



**CITY OF EDGEWOOD
ECONOMIC DEVELOPMENT ADVISORY BOARD (EDAB)
MEETING AGENDA**

Monday, February 7, 2022, 6:00 p.m. • Virtual Zoom Meeting*
Meeting Link: (<https://zoom.us/j/92275379112>)

1. Call to Order

- a. Attendance *(by presence, not roll call)*
 - i. Position 1: Colleen Wise (New)
 - ii. Position 2: Andrew Wiesenfeld, Chair
 - iii. Position 3: Lora Butterfield
 - iv. Position 4: Deanna Clark
 - v. Position 5: Angel Swanson, Vice Chair
 - vi. Position 6: Vacant
 - vii. Position 7: Jason Neil

2. Consent Agenda: *All matters listed under Item 2, Consent Agenda, are considered routine in nature and will be enacted by one motion. Individual discussion of these items is not planned. A member, however, may remove any item to discuss as an item for separate consideration under New Business.*

- a. Agenda Approval or Modifications
- b. Approval of Meeting Minutes for January 3, 2022
- c. Review of Planning Commission Meeting Minutes for January
- d. Review of November Development Review Reports

3. Citizen Comment Period: *Reserved for the public to comment on items not on the agenda. The Board may invite additional public comment on agenda items noted for discussion later in the meeting.*

4. Old Business

- a. EDAB Training (approx. 30 minutes)
- b. Town Center
- c. Edgewood Business Map
- d. 2022 Work Plan

5. New Business

- a. Adopt 2022 EDAB Meeting Calendar
 - i. No July Meeting
 - ii. September 5 meeting rescheduled to August 29 due to Labor Day

6. Staff Comments

- a. February 15, 2022 Joint Meeting with City Council, Boards, and Commissions (no materials in meeting packet for this item)

7. Board Member Updates

- a. Board comments

8. Adjourn



**CITY OF EDGEWOOD
ECONOMIC DEVELOPMENT ADVISORY BOARD (EDAB)
MEETING MINUTES**
Monday, January 3, 2022 at 6 p.m.
Meeting Held Virtually via Zoom: (<https://zoom.us/j/92275379112>)

1. **CALL TO ORDER:** Chair Wiesenfeld called the meeting to order at 6:05 p.m.
 - A. **Members Present:** Chair Wiesenfeld; Butterfield; Neil; and Swanson
 - B. **Commissioners Absent:** Clark
 - C. **Staff Member(s) Present:** Darren Groth, CED Director
Emily Arteche, Planning Manager
Morgan Dorner, Senior Planner
 - D. **Others Present:** Councilmember Tomy
2. **CONSENT AGENDA:**
 - A. **Agenda Approval**
 - B. **Approval of Meeting Minutes for December 6, 2021**
 - C. **Review of October Development Review Reports**
 - i. Wiesenfeld moved to approve, as presented.
 - ii. The Board voted 4-0 to approve the Consent Agenda.
3. **CITIZEN COMMENT PERIOD:**
 - A. One citizen comment regarding a correction to the meeting agenda document date.
4. **OLD BUSINESS**
 - A. EDAB Training Video (approx. 30 minutes)
 - i. Chair Wiesenfeld introduced this item and provided a brief background of the trainings EDAB has taken so far. Members decided to proceed with the agenda and then play the training video at the end of the meeting.
 - ii. Morgan Dorner provided a brief introduction of the training video for “A Short Course on Local Planning: Legal Primer on Planning and Development in Washington State” from Department of Commerce and the first half of the video was played.
 - iii. Discussion ensued
 - B. Town Center
 - i. Morgan Dorner provided a brief background and update regarding the Town Center Subarea Plan, then presented the new webpage for it on the City’s website, found online here <https://www.cityofedgewood.org/317/Town-Center-Subarea-Plan> .
 - ii. Darren Groth provided a status update and brief background of the Town Center Subarea Plan Community Workshop to be held virtually on Thursday January 27, 2022. Darren Groth encouraged EDAB to attend and to share the workshop with the public.
 - iii. Discussion ensued regarding outreach efforts by the City and how EDAB members could help with that.
 - C. Edgewood Business Map
 - i. Chair Wiesenfeld introduced this item and provided a brief background.

- ii. Morgan Dornier provided a brief update regarding a City of Edgewood Businesses Map and making it available on the City's website.
- D. 2021 & 2022 Work Plan
- i. Chair Wiesenfeld introduced this item and provided a brief background. Additional explanation of the process and timeline for these work plans was provided.
 - ii. Chair Wiesenfeld proposed to remove "Business [garden] tour" from the work plan, Butterfield agreed. Darren Groth responded stating that we could revise the 2022 work plan to remove this item.
 - iii. Emily Arteche proposed adding to the 2022 Work Plan, an "Economic Development" element to the City's Comprehensive Plan. Each member agreed that this would be a good addition to the work plan.
 - iv. Discussion ensued.
6. **NEW BUSINESS:**
- A. Vice Chair Appointment
- i. Chair Wiesenfeld nominated Swanson, to which Swanson accepted and all voted in favor the appointment of Swanson to the position of Vice Chair for the Economic Development Advisory Board (EDAB).
 - ii. Chair Wiesenfeld briefly mentioned this item and asked if others will be able to attend.
7. **STAFF COMMENTS:**
- A. February 15, 2022 Joint Meeting with City Council, Boards, and Commissions
- i. Chair Wiesenfeld briefly mentioned this item and asked if others will be able to attend.
8. **BOARD COMMENTS:**
- A. Chair Wiesenfeld brought up future calendar dates that conflict with holidays. Darren Groth responded that EDAB could make the calendar an action item to adopt these changes as EDAB's regular calendar for 2022 and publish it for the whole year
- B. Chair Wiesenfeld provided notice that three appointments come to an end this year, and sometime in April, he will ask members if they intend to seek reappointment.
- C. Neil commented on a crosswalk on Meridian near Acorn brewing, and that the City should look into making that crosswalk more visible. Neil also commented on the maintenance of sidewalks during snow/inclement weather. Sidewalks near City Hall were not accessible. Darren Groth responded that the City would look into it and provide a response at the next meeting.
9. **BOARD MEMBER UPDATES:**
- A. None
10. **ADJOURN:** Chair Wiesenfeld adjourned the meeting at 7:00 p.m.



CITY OF EDGEWOOD

PLANNING COMMISSION MEETING MINUTES

Monday, January 10, 2022 – 6 p.m. • Edgewood City Hall – 2224 104th Ave. E

Meeting Held Virtually via Zoom

1. **CALL TO ORDER:** Chair Overfield called meeting to order at 5:59 PM
 - A. **Commissioners Present:** Overfield; Guillory; Greene; Wagner; Pincas; Ramirez; Slate
 - B. **Commissioners Absent:** None
 - C. **Staff Member(s) Present:** Darren Groth, CED Director
Emily Arteché, Planning Manager
Evan Hietpas, Associate Planner
 - D. **Others Present:** Councilmember Day
2. **CONSENT AGENDA:** Greene motioned to APPROVE as presented; Pincas seconded. Commission voted 7-0 to approve the Consent Agenda.
3. **CITIZEN COMMENTS:** None
4. **PUBLIC HEARINGS:**
 - A. Wireless Ordinance
 - i. Chair Overfield opened the public hearing at 6:00.
 - ii. Arteché briefed the Commission and public on the proposed amendments to the Edgewood Municipal Code.
 - iii. Meridee Pabst, representing Wireless Policy Group (1420 NW Gilman Blvd Ste #9030 Issaquah, WA 98027) on behalf of AT&T, provided public comment on the proposed code amendments, offering availability to work with city staff to address the written comments that were submitted prior to the Public Hearing.
 - iv. Kim Allen, representing Wireless Policy Group (1420 NW Gilman Blvd Ste #9030 Issaquah, WA 98027) on behalf of Verizon, provided public comment on the proposed code amendments, offering availability to work with city staff to address the written comments that were submitted prior to the public hearing.
 - v. Chair Overfield asked for a motion to continue the public hearing through February 14, 2022. Slate motioned to approve the continuation; Wagner seconded. Commission voted 7-0 to continue the public hearing.
 - B. Noise Ordinance
 - i. Chair Overfield opened the public hearing at 6:07.
 - ii. Groth briefed the Commission and public on the proposed amendments to the Edgewood Municipal Code.
 - iii. No public comment received. Chair Overfield closed the public hearing at 6:16.
 - C. GIS Map Code Updates
 - i. Chair Overfield opened the public hearing at 6:16.
 - ii. Hietpas briefed the Commission and public on the proposed amendments to the Edgewood Municipal Code.
 - iii. No public comment received. Chair Overfield closed the public hearing at 6:18.



**CITY OF EDGEWOOD
PLANNING COMMISSION MEETING MINUTES**

Monday, January 10, 2022 – 6 p.m. • Edgewood City Hall – 2224 104th Ave. E
Meeting Held Virtually via Zoom

5. ACTION ITEMS:

A. Wireless Ordinance

- i. Action was taken on this agenda item following the public hearing. See minutes under Wireless Ordinance public hearing.

B. Noise Ordinance

- i. Chair Overfield requested a motion to recommend the approval of the proposed amendments to the Edgewood Municipal Code. Pincas motioned to approve; Guillory seconded. Commission voted 5-2 to recommend approval.

C. GIS Map Code Updates

- i. Chair Overfield requested a motion to recommend the approval of the proposed amendments to the Edgewood Municipal Code. Greene motioned to approve; Guillory seconded. Commission voted 7-0 to recommend approval.

D. 2022 Work Plan

- i. Hietpas briefed the Commission on their proposed 2022 Work Plan items, in preparation for the February 15, 2022 City Council meeting.
- ii. Chair Overfield requested a motion to recommend the approval of the proposed 2022 Work Plan items. Pincas motioned to approve; Ramirez seconded. Commission voted 7-0 to recommend approval.

6. DISCUSSION ITEMS:

A. Old Business:

i. Town Center (TC)

- Hietpas opened the discussion on the Town Center Subarea Plan, focusing on public outreach and the first community workshop scheduled for Thursday January 27th.
- The Commission and staff discussed how to facilitate a meaningful public involvement process and shared personal desires for the future of Town Center.

Note: Commissioner Slate left the meeting at 6:40 PM during the discussion on Town Center.

7. STAFF COMMENTS:

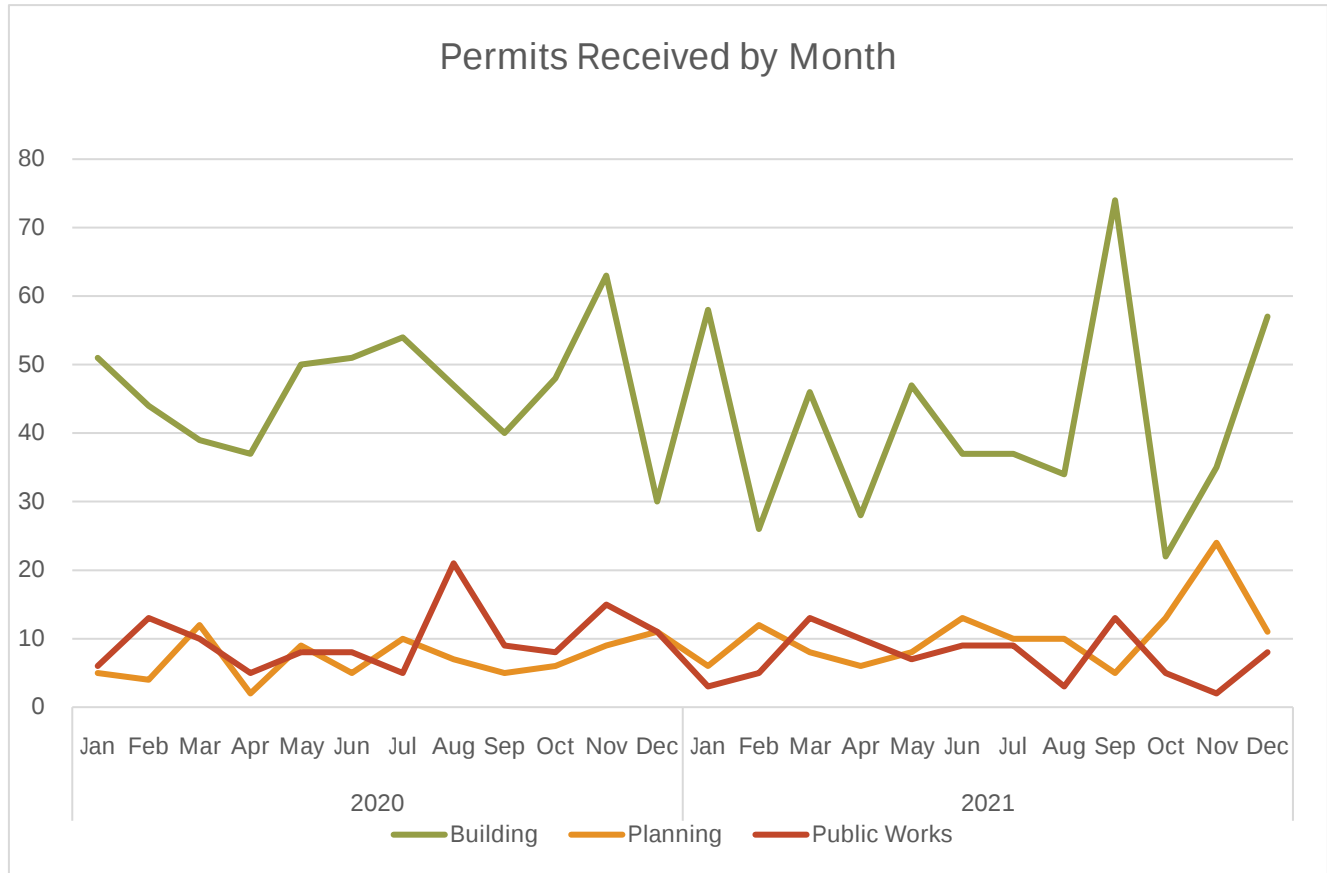
- A. Groth briefed the Commissioners on two relevant upcoming City Council agenda items.

8. COMMISSIONER COMMENTS: None

9. ADJOURN: Chair Overfield adjourned meeting at 7:09 PM.

Dec 2021

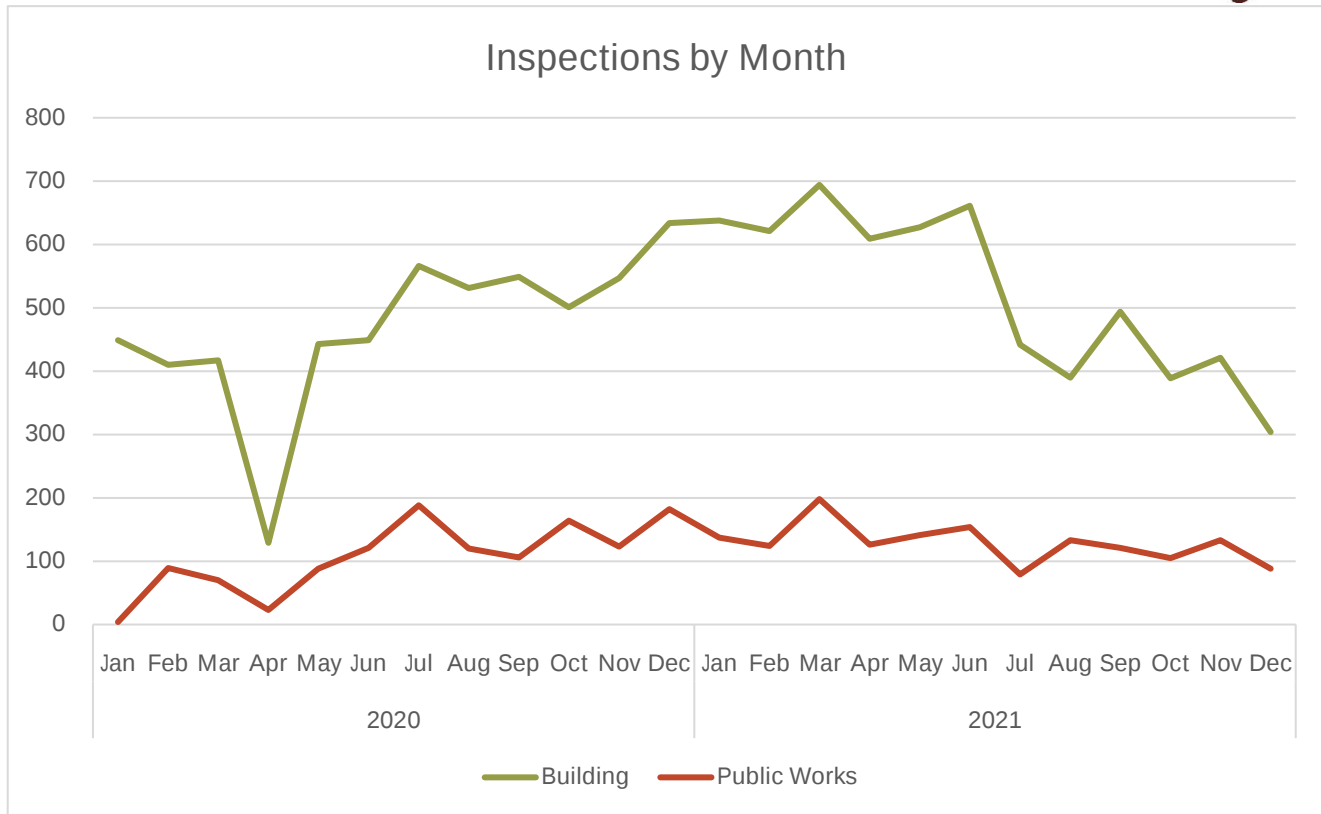
Monthly Development Report



Permits	Building		Planning		Public Works	
	Received	Issued	Received	Issued	Received	Issued
Dec 2021	57	25	11	2	8	10
Dec 2020	30	28	11	7	11	4
Average 2021	42	35	11	3	7	7
Average 2020	46	33	7	3	10	7
YTD 2021	501	422	126	33	87	88
YTD 2020	554	399	85	40	119	88
	Building		Planning		Public Works	
	Month	Received	Month	Received	Month	Received
Highest Month 2021	Sep	74	Nov	24	Mar	13
Highest Month 2020	Nov	63	Mar	12	Aug	21

Dec 2021

Monthly Development Report



<i>Inspections</i>	Building		Public Works	
Dec 2021	304		88	
Dec 2020	634		182	
Average 2021	524		128	
Average 2020	469		107	
YTD 2021	6290		1539	
YTD 2020	5625		1278	
	Building		Public Works	
	Month	Insp.	Month	Insp.
Highest Month 2021	Mar	694	Mar	198
Highest Month 2020	Dec	634	Jul	188

Pending Projects - Planning and Engineering Permits

33 Permits

Exported: 01/01/2022

Permit #	Project	Site Address	Parcel	Department	Type	Status	Submitted	Last Activity
BLA								
21-1407	SMITH AND SONS GC BLA	2027 106TH AVE E	420102116	PLANNING	BLA	WAITING ON REVISIONS	09/04/2021	12/28/2021
21-1646	MICKELSON BLA	2804 90TH AVE E	420093089	PLANNING	BLA	APPLICATION	12/30/2021	12/30/2021
CLEAR AND GRADE								
21-1298	PROLOGIS PARK PHASE I CLEAR AND GRADE	3926 90TH AVE E	420163076	ENGINEERING	CLEAR AND GRADE	WAITING ON REVISIONS	06/29/2021	11/03/2021
21-1489	MJORUD CLEAR AND GRADE	XXX 32ND ST E	5492800080	ENGINEERING	CLEAR AND GRADE	UNDER REVIEW	10/12/2021	12/30/2021
CODE UPDATES AND CHANGES								
21-1402	BRIDGE POINT REZONE APPLICATION	9317 44TH STREET CT E	420163075	PLANNING	CODE UPDATES AND CHANGES	UNDER REVIEW	09/02/2021	12/28/2021
21-1574	ENVIRONMENTAL NOISE ORDINANCE			PLANNING	CODE UPDATES AND CHANGES	APPLICATION	11/30/2021	12/20/2021
21-1583	WIRELESS ORDINANCE			PLANNING	CODE UPDATES AND CHANGES	APPLICATION	12/02/2021	12/20/2021
21-1584	GIS MAP CODE UPDATES			PLANNING	CODE UPDATES AND CHANGES	APPLICATION	12/02/2021	12/20/2021
CONDITIONAL USE PERMIT (CUP)								
21-1275	VIEW POINTE RV CUP	10315 12TH STREET CT E	420037059	PLANNING	CONDITIONAL USE PERMIT (CUP)	WAITING ON REVISIONS	06/15/2021	12/28/2021
DESIGN STAND REVIEW								
20-1348	DHALIWAL TC LANDING DESIGN STANDARDS REVIEW	1914 MERIDIAN AV E	420091134	PLANNING	DESIGN STAND REVIEW	UNDER REVIEW	07/13/2020	12/27/2021
PRE APP								
21-1562	VAN BAO MIXED USE PRE-APPLICATION	10014 24TH ST E	420094115	PLANNING	PRE APP	UNDER REVIEW	11/22/2021	12/17/2021
21-1567	FRANTSEVICH SHORT PLAT PRE-APPLICATION	11315 18TH ST E	420105009	PLANNING	PRE APP	UNDER REVIEW	11/23/2021	12/17/2021
SHORT PLAT - FINAL								
21-1485	GERVAIS SHORT PLAT FINAL PLAT	1607 112TH AVE E	9770000020	PLANNING	SHORT PLAT - FINAL	UNDER REVIEW	10/06/2021	12/28/2021
21-1579	WAGNER SHORT PLAT FINAL PLAT	11226 18TH ST E	9770000069	PLANNING	SHORT PLAT - FINAL	UNDER REVIEW	12/02/2021	12/27/2021
SHORT PLAT - PRELIMINARY								
20-1533	CONNOLLY SHORT PLAT PRELIMINARY SHORT PLAT	1711 122ND AV E	420112155	PLANNING	SHORT PLAT - PRELIMINARY	WAITING ON REVISIONS	10/26/2020	12/17/2021
SITE DEVELOPMENT								
17-1527	NORTHWOOD ESTATES WEST PHASE II SITE DEVELOPMENT	9609 24TH ST E	420091136	ENGINEERING	SITE DEVELOPMENT	WAITING ON REVISIONS	12/05/2017	11/15/2021
19-1401	BEREZNYOV SHORT PLAT SITE DEVELOPMENT	8904 20TH ST E	420096012	ENGINEERING	SITE DEVELOPMENT	UNDER REVIEW	08/16/2019	11/23/2021
20-1236	JENNA ACRES SHORT PLAT SITE DEVELOPMENT	1419 114TH AV E	420034061	ENGINEERING	SITE DEVELOPMENT	UNDER REVIEW	05/20/2020	09/17/2021
20-1624	DHALIWAL TC LANDING SITE DEVELOPMENT	1914 MERIDIAN AV E	420091134	ENGINEERING	SITE DEVELOPMENT	WAITING ON REVISIONS	11/30/2020	10/18/2021
20-1657	MICKELSON SUBDIVISION SITE DEVELOPMENT	2804 90TH AV E	420093089	ENGINEERING	SITE DEVELOPMENT	WAITING ON REVISIONS	12/22/2020	03/12/2021
21-1430	WINDMILL PARK TOWNHOMES SITE DEVELOPMENT	3117 MERIDIAN AVE E	420103072	ENGINEERING	SITE DEVELOPMENT	WAITING ON REVISIONS	09/24/2021	10/21/2021
21-1560	BREYER SHORT PLAT SITE DEVELOPMENT	2110 TO 2114 95TH AVENUE CT E	420095023	ENGINEERING	SITE DEVELOPMENT	UNDER REVIEW	11/22/2021	12/27/2021

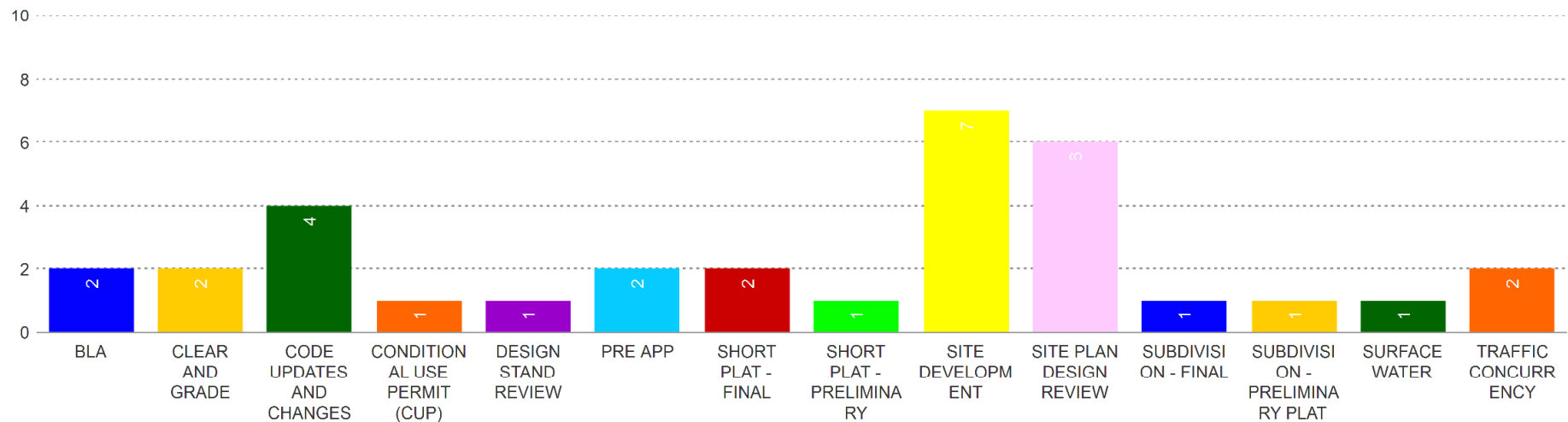
Pending Projects - Planning and Engineering Permits

33 Permits

Exported: 01/01/2022

Permit #	Project	Site Address	Parcel	Department	Type	Status	Submitted	Last Activity
SITE PLAN DESIGN REVIEW								
21-1031	PROLOGIS PARK SITE PLAN REVIEW (PHASE I AND II)	3926 90TH AVE E	420163076	PLANNING	SITE PLAN DESIGN REVIEW	WAITING ON REVISIONS	01/22/2021	12/02/2021
21-1320	VIBE SALON SITE PLAN REVIEW	10124 18TH STREET CT E	3630000090	PLANNING	SITE PLAN DESIGN REVIEW	WAITING ON REVISIONS	07/12/2021	12/08/2021
21-1348	TAPPS APARTMENTS SITE PLAN REVIEW	XXX 29TH ST E	3625000372	PLANNING	SITE PLAN DESIGN REVIEW	WAITING ON REVISIONS	07/29/2021	11/18/2021
21-1403	BRIDGE POINT SITE PLAN APPLICATION	9321 44TH STREET CT E	420163000	PLANNING	SITE PLAN DESIGN REVIEW	WAITING ON REVISIONS	09/02/2021	12/27/2021
21-1497	EDGEWOOD HEIGHTS PHASE II SUB-PHASING SITE PLAN	1909 104TH AVE E	420106035	PLANNING	SITE PLAN DESIGN REVIEW	WAITING ON REVISIONS	10/20/2021	11/24/2021
21-1617	EDGEWOOD HEIGHTS PHASE II STAIR DRAINAGE SITE PLAN REVIEW	1909 104TH AVE E	420106035	PLANNING	SITE PLAN DESIGN REVIEW	UNDER REVIEW	12/16/2021	12/28/2021
SUBDIVISION - FINAL								
21-1624	PHILLIPS RIDGE SUBDIVISION FINAL PLAT	XXX 86TH AVENUE CT E	420081040	PLANNING	SUBDIVISION - FINAL	UNDER REVIEW	12/20/2021	12/29/2021
SUBDIVISION - PRELIMINARY PLAT								
21-1282	WINDMILL PARK TOWNHOMES SUBDIVISION PRELIMINARY PLAT	3117 MERIDIAN AVE E	420103072	PLANNING	SUBDIVISION - PRELIMINARY PLAT	WAITING ON REVISIONS	06/17/2021	12/14/2021
SURFACE WATER								
21-1328	MANZA SIMPLE PAVING PERMIT	1019 114TH AVE E	420038030	ENGINEERING	SURFACE WATER	WAITING ON REVISIONS	07/19/2021	12/27/2021
TRAFFIC CONCURRENCY								
21-1192	BRIDGE POINT TRAFFIC CONCURRENCY	XXX 98TH AV E	420164096	ENGINEERING	TRAFFIC CONCURRENCY	UNDER REVIEW	04/29/2021	06/02/2021
21-1214	NWP MERIDIAN TRAFFIC CONCURRENCY	3117 MERIDIAN AV E	420103072	ENGINEERING	TRAFFIC CONCURRENCY	UNDER REVIEW	05/11/2021	07/20/2021

Permits by Type



Plat Construction Tracking Report- December 2021

Preliminary Plat						Site Development	Final Plat		Buildout	
Submitted	Project	Address	Total Lots	Status	Approved	Status	Status	Lots Recorded	Completed Homes #	Completion Date
2021	WINDMILL PARK TOWNHOMES	3117 MERIDIAN AVE E	45	APPLICATION		APPLICATION				
	BREYER SHORT PLAT	2114 95TH AVCT E	5	APPROVED	9/20/2021					
2020	HUNTINGTON SHORT PLAT	9605 18TH STCT E	3	APPROVED	2/8/2021	FINALED	APPROVED	3	1	33%
	CONNOLY SHORT PLAT	1711 122ND AV E	3	APPLICATION						
	TEBALDI SHORT PLAT	4625 126TH AV E	2	APPROVED	11/12/2020	N/A				
	PADEN SHORT PLAT	1302 114TH ST E	2	APPROVED	2/1/2021					
	HARRISON SHORT PLAT	12121 42ND ST E	2	APPROVED	2/1/2021	FINALED	APPROVED	2	1	50%
	PHILLIPS RIDGE SUBDIVISION	XXX 86TH AVCT E	14	APPROVED	12/29/2020	ISSUED	APPLICATION			
	DODDS SHORT PLAT	4902 EDGEWOOD DR E	2	APPROVED	9/3/2020	N/A	APPROVED	2	1	50%
	SMITH SHORT PLAT	2506 117TH AV E	2	APPROVED	10/5/2021					
2019	BJERK SHORT PLAT	9815 31ST ST E	2	APPROVED	1/14/2020	N/A	APPROVED	2	1	50%
	ESTATES ON CALDWELL SUBDIVISION	XXX CALDWELL RD E	6	APPROVED	5/5/2020	FINALED	APPROVED	6		
	JENNA ACRES SHORT PLAT	1419 114TH AV E	4	APPROVED	9/14/2020	APPLICATION				
	SELLERS SHORT PLAT	11215 13TH ST E	2	APPROVED	9/27/2019					
	WAGNER SHORT PLAT	11226 18TH ST E	3	APPROVED	10/23/2019	ISSUED	APPLICATION			
	RAMSAUR SHORT PLAT	9505 24TH ST E	4	APPROVED	6/21/2019	N/A	APPROVED	4	1	25%
	BECKER SHORT PLAT	4122 CALDWELL RD E	2	APPROVED	7/1/2019	APPLICATION	APPROVED	2	1	50%
2018	BARTH SUBDIVISION	XXX 96TH AV E	37	APPROVED	6/4/2020	ISSUED				
	T GARRETT SHORT PLAT	10412 36TH ST E	2	APPROVED	3/1/2019	FINALED	APPROVED	2	1	50%
	GRUBB SHORT PLAT	12325 48TH ST E	3	APPROVED	12/29/2020					
	HEART & SOUL SHORT PLAT	9725 18TH STCT E	4	APPROVED	12/26/2018	FINALED	APPROVED	4	3	75%
	MICKELSON SUBDIVISION	2804 90TH AV E	10	APPROVED	8/25/2020	APPLICATION				
	CHUMAKIN SHORT PLAT	2005 112TH AV E	4	APPROVED	6/22/2018	FINALED	APPROVED	4	1	25%
	BEREZNYOV SHORT PLAT	8904 20TH ST E	4	APPROVED	1/10/2019	APPLICATION				
	ABEL SHORT PLAT	12321 16TH ST E	6	APPROVED	9/13/2018	ISSUED	APPROVED	6	2	33%
2017	CIRILIUM (RESERVE AT HILLCREST) SUBDIVISION	12311 31ST ST E	18	APPROVED	8/15/2018	FINALED	APPROVED	18	10	55%
	WOLF POINT SUBDIVISION	XXX MERIDIAN AV E	56	APPROVED	3/20/2019	ISSUED				
	GAGNON SHORT PLAT	2620 110TH AV E	2	APPROVED	11/17/2017	FINALED	APPROVED	2	1	50%
2016	VOLENTE SUBDIVISION	8626 33RD ST E	15	APPROVED	6/6/2017	ISSUED	APPROVED	15	0	
	DOMUS TOWNHOMES PRD (THE WOODLANDS)	10525 11TH ST E	55	APPROVED	1/11/2017	FINALED	APPROVED	55	17	31%
	EDGEWOOD VIEW ESTATES SUBDIVISION PHASE 2	8224 20TH ST E	67	APPROVED	12/14/2017	FINALED	APPROVED	67	62	92%
	GERVAIS SHORT PLAT	1607 112TH AVE E	3	APPROVED	12/22/2016	ISSUED	APPROVED	3	1	33%
	NORTHWOOD ESTATES WEST SUBDIVISION- PHASE 2	9623 24TH ST E	41	APPROVED	10/24/2017	APPLICATION				
	PASCOLO ESTATES SUBDIVISION	2806 117TH AVE CT E	19	APPROVED	3/21/2017	FINALED	APPROVED	19	4	21%
	EDGEWOOD TERRACE SUBDIVISION	2907 122ND AVE E	28	APPROVED	7/5/2017					
2015	NICKLAUS (ASTER POINT) SUBDIVISION	2305-2307 94TH AVE CT E	38	APPROVED	12/15/2016	FINALED	APPROVED	38	25	66%
	CALIBER SHORT PLAT	3312 106TH AVE E	6	APPROVED	9/8/2016	FINALED	APPROVED	6	5	83%
	EDGEWOOD ESTATES SUBDIVISION	12220 12TH ST E	14	APPROVED	9/29/2016	ISSUED	APPROVED	14		
	VIEW POINTE SUBDIVISION	10413 13TH ST E	44	APPROVED	4/29/2016	FINALED	APPROVED	44	43	98%
	MAPLE GROVE SUBDIVISION	2613 87TH AVE CT E	8	APPROVED	9/13/2016	FINALED	APPROVED	8	8	100%
	CURRAN ESTATES SUBDIVISION	412 114TH AVE E	9	APPROVED	12/30/2015	FINALED	APPROVED	9	2	22%
2014	LISITSYN SHORT PLAT	11120 COUNTY LINE RD E	6	APPROVED	7/15/2014	FINALED	APPROVED	6	3	50%
2013	WESTRIDGE SUBDIVISION	FREEMAN RD	290	APPROVED	9/4/2014	FINALED	APPROVED	284	268	94%



**CITY OF EDGEWOOD
STAFF REPORT
EDAB AGENDA ITEM**

Date: February 7, 2022

Title: EDAB Training

Attachments: None (see link below)

Submitted By: Morgan Dorner, Senior Planner

Discussion:

EDAB members have been taking [WA Department of Commerce Short Courses](#) which include the following staff recommended trainings: “Local Planning 1-4” and “Economic Development 1-4”. These trainings on Economic Development and Planning in Washington are for the benefit of EDAB members and will provide a knowledge base as we move forward with the Town Center Subarea Plan and develop an Economic Development Element for the City’s next Comprehensive Plan Update in 2024.

At the January meeting, the first half of a Legal Primer on Planning and Economic Development was played. This February meeting will start with the second half of that training which will be about 20-30 minutes:

[A Short Course on Local Planning: Legal Primer on Planning and Development in Washington State](#)

Next month’s meeting will cover the last video of the Department of Commerce Short Course series on Economic Development, titled “Economic Development 4: The New Economy and implications for community planning”.

Please note, as we move through this educational training series, feel free to share any trainings or resources that staff might add to the training plan for EDAB members.



CITY OF EDGEWOOD STAFF REPORT EDAB AGENDA ITEM

Date: February 7, 2022

Title: Town Center

Attachments: None

Submitted By: Morgan Dorner, Senior Planner

Introduction:

Town Center is defined as the “Heart of Edgewood” in the City’s Comprehensive Plan and is intended to be the densest area of the city. Mixed-use development is encouraged, meaning that commercial and residential development should be built together. Town Center seeks to promote development that will serve the entire community.

Background:

December 14, 2020- March 8, 2021: Key discussion points from these meetings are listed below:

- Vision for TC neighborhood, as established in City’s Comprehensive Plan
- Future of Edgewood City Hall property and development of a Civic Campus
- Current and recent projects in TC including multi-family developments
- Conceptual building and site design, through “Sketch-Up” 3-D modeling
- Targeted land uses like craft manufacturing and business incubators
- Variety of housing options
- Trail, open space networks and plazas/greenspace
- Equitable access to public amenities
- Public-private partnerships

April 12, 2021: Planning Commission recommended three actions to City Council.

June 7 and June 9, 2021: Staff kicked off the public involvement process with presentations to both the EDAB and PRAB. Staff will continue working with the boards to gather input on the promotion of local craft manufacturing, business incubators, and to seek public feedback on public plazas, greenspaces, and trails, both connecting to and within the TC area.

September 13, 2021: Planning Commission determined the geographic boundary of the Town Center Subarea Plan (attachment 3). The boundary is limited to properties with TC zoning designation and is consistent with Pierce County’s Center of Local Importance (COLI) designation.

October 11, 2021: City staff presented youth engagement efforts during the Edgewood Experience program. Additionally, City staff announced that the boundary set at the September 13th meeting would be used to apply for the WA State Dept. of Commerce’s Transit Oriented Development Implementation (TODI) Grant. It is worth noting that Edgewood was not selected for the grant and staff is evaluating any potential impacts this may have on the subarea planning process.

November 8, 2021: Planning Commission and staff held discussion on historic TC planning efforts and the proposed Town Center Subarea Planning schedule, focusing on the public involvement process.

January 3, 2022: Discussion on TC Subarea Plan webpage and Thursday January 27th Subarea Plan Virtual Community Workshop.

January 27, 2022:

Subarea Plan Virtual Community Workshop – The workshop was the first in a series of three (3). The goal of the workshop was to inform and promote. Inform the public about what and where Town Center is and promote the importance of the Subarea Plan. The workshop gave people an opportunity to stay involved in the city’s efforts in 2022. City staff and AHBL representatives will led a recorded presentation that is posted on the Town Center webpage.

Discussion:

January Workshop

The city held a virtual community workshop on Thursday January 27, 2022 at 6:00PM. The workshop was the first in a series of three (3). The goal of the workshop was to *inform and promote*. *Inform* the public about what and where Town Center is and *promote* the importance of the Subarea Plan. The workshop gave people an opportunity to stay involved in the city’s efforts in 2022. City staff and AHBL representatives will led a recorded presentation that is posted on the [Town Center webpage](#).

The community workshop was promoted to diverse stakeholders to establish meaningful partnerships:

- Town Center webpage, City event calendar, and social media
- E-mail subscribers on City Clerk’s distribution list
- Postcards to Town Center property owners
- Puget Sound Business Journal, South Sound Magazine, and Tacoma News Tribune advertisement
- Direct outreach to Pierce County Library System, Mountain View Community Center (MVCC), City of Milton, FME Chamber of Commerce, and WA State Farmer’s Market Association

Town Center Subarea Plan Webpage

Staff has made several updates to our [project webpage](#).

- Promotional video summarizing: what Town Center is, why Edgewood is writing a Subarea Plan, and how the public can get involved
- 3-D modeling video to visualize what Town Center’s future could be
- Link to a new [Historic Community Planning Resources page](#) with access to sixteen (16) documents

Additional Engagement Efforts

Staff is continuing to plan for more public outreach throughout the process.

- Edgewood Community Magazine article in the Spring 2022 edition
- City of Milton Planning Commission presentation on March 8th
- Pierce County Library promotional opportunity (flyers at Edgewood-Milton branch)
- Second workshop in third week of May
- More to come!



**CITY OF EDGEWOOD
STAFF REPORT
EDAB AGENDA ITEM**

Date: February 7, 2022

Title: Edgewood Business Map

Attachments: None (see links below)

Submitted By: Morgan Dorner, Senior Planner

Discussion:

No updates for this item. Staff is currently working internally to confirm the placement of the map link on the City's website and if certain features discussed at the past EDAB meetings are possible. As of now, this is still just a tool for EDAB to help with discussion. We will use this tool whenever needed to provide a visual of current businesses in Edgewood and planning for Economic Development in Town Center.

Business Layer (run off Google Maps):

<https://www.google.com/maps/d/edit?mid=13TdmiWt59wC7EBvgOUepEJLsxxnxIo5e&ll=47.23019901399063%2C-122.28584079999999&z=13>

City's GIS Map:

<https://edgewood-wa.maps.arcgis.com/apps/webappviewer/index.html?id=33c7da15a7ed43f28ea4f34cfc14e4cf>



CITY OF EDGEWOOD STAFF REPORT EDAB AGENDA ITEM

Date: February 7, 2022

Title: 2022 Work Plan

Attachments: 2021 Work Plan
2022 Work Plan - Draft

Submitted By: Morgan Dorner, Senior Planner

Discussion:

On February 7, 2022, the EDAB members will decide on the 2022 Work Plan to present their finalized draft plan to City Council during their joint Study Session meeting on February 15, 2022.

On February 22, 2022, City Council will decide on whether or not to adopt and set EDAB's 2022 Work Plan as drafted and attached with this item. This agenda item is a standing item to allow EDAB members to discuss the work plan throughout the year.

Recommendation:

Review and discuss the draft 2022 Work Plan and approve the finalized draft work plan to present to City Council during their joint Study Session meeting on February 15, 2022.

Draft 2022 Work Plan – prepared by staff:

Underlined text shows what has been added and strike-through text shows what has been removed. All changes are the result of previous EDAB meeting discussions and direction. A draft version of the 2022 Work Plan was prepared based on these edits and is included with this item.

1. Edgewood Marketplace
 - a. Finalize recruitment
 - b. Create directory
 - c. Develop a governing structure
 - d. Partner with PRAB and/or Friends of the Park regarding 2022 event
2. Town Center
 - a. Provide input for the Town Center Subarea Plan to Planning Commission and City Council
 - ~~Business [garden] tour a. Ticketed event(s)~~
 - ~~b. Proceeds serve as a business fundraiser~~
 - ~~c. Different deliverable at each stop (germane to the specific Edgewood business)~~
 - ~~d. Annual/Semi-Annual/Quarterly event that rotates businesses~~
3. Create, distribute, and analyze a restaurant or other preferred business survey a. Optional methods of distribution include: Survey Monkey, publishing in the local paper; copies at Chamber of Commerce; a new webpage on the City's website; or a separate website or landing page.

- a. Seek [anecdotal] information to give to a targeted restaurant or eatery, e.g., “Our recent survey showed that 72% of the respondents wanted XYZ Café in Edgewood.”
 - b. End result may be a press release or new marketing materials.
4. Develop a SWOT Analysis
 - a. Schedule economic development workshops, at least two
 - i. *1st workshop – ask for input from stakeholders*
 - ii. *2nd workshop, at least a month later so the analyses can be completed – present the findings.*
 - b. Use SWOT Analysis to develop strategic plan, and SWOT findings to be used in business attraction.
 - c. Edgewood Business Map on City website for residents to find local businesses
5. Serve as Business Retention Ambassadors
 - a. Visit existing businesses and conduct a survey or see if they will provide testimonials, i.e., what is it like doing business in Edgewood.
 - b. Determine if they are looking to expand – if so, can you find another place for them in Edgewood?
 - c. If they may be looking to leave – find out why and see what can be done to keep them in Edgewood.
6. Promote Diversity, Equity, and Inclusion in recommendations to City Council
7. Collaborate with the Planning Commission
8. Increase Public Engagement Efforts



CITY OF EDGEWOOD ECONOMIC DEVELOPMENT ADVISORY BOARD 2021 WORK PLAN

2021 Work Plan Items

1. Edgewood Marketplace

- a. Finalize recruitment
- b. Create directory
- c. Develop a governing structure
- d. Partner with PRAB and/or Friends of the Park regarding 2022 event

2. Business [garden] tour

- a. Ticketed event(s)
- b. Proceeds serve as a business fundraiser
- c. Different deliverable at each stop (germane to the specific Edgewood business)
- d. Annual/Semi-Annual/Quarterly event that rotates businesses

3. Create, distribute, and analyze a restaurant or other preferred business survey

- a. Optional methods of distribution include: Survey Monkey, publishing in the local paper; copies at Chamber of Commerce; a new webpage on the City's website; or a separate website or landing page.
- b. Seek [anecdotal] information to give to a targeted restaurant or eatery, e.g., "Our recent survey showed that 72% of the respondents wanted XYZ Café in Edgewood."
- c. End result may be a press release or new marketing materials.

4. Develop a SWOT Analysis

- a. Schedule economic development workshops, at least two
 - i. *1st workshop – ask for input from stakeholders*
 - ii. *2nd workshop, at least a month later so the analyses can be completed – present the findings.*
- b. Use SWOT Analysis to develop strategic plan, and SWOT findings to be used in business attraction.

5. Serve as Business Retention Ambassadors

- a. Visit existing businesses and conduct a survey or see if they will provide testimonials, i.e., what is it like doing business in Edgewood.
- b. Determine if they are looking to expand – if so, can you find another place for them in Edgewood?
- c. If they may be looking to leave – find out why and see what can be done to keep them in Edgewood.

6. Promote Diversity, Equity, and Inclusion in recommendations to City Council

7. Collaborate with the Planning Commission

8. Increase Public Engagement Efforts



**CITY OF EDGEWOOD
ECONOMIC DEVELOPMENT ADVISORY BOARD
2022 WORK PLAN - DRAFT**

2022 Work Plan Items

1. Edgewood Marketplace

- a. Finalize recruitment
- b. Create directory
- c. Develop a governing structure
- d. Partner with PRAB and/or Friends of the Park regarding 2022 event

2. Town Center

- a. Provide input for the Town Center Subarea Plan to Planning Commission and City Council

3. Create, distribute, and analyze a restaurant or other preferred business survey

- a. Optional methods of distribution include: Survey Monkey, publishing in the local paper; copies at Chamber of Commerce; a new webpage on the City's website; or a separate website or landing page.
- b. Seek [anecdotal] information to give to a targeted restaurant or eatery, e.g., "Our recent survey showed that 72% of the respondents wanted XYZ Café in Edgewood."
- c. End result may be a press release or new marketing materials.

4. Develop a SWOT Analysis

- a. Schedule economic development workshops, at least two
 - i. 1st workshop – ask for input from stakeholders**
 - ii. 2nd workshop, at least a month later so the analyses can be completed – present the findings.**
- b. Use SWOT Analysis to develop strategic plan, and SWOT findings to be used in business attraction.
- c. Edgewood Business Map on City website for residents to find local businesses

5. Serve as Business Retention Ambassadors

- a. Visit existing businesses and conduct a survey or see if they will provide testimonials, i.e., what is it like doing business in Edgewood.
- b. Determine if they are looking to expand – if so, can you find another place for them in Edgewood?
- c. If they may be looking to leave – find out why and see what can be done to keep them in Edgewood.

6. Promote Diversity, Equity, and Inclusion in recommendations to City Council

7. Collaborate with the Planning Commission

8. Increase Public Engagement Efforts



**CITY OF EDGEWOOD
STAFF REPORT
EDAB AGENDA ITEM**

Date: February 7, 2022

Title: 2022 EDAB Meeting Calendar

Attachments: 2022 EDAB Meeting Calendar

Submitted By: Morgan Dorner, Senior Planner

Discussion:

Per the last meeting, a calendar for 2022 was recommended to plan for holidays that conflict with regular meetings held the first Monday of every month. Approving a 2022 calendar would provide EDAB members and the public with a clear expectation for future meeting dates, improve efficiencies, and reduce staff time expended to prepare Special Meeting notices each time a conflict occurs in 2022.

Recommendation:

Discuss any issues or changes and approve the draft 2022 Meeting Calendar attached with this item.



CITY OF EDGEWOOD ECONOMIC DEVELOPMENT ADVISORY BOARD (EDAB) 2022 MEETING CALENDAR

Meetings start at 6:00 PM and are generally held the 1st Monday of each month (see * for exceptions). Meetings are currently scheduled to be held virtually via Zoom. For the most up-to-date meeting information, visit calendar.cityofedgewood.org.

2022 EDAB Meeting Calendar			
Date	Time	Location	Notes
January 3	6:00 PM	Virtual via Zoom	
February 7	6:00 PM	Virtual via Zoom	
March 7	6:00 PM	Virtual via Zoom	
April 4	6:00 PM	Virtual via Zoom	
May 2	6:00 PM	Virtual via Zoom	
June 6	6:00 PM	Virtual via Zoom	
July*	N/A	N/A	*No meeting
August 1	6:00 PM	Virtual via Zoom	
August 29*	6:00 PM	Virtual via Zoom	*September meeting falls on Labor Day
October 3	6:00 PM	Virtual via Zoom	
November 7	6:00 PM	Virtual via Zoom	
December 5	6:00 PM	Virtual via Zoom	