a steamer ferry system. The first ferry landing dock was built in 1904 at Burrows Landing, south of the present-day Chism Park. Additional boat landings were located on the south shore of Meydenbauer Bay (Calvert's Landing), in the town of Beaux Arts, and in Killarney.

Construction of the ship canal between Lake Union and Lake Washington, lowered the level of Lake Washington by 21 feet, thereby altering the configuration of Mercer Slough. No longer could steamers traverse its course as far north as the Wilburton Mill, close to the present location of Bellevue City Hall. However, the resulting exposure of land afforded area farmers expanded opportunity for agricultural enterprises. In 1920, a drainage project in Mercer Slough enhanced the area for farming. In the 1970s, demolition debris from Seattle filled portions of the north part of the Slough where the Bellefield Office Park now provides employment opportunities in a lush wetland setting.

In the 1920s and 1930s, the area experienced steady population growth. At that time, the primary industries included sawmills, canneries, boat building, truck farming, chicken ranching, orchards and berry farming. Also, in 1902, a holly farm was

established at Yarrow Point and in 1903, was expanded to include a 10-acre site in the Enatai neighborhood. At one time this industry was the largest supplier of holly in the United States. In 1933, a blueberry farm was planted in the vicinity of the Barnes and Noble Bookstore and the Goodguys in downtown Bellevue, and was moved to Mercer Slough in 1947 to become the Overlake Blueberry Farm. For a 25-year period ending in 1947, the American Pacific Whaling Company wintered its fleet of boats in Meydenbauer Bay. Residential population in the Bellevue area expanded in the 1940s and 1950s with the completion in 1938 of the Lake Washington (Mercer Island, I-90) Floating Bridge.

Today, Southwest Bellevue exhibits the characteristics of a neighborhood, or a quiet town within the City, that has evolved over time. Despite the proximity to downtown Bellevue, residents characterize much of the area as “quaint” and “rustic,” and they speak fondly of the unique qualities that set Southwest Bellevue apart. By comparison, other suburban residential areas in Bellevue have a predictable similarity about them, and would not likely evoke a vision of “rustic.” Just what makes Southwest Bellevue special?

Trees! When viewed from downtown Bellevue, Interstate 405, Interstate 90, or Lake Washington, the dominant feature of Southwest Bellevue is the trees. These trees are the Douglas Fir, Western Hemlock, and Western Red Cedar that reforested the hills following the logging activity of the late 1800s. Without any requirement to preserve trees, but rather the desire to maintain the wooded character, housing developers built thousands of new houses while retaining a significant amount of the native vegetation. Relatively undisturbed forest exists on steep slope areas. In other areas, the trees are part of the maintained landscape surrounding houses, schools, and churches. Where new housing was built on cleared sites in the 1950s and 1960s, planted trees have assumed a dominant position on the skyline. The community values the continued maintenance and planting of trees to assure the long-term health of Southwest Bellevue’s urban forest.

Instead of setting out a strict grid street pattern, King County and later, the City of Bellevue worked with Southwest Bellevue developers to establish a curvilinear, yet interconnected street system. There are very few cul-de-sacs in Southwest Bellevue. This street system was laid out with sensitivity to the local topography and other natural features of the land, as well as to discourage cut-through traffic and to provide multiple options for travel routes. Streets tend to be narrower than in other parts of the City and many do not have curbs and sidewalks. Beneficiaries of this street system are the pedestrians and bicyclists who can travel on most of the residential streets in relative safety.

Another feature closely related to the street system is the variety of residential lot sizes. Individual lots vary in size from more than an acre to less than one quarter

of an acre. The distance between streets, the local topography, the historical land use pattern, and the development regulations under King County and Bellevue contribute to wide range of lot sizes. A mix of large and small lots, a range of zoning designations, and the many years of incremental development contribute to a mix of housing types, styles, and sizes. The corresponding range of prices provides housing opportunities for a wide economic range of households. Southwest Bellevue's residential areas are generally well maintained and highly desirable. Homeowners are upgrading and expanding their homes as their needs change. Rather than moving from the neighborhood they are investing in its future. The wide range of housing choices yields a diversity of population that the community views as an asset, helping to create a vibrant neighborhood with a mix of new and long-term residents.

Within Southwest Bellevue are several important elements that build a sense of community; the schools, churches, parks, and neighborhood businesses. Southwest Bellevue is home to Enatai Elementary School and Bellevue High School. A second elementary school, Surrey Downs Elementary closed in 1981, yet still provides some community functions through the District Court, child care center, and playfields. Southwest Bellevue's churches serve the residents of the immediate area as well as the larger community. Religious and community events provide many opportunities for residents to come together. The City of Bellevue's parks system in Southwest Bellevue is diverse and unique. From the expansive Mercer Slough Nature Park, to the tiny Burrows Landing and Chesterfield Beach Parks, public open space is well dispersed and provides a wide range of outdoor recreational opportunities. Long-established neighborhood businesses along Bellevue Way provide a sense of place and continuity for residents in a fast-changing community. Chace's Pancake Corral and the Bellevue Nursery are among the businesses that have for many years contributed to the quality of life of Bellevue residents.

Bellevue Way is the primary gateway to downtown Bellevue from the south. It carries a large volume of traffic between Downtown and I-90 and is well served by transit. High quality, higher density residential development has been built along Bellevue Way, particularly north of the Fire Station #1 at SE 8th Street. Possibly as a consequence of the impacts of heavy traffic on Bellevue Way, some Single-family residences south of the fire station and on the east side of the street have not been as well maintained as in other areas of Southwest Bellevue. Redevelopment to higher density residential uses in this area that has direct access to the east side of Bellevue Way may enhance the visual appearance of the Bellevue Way corridor as well as provide additional housing opportunities. New businesses in existing commercial areas will add to the vitality and interest along the street, and provide goods and services to residents within walking distance of their homes.

While Southwest Bellevue will evolve over time as circumstances change, it will remain a highly desirable area for current and future residents. Planned growth will

help protect the characteristics of Southwest Bellevue that residents enjoy coming home to. New, higher density residential development will be restricted to the Bellevue Way corridor, and around Meydenbauer Bay. Within the Single-family residential areas, zoning regulations will preclude more intensive uses of the land and will ensure a stable, familiar land use pattern. Modernization and expansion of Single-family dwellings is likely to be ongoing as household needs change. Although some change is inevitable, and may in fact be desirable, the wooded, rustic setting that sets Southwest Bellevue apart will continue to enhance the quality of life for Southwest Bellevue residents.

Land Use

GOALS:

- **To provide for land use patterns and densities which minimize the conflict between zoning and existing land use.**
- **To protect and maintain the Single-family residential neighborhoods through the application of zoning.**
- **To maintain a variety of residential areas of different densities and housing types so that a wide range of housing opportunities will be available.**
- **To preserve the residential land uses at the entrances to residential neighborhoods such as Surrey Downs.**

POLICIES

POLICY S-SW-1. Support the existing land use patterns and densities as shown on the Land Use Plan (*Figure S-SSW.1*) with the maintenance of capital facilities and services.

POLICY S-SW-2. Protect single-family residential neighborhoods from the adverse impacts of multifamily and commercial development.

POLICY S-SW-3. Limit expansion of retail service and professional office uses to locations where permitted by this subarea plan.

POLICY S-SW-4. Support neighborhood business areas to provide convenient local shopping opportunities.

POLICY S-SW-5. Residential development up to 15 units per acre (R-15) is appropriate on the land designated Multifamily-Medium (MF-M) at 1108 and 1110 Bellevue Way S.E.

POLICY S-SW-6. Zoning designations of R-2.5 and R-3.5 are appropriate to reflect the existing development density on the land designated Single-family - Medium on the west side of 104th Avenue S.E. in the vicinity of S.E. 16th Street.

POLICY S-SW-7. Zoning designations of R-2.5 and R-3.5 are appropriate to reflect the existing development density on land designated Single-family - Medium in the vicinity of S.E. 19th Street, S.E. 20th Street, 104th Avenue S.E., and 107th Avenue S.E.

POLICY S-SW-8. Maintain the borders of the Downtown Bellevue Subarea as established by the 1979 Subarea Plan to prevent the spread of Downtown into adjacent residential neighborhoods.

POLICY S-SW-9. Retain significant trees adjacent to the Single-family area east of future multifamily development along the east side of Bellevue Way between S.E. 10th Street and S.E. 11th Street.

POLICY S-SW-10. Ensure through design review that Single-family access is separated from multifamily parking by a landscaped buffer strip.

Environmental

GOALS:

- **To retain and enhance existing vegetation on steep slopes, within wetland areas, and along stream corridors in order to control erosion, to minimize landslide/earthquake hazard potential, and to protect the natural drainage systems.**
- **To enhance water quality and floodplain functions of Meydenbauer Creek, Mercer Slough, and other streams and wetlands.**

POLICIES

POLICY S-SW-11. Target streams and wetlands in the Southwest Bellevue Subarea for enhancement through the Stream Team, Neighborhood Enhancement, and other programs.

POLICY S-SW-12. Provide for continued agricultural uses in the Mercer Slough area.

POLICY S-SW-13. Retain significant vegetation during the site plan approval and construction process.

Parks, Open Space, and Recreation

GOALS:

- **To enhance access to existing and planned parks, public open spaces, public waterfront, and recreation areas.**
- **To encourage multiple use of schools, churches, and other community facilities.**
- **To maintain existing agricultural uses in the Mercer Slough.**

POLICIES

POLICY S-SW-14. Design future development of community facilities and parks to be compatible in scale and density with the existing development.

POLICY S-SW-15. Encourage upkeep and maintenance of school properties by joint school district/user efforts.

POLICY S-SW-16. Consider the impacts on nearby neighborhoods when determining uses for schools.

POLICY S-SW-17. Acquire public waterfront access along Lake Washington in the Southwest Bellevue Subarea.

POLICY S-SW-18. Develop both affordable housing and a mini-park on City-owned land at 10118 S.E. 6th Street.

Transportation

GOALS:

- **To maintain 112th Avenue S.E. and Bellevue Way S.E. as the principal arterials to carry commuter traffic between Downtown and I-90.**
- **To encourage the aesthetic development of Bellevue Way S.E. as a gateway from I-90 to Main Street (refer to Policy UD-45 in the Comprehensive Plan).**
- **To encourage consolidated access for properties fronting on Bellevue Way S.E. and 112th Avenue S.E. as redevelopment occurs.**

POLICIES

POLICY S-SW-19. Provide for the aesthetic development of Bellevue Way S.E. and 112th Avenue S.E. including the provision of sidewalks and bicycle lanes on both sides of the street and landscaping along the entire street so as to provide the feeling of a continuous boulevard and a gateway for Bellevue.

POLICY S-SW-20. Provide informational signage at appropriate locations to direct traffic away from residential streets.

POLICY S-SW-21. Link activity areas, parks, and community facilities with trails and bikeways.

POLICY S-SW-22. Provide a pedestrian/bicycle system using public rights-of-way to link Chism and Killarney Glen Parks and Mercer Slough.

POLICY S-SW-23. Provide pedestrian and bicycle access from Bellevue Way S.E. to Mercer Slough and its trail system.

POLICY S-SW-24. Provide path and sidewalk access to Killarney Glen Park from S.E. 16th with development of the parcel northwest of the park.

POLICY S-SW-25. Provide for pedestrian and bicycle facilities along Bellevue Way S.E. and 112th Avenue S.E. to enhance nonmotorized access from residential streets to Downtown.

POLICY S-SW-26. Buffer the pedestrian and/or bicyclist from vehicular traffic on heavily traveled arterials such as Bellevue Way, 112th Avenue S.E., and Main Street.

POLICY S-SW-27. Limit vehicular access to 112th Avenue S.E. only for any non-Single-family use of the Surrey Downs school site.

POLICY S-SW-28. Encourage the development of consolidated access points to minimize conflict with through traffic as properties along the east side of Bellevue Way S.E. redevelop to multifamily residential use.

POLICY S-SW-29. Obtain exclusive Bellevue Fire Department use of the S.E. 8th Street right-of-way on the east side of Bellevue Way S.E.

POLICY S-SW-30. Allow for the vacation of the unused right-of-way of 105th Avenue S.E. between S.E. 8th Street and S.E. 10th Street in conjunction with residential development on the adjacent property.

POLICY S-SW-31. Allow for the vacation of a portion of the unused right-of-way of S.E. 10th Street east of Bellevue Way S.E. in conjunction with residential development on the adjacent property.

POLICY S-SW-32. Encourage the construction of a nonmotorized trail connection between Bellevue Way S.E. and 106th Avenue S.E. on the right-of-way of S.E. 10th Street.

Urban Design

GOALS:

- To encourage the preservation of the existing residential and arboreal character of Southwest Bellevue.
- To encourage retention and enhancement of historic landmarks.
- To encourage design features such as landscaping, pedestrian amenities, and street furniture at intersections and in areas with excess right-of-way on Bellevue Way S.E. to establish and/or enhance residential character.

POLICIES

POLICY S-SW-33. Discourage through traffic in residential neighborhoods and provide for vehicular and pedestrian safety at intersections.

POLICY S-SW-34. Enhance access to parks while minimizing the impact upon existing vegetation in the development and maintenance of pathways and parks.

POLICY S-SW-35. Preserve significant vegetation in designing and developing nonmotorized transportation facilities.

POLICY S-SW-36. Encourage the design of new multifamily and commercial development along Bellevue Way to be compatible with the residential setting.

POLICY S-SW-37. Limit street lighting to those areas necessary for public safety and ensure that the lighting is compatible with the scale and character of the setting.

POLICY S-SW-38. Maintain the rustic streetscape character in neighborhoods where it currently exists.

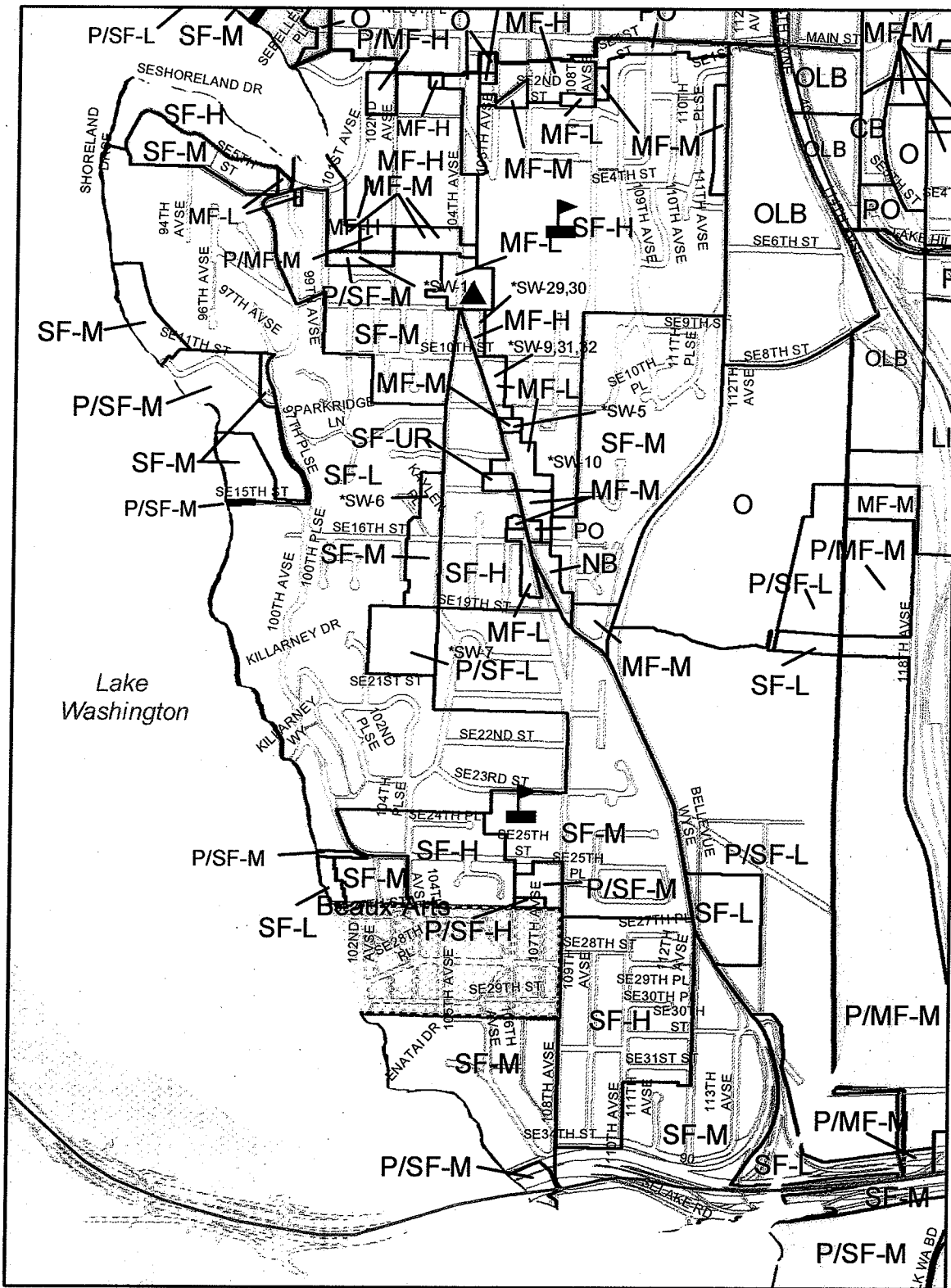


FIGURE S-SW.1
Southwest Bellevue Land Use Plan

- * See Ord 5487
- SF Single Family
 - MF Multi Family
 - L Low Density
 - M Medium Density
 - H High Density
 - UR Urban Residential

- PO Professional Office
- O Office
- OLB Office, Limited Business
- OLB-OS Office, Open Space
- NB Neighborhood Business
- CB Community Business

- GC General Commercial
- LI Light Industrial
- PF Public Facility
- P Park

- Fire Stations
- Public Schools
- Planning Districts
- Bellevue City Limits (6/2005)
- Lakes

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East Link Extension

NOVEMBER 2013

Bellevue Transit Center to Overlake Center
10 minutes

Bellevue Transit Center to Stadium
20 minutes

Bellevue Transit Center to University of Washington
30 minutes

Bellevue to Sea-Tac Airport
55 minutes
includes transfer

Bellevue to International District station
20 minutes



East Link Extension

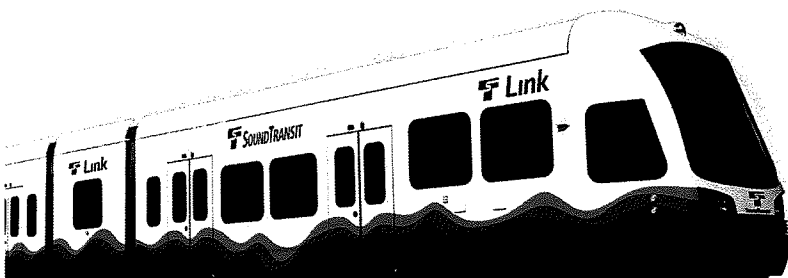
Timeline 2006–2011 Planning & Environment

East Link Extension is a key element of the regional mass transit system approved by voters in 2008. This 14-mile light rail line will benefit local communities and support regional growth with fast, frequent and reliable light rail service, connecting Seattle to the Eastside's biggest population and employment centers. The project builds on the Central Link light rail system running between Sea-Tac Airport and downtown Seattle, as well as the University Link Extension that is scheduled to open in 2016.

East Link is part of the new light rail extensions being built north, south and east from Seattle. By 2030, about 50,000 riders will use East Link every day.

Up Next

Environmental review and preliminary design for East Link was completed in 2011 and final design began in 2012. During final design, Sound Transit will advance design work from approximately 30 percent to 100 percent completion. There's plenty to do before construction begins.



International District/
Chinatown Station

Mercer Island
Station

Rainier Station

South Bellevue Station

East Main Station

I-90 – Seattle/ Mercer Island

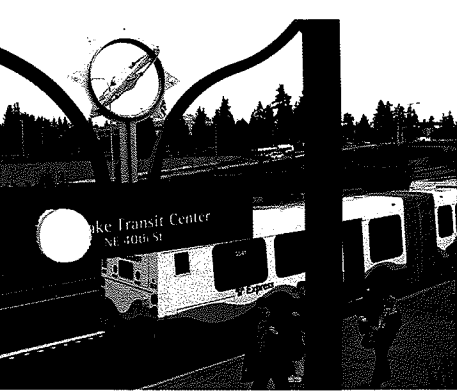
Connecting to the Link light rail system at the International District/Chinatown Station in the Downtown Seattle Transit Tunnel, this segment includes two new stations, both located on the I-90 center roadway with pedestrian connections to local sidewalks, buses and bike trails.

South Bellevue

The South Bellevue Station will include a parking structure with approximately 1,400 stalls on up to five levels built on the site of the existing South Bellevue Park-and-Ride lot. The East Main Station will increase travel options for south Bellevue residents and commuters, as well as employees in businesses located east of 112th Avenue SE.

Downtown

Light rail in this area central business district to employment, education and helping accommodate 14,000 new housing jobs generated by 2012 include Bellevue's downtown Bellevue Transit Center on the east



Environmental Review **2011–2015** Final design **2015** Construction **2023** Anticipated start of service

Get Involved

Sound Transit is committed to working with local jurisdictions and the community to deliver East Link Extension on time and within budget.

Final design offers many opportunities for residents, neighborhood organizations, property owners and businesses to get involved. Community members are encouraged to comment on station design, public art, station naming and more. Sound Transit will hold widely-advertised outreach meetings and events at key design milestones to inform and engage the public.

Stay Informed

The fastest and most reliable way to receive information about East Link Extension, including meeting announcements, is to sign up for email updates at www.soundtransit.org/subscribe. You can also visit Sound Transit’s website at www.soundtransit.org. Sound Transit outreach staff is accessible by phone, email and is available to meet in person. For more information, contact East Link Community Outreach, 206-398-5470 or eastlink@soundtransit.org

Bellevue Transit Center Station

120th Station

Overlake Transit Center Station

Hospital Station

130th Station

Overlake Village Station

Bellevue

will serve the dense district, providing access to recreation and recreation facilities. The station will accommodate the anticipated 38,000 units and 38,000 destinations in the downtown core, near the medical center and the medical center of I-405.

Bel-Red

The two stations in Bel-Red will support the City of Bellevue’s land use plans for the Bel-Red corridor; including future development of the 120th and 130th station areas as transit oriented urban communities. The 130th Station will include a 300-stall surface park-and-ride lot for access from nearby neighborhoods.

Overlake

Serving as the terminus for East Link, light rail in the Overlake corridor will include two new stations running along SR 520. The Overlake Village Station will support transit-oriented development land use by the City of Redmond. The Overlake Transit Center Station will be a major transit hub for connections between public transit and private transportation services while providing increased parking for over 300 cars and covered bicycle facilities for over 100 bikes.



Link Light Rail System

In 2008, voters approved the Sound Transit 2 Plan. Link will expand the current system from Seattle north into Snohomish County, across Lake Washington into East King County, and south of Sea-Tac International Airport.

To speak with Sound Transit about the proposed Link light rail mass transit project in East King County call 1-800-823-9230 during regular business hours.

Para hablar con Sound Transit acerca del propuesto proyecto de transporte público de Link Light Rail en el este de King County, llame al 1-800-823-9230 durante horas normales de oficina.

要向 Sound Transit 瞭解或討論擬在 East King County 進行的 Link light rail 公共交通項目，請在正常的工作時間致電 1-800-823-9230。

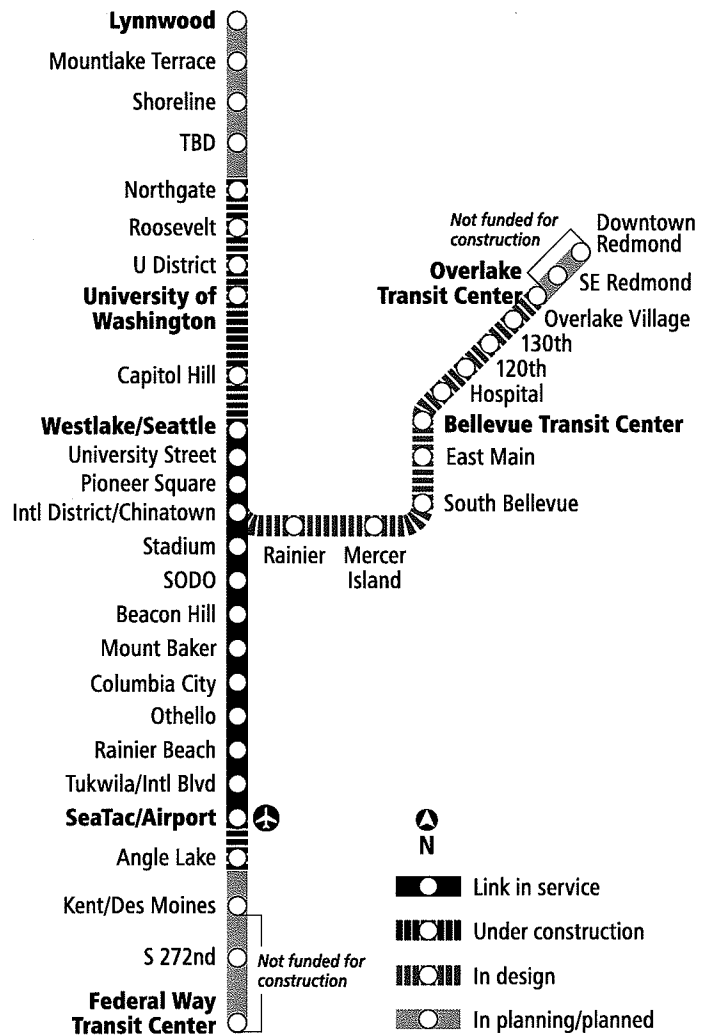
Upang makipag-usap sa Sound Transit ukol sa iminungkahing Link light rail na proyektong sasakyang pangmasa sa Silangang King County tawagan ang 1-800-823-9230 habang sa karaniwang mga oras ng pangangalakal.

Если вы хотите высказать сотрудникам Sound Transit свои соображения по поводу предлагаемого проекта линии общественного транспорта Link light rail в восточной части King County, звоните по телефону 1-800-823-9230 в обычные рабочие часы.

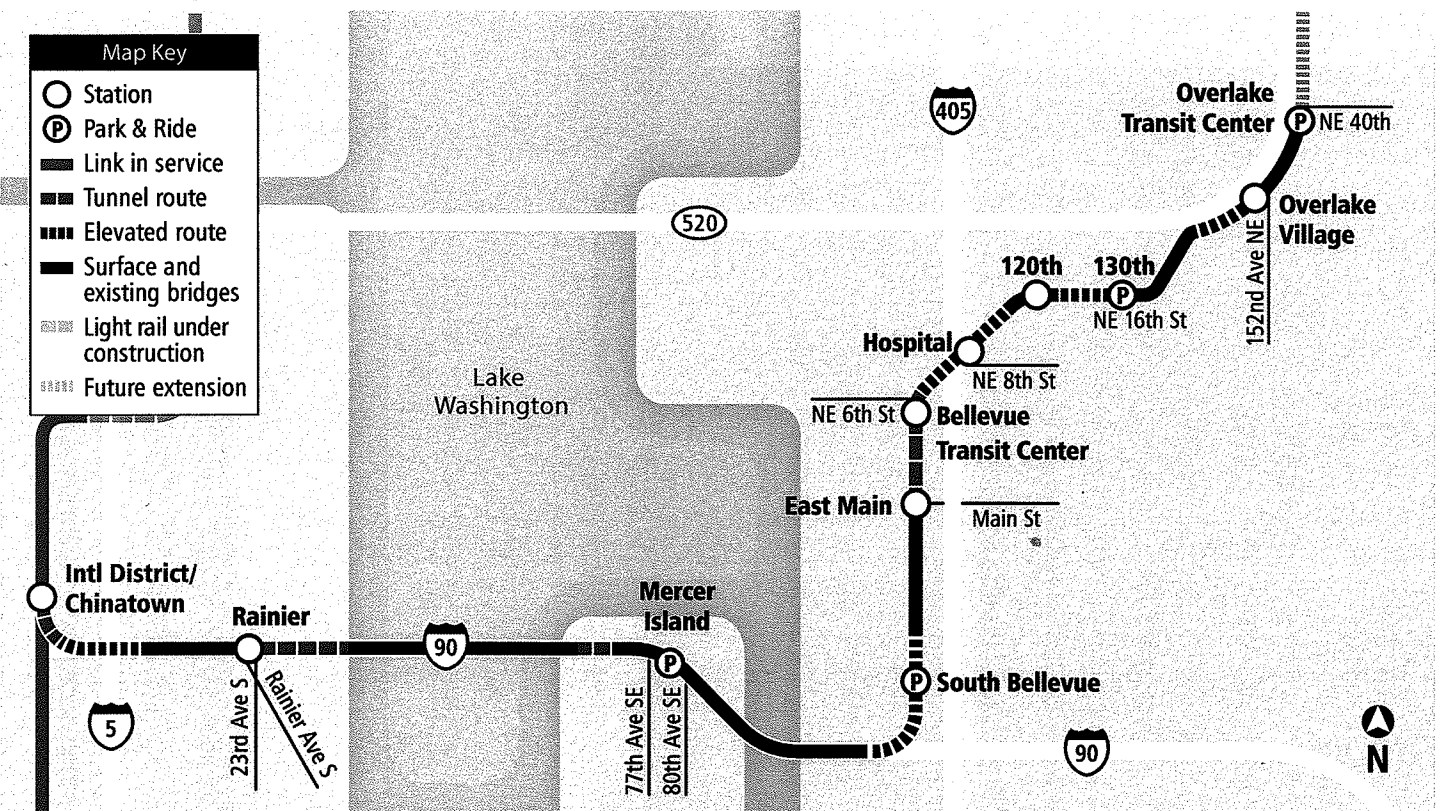
Muốn nói chuyện với Sound Transit về đề án chuyên chở công cộng đường hỏa xa nhẹ Link tại Phía Đông Quận King, hãy gọi số 1-800-823-9230 trong giờ làm việc thường lệ.

در مورد مسیر پیشنهاد شده برای پروژه ترانزیت سبک راه اهلی در کینگ شرقی با شماره 1-800-823-9230 در ساعات کاری تماس بگیرید برای گفتگو با سوند ترانزیت.

For information in alternative formats, call 1-800-201-4900/ TTY Relay: 711 or email accessibility@soundtransit.org.



East Link Alignment



LIGHT RAIL BEST PRACTICES REPORT

The CAC notebook includes a copy of the *Light Rail Best Practices Final Committee Report*, June 17, 2008, and a compact disc containing the full report and the appendices. The report and appendices are available on the city's website at:

[http://www.bellevuewa.gov/pdf/PCD/062708_Final_Doc\(2\).pdf](http://www.bellevuewa.gov/pdf/PCD/062708_Final_Doc(2).pdf)

DRAFT PUBLIC OUTREACH PLAN

Introduction

Bellevue's Station Area Planning (SAP) program includes a public outreach component that applies a variety of techniques into a tailored approach to meet the individual needs of each of the six station areas. Public outreach is intended and designed to achieve the following objectives:

1. Engage the community in a planning process that establishes a clear vision and community goals for each station area.
2. Encourage involvement by a broad range of stakeholders.
3. Convey information that is objective and understandable to encourage an informed public dialogue about the issues and opportunities for each area.

General Steps

Although there will be variations in the outreach program for each station, the steps that will generally be followed for all of the stations include:

- Stakeholder identification – all of the work that has been done to date furnishes a good foundation for identifying stakeholders that have expressed interest or been previously involved in projects within the station area. In addition, there will be an outreach effort to the broader community at the outset of the plan to solicit interest and identify additional stakeholders. Typically, the number and composition of stakeholders fluctuates during the course of the project and all will continue to receive information included from the point they join the process until the conclusion of the plan, regardless of their level of involvement.
- "Committee" formation – for those stations where a citizen advisory committee (CAC) is created, the appointments should occur as early as possible in the process once the key stakeholders have been identified. Where a CAC is not warranted, this step will involve establishing points of contact and communication protocols with representatives of the various groups and interests that could function as an ad hoc sounding board throughout the process.
- Scoping – this step will build on the known list of issues and opportunities by soliciting additional input from identified stakeholders and the general public in order to expand and refine the issues. A final recommendation for the scope of work would be reviewed by the CAC or ad hoc group.
- Schedule – once the scope of the plan is defined, staff will prepare a schedule specific to that plan that highlights opportunities for public input on issues, concepts and draft plans and strategies. The schedule will include the estimated timing of informational materials and draft documents for public review and comment.

Techniques

In order to achieve all of these objectives, the outreach program will apply multiple techniques appropriate to each station from the following list.

Committees & Ad Hoc Groups

One technique for public engagement that could vary according to the needs of each planning area is formation of a citizen advisory committee (CAC). A CAC can be an effective means for working through a planning process and engaging stakeholders, particularly under the following circumstances:

- a broad and/or complex range of issues
- a mix of stakeholders with competing interests

ATTACHMENT G

- a need for consideration and narrowing of multiple options, especially for land use changes and implementation strategies

While a CAC would have Council-appointed members, a formal charter and regular meetings the more informal ad hoc group would be elected or acknowledged leaders of their respective stakeholder groups and meetings would be held individually or jointly as needed during the process. For the reasons cited above and discussed in more detail in the body of this memorandum, the proposed committee structure for each of the stations is:

South Bellevue	Ad hoc stakeholder group comprised of representatives/leaders of Enatai Neighborhood Association, Eastside Heritage Center and park and trail users would be the primary source of input. There would be additional outreach to transit patrons, bicycle and environmental organizations.
East Main	CAC appointed by Council with representatives of nearby residential and commercial areas.
Downtown	CAC already appointed by Council for Downtown Livability Initiative. Additional outreach as part of Downtown Livability Initiative and Downtown Transportation Plan Update.
Hospital/Wilburton	CAC appointed by Council with representatives of nearby residential and commercial areas and other interest groups.
120 th Ave NE	Ad hoc stakeholder group comprised of property and business owners and interest groups previously engaged in Bel-Red planning.
130 th Ave NE	Ad hoc stakeholder group comprised of property and business owners and interest groups previously engaged in Bel-Red planning.

Whether a CAC or an ad hoc group, all CAC meetings and all joint ad hoc meetings will be open to the public and advertised through the city's website and e-mail alerts. Summaries of the discussion and actions from any meetings (including with individual stakeholders) will be posted on the city's website.

Open Houses & Workshops

In addition to meetings, there will likely be one or more open houses and/or workshops conducted over the course of each of the station area plans. Open houses are effective at conveying information and soliciting public input on specific options or ideas to the general public or a large group of stakeholders. The work program for each of these station areas also includes at least one workshop. Rather than responding to a set of options, the workshops will be designed to engage a representative group of stakeholders and subject matter experts in developing and refining options for consideration by the CAC or ad hoc group and the general public. This approach is very helpful and effective in these types of planning efforts, especially when there are widely varying ideas and expectations about potential future redevelopment scenarios. Workshops allow for an airing of a range ideas and a blending of the best of those to create options that address multiple objectives.

Community Walking Tours

The best way to understand the issues and opportunities of an area is to walk around and experience the environment. Walking tours may not be appropriate or necessary for each of the stations, but they will be an option offered to CACs, ad hoc groups, community stakeholders and interest groups. The tours will be organized by staff and guided by local stakeholders and subject matter experts.

ATTACHMENT G

Best Practices Research – Staff will mine the existing research that was done as part of the *Light Rail Best Practices Report* and conduct additional research on comparable station areas. The purpose of the research will be to update information on particular issues and to learn from the experiences of other cities in planning around stations with similar circumstances and issues.

Comment Tracking – Staff will maintain a compilation of comments received during each station area planning process and post them on the project website. Prior to any recommendations by a CAC or ad hoc group or the Planning Commission, staff will provide a summary of the comments received to date.

Multi-media

A project website has been established (<http://www.bellevuewa.gov/light-rail-station-areas.htm>) and will be kept current during the planning process. The e-gov alert service will notify subscribers to the site when new information is posted. Materials generated by the project will be posted to keep people informed of progress. The site can also be used to solicit input through online comment forms and surveys. A copy of the current comment form used at recent open houses (e.g. Spring Forward Expo) is included in this attachment.

Regular updates on the project will be included (and featured when possible) in the *It's Your City* newspaper as well as the electronic newsletter, "Neighborhood News." Project staff will also work with public information staff to issue press releases to local print and online media at key points in the process.

An initial informational brochure has been created for each of the stations to provide basic location, background, and preliminary issue information about the individual stations and the station area planning process in general. These will be updated with more information as the individual plans progress. Additional information pieces will be developed at other key points in the planning process to summarize concepts, options and draft recommendations.

The following pages contain two public information pieces that have been used in the pre-scoping outreach to date. The first is a one-page general description of station area planning and the second is a form for pre-scoping comments:

