



City of Shoreline
Ballinger Maintenance Facility Project
Neighborhood Meeting Summary

Overview

In September 2021, the City of Shoreline completed a series of outreach activities as part of the initial outreach for the Ballinger Maintenance Facility project. Outreach activities included notification to project stakeholders and property owners in the vicinity of the project and an online public meeting.

Outreach activities allowed the City and the City's Consultant Team to present information about the proposed design and goals of the project. The public was able to give feedback on the project goals, objectives and design.

Audience and Participation

Mailers were sent to key project stakeholders at 9 residences within 500 feet of the project limits. These mailers invited residents to participate in the online neighborhood meeting. The notification letter is included as **Appendix A**.

0 people participated in the online neighborhood meeting.

Neighborhood Meeting Summary

Zero residents attended the online presentation for the neighborhood meeting. There were no questions submitted before or during the meeting presentation. The meeting presentation is included as **Appendix B**. Key themes discussed as part of the neighborhood meeting are presented in the **Key Themes** section below.

Key Themes

The prominent themes throughout the outreach process are summarized below.

- Overall Construction Plan
- Ongoing Impacts
- Schedule



Appendix A
Notification Letter

**SHORELINE
CITY COUNCIL**

Will Hall
Mayor

Keith Scully
Deputy Mayor

Susan Chang

Doris McConnell

Keith A. McGlashan

Chris Roberts

Betsy Robertson

September 20, 2021

Subject: Ballinger Maintenance Facility Neighborhood Meeting Notification

Dear Shoreline Resident:

You are invited to attend a live Presentation to learn more about the proposed Ballinger Maintenance Facility project in your neighborhood.

Live Online Presentation with Q&A

The City will be hosting a live online Presentation with Q&A on Monday, October 4th at 6:00 p.m. to answer questions and respond to neighborhood comments. Please find the link to join the online Presentation on the project website (<https://www.shorelinewa.gov/government/projects-initiatives/city-maintenance-facility-project/brightwater-portal-site>).

If you are unable to attend the Live Online Presentation, email Zachary Evans to schedule a phone call or meeting to go over the project information shared. You can also provide feedback, ask questions, request project drawings, request a copy of the Neighborhood Outreach Summary, or otherwise correspond regarding this project.

Project Manager:
Zachary Evans
(206) 280-2894
zevans@shorelinewa.gov

Project Description:

The Ballinger Maintenance Facility improvements will serve the City’s snow and ice operations, vehicle fueling, vehicle washing, and waste decant. The project will include:

- An enclosed 950 square foot single-story building with rooms for equipment storage, utilities, a restroom, and a breakroom with a workstation
- Three canopy structures totaling 7,300 square feet to facilitate:
 - Salt and other deicer storage
 - Vehicle washing
 - Vehicle fueling
 - Bays for decanting wet and dry materials
- Site improvements such as new pavement, fencing, and underground utility connections for sewer, water, power, communications, and surface water

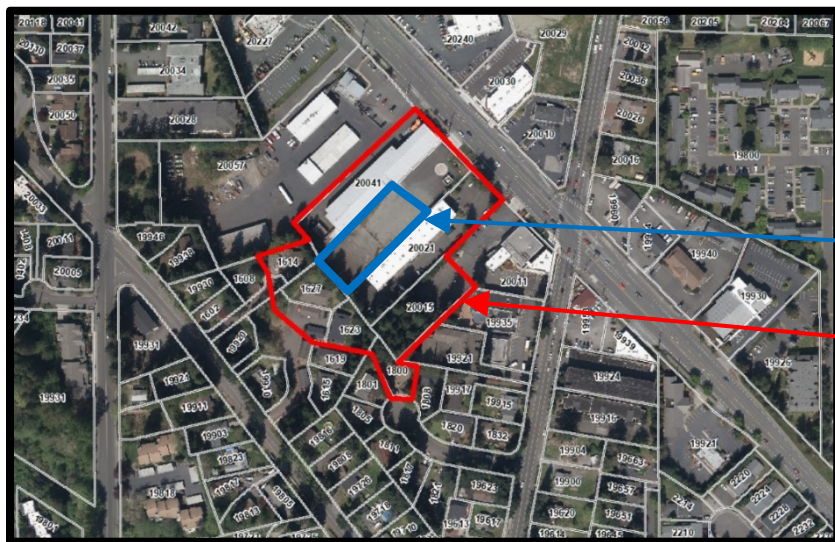
See the site plans on pages 5 and 6 for visual representations.

Schedule:

- Construction will be 8-10 months long, starting spring 2022.

Required Applications:

- City of Shoreline Site Development Permit
- City of Shoreline Building Permit (3)



Site

Meeting Invite Boundary*

**The Meeting Invite Boundary includes all properties that includes part of the 50 foot buffer of the steep slope. See the steep slope section on page 3 for more information.*

Steep Slope:

The project site is adjacent to a grassy slope that is considered “very high risk landscape hazard”, due to its height being over 20 feet and grade over 40%. The top of that slope is roughly in line with the southwest property line. The figure below shows the steep slope boundary in **red** and a 50 foot buffer from that slope in **pink**. The steep slope designation requires that all residents within the slope or its boundary are invited to a Neighborhood Meeting to discuss the project. This buffer was used to determine the Meeting Invite Boundary shown on the previous page.

Pink = 50 foot Buffer from Slope

Red = Steep Slope Boundary



Aerial Map of steep slope and buffer



Photo 4: Slope from adjacent property

Photograph of slope from bottom looking up towards the project site.

Typically, a steep slope such as this requires a 50 foot buffer between the top of the slope and any structures. However, the Shoreline Municipal Code allows for that buffer to be reduced to a minimum of 15 feet if a licensed geotechnical engineer can show the smaller buffer is sufficient to protect the stability of the slope. Terracon Consultants, Inc., conducted a Slope Stability Analysis and found that the 15 foot buffer meets all required safety factors, which is summarized in their August 19, 2020 report. The project is moving forward with the smaller buffer and awaiting final review by the City.

Background / History:

The Ballinger Maintenance Facility, formally referred to as the Brightwater Portal Property, is one of four sites for the larger City Maintenance Facility.

The City originally intended to build a new facility to serve all Public Works maintenance needs. In 2013, the City purchased the North Maintenance Facility site with the hope of building the facility there. However, in 2015, preliminary design analysis showed that the site was not suitable for such a project. In 2017, the City decided to pursue a solution utilizing multiple sites already owned by the City, including Hamlin Yard, Ballinger Maintenance Facility, North Maintenance Facility, and the Ronald Wastewater District Property. In 2019, the City chose a single scenario among the many studied alternatives to pursue, and a phasing sequence to construct the project.

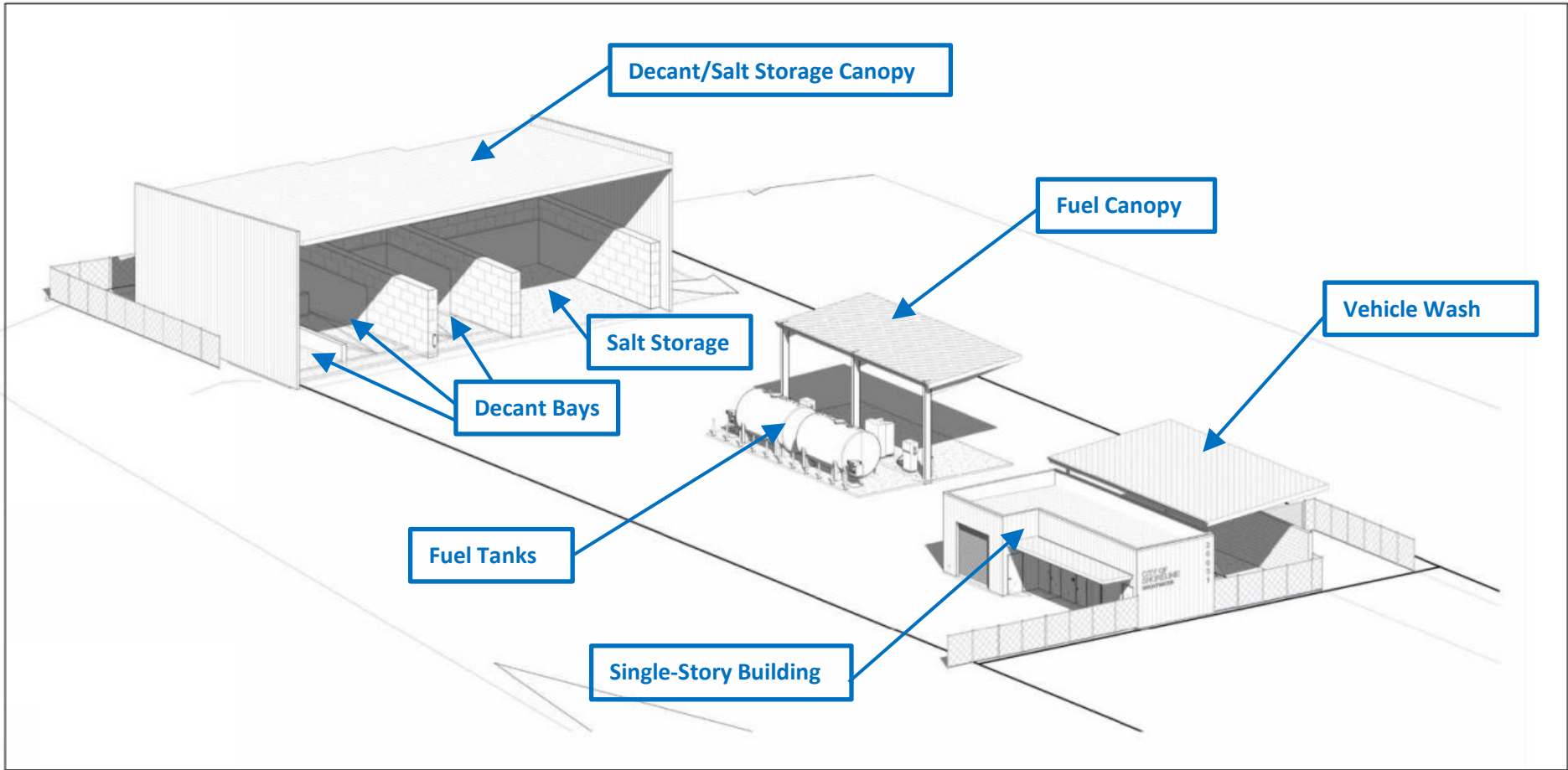
The first phase of the City Maintenance Facility creates temporary facilities at North Maintenance Facility for the Grounds Maintenance Crew, conducts preliminary design at Hamlin Yard and North Maintenance Facility sites, and designs and constructs the Ballinger Maintenance Facility.

More information on the City Maintenance Facility project history and status can be found on the project Website:

<<https://www.shorelinewa.gov/government/projects-initiatives/city-maintenance-facility-project>>



3-D Drawing of Site Plan





Appendix B
Neighborhood Meeting Presentation



Ballinger Maintenance Facility



The Four Sites

Brightwater
Portal
Property

North
Maintenance
Facility

Ronald
Wastewater
District
Property

Hamlin
Yard

City Maintenance Facility Project

Timeline

Timeline

- ▶ 2013 – Purchase of North Maintenance Facility
- ▶ 2015 – Design of NMF Site Begins
- ▶ 2017 – Council decides to pursue Distributed Facility Study
- ▶ 2019 – Study Complete, Scenario “A” chosen by Council
- ▶ Now – Phase 1 Improvements

▶ Phase 1

- NMF Early Works
- Ballinger Maintenance Facility Design and Construction
- Schematic Design of Hamlin and NMF

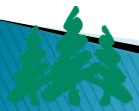
▶ Future Phases

- Additional Temporary Facilities at NMF Site
- Hamlin Yard Design and Construction
- NMF Design and Construction





NMF Early Works



Hamlin and NMF



Hamlin Yard – Scenario A

Public Works

Steep Slope

Pink = 50 foot Buffer from Slope

Red = Steep Slope Boundary

- “very high risk landscape hazard”
 - 20’ high, over 40% grade
- Top of slope parallel to property line



Photo 4: Slope from adjacent property

Photograph of slope from bottom looking up towards the project site.



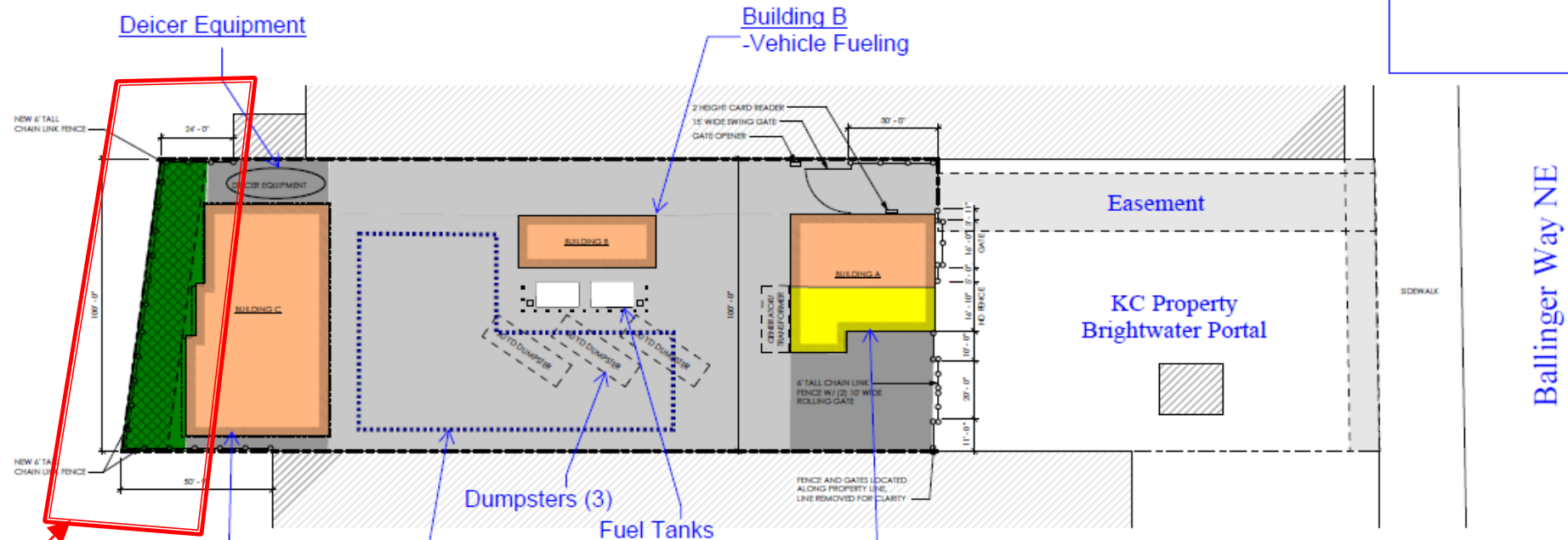
Aerial Map of steep slope and buffer

- Normally requires 50’ buffer, can be reduced to 15’
- Terracon Consultants showed 15’ minimum buffer is sufficient. Linked on website.

Ballinger Maintenance Facility

Legend:

- Landscaping
- Canopy
- Enclosed Bldg.
- Pavement
- Fence/Gate



① ARCHITECTURAL SITE PLAN
1" = 20'-0"

15' buffer from top of steep slope



- Underground Surface Water Detention Vault
- Building C
 - Salt Storage
 - Decant Facility
 - Wastewater
 - Street Sweeper Spoils
 - Dry Materials

- Building A
 - Vehicle Wash
 - Utility Room
 - Storage Room
 - Break Room
 - Restroom

- Dumpsters (3)
- Fuel Tanks

Deicer Equipment

Building B
- Vehicle Fueling

Easement

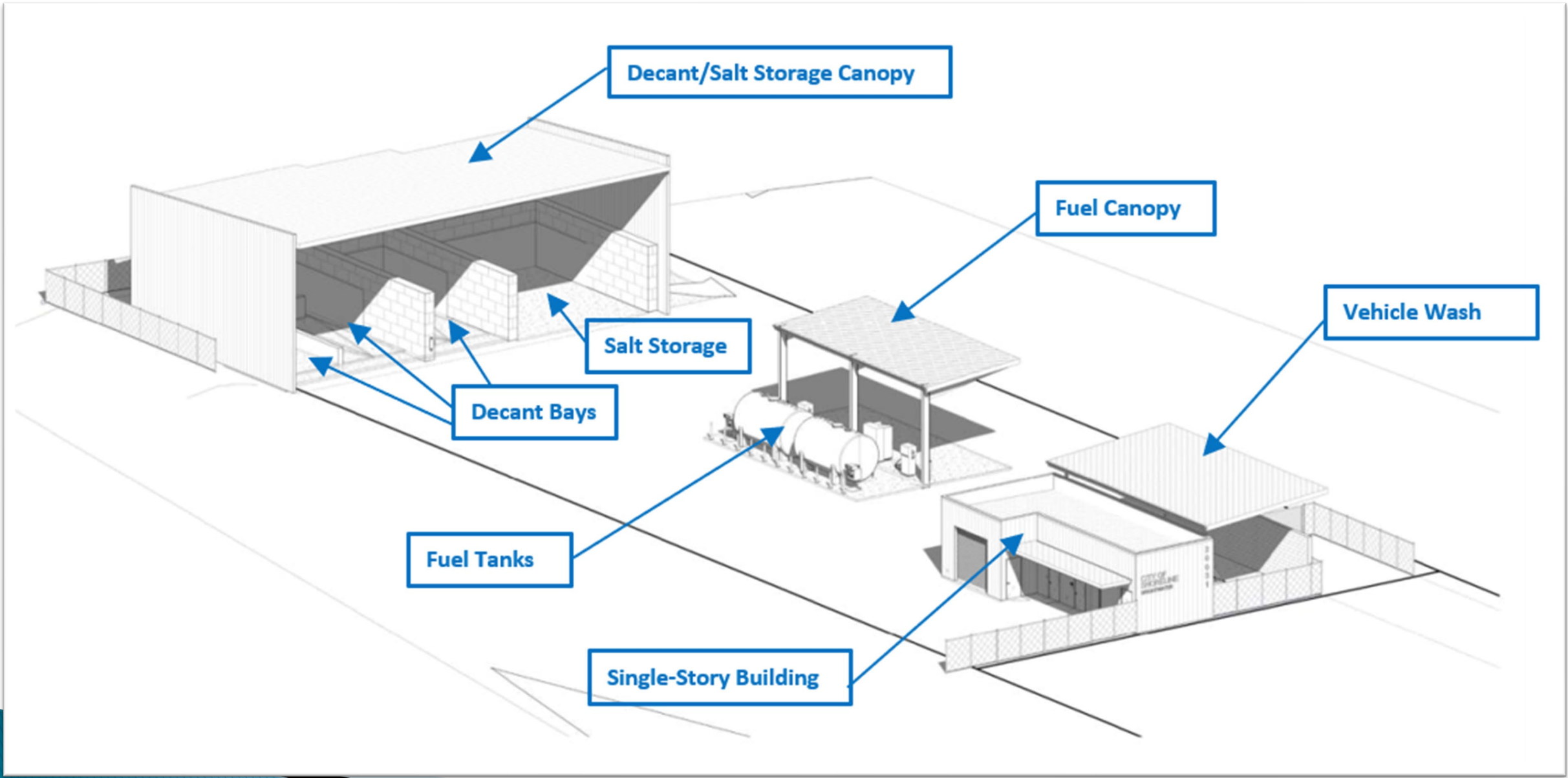
KC Property
Brightwater Portal

Ballinger Way NE

SIDEWALK

FENCE AND GATES LOCATED ALONG PROPERTY LINE. LINE REMOVED FOR CLARITY

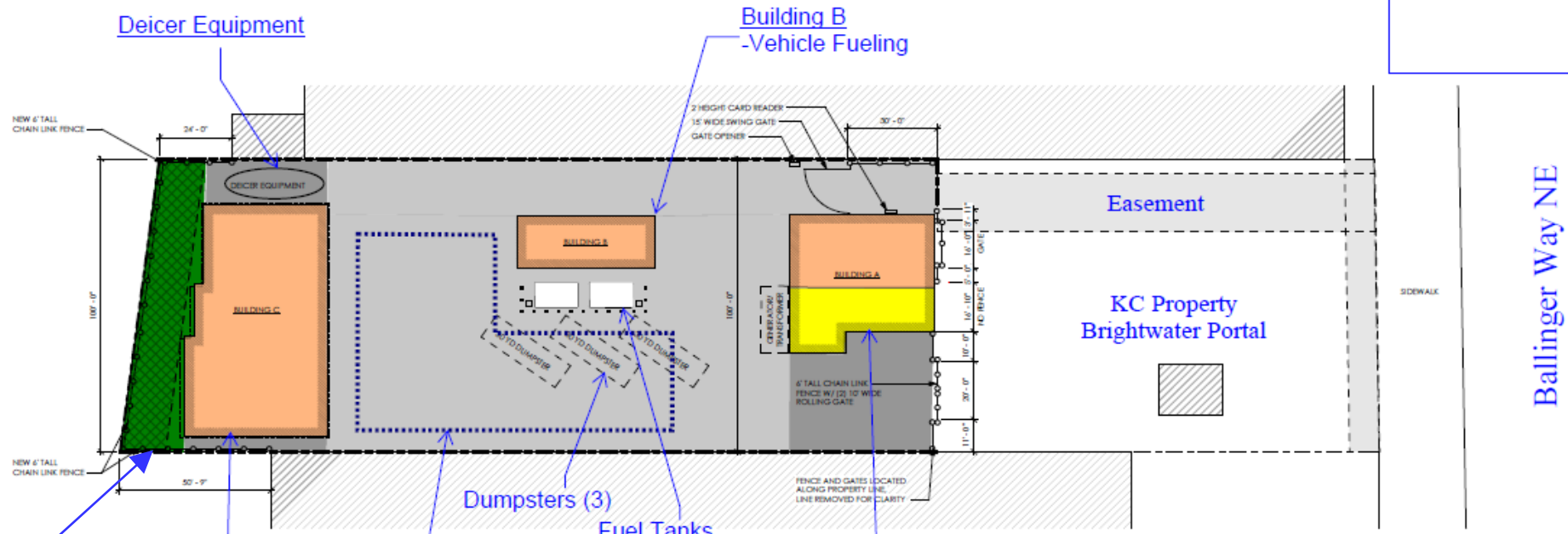




Ballinger Maintenance Facility

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Deicer Equipment

Building B
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Easement

KC Property
Brightwater Portal

Ballinger Way NE

Construction Impacts

▶ Noise

- 7:00 am to 9:00 pm possible
- 7:00 am to 5:00 pm most likely. Rare work on weekends
- Construction equipment such as excavators and dump trucks.

▶ Dust

- Contractor mitigates by watering open soils and stockpiles, paving as soon as possible
- City to monitor.

▶ Traffic

- Traffic should be maintained on Ballinger Way
- Driveway / curb replacement on Ballinger – shut down of a single lane

Ongoing Impacts

- ▶ Traffic on Ballinger Way
 - Dump Trucks, Vacuum Trucks, Plows, Mowers, etc.
 - City vehicles for fueling and vehicle wash – police 24/7
- ▶ Noise
 - Truck noise during business hours (7:00 to 5:00 pm)
 - 24–7 during snow/ice events
- ▶ Lighting
 - Bright lights on site during work hours and snow events
 - Lighting for anti-theft protection after work hours
- ▶ Oder from decant possible

Schedule

- ▶ Design Completion December 2021
- ▶ Start Construction April 2022
- ▶ End Construction December 2022

Questions?

Contact: Zachary Evans

Zachary Evans, PE
Engineer II – Capital Project Manager
Public Works | City of Shoreline
(206) 280-2894
zevans@shorelinewa.gov

- ▶ <https://www.shorelinewa.gov/government/projects-initiatives/city-maintenance-facility-project>
- ▶ <https://www.shorelinewa.gov/government/projects-initiatives/city-maintenance-facility-project/brightwater-portal-site>

