



CITY OF EDGEWOOD PLANNING COMMISSION MEETING AGENDA

Monday, June 13, 2022 – 6 p.m.

Hybrid meeting held via Zoom (Meeting ID: 970 6596 9184) and at
Edgewood City Hall: 2224 104th Ave E. Edgewood WA, 98372

1. Call to Order:

- a. Pledge of Allegiance
- b. Attendance (*by presence, not roll call—unless hearing scheduled*)
 - i. Position 1: Carly Guillory
 - ii. Position 2: JoAnn Overfield, Chair
 - iii. Position 3: Tom Greene
 - iv. Position 4: Sarah Wagner
 - v. Position 5: Jason Ramirez
 - vi. Position 6: Allison Pincas, Vice-Chair
 - vii. Position 7: Karla Slate

2. Consent Agenda: *All matters listed under Item 2 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. Review Planning Commission meeting minutes from May 9, 2022
- c. Review of Development Review Report for May 2022

3. Citizen Comment Period: *This portion of the agenda is reserved for the public to comment on items not on the agenda. The Planning Commission may invite additional public comment on agenda items noted for discussion later in the meeting.*

4. Public Hearing: None

5. Action Items:

- a. Chair and Vice-Chair Appointments

6. Discussion Items:

- a. **New Business**
 - i. Land Use Table (Kennels)
 - ii. Development Review Processes
- b. **Old Business**
 - i. Development and Public Works Standards
 - ii. Sewer Connection Requirements
 - iii. Town Center (TC)
 - iv. 2022 Work Plan

7. Staff Comments

- a. ICSC Conference Summary

8. Commissioner Updates

9. Adjourn

These meetings are accessible to persons with disabilities. For individuals who may require special accommodations, please contact City Hall at (253)952-3299, 24 hours in advance.



CITY OF EDGEWOOD

PLANNING COMMISSION MEETING MINUTES

Monday, May 9, 2022 – 6 p.m. • Edgewood City Hall – 2224 104th Ave. E

Meeting Held Virtually via Zoom

1. **CALL TO ORDER:** Vice-Chair Pincas called meeting to order at 6:07 PM
 - A. **Commissioners Present:** Guillory; Greene; Wagner; Ramirez; Pincas; Slate
 - B. **Commissioners Absent:** Overfield
 - C. **Staff Member(s) Present:** Darren Groth, CED Director
Emily Arteche, Planning Manager
Evan Hietpas, Associate Planner
Joe Blaine, Engineering Technician
 - D. **Others Present:** Councilmember Day
Councilmember Tomin
2. **CONSENT AGENDA:** Greene motioned to APPROVE as presented, Guillory seconded. Commission voted 6-0 to approve the Consent Agenda, as presented.
3. **CITIZEN COMMENTS:**
 - A. Andrew Wiesenfeld, Chair of Edgewood EDAB: Requested improved collaboration and coordination between the Planning Commission and EDAB, specifically related to Town Center, with a proposal of a future joint meeting with all members.
 - B. Linda Burgess, 12822 51st Street East, Puyallup River Watershed Council Board member: Explained what the PRWC does and requested feedback on the development of an “environmental toolkit” as a resource for policymakers in Edgewood, specifically related to the upcoming Comprehensive Planning process.
 - C. Leo Taylor, ESI Security Owner: Expressed concerns related to the Site Plan design standards review application for commercial businesses.
4. **PUBLIC HEARINGS:**
 - A. Comprehensive Plan Amendment Docket
 - i. Vice-Chair Pincas opened the public hearing at 6:34.
 - ii. Hietpas briefed the Commission and public on the public hearing item.
 - iii. Ryan Erickson, Edgewood resident, expressed gratitude for the City’s planning efforts.
 - iv. Vice-Chair Pincas closed the public hearing at 6:36.
 - B. Impact Fee Exemptions Code Amendments (Low-Income Housing)
 - i. Vice-Chair Pincas opened the public hearing at 6:37.
 - ii. Hietpas briefed the Commission and public on the public hearing item.
 - iii. No public comment.
 - iv. Vice-Chair Pincas closed the public hearing at 6:39.

5. ACTION ITEMS:

A. Comprehensive Plan Amendment Docket

- i. Vice-Chair Pincas requested a motion to approve the proposed docket presented in the staff report submitted by Groth and Hietpas.
- ii. Wagner moved to approve; Guillory seconded. Commission voted 6-0 to approve the amendments.

B. Impact Fee Exemptions Code Amendments (Low-Income Housing)

- i. Chair Overfield requested a motion to approve the proposed code amendments as presented in the staff report submitted by Metzler and Hietpas.
- ii. Wagner moved to approve; Slate seconded. Commission voted 5-1 to approve the amendments.

6. DISCUSSION ITEMS:

A. New Business:

i. Stormwater Manual Code Update (Artificial Turf)

- Hietpas and Blaine opened the discussion.
- The Commission discussed and determined that further discussion could be held on artificial turf regulations and restrictions.

ii. Reappointments

- Hietpas announced the upcoming expiration dates for Positions 1, 2, and 3 and requested confirmation from these positions to continue serving as Commissioners.
- Commissioners confirmed that they will continue serving, if City Council approves their reappointments.

iii. APA Membership

- Hietpas and Groth announced that the City will renew the Commissioners' APA membership, unless otherwise instructed by individuals.

B. Old Business:

i. Town Center

- Hietpas opened the discussion, explained the approach for the May 19th Community Workshop, and announced the release of a Subarea Plan draft outline document.
- Groth promoted May 31st City Council Open House focusing on Planning Division projects and topics.

ii. 2022 Work Plan

- No discussion held on the 2022 Work Plan.

7. STAFF COMMENTS:

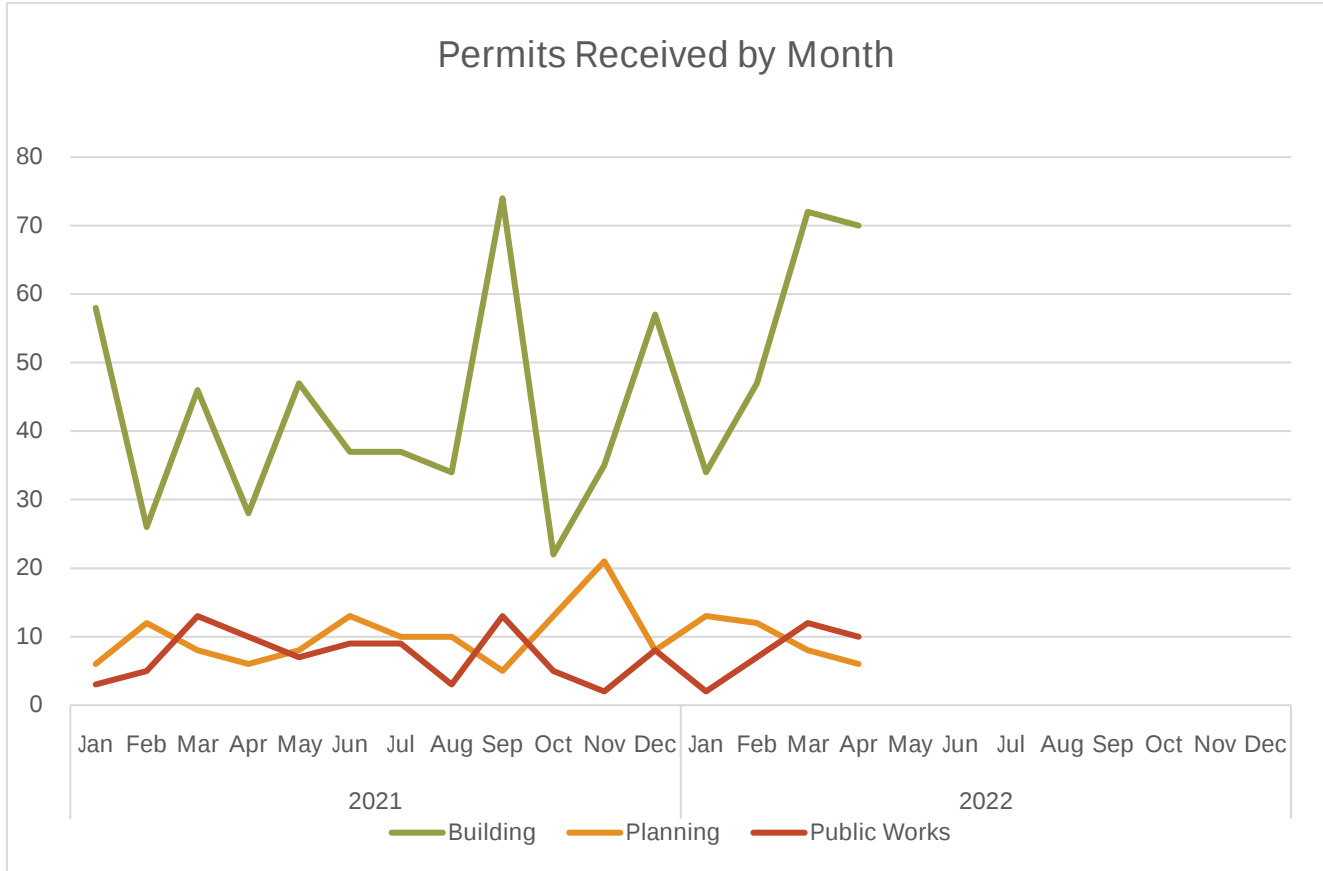
8. COMMISSIONER COMMENTS:

- A.** Vice-Chair Pincas provided comment on her personal experience with the City's Site Plan review process for tree preservation. She requested to discuss the City's permit review process in upcoming meeting to identify improvements that could be recommended to staff for consideration and action.

9. ADJOURN: Vice-Chair Pincas adjourned meeting at 7:45 PM.

Apr 2022

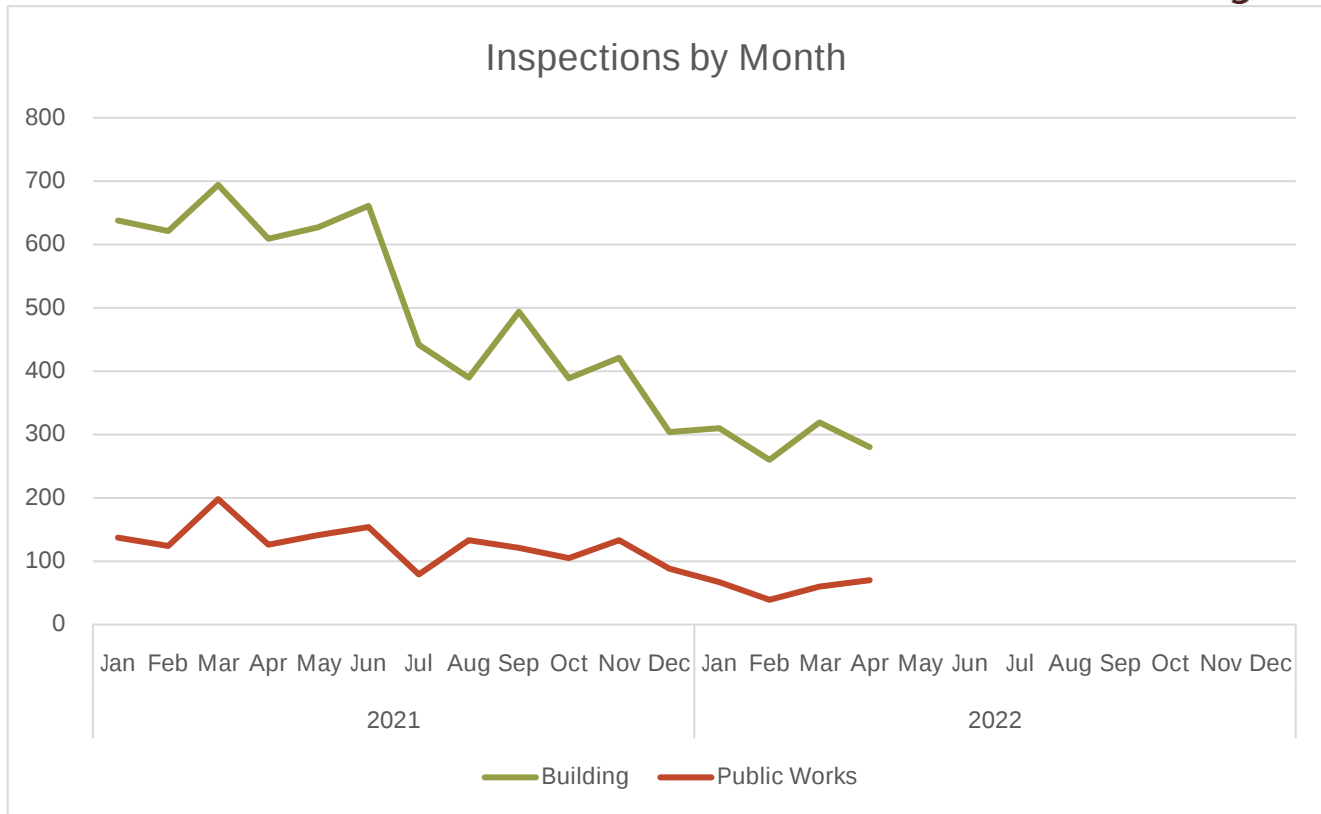
Monthly Development Report



Permits	Building		Planning		Public Works	
	Received	Issued	Received	Issued	Received	Issued
Apr 2022	70	30	6	2	10	9
Apr 2021	28	38	6	6	10	10
Average 2022	56	27	10	4	8	7
Average 2021	40	46	8	7	8	7
YTD 2022	223	107	39	17	31	26
YTD 2021	158	182	32	27	31	28
	Building		Planning		Public Works	
	Month	Received	Month	Received	Month	Received
Highest Month 2022	Mar	72	Jan	13	Mar	12
Highest Month 2021	Sep	74	Nov	21	Mar	13

Apr 2022

Monthly Development Report



<i>Inspections</i>	Building		Public Works	
Apr 2022	280		70	
Apr 2021	609		126	
Average 2022	292		59	
Average 2021	524		128	
YTD 2022	1169		236	
YTD 2021	2562		585	
	Building		Public Works	
	Month	Insp.	Month	Insp.
Highest Month 2022	Mar	319	Apr	70
Highest Month 2021	Mar	694	Mar	198

Pending Projects - Planning and Engineering Permits

37 Permits

Exported: 05/01/2022

Permit #	Project	Site Address	Parcel	Department	Type	Status	Submitted	Last Activity
BLA								
21-1646	MICKELSON BLA	2804 90TH AVE E	420093089	PLANNING	BLA	WAITING ON REVISIONS	12/30/2021	04/22/2022
22-1057	BENNETT BLA	5423 MONTA VISTA DR E	420235006	PLANNING	BLA	INCOMPLETE	02/04/2022	02/09/2022
22-1128	DHALIWAL TC LANDING BOUNDARY LINE ADJUSTMENT	1914 MERIDIAN AVE E	420091134	PLANNING	BLA	INCOMPLETE	03/22/2022	04/04/2022
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	02/08/2022
22-1101	DEROSS CLEAR AND GRADE	1105 108TH AVE E	420037014	ENGINEERING	CLEAR AND GRADE	INCOMPLETE	03/24/2022	03/30/2022
CODE UPDATES AND CHANGES								
21-1574	ENVIRONMENTAL NOISE ORDINANCE	2224 104th Ave E		PLANNING	CODE UPDATES AND CHANGES	APPLICATION	11/30/2021	02/18/2022
22-1064	TOWN CENTER SUBAREA PLAN	2224 104TH AVE E	420102012	PLANNING	CODE UPDATES AND CHANGES	APPLICATION	02/09/2022	04/26/2022
22-1108	STORMWATER MANUAL CODE UPDATES TITLE 13	2224 104TH AVE E	420102012	PLANNING	CODE UPDATES AND CHANGES	APPLICATION	03/08/2022	04/20/2022
22-1127	GENERAL SEWER PLAN UPDATE-PHASE 1 MAP AMENDMENT (WOLF POINT SUBDIVISION)	2224 104TH AVE	420102012	PLANNING	CODE UPDATES AND CHANGES	APPLICATION	03/15/2022	04/12/2022
22-001CODE	IMPACT FEE EXEMPTIONS CODE UPDATE (LOW-INCOME HOUSING)	2224 104TH AVE E	420102012	PLANNING	CODE UPDATES AND CHANGES	APPLICATION	03/28/2022	04/20/2022
22-002CODE	PARKS RECREATION OPEN SPACE AND TRAILS (PROST) PLAN UPDATE	2224 104TH AVE E	420102012	PLANNING	CODE UPDATES AND CHANGES	APPLICATION	04/20/2022	04/25/2022
22-003CODE	FIREWORKS REGULATIONS CODE AMENDMENT	2224 104TH AVE E	420102012	PLANNING	CODE UPDATES AND CHANGES	APPLICATION	04/26/2022	04/26/2022
22-004CODE	2021 CITY INITIATED COMPREHENSIVE PLAN AMENDMENT	2224 104TH AVE E	420102012	PLANNING	CODE UPDATES AND CHANGES	APPLICATION	04/26/2022	04/26/2022
CONDITIONAL USE PERMIT (CUP)								
21-1275	VIEW POINTE RV CUP	10315 12TH STREET CT E	420037059	PLANNING	CONDITIONAL USE PERMIT (CUP)	UNDER REVIEW	06/15/2021	04/28/2022
22-1038	PINTO TIRE AND AUTO CARE CUP	1009 MERIDIAN AVE E	420033140	PLANNING	CONDITIONAL USE PERMIT (CUP)	INCOMPLETE	01/28/2022	02/07/2022
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	04/26/2022
POST REVISION - ENG								
19-1413 PR1	WOLF POINTE SITE DEVELOPMENT POST REVISION	9810 36TH ST E	420165030	ENGINEERING	POST REVISION - ENG	INCOMPLETE	03/10/2022	03/14/2022
PRE APP								
22-1143	BLRB EDGEWOOD APARTMENTS (LAKE CHALET)	XXX 24TH ST E	420107031	PLANNING	PRE APP	UNDER REVIEW	03/25/2022	04/27/2022
SHORT PLAT - FINAL								
21-1613	TEBALDI SHORT PLAT FINAL PLAT	4625 126TH AVE E	6755000240	PLANNING	SHORT PLAT - FINAL	WAITING ON REVISIONS	01/10/2022	03/15/2022
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	04/05/2022

Pending Projects - Planning and Engineering Permits

37 Permits

Exported: 05/01/2022

Permit #	Project	Site Address	Parcel	Department	Type	Status	Submitted	Last Activity
SITE DEVELOPMENT								
19-1401	BEREZNYOV SHORT PLAT SITE DEVELOPMENT	8904 20TH ST E	420096012	ENGINEERING	SITE DEVELOPMENT	UNDER REVIEW	08/16/2019	02/22/2022
20-1236	JENNA ACRES SHORT PLAT SITE DEVELOPMENT	1419 114TH AV E	420034061	ENGINEERING	SITE DEVELOPMENT	UNDER REVIEW	05/20/2020	04/25/2022
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	01/31/2022
22-1218	TAPPS APARTMENT SITE DEVELOPMENT	XXX 29TH ST E	3625000372	ENGINEERING	SITE DEVELOPMENT	UNDER REVIEW	04/22/2022	04/29/2022
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	04/11/2022
21-1348	TAPPS APARTMENTS SITE PLAN REVIEW	XXX 29TH ST E	3625000372	PLANNING	SITE PLAN DESIGN REVIEW	WAITING ON REVISIONS	07/29/2021	04/27/2022
22-1042	1315 MERIDIAN ACCESSIBLE ROUTE REVISION SITE PLAN REVIEW	1315 TO 1327 MERIDIAN AVE E	7420000013	PLANNING	SITE PLAN DESIGN REVIEW	WAITING ON REVISIONS	01/31/2022	04/25/2022
22-1169	ACORN BREWING EXPANSION SITE PLAN REVIEW	2105 MERIDIAN AVE E	420102110	PLANNING	SITE PLAN DESIGN REVIEW	INCOMPLETE	03/31/2022	04/06/2022
22-1206	Emergency and hazardous tree removal	2820 112TH AVE E	420104075	PLANNING	SITE PLAN DESIGN REVIEW	APPLICATION	04/26/2022	04/27/2022
SUBDIVISION - FINAL								
22-1017	BARTH ESTATES SUBDIVISION FINAL PLAT	3624 96TH AVE E	420161087	PLANNING	SUBDIVISION - FINAL	INCOMPLETE	01/20/2022	04/28/2022
SUBDIVISION - PRELIMINARY PLAT								
21-1282	WINDMILL PARK TOWNHOMES SUBDIVISION PRELIMINARY PLAT	3117 MERIDIAN AVE E	420103072	PLANNING	SUBDIVISION - PRELIMINARY PLAT	UNDER REVIEW	06/17/2021	04/26/2022
22-1026	ESTATES ON CALDWELL PLAT ALTERATION (21-1051)	4433 128TH AVE E	6027710020	PLANNING	SUBDIVISION - PRELIMINARY PLAT	WAITING ON REVISIONS	01/25/2022	04/11/2022
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
22-1144	SMITH SHORT PLAT SITE DEVELOPMENT	2506 117TH AVE E	420108013	ENGINEERING	SURFACE WATER	UNDER REVIEW	03/21/2022	04/29/2022
TUP								
22-1181	BARTH ESTATES LOT 2 SALES OFFICE TUP	3624 96TH AVE E	420161087	PLANNING	TUP	INCOMPLETE	04/07/2022	04/29/2022

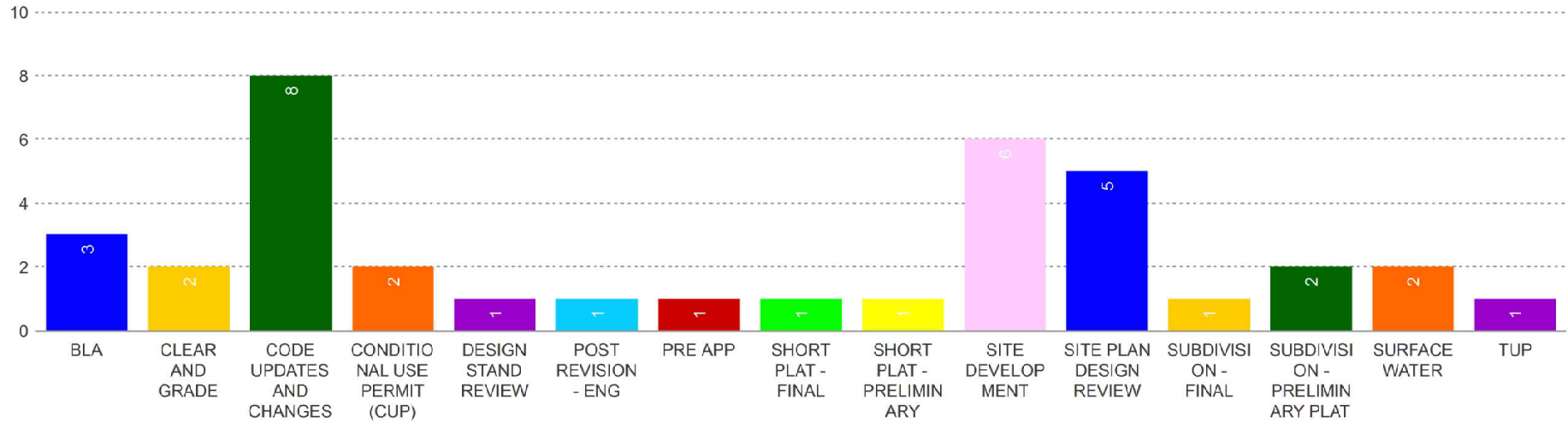
Pending Projects - Planning and Engineering Permits

37 Permits

Exported: 05/01/2022

Permit #	Project	Site Address	Parcel	Department	Type	Status	Submitted	Last Activity
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Permits by Type



Plat Construction Tracking Report- April 2022

Preliminary Plat						Site Development	Final Plat		Buildout		
Submitted		Project	Address	Total Lots	Status	Approved	Status	Status	Lots Recorded	Completed Homes #	Completion Date
2021	1	WINDMILL PARK TOWNHOMES	3117 MERIDIAN AVE E	45	APPLICATION		APPLICATION				
	2	BREYER SHORT PLAT	2114 95TH AVCT E	5	APPROVED	9/20/2021					
2020	2	HUNTINGTON SHORT PLAT	9605 18TH STCT E	3	APPROVED	2/8/2021	FINALED	APPROVED	3	1	33%
	3	CONNOLY SHORT PLAT	1711 122ND AV E	3	EXPIRED(CLOSED)						
	3	TEBALDI SHORT PLAT	4625 126TH AV E	2	APPROVED	11/12/2020	N/A	APPLICATION			
	4	PADEN SHORT PLAT	1302 114TH ST E	2	APPROVED	2/1/2021					
	4	HARRISON SHORT PLAT	12121 42ND ST E	2	APPROVED	2/1/2021	FINALED	APPROVED	2	1	50%
	5	PHILLIPS RIDGE SUBDIVISION	XXX 86TH AVCT E	14	APPROVED	12/29/2020	ISSUED	APPROVED	14		
	5	DODDS SHORT PLAT	4902 EDGEWOOD DR E	2	APPROVED	9/3/2020	N/A	APPROVED	2	1	50%
	6	SMITH SHORT PLAT	2506 117TH AV E	2	APPROVED	10/5/2021	APPLICATION				
2019	6	BJERK SHORT PLAT	9815 31ST ST E	2	APPROVED	1/14/2020	N/A	APPROVED	2	1	50%
	7	ESTATES ON CALDWELL SUBDIVISION	XXX CALDWELL RD E	6	APPROVED	5/5/2020	FINALED	APPROVED	6		
	7	JENNA ACRES SHORT PLAT	1419 114TH AV E	4	APPROVED	9/14/2020	APPLICATION				
	8	SELLERS SHORT PLAT	11215 13TH ST E	2	APPROVED	9/27/2019					
	8	WAGNER SHORT PLAT	11226 18TH ST E	3	APPROVED	10/23/2019	ISSUED	APPROVED	3	3	33%
	9	RAMSAUR SHORT PLAT	9505 24TH ST E	4	APPROVED	6/21/2019	N/A	APPROVED	4	1	25%
	10	BECKER SHORT PLAT	4122 CALDWELL RD E	2	APPROVED	7/1/2019	ISSUED	APPROVED	2	1	50%
2018	10	BARTH SUBDIVISION	XXX 96TH AV E	37	APPROVED	6/4/2020	ISSUED	APPLICATION		0	
	11	T GARRETT SHORT PLAT	10412 36TH ST E	2	APPROVED	3/1/2019	FINALED	APPROVED	2	1	50%
	12	GRUBB SHORT PLAT	12325 48TH ST E	3	APPROVED	12/29/2020					
	12	HEART & SOUL SHORT PLAT	9725 18TH STCT E	4	APPROVED	12/26/2018	FINALED	APPROVED	4	3	75%
	13	CHUMAKIN SHORT PLAT	2005 112TH AV E	4	APPROVED	6/22/2018	FINALED	APPROVED	4	1	25%
	14	BEREZNYOV SHORT PLAT	8904 20TH ST E	4	APPROVED	1/10/2019	APPLICATION				
	14	ABEL SHORT PLAT	12321 16TH ST E	6	APPROVED	9/13/2018	ISSUED	APPROVED	6	2	33%
2017	15	CIRILIUM (RESERVE AT HILLCREST) SUBDIVISION	12311 31ST ST E	18	APPROVED	8/15/2018	FINALED	APPROVED	18	12	67%
	16	WOLF POINT SUBDIVISION	XXX MERIDIAN AV E	56	APPROVED	3/20/2019	ISSUED				
	17	GAGNON SHORT PLAT	2620 110TH AV E	2	APPROVED	11/17/2017	FINALED	APPROVED	2	1	50%
2016	17	VOLENTE SUBDIVISION	8626 33RD ST E	15	APPROVED	6/6/2017	ISSUED	APPROVED	15	0	
	18	DOMUS TOWNHOMES PRD (THE WOODLANDS)	10525 11TH ST E	55	APPROVED	1/11/2017	FINALED	APPROVED	55	17	31%
	18	EDGEWOOD VIEW ESTATES SUBDIVISION PHASE 2	8224 20TH ST E	67	APPROVED	12/14/2017	FINALED	APPROVED	67	63	94%
	20	GERVAIS SHORT PLAT	1607 112TH AVE E	3	APPROVED	12/22/2016	ISSUED	APPROVED	3	1	33%
	21	NORTHWOOD ESTATES WEST SUBDIVISION- PHASE 2	9623 24TH ST E	41	APPROVED	10/24/2017	ISSUED				
	22	PASCOLO ESTATES SUBDIVISION	2806 117TH AVE CT E	19	APPROVED	3/21/2017	FINALED	APPROVED	19	5	26%
	22	EDGEWOOD TERRACE SUBDIVISION	2907 122ND AVE E	28	APPROVED	7/5/2017					
2015	23	NICKLAUS (ASTER POINT) SUBDIVISION	2305-2307 94TH AVE CT E	38	APPROVED	12/15/2016	FINALED	APPROVED	38	29	76%
	24	CALIBER SHORT PLAT	3312 106TH AVE E	6	APPROVED	9/8/2016	FINALED	APPROVED	6	5	83%
	26	EDGEWOOD ESTATES SUBDIVISION	12220 12TH ST E	14	APPROVED	9/29/2016	ISSUED	APPROVED	14		
	27	VIEW POINTE SUBDIVISION	10413 13TH ST E	44	APPROVED	4/29/2016	FINALED	APPROVED	44	43	98%
	28	CURRAN ESTATES SUBDIVISION	412 114TH AVE E	9	APPROVED	12/30/2015	FINALED	APPROVED	9	2	22%
2014	30	LISITSYN SHORT PLAT	11120 COUNTY LINE RD E	6	APPROVED	7/15/2014	FINALED	APPROVED	6	3	50%
2013	30	WESTRIDGE SUBDIVISION	FREEMAN RD	290	APPROVED	9/4/2014	FINALED	APPROVED	284	279	98%



**CITY OF EDGEWOOD
STAFF REPORT
PLANNING COMMISSION AGENDA ITEM**

Date: June 13, 2022

Title: Chair and Vice Chair Appointments

Attachments: 1) Draft recommendation

Submitted By: Evan Hietpas, Associate Planner

Discussion:

Edgewood Municipal Code (EMC) 2.30 establishes the general rules and procedures for the City's Planning Commission. The code states that Planning Commissioners shall serve two-year terms, in accordance the City's Council Rules of Procedure.

The following four (4) positions were re-appointed to serve until June 30, 2023:

- Position 4 – Sarah Wagner
- Position 5 – Jason Ramirez
- Position 6 – Allison Pincas
- Position 7 – Karla Slate

The following three (3) positions will continue to serve until June 30, 2024, pending City Council formal appointment.

- Position 1 – Carly Guillory
- Position 2 – JoAnn Overfield
- Position 3 – Tom Greene

Recommendation:

EMC 2.30.040 allows the Planning Commission to elect a chair and vice-chair on an annual basis. At this meeting, the Planning Commission shall discuss and take action on electing a chair and vice-chair to serve until July 1, 2023.



CITY OF EDGEWOOD
PLANNING COMMISSION
RECOMMENDATION

The Planning Commission voted X-X to appoint Chair and Vice-Chair positions until July 1, 2023. It is the recommendation of the City of Edgewood Planning Commission to appoint JoAnn Overfield to serve as Chair, and Allison Pincas to serve as Vice-Chair.

**RECOMMENDED BY THE CITY OF EDGEWOOD PLANNING COMMISSION
ON THE 13TH DAY OF JUNE 2022.**

Planning Commission Chair

Attest by:

Evan Hietpas
Associate Planner



CITY OF EDGEWOOD STAFF REPORT PLANNING COMMISSION AGENDA ITEM

Date: June 13, 2022

Title: Land Use Table (Kennels)

Attachments: 1) EMC 18.70.050 – Land Use Table
2) EMC 18.20.140 and NAICS 812910 - Kennel Definition

Submitted By: Evan Hietpas, Associate Planner

Background Information:

On June 9, 2020, City Council adopted City Ordinance No. 20-0579 to amend various sections of Title 18 of the Edgewood Municipal Code related to the consolidation of permitted land uses into one land use table. The revised land use table was revised primarily based on the 2017 North American Industry Classification System (NAICS). The NAICS is an industry classification system that groups establishments into industries based on the similarity of their production processes. While the NAICS brought clarity and precision to the City's land use table, such a big instrument requires review to ensure that it is properly tailored to Edgewood.

This agenda item is intended to initiate a discussion regarding a proposed revision to the land use table, specifically for "Kennels" use. The current Land Use Table (EMC 18.70.050) is included as Attachment 1 and identifies when and how a kennel is permitted as a use in Edgewood. Currently, the "Kennels" use requires a Conditional Use Permit (CUP) in the Business Park (BP) zoning district and an Administrative Use Permit (AUP) in the Industrial (I) zone. This use is currently only permitted in these two districts.

In many parts of Edgewood, larger lots and more agrarian or low-density land use patterns are prevalent. Kennels could be found to be compatible land uses in the lower-density areas. Like the current "Family Farm" use, "Kennels" could allow landowners with more than two acres to perform activities that may be of low impact to the community. An additional condition could restrict the placement of the kennel structure to more than 250 feet from any adjacent residences. These proposed conditions are appropriate for review with the Planning Commission.

Current Discussion:

The City has received interest from a business owner to locate a kennel in the Single-Family 2 (SF-2) zoning district. The proposed parcel is nearly seven acres and exceeds the code allowance to operate a "Family Farm" use. In addition, the structure that would contain boarded pets is approximately 300 feet from any surrounding home. Looking at the specifics of the request, it seems reasonable to propose that the Planning Commission consider whether the benefits of allowing a business in portions of the city that currently prohibit such a use would outweigh the potential negative impacts of a "Kennels" use in a low-density zone, i.e., SF-2.

Staff Recommendation:

Planning Commission may discuss if changes should be made to the City's Land Use Table relating to Kennels or other land uses identified in EMC 18.70.050.

18.70.050 Land use table.

Table 1: Land Use Table

Land Use Table	NAICS Code	Single-Family 2	Single-Family 3	Single-Family 5	Mixed Residential 1	Mixed Residential 2	Mixed Use Residential	Town Center	Commercial	Business Park	Industrial	Public	Notes
Residential													
✓ – Permitted Use CUP – Use may be approved via CUP – Prohibited Use A – Approval Requires AUP	NAICS Code	SF2	SF3	SF5	MR1	MR2	MUR	TC	C	BP	I	P	All Uses Subject to Conditions 1 and 6
Accessory													
Accessory Dwelling Unit (ADU), Attached	Special	✓	✓	✓	✓	✓	✓	–	–	–	–	–	See EMC 18.90.190 for ADU requirements for both attached and detached (backyard cottage) ADUs
ADU, Detached (Backyard Cottage)	Special	✓	✓	✓	✓	✓	✓	A	A	–	–	–	Detached ADU allowed secondarily in TC and C zones only when paired with townhouse use
Caretaker Residence	Special	CUP	CUP	CUP	CUP	CUP	CUP	CUP	CUP	CUP	–	–	
Single-Family													
Detached Dwelling	Special	✓	✓	✓	✓	✓	✓	–	–	–	–	–	
Cottage Court	Special	–	✓	✓	✓	✓	✓	–	–	–	–	–	
Multifamily													
Duplex: Side by Side	Special	–	✓	✓	✓	✓	✓	–	–	–	–	–	
Duplex: Back to Back	Special	–	✓	✓	✓	✓	✓	–	–	–	–	–	
Duplex: Top and Bottom	Special	–	✓	✓	✓	✓	✓	–	–	–	–	–	
Attached Dwelling	Special	–	✓	✓	✓	✓	✓	–	–	–	–	–	
Multi-plex	Special	–	–	–	✓	✓	✓	–	–	–	–	–	
Townhouse	Special	–	–	–	✓	✓	✓	✓	✓	–	–	–	
Apartment	Special	–	–	–	–	–	✓	✓	✓	✓	–	–	
Other													

Adult Family Home	623990, part	✓	✓	✓	✓	✓	✓	✓	✓	✓	–	–	In accordance with RCW 70.128.010(1), as amended
Nursing and Residential Care Facilities	6231; 6232	–	–	–	–	CUP	✓	✓	✓	✓	–	–	
Assisted Living Facilities	6233	–	–	–	CUP	CUP	✓	✓	✓	✓	–	–	
Live/Work Unit	Special	–	–	–	–	–	✓	✓	✓	✓	–	–	
Permanent Supportive Housing		✓	✓	✓	✓	✓	✓	✓	✓	✓	–	–	
Transitional Housing		✓	✓	✓	✓	✓	✓	✓	✓	✓	–	–	
Agriculture and Resource (Sector 11-21)													
✓ – Permitted Use CUP – Use may be approved via CUP – Prohibited Use A – Approval Requires AUP	NAICS Code	SF2	SF3	SF5	MR1	MR2	MUR	TC	C	BP	I	P	All Uses Subject to Conditions 1 and 6
Family Farm	111; Special	✓	✓	A	–	–	–	–	–	–	✓	✓	Activities must be performed on parcels larger than two acres in size, unless in the SF2 or SF3 zone
Agricultural Sales	454390, part	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	Activities permitted in all districts, but require TUP and must comply with EMC 18.50.070
Crop Production													
Marijuana Production	111; Special	–	–	–	–	–	–	–	–	–	–	–	See Condition 2
Crop Production, All Other	111	✓	✓	A	–	–	–	–	–	–	✓	✓	
Animal Production and Aquaculture													
Hog and Pig Farming	112210	–	–	–	–	–	–	–	–	–	–	–	
Cattle Feedlots	112112	CUP	–	–	–	–	–	–	–	–	–	–	
Animal Production except	112 except												

Animal Production and Aquaculture, All Other	112210; 112112; 112511, part	✓	CUP	–	–	–	–	–	–	–	✓	CUP	
Mining, Quarrying, and Oil and Gas Extraction	21	–	–	–	–	–	–	–	–	–	–	–	Unless otherwise authorized or permitted by the state where city of Edgewood is preempted from regulating
Utilities (Sector 22)													
✓ – Permitted Use CUP – Use may be approved via CUP – Prohibited Use A – Approval Requires AUP	NAICS Code	SF2	SF3	SF5	MR1	MR2	MUR	TC	C	BP	I	P	All Uses Subject to Condition 1
Electric Power Generation	22111	CUP	CUP	CUP	CUP	CUP	–	–	–	–	CUP	CUP	Not applicable to small-scale, independent residential units or single-building power supply units
Potable Water Treatment	221310, part	CUP	CUP	CUP	CUP	CUP	–	–	–	–	CUP	CUP	
Sewage Collection or Treatment Facility	221320, part	CUP	CUP	CUP	CUP	CUP	–	–	–	–	CUP	CUP	
Wireless Communication Facilities	517312; 517919, part	See Note											Activities subject to Edgewood Ord. No. 18-526 and any successors, as modified (EMC 18.100.110)
Manufacturing (Sector 31-33)													
✓ – Permitted Use CUP – Use may be approved via CUP – Prohibited Use A – Approval Requires AUP	NAICS Code	SF2	SF3	SF5	MR1	MR2	MUR	TC	C	BP	I	P	All Uses Subject to Condition 1

Animal Slaughtering and Processing	3116	–	–	–	–	–	–	–	–	–	–	–	
Marijuana Processing	Special	–	–	–	–	–	–	–	–	–	–	–	See Condition 2
Manufacturing, Craft	Special	–	–	–	–	–	CUP	CUP	CUP	CUP	✓	–	
Manufacturing, Light	23, part; 311 except 3116; 312; 313; 314; 315; 316; 337	–	–	–	–	–	–	–	CUP	CUP	✓	–	
Manufacturing, Heavy	23, part; 321; 322; 323; 324; 325; 326; 327; 331; 332; 333; 334; 335; 336; 339	–	–	–	–	–	–	–	–	–	CUP	–	
Wholesale and Retail Trade (Sector 42, 44-45)													
✓ – Permitted Use CUP – Use may be approved via CUP – Prohibited Use A – Approval Requires AUP	NAICS Code	SF2	SF3	SF5	MR1	MR2	MUR	TC	C	BP	I	P	All Uses Subject to Condition 1
Wholesale Trade	423; 424; 425	–	–	–	–	–	–	–	CUP	A	✓	–	
Retail Trade													
Automobile and Other Motor Vehicle Dealers	4411; 4412	–	–	–	–	–	–	–	CUP	A	A	–	
Gasoline Stations	447	–	–	–	–	–	CUP	CUP	A	✓	✓	–	
Pet and Pet Supplies Stores	453910	–	–	–	–	–	A	✓	✓	✓	✓	–	
Fuel Dealers	454310	–	–	–	–	–	–	–	CUP	CUP	✓	–	
Marijuana Retailers	453998, part	–	–	–	–	–	–	–	–	–	–	–	See Condition 2
Sexually Oriented Retail Businesses	Special	–	–	–	–	–	–	–	–	CUP	–	–	Per Ord. Nos. 11-356, 13-410, 14-425, 17-502, and regulations regarding cannabis in Chapter 69.51A RCW or I-502

													Subject to standards provided in EMC 18.100.100
Retail Trade, All Other	All Other 44; 45	–	–	–	–	–	✓	✓	✓	✓	✓	CUP	
Transportation and Warehousing (Sector 48-49)													
✓ – Permitted Use CUP – Use may be approved via CUP – Prohibited Use A – Approval Requires AUP	NAICS Code	SF2	SF3	SF5	MR1	MR2	MUR	TC	C	BP	I	P	All Uses Subject to Condition 1
Transportation													
Pipeline Transportation	486	See Note											Activities must follow city of Edgewood permitting requirements and are subject to Condition 3
Transportation, All Other	48 except 486	See Note											See Condition 4
Warehousing and Storage													
Mini-Warehouses and Self-Storage Units	53113	–	–	–	–	–	–	–	CUP	✓	✓	–	
Warehousing and Storage, All Other		–	–	–	–	–	–	–	–	CUP	✓	–	
Business and Professional Services (Sector 51-56)													
✓ – Permitted Use CUP – Use may be approved via CUP – Prohibited Use A – Approval Requires AUP	NAICS Code	SF2	SF3	SF5	MR1	MR2	MUR	TC	C	BP	I	P	All Uses Subject to Condition 1
General	All Office Use, plus: 51 except 517; 52; 531; 533; 54 except 541940; 55; 561; 813	–	–	–	–	–	✓	✓	✓	✓	A	–	

Rental and Leasing													
Passenger Car Rental and Leasing	53211	–	–	–	–	–	✓	✓	✓	✓	✓	–	
Truck, Utility Trailer, and RV Rental and Leasing	53212	–	–	–	–	–	CUP	CUP	A	✓	✓	–	
Consumer Goods Rental	5322; 5323, part	–	–	–	–	–	✓	✓	✓	✓	✓	–	
Commercial and Industrial Equipment Rentals	5323, part; 5324	–	–	–	–	–	–	–	A	✓	✓	–	
Waste Management and Remediation Services													
Waste Management and Remediation Services, All Other	5622, part; 5629	–	–	–	–	–	–	–	–	–	CUP	–	
Educational Services (Sector 61)													
✓ – Permitted Use CUP – Use may be approved via CUP – Prohibited Use A – Approval Requires AUP	NAICS Code	SF2	SF3	SF5	MR1	MR2	MUR	TC	C	BP	I	P	All Uses Subject to Condition 1
Elementary and Secondary Schools	6111	CUP	CUP	CUP	CUP	CUP	A	✓	✓	✓	CUP	CUP	
Junior Colleges, Colleges, Universities, and Professional Schools	6112; 6113; 6114	–	–	–	–	–	A	✓	✓	✓	CUP	–	
Technical and Trade Schools	6115	–	–	–	–	–	A	✓	✓	✓	CUP	–	
Educational Services, All Other	6116; 6117	–	–	–	–	–	A	✓	✓	✓	CUP	–	
Health Care and Social Assistance (Sector 62)													
✓ – Permitted Use CUP – Use may be approved via CUP – Prohibited Use A – Approval Requires AUP	NAICS Code	SF2	SF3	SF5	MR1	MR2	MUR	TC	C	BP	I	P	All Uses Subject to Condition 1
Ambulatory Health Care Services, All Other	All Other 621	–	–	–	–	CUP	✓	✓	✓	✓	CUP	CUP	
Hospitals	622	–	–	–	–	–	–	✓	✓	✓	CUP	–	
Social Assistance													
Services for the													

Elderly and Persons with Disabilities	624120	–	–	–	–	CUP	✓	✓	✓	✓	CUP	CUP	
Vocational Rehabilitation Services	624310	–	–	–	–	CUP	✓	✓	✓	✓	CUP	CUP	
Child Daycare Services, Home-Based	624410, part	A	A	A	A	A	✓	✓	✓	✓	–	–	Subject to standards provided in EMC 18.100.040
Child Daycare Services, All Other	624410, part	–	–	–	–	CUP	✓	✓	✓	✓	CUP	–	Subject to standards provided in EMC 18.100.040
Social Assistance, All Other	All Other 624	–	–	–	–	CUP	✓	✓	✓	✓	CUP	CUP	
Emergency Housing		–	–	–	–	–	CUP	✓	✓	CUP	✓	–	
Emergency Shelter		–	–	–	–	–	CUP	✓	✓	CUP	✓	–	
Arts, Entertainment, and Recreation (Sector 71)													
✓ – Permitted Use CUP – Use may be approved via CUP – Prohibited Use A – Approval Requires AUP	NAICS Code	SF2	SF3	SF5	MR1	MR2	MUR	TC	C	BP	I	P	All Uses Subject to Condition 1
Libraries	Special	–	–	–	A	A	✓	✓	✓	✓	A	✓	
Museums and Art Galleries	712 except 712130	–	–	–	A	A	✓	✓	✓	✓	A	✓	
Zoos, Aquariums, and Botanical Gardens	712130	–	–	–	–	–	A	✓	✓	✓	✓	A	
Golf Courses and Country Clubs	713910	A	A	–	–	–	A	✓	✓	✓	✓	A	
Sexually Oriented Entertainment	Special	–	–	–	–	–	–	–	–	CUP	–	–	Subject to standards provided in EMC 18.100.100
Gambling Industries	7132	–	–	–	–	–	–	CUP	A	A	✓	CUP	
Indoor Arts, Entertainment, and Recreation Activities, Other	Special	–	–	–	–	–	CUP	✓	✓	✓	A	✓	
Outdoor Arts, Entertainment, and Recreation Activities, Other	Special	–	–	–	–	–	CUP	A	A	A	–	✓	

Accommodation (Sector 721)													
✓ – Permitted Use CUP – Use may be approved via CUP – Prohibited Use A – Approval Requires AUP	NAICS Code	SF2	SF3	SF5	MR1	MR2	MUR	TC	C	BP	I	P	All Uses Subject to Condition 1
Hotels (except Casino Hotels) and Motels	721110	–	–	–	–	–	CUP	✓	✓	CUP	✓	–	
Bed-and-Breakfast Inns	721191	–	–	–	CUP	CUP	CUP	✓	✓	CUP	–	–	
RV Parks and Recreational Camps	7212	–	–	–	–	–	–	–	–	–	–	–	
Food Service and Drinking Places (Sector 722)													
✓ – Permitted Use CUP – Use may be approved via CUP – Prohibited Use A – Approval Requires AUP	NAICS Code	SF2	SF3	SF5	MR1	MR2	MUR	TC	C	BP	I	P	All Uses Subject to Condition 1
Special Food Services	7223 except 722330	See Note					✓	✓	✓	✓	–	–	Allowed as incidental use in residential districts
Mobile Vendors	722330	–	–	–	–	–	✓	✓	✓	✓	✓	✓	Activities always require TUP and must comply with EMC 18.50.070
Drinking Places for Alcoholic Beverages	722410	–	–	–	–	–	CUP	✓	✓	✓	✓	CUP	Subject to regulation and classification by the Washington State Liquor and Cannabis Board
Restaurants, Full Service	722511	–	–	–	–	–	✓	✓	✓	✓	✓	✓	
Restaurants, Limited Service	722513; 722514	–	–	–	–	–	✓	✓	✓	✓	✓	✓	Subject to compliance with drive-up windows (special) use, if also applicable
													Subject to

Snack and Nonalcoholic Beverage Bars	722515	–	–	–	–	–	✓	✓	✓	✓	✓	✓	compliance with drive-up windows (special) use, if also applicable
Services (Sector 811-812)													
✓ – Permitted Use CUP – Use may be approved via CUP – Prohibited Use A – Approval Requires AUP	NAICS Code	SF2	SF3	SF5	MR1	MR2	MUR	TC	C	BP	I	P	All Uses Subject to Condition 1
Automotive Repair and Maintenance													
Automotive Oil Change and Lubrication Shops	811191	–	–	–	–	–	–	–	CUP	A	✓	–	
Car Washes	811192	–	–	–	–	–	CUP	✓	✓	✓	✓	–	
Automotive Repair and Maintenance, All Other	All Other 8111	–	–	–	–	–	–	–	CUP	CUP	✓	–	
Personal Care Services	8121; 812310; 8123200	–	–	–	–	–	CUP	✓	✓	✓	✓	–	
Other Repair and Maintenance													
Other Repair and Maintenance, Consumer	811 except 8111	–	–	–	–	–	–	–	CUP	CUP	✓	–	
Other Repair and Maintenance, Commercial/Industrial	811 except 8111	–	–	–	–	–	–	–	CUP	CUP	✓	–	
Funeral Homes and Funeral Services	812210	–	–	–	–	–	–	–	CUP	CUP	✓	–	
Crematoria	812220, part	–	–	–	–	–	–	–	–	CUP	CUP	–	
Pet Care Services													
Kennels	812910, part	–	–	–	–	–	–	–	–	CUP	A	–	
Veterinary Services	541940	–	–	–	–	–	A	A	✓	✓	A	–	
Pet Care Services, All Other	812910, part	–	–	–	–	–	✓	✓	✓	✓	A	–	
Civic and Public Uses (Sector 813)													
✓ – Permitted Use CUP – Use may be approved via CUP – Prohibited Use A –	NAICS Code	SF2	SF3	SF5	MR1	MR2	MUR	TC	C	BP	I	P	All Uses Subject to Condition 1

Approval Requires AUP													
Cemeteries	812220, part	–	–	–	–	–	–	–	–	–	–	CUP	
Religious Assembly													
Up to 10,000 sq. ft.	813110, Assembly Only	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	
10,000 to 19,999 sq. ft.	813110, Assembly Only	✓	✓	✓	A	A	CUP	CUP	✓	✓	–	CUP	
20,000 to 29,999 sq. ft.	813110, Assembly Only	A	A	A	A	A	CUP	CUP	✓	✓	–	CUP	
30,000 to 39,999 sq. ft.	813110, Assembly Only	CUP	CUP	CUP	A	A	CUP	CUP	✓	✓	–	CUP	
40,000 sq. ft. or greater	813110, Assembly Only	–	–	–	–	–	–	–	✓	✓	–	CUP	
Correctional Institutions	922140	–	–	–	–	–	–	–	CUP	CUP	–	CUP	
Administrative Government Facilities and Services	92 except 922140	–	–	–	–	–	✓	✓	✓	✓	✓	✓	
Parks, Open Space, and Public Recreation	Special	✓	✓	✓	✓	✓	✓	✓	✓	✓	A	✓	
Other Uses													
✓ – Permitted Use CUP – Use may be approved via CUP – Prohibited Use A – Approval Requires AUP	NAICS Code	SF2	SF3	SF5	MR1	MR2	MUR	TC	C	BP	I	P	All Uses Subject to Condition 1
Parking Lots	812930, part	–	–	–	–	–	–	–	CUP	–	–	–	
Parking Structures	812930, part	–	–	–	–	–	–	CUP	CUP	–	–	–	
Drive-Up Windows	Special	–	–	–	–	–	CUP	CUP	CUP	CUP	CUP	CUP	Window shall not face a public ROW and facility must be screened from ROW
Outside Displays	Special	–	–	–	–	–	✓	✓	✓	✓	✓	✓	Activities also subject to EMC

													18.95.030(I)
Outside Storage	Special	–	–	–	–	–	–	CUP	CUP	CUP	A	–	Activities also subject to EMC 18.90.120

Conditions

- (1) Operations shall not disseminate dust, fumes, gas, noxious odor, smoke, glare, or other atmospheric influence beyond the boundaries of the site, property, or parcel on which such use is located.
- (2) Subject to regulation and classification by the Washington State Liquor and Cannabis Board, where applicable and must comply with Edgewood City Ordinance Nos. 14-425 and/or 17-502; plus any regulations regarding cannabis in Chapter 69.51A RCW or I-502.
- (3) Subject to Washington Utilities and Transportation Commission regulations and the federal Pipeline and Hazardous Materials Safety Administration (PHMSA). As allowed under state or federal regulations, any use(s) or appurtenances subject to local municipal control will require a CUP in all zoning districts.
- (4) NAICS Subsector Codes 481-485 and 487 (Air Transportation; Rail Transportation; Water Transportation; Truck Transportation; Transit and Ground Passenger Transportation; and Scenic and Sightseeing Transportation) permitted as services or systems, to include necessary support activities. The physical location of facilities, maintenance grounds, offices, or other structures incidental to the service or system is subject to the use regulations for said structure.
- (5) Public facilities are subject to EMC 18.50.060, Public facilities permit.
- (6) Subject to EMC 18.100.030, Animals.

(Ord. 21-613 § 5 (Exh. B); Ord. 20-579 § 2 (Exh. B)).

18.20.140 K definitions.

“Kennels” means an enclosure or structure in which any combination of six or more dogs, cats, or a combination of either that individually exceed six months of age are kept for breeding, sale, training, boarding, or sporting purposes. Further described in NAICS 812910.

“Kick plate” means a plate applied to the face of the lower rail of a door or sidelight to protect against abrasion or impact loads.

“Kitchen” means any room or rooms, or portion of a room or rooms, used or intended or designed to be used for cooking or the preparation of food. (Ord. 20-579 § 1 (Exh. A); Ord. 11-359 § 7 (Exh. D); Ord. 03-203 § 1).

NAICS 812910 for reference

<u>2007 NAICS</u>	<u>2012 NAICS</u>	<u>2017 NAICS</u>	<u>2022 NAICS</u>	<u>Index Entries for 812910</u>
812910	812910	812910	812910	Animal grooming services
812910	812910	812910	812910	Animal shelters
812910	812910	812910	812910	Boarding services, pet
812910	812910	812910	812910	Dog pounds
812910	812910	812910	812910	Grooming services, animal
812910	812910	812910	812910	Guard dog training services
812910	812910	812910	812910	Guide dog training services
812910	812910	812910	812910	Kennels, pet boarding
812910	812910	812910	812910	Obedience training services, pet
812910	812910	812910	812910	Pedigree record services, pet
812910	812910	812910	812910	Pet boarding services
812910	812910	812910	812910	Pet grooming services
812910	812910	812910	812910	Pet sitting services
812910	812910	812910	812910	Pet training services
			812910	Pet walking services
812910	812910	812910	812910	Sitting services, pet
812910	812910	812910	812910	Working, sporting, and service dog training services



CITY OF EDGEWOOD STAFF REPORT PLANNING COMMISSION AGENDA ITEM

Date: June 13, 2022

Title: Development Review Processes

Attachments:

- 1) Development Review Calendar
- 2) 3x4 Process Outline
- 3) Site Plan and Use Checklist

Submitted By: Evan Hietpas, Associate Planner

Background:

At the May 9, 2022 Planning Commission meeting, development review processes were brought up as a topic of focus through public comments and Commissioner comments. The Planning Commission expressed an interest in looking closely at current City development review processes.

Current Discussion:

Recent Development Process Improvements

Since 2020, the City of Edgewood has updated several aspects of the development review process. Some of the most noteworthy efforts are outlined below:

- [Development Review Committee \(DRC\)](#) - Development review in Edgewood is facilitated through the “Development Review Committee” (DRC). The committee consists of representatives from the Planning, Engineering, Building, and Code Enforcement Divisions, and Fire, Police, and Utility review teams. Coordination of this committee is overseen by Development Review Coordinator Jamie Curbow.
- “3x4” Process - A quick means-test that City staff members use to help customers by asking the same 4 questions through 3 potential starting points (attachment 2).
- [Development Review Calendar](#) (attachment 1) – Identifies predictable review “cycles” for project permit applications (short and long subdivisions, Site Plan, site development, use permits, SEPA review, etc.). Calendar is available to the public to provide clear expectations for review timelines.
- [Public Portal](#) – Allows applicants to submit and pay for permits online, and track progress on their application (completeness, review, revisions requested, issuance/ approval). Again, this wasn’t possible until 2020!
- [Applications and Checklists](#) – Standardized permit forms provide user-friendly documents that give clear direction for requirements. One checklist of focus was the “Site Plan and Use Checklist” (attachment 3) that was created to support a wide range of application types.

Site Plan permit

The Site Plan permit accommodates a range of different review types (new commercial development, design review, change of use, uses requiring conditional review/CUP, etc.). A few examples of when a Site Plan permit is required are outlined below:

- Site Plan design review – In response to public comments received on May 9th, the following information has been provided by staff. The most common use of the Site Plan permit is for commercial or mixed-use developments that require design standards review. Applicability for design review is outlined in [EMC 18.95.020](#).

“A. Site plan design review shall be required prior to the issuance of construction permits in any of the following circumstances:

- 1. The new construction of a nonresidential building or other structure;*
- 2. The expansion, remodel, or alteration of any building or other structure by more than five percent of its existing floor area, or overall size in cases where floor area standards are not applicable;*
- 3. The expansion of any building or structure that creates a new dwelling unit;*
- 4. A change of use, or where traffic, parking, noise or other impacts are greater than the impacts for the previously existing use, as determined by the director; or*
- 5. The construction and reconstruction of driveway approaches, gates, roads, shared access facilities, alleys, and driving surfaces within ingress/egress easements.”*

- Tree Preservation – In response to Commissioner comments received on May 9th, the following information has been provided by staff. When no other accompanying permit is required (single family building permit, clear and grade, subdivision, etc.) the Site Plan permit type is used to review tree preservation. Tree preservation regulations are outlined in [EMC 18.90.180](#), including applicability:

“B. Applicability. The preservation of certain trees is required for any development or development activity.

- 1. Tree preservation requirements are applicable to all zoning districts and shall be provided in accordance with each individual zoning district and the provisions of this section. In the event a permit is not required for the establishment of a use, the standards of this section still apply.*
- 2. Existing residential development or single-family residences that comply with current EMC 18.80.040(C)(1) minimum and maximum densities are exempt from this section.”*

Staff Recommendation:

Commissioners and staff may hold discussion on development review in Edgewood, and Commissioners may provide further direction to staff on this agenda item.

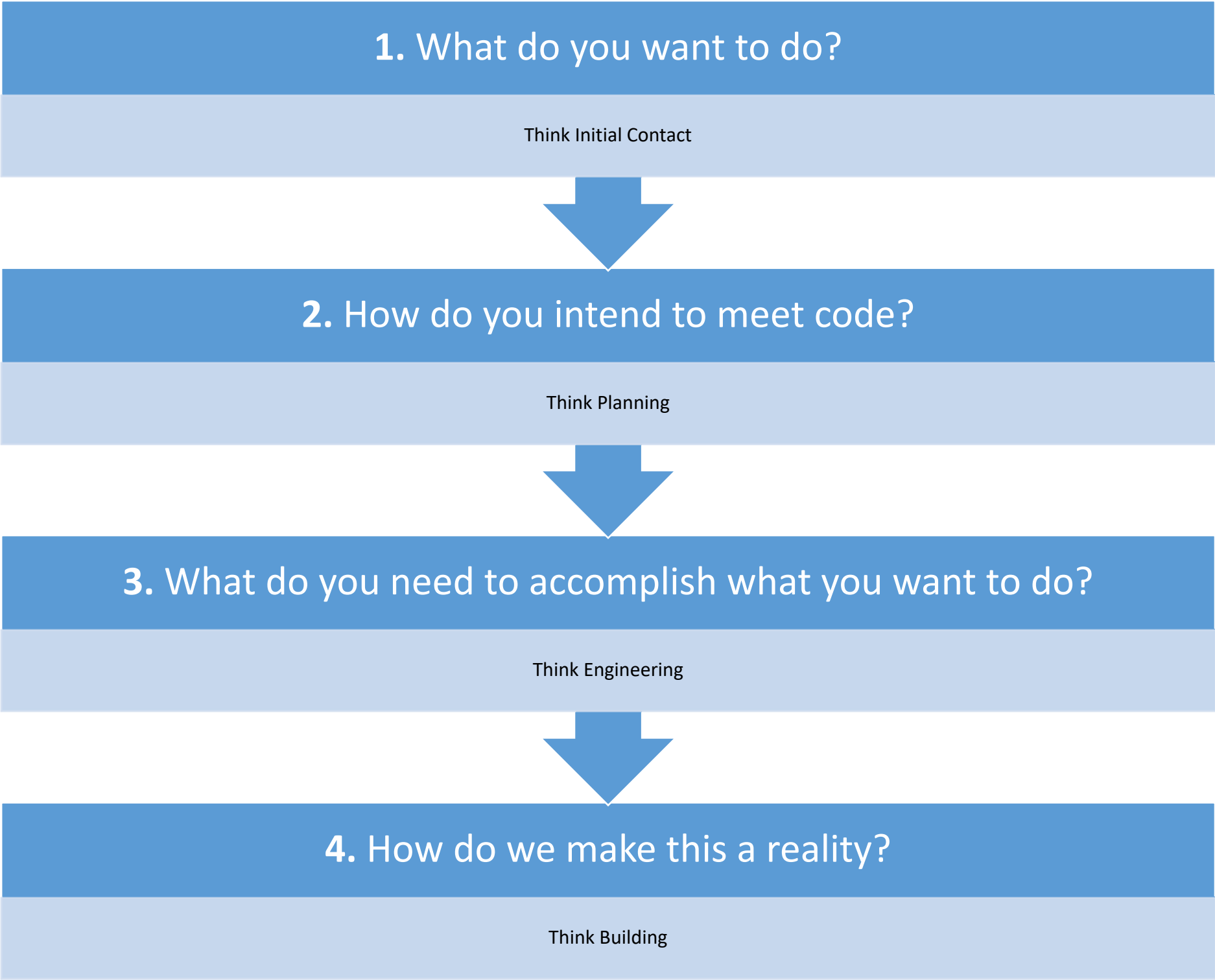
2022 Development Review Calendar

	Application Open Date	Application Close Date	Completeness Check	Compile & Send Comments	Applicant Resubmittal Deadline	Target Decision (Hearing) Date
Cycle 21-22	15-Nov-2021	5-Dec-2021	6-Dec-2021	24-Dec-2021	28-Jan-2022	22-Feb-2022
Cycle 21-23	6-Dec-2021	19-Dec-2021	20-Dec-2021	7-Jan-2022	11-Feb-2022	8-Mar-2022
Cycle 21-24	20-Dec-2021	2-Jan-2022	3-Jan-2022	21-Jan-2022	25-Feb-2022	22-Mar-2022
Cycle 22-01	3-Jan-2022	16-Jan-2022	18-Jan-2022	4-Feb-2022	11-Mar-2022	5-Apr-2022
Cycle 22-02	17-Jan-2022	6-Feb-2022	7-Feb-2022	25-Feb-2022	1-Apr-2022	19-Apr-2022
Cycle 22-03	7-Feb-2022	20-Feb-2022	22-Feb-2022	11-Mar-2022	15-Apr-2022	3-May-2022
Cycle 22-04	21-Feb-2022	6-Mar-2022	7-Mar-2022	25-Mar-2022	29-Apr-2022	17-May-2022
Cycle 22-05	7-Mar-2022	20-Mar-2022	21-Mar-2022	8-Apr-2022	13-May-2022	1-Jun-2022
Cycle 22-06	21-Mar-2022	3-Apr-2022	4-Apr-2022	22-Apr-2022	27-May-2022	14-Jun-2022
Cycle 22-07	4-Apr-2022	17-Apr-2022	18-Apr-2022	6-May-2022	10-Jun-2022	28-Jun-2022
Cycle 22-08	18-Apr-2022	1-May-2022	2-May-2022	20-May-2022	24-Jun-2022	12-Jul-2022
Cycle 22-09	2-May-2022	15-May-2022	16-May-2022	3-Jun-2022	8-Jul-2022	26-Jul-2022
Cycle 22-10	16-May-2022	30-May-2022	31-May-2022	18-Jun-2022	23-Jul-2022	9-Aug-2022
Cycle 22-11	31-May-2022	12-Jun-2022	13-Jun-2022	1-Jul-2022	5-Aug-2022	6-Sep-2022
Cycle 22-12	13-Jun-2022	26-Jun-2022	5-Jul-2022	15-Jul-2022	19-Aug-2022	20-Sep-2022
Cycle 22-13	27-Jun-2022	10-Jul-2022	11-Jul-2022	29-Jul-2022	2-Sep-2022	4-Oct-2022
Cycle 22-14	11-Jul-2022	24-Jul-2022	25-Jul-2022	12-Aug-2022	16-Sep-2022	18-Oct-2022
Cycle 22-15	25-Jul-2022	7-Aug-2022	8-Aug-2022	26-Aug-2022	30-Sep-2022	8-Nov-2022
Cycle 22-16	8-Aug-2022	4-Sep-2022	6-Sep-2022	23-Sep-2022	28-Oct-2022	22-Nov-2022
Cycle 22-17	22-Aug-2022	5-Sep-2022	6-Sep-2022	24-Sep-2022	29-Oct-2022	15-Nov-2022
Cycle 22-18	6-Sep-2022	18-Sep-2022	19-Sep-2022	7-Oct-2022	11-Nov-2022	29-Nov-2022
Cycle 22-19	19-Sep-2022	2-Oct-2022	3-Oct-2022	21-Oct-2022	25-Nov-2022	13-Dec-2022
Cycle 22-20	3-Oct-2022	16-Oct-2022	17-Oct-2022	23-Nov-2022	9-Dec-2022	28-Dec-2022
Cycle 22-21	17-Oct-2022	30-Oct-2022	31-Oct-2022	18-Nov-2022	23-Dec-2022	10-Jan-2023
Cycle 22-22	31-Oct-2022	13-Nov-2022	14-Nov-2022	2-Dec-2022	6-Jan-2023	21-Feb-2023
Cycle 22-23	14-Nov-2022	27-Nov-2022	28-Nov-2022	16-Dec-2022	20-Jan-2023	7-Mar-2023
Cycle 22-24	28-Nov-2022	11-Dec-2022	12-Dec-2022	30-Dec-2022	3-Feb-2023	21-Mar-2023
Cycle 22-25	12-Dec-2022	26-Dec-2022	27-Dec-2022	14-Jan-2023	18-Feb-2023	4-Apr-2023
Cycle 22-26	27-Dec-2022	8-Jan-2023	9-Jan-2023	27-Jan-2023	3-Mar-2023	18-Apr-2023

Revised 2-24-2022

Please check our website to ensure you have the most recent calendar

Level 1 - The Basics
(Highest Level - Everyone in the City should know)



1. What do you want to do?

Gather Information

Why are you here? •Open a business •Move to Edgewood •Subdivide Property •Develop Multi-family •Lease a Warehouse •Etc.	What do you Know? •Do you have an Edgewood property in mind? •Is the property properly zoned for what you want to do or do you know the proper zone? •Are you wanting to rent, buy, or build? •Are you the Applicant or will you have an agent/agency submit on your behalf?	What we need to keep in mind •Zoning Considerations, such as •Primary Use •CUP, AUP, or other approvals needed •Property Considerations, as outlined in #2 LD •Building Considerations, as outlined in #3 •Business Considerations, as outlined in #3
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2. How do you intend to meet code?

Based on customer’s specific project determine correct process track

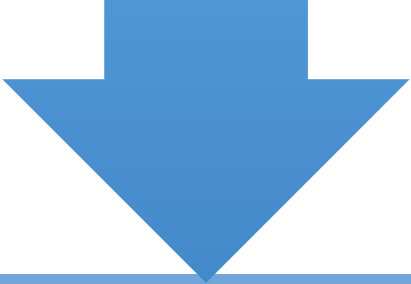
Land Use (LU) •Comprehensive Plan Amendment •Zoning Change •Conditional Use Permit •Administrative Use Permit •Temporary Use Permit •Other Title 18 process	Land Division (LD) •Platting •Short Plat or Subdivision •Boundary Line Adjustment •Binding Site Plan •Plat Amendment, Plat Alteration, other Title 16 process	Commercial (Comm) or Industrial (Ind) •If LU and LD satisfied: •Site Plan; •Site Development; then •Building Permit	Residential (R) •LU and LD satisfied: •Building Permit
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3. What do you need to accomplish what you want to do?

Identifying the Variables

Identify Site Considerations •Layout •Utility Agencies and infrastructure needs •Design Standards	Identify Building Needs •Rent or buy •TI (possible TFO process?) •Bring up to code? •Site upgrades, e.g., parking, landscaping, signage, •If build •Current code requirements/site layout requirements	Identify Business Needs •Business Plan •Business License •Selling goods = Tax ID, DBA, UBI, etc. •Home Based? •All above, plus •Home Occupation Certificate
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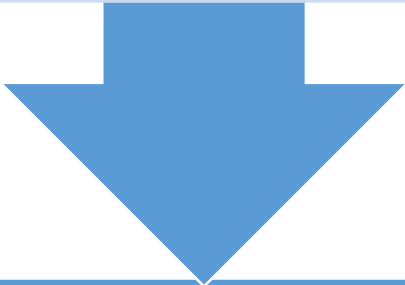
4. How do we make this a reality?

Setting them up for success for Level 3

Outline all permits needed	Provide applications and checklists	Identify basic review timelines
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1. What do you want to do?

Established in Level 2



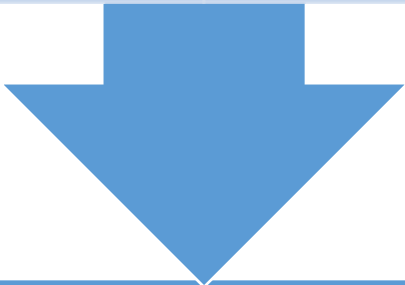
2. How do you intend to meet code?

Land Use (LU) • Comprehensive Plan	Land Division (LD) • Preliminary Plat	Commercial (Comm) or Industrial (Ind) • Site Plan/Design Review	Residential (R) • Building Permit Planning Review
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3. What do you need to accomplish what you want to do?

Land Use (LU) • Zoning	Land Division (LD) • Site Development	Commercial (Comm) or Industrial (Ind) • Site Development	Residential (R) • Building Permit Engineering Review
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4. How do we make this a reality?

Land Use (LU) • Specific Use Compliance	Land Division (LD) • Final Plat	Commercial (Comm) or Industrial (Ind) • Apply for Building Permit	Residential (R) • Building Permit Building Review
--	--	--	--

SITE PLAN/USE CHECKLIST

Planning and Land Use

2224 104th Ave E

Edgewood, WA 98372

253.952.3299

comdev@cityofedgewood.org



The Site Plan process is used to verify compliance with Edgewood Municipal Code [\(EMC\) Title 18](#).

- Site Plan permit applications must include a completed [Site Plan Application](#)
- Use Permit applications, whether Conditional (CUP), Administrative (AUP), or Temporary (TUP); must include a completed [Land Use Application](#)
- Submit the Site Plan/Use Checklist distributed by City staff at the pre-application, if applicable.

A Traffic Concurrency Reservation Certificate (CRC) must be processed as a separate application prior to submitting a Site Plan/Use application, per [EMC 18.105](#), if required. The resulting CRC shall be submitted with the Site Plan/ Use application (item #17).

Upload PDF copies of the drawings, reports, and documents to the City's Permit Portal. If submitting at City Hall, make an appointment with Front Counter staff, and provide all supporting documents in PDF format on a USB Drive.

Each Site Plan application packet shall include the following items as separate pages. Each document shall be named consistent with the checklist below. For non-complex proposals, as determined by City staff during the pre-application, similar pages may be combined if the resulting drawing is clearly legible and contains all necessary content information. All documents submitted under this section shall contain the name of the project and the name and address of the applicant. If an item is not provided, the applicant shall specify the reason for omission at the end of this document. Failure to follow these guidelines will result in an incomplete application.

Pre-App

City
Verified

☐	1	Cover Sheet	☐
☐	2	Existing Conditions Survey	☐
☐	3	General Site Layout Drawing	☐
☐	4	Building Location and Orientation	☐
☐	5	Building Elevations	☐
☐	6	Landscape/Streetscape Plan	☐
☐	7	Significant Tree Retention Plan	☐
☐	8	Preliminary Stormwater Report, Grading Plan, and Drainage Plans	☐
☐	9	Preliminary Water/Sewer Installation Plan	☐
☐	10	Parking/Loading Plan (includes both Vehicle and Pedestrian Circulation)	☐
☐	11	Photometric Plan	☐
☐	12	Master Sign Plan	☐
☐	13	Critical Areas Report(s)	☐
☐	14	Demolition Plan	☐
☐	15	Phasing Plan	☐
☐	16	State Environmental Policy Act (SEPA) Checklist	☐
☐	17	Traffic Concurrency Reservation Certificate (CRC)	☐
☐	18	Traffic Impact Analysis	☐
☐	19	Title Report (< 30 days old)	☐
☐	20	Documentation of all easements	☐
☐	21	Sewage Disposal Method	☐
☐	22	Certificate/Letter of Water Availability	☐
☐	23	Other drawings or documents as required for specific projects to fully demonstrate the scope of work and how it complies with EMC.	☐

Preparation of a Site Plan application

The Site Plan application shall be prepared in accordance with the following requirements:

1. Cover Sheet:

- a. Index of drawings;
- b. Project description with complete legal description of the property including parcel ID numbers;
- c. Location map to scale;
- d. Summary chart including, but not limited to: total acreage or square footage of land area; each proposed structure; each proposed use; zoning district; setbacks; lot coverage (total roof area of all buildings); Area of effective impervious surface and other hard surfaces (may include pervious pavement); Building area (gross square footage); Building height (feet and inches); number of stories and FAR for each structure; Number of dwelling units and number of bedrooms (if multifamily). residential density; Total Parking Counts: Required and provided (include accessible spaces and bicycle parking).

2. Existing Conditions Survey:

- a. Seal, signature, and contact information of plan preparer;
- b. North arrow, key and scale;
- c. Topography on the site and within 50' of the site at two-foot contour intervals, referenced to a USGS benchmark;
- d. Existing improvements within 75 feet of the subject property;
- e. Street and road names for all public rights-of-way or private roads, and existing on-site and off-site driveways located within one hundred (100) feet of property boundaries;
- f. Location of any soil borings or seepage tests, existing water features, unique soil conditions or other environmental data;
- g. Existing utilities including water mains, sanitary sewer mains, and storm sewer, cable, electric, gas, and telephone—include easements;
- h. Location of all existing structures on subject parcel;
- i. Any recorded easements or deed restrictions.

3. General Site Layout Drawing:

- a. Proposed lot lines, building lines, structures and other improvements within 50' of the site.
- b. Existing Zoning of the property and zoning of all adjacent properties.
- c. The following dimensions must be labeled: Distance between buildings, front, side, and rear setbacks and floor area.
- d. Extent of any outdoor sales or display areas or service areas
- e. Written scale, graphic scale, legend, and north arrow
- f. Location of storage area(s) for hazardous substances, including any underground storage tanks.
- g. Show and describe on the site plan anything that generates objectionable smoke, fumes, noise, odor, dust, glare, vibration or heat.
- h. Proposed development is compatible with surrounding properties in accordance with EMC Subsection 18.95.030.A.

4. Building Location and Orientation:

- a. In accordance with all implementing measures under EMC Subsection 18.95.030.B.
- b. Building locations, sizes, and dimensions.
- c. Distance(s) between buildings on the same lot.
- d. Building lines and setbacks.
- e. Open space and common areas provided in accordance with EMC Subsection 18.95.030.F.

5. Building Elevations:

- a. Building design shall conform to EMC Section 18.95.040.
- b. An elevation of all four sides of the building including materials, colors, and dimensions at an architectural scale of 1"=20'.
- c. Cross section design details of any screening walls, fences, trash receptacles, mechanical equipment, etc.
- d. Service areas and outdoor storage areas shall comply with EMC Subsection 18.95.030.I.

6. Landscape/Streetscape Plan:

- a. Landscaping shall be provided in locations and quantities pursuant to the standards in EMC 18.80.080(H).
- b. A site landscape design concept shall be developed in accordance with EMC Subsection 18.95.030.H.
- c. Natural features including tree masses and anticipated tree loss
- d. Floodplains, drainage ways, and creeks
- e. Screening walls and fences (include height and type of construction);
- f. Retaining walls and headlight or service area screens (include height & construction type);
- g. Existing and preserved trees including location, size, and species;
- h. Landscaping materials including location and size;
- i. Proposed plant materials; and
- j. Irrigation plan (*may be provided as a separate page*)
- k. An unobstructed 5-foot wide pedestrian walkway shall be maintained
- l. No large item display areas in the front yard area may be allowed along the sidewalk edge
- m. Commercial and mixed use development should provide at least two pedestrian amenities near the sidewalk, as identified in EMC Subsection 18.95.030.C.2.
- n. Residential development should provide interest along the streetscape.

7. Tree Preservation Plan: Proposed significant tree preservation plan in accordance with EMC 18.90.180.

8. Preliminary Stormwater Report, Grading Plan, and Drainage Plans:

- a. Proposed excavation and/or filling of property; proposed contour changes
- b. Any proposed filling, draining, cutting, dredging, grading, clearing, or other alterations that are proposed for wetlands
- c. Preliminary Stormwater Report and Preliminary Drainage Plans

9. Preliminary Water/Sewer Plans: Conceptual analysis for water and sewer connections.

10. Parking/Loading Plan (including both vehicle and pedestrian circulation):

- a. Parking lot design shall comply with EMC 18.95.030.E.
- b. Pedestrian connections shall comply with EMC 18.95.030.G.
- c. Location of proposed parking and parking layout (include accessible spaces and bicycle parking);
- d. Dimensions of all drive lanes and traffic flow arrows.
- e. Loading and unloading areas as well as any proposed stacking lanes for drive through uses, which shall be provided in accordance with EMC 18.95.030.K.
- f. The location, surface width and right-of-way width of streets, railways, drives, alleys, easements, curb cut/apron, acceleration and deceleration lanes, pedestrian walkways and loading areas on and adjacent to site. Indicate any paved areas that will be replaced.
- g. Dimensions, curve radii, and centerlines of existing and proposed access points, roads, and road rights-of-way or access easements
- h. Designation of fire lanes and truck routes
- i. Cross section details of proposed roads, driveways, parking lots, sidewalks, and nonmotorized paths illustrating materials and thickness

11. **Photometric Plan:** Proposed site lighting in accordance with EMC 18.95.030.J.
12. **Master Sign Plan: Proposed in accordance with EMC 18.97.270.**
13. **Critical Areas Report(s):** If critical areas are present on the site, please submit any relevant reports completed by a specialist (wetland, geotechnical, flood, etc.), in accordance with [EMC Title 14](#).
14. **Demolition Plan:**
 - a. The location, building type and size of all structures to be demolished; indicate if foundation shall be retained and for what purpose.
 - b. Indicate any underground facilities or utilities and/or pavement that will be removed during construction.
15. **Phasing Plan:** Where phased construction is proposed, clearly delineate phases and timetable. Each discrete phase must meet all applicable standards, including but not limited to density, parking, and landscape standards, unless otherwise specified in a development agreement.
16. **State Environmental Policy Act (SEPA) Checklist:**
 - a. This form can be found on the City's website. It contains list of questions regarding the proposed project's environmental impacts.
 - b. Fully respond to all questions, and attach any additional information that will supplement the description of the proposal.
17. **Traffic Concurrency Reservation Certificate (CRC):** must be processed as a separate application prior to submitting a Site Plan/Use application
18. **Traffic Impact Analysis (TIA):** Evaluation of existing or future transportation infrastructure to serve a proposed development. Analysis is performed by a professional planner or engineer.
19. **Title Report (less than 30 days old):** Containing information about the ownership and title of the properties, as well as tax information, sometimes also called a subdivision guarantee. Can be obtained from a title company.
20. **Documentation of all Easements:** Recorded easement information may be included in the title report as hyperlinks to Pierce County records. If it is not, please provide separate document(s) detailing all easements that exist on the properties.
21. **Sewage Disposal Method:** Septic approval from Tacoma-Pierce County Health Department or letter of sewer availability from the appropriate service provider.
22. **Water Availability:** A letter from the appropriate service provider indicating that water service is available for the proposed site.
23. **Other:** Certain applications may require a response to the criteria of approval. Some common application types are listed below:
 - a. Site Plan Design Review: [EMC 18.95](#)
 - b. Residential Cluster Development: [EMC 18.50.035](#)
 - c. Administrative Use Permit: [EMC 18.50.030](#)
 - d. Conditional Use Permit: [EMC 18.50.040\(C\)\(7\)](#)
 - e. Temporary Use Permit: [EMC 18.50.070](#)
 - f. Variances: [EMC 18.50.080](#)

Applicant shall provide a written description for the reason any item is not provided.

Item	Reason for Omission
1	
2	
3	
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CITY OF EDGEWOOD STAFF REPORT PLANNING COMMISSION AGENDA ITEM

Date: June 13, 2022

Title: Development and Public Works Standards

Attachments: None

Submitted By: Jeremy Metzler, Public Works Director

Background:

On February 8, 2021, City staff and the Planning Commission began discussing this agenda item to ensure that the City's Public Works Standards align with the City's Comprehensive Plan goals and policies. Through this discussion, it was determined that Edgewood should adopt local standards and regulations, rather than continuing to reference Pierce County's. To help city staff prepare the proposed code amendments, the following topics were discussed at the March 8, 2021 meeting:

- Minimum Required Improvements Table
 - Remove exemptions for two (2) lot short plats
 - Establish a "Fee-in-lieu-of" sidewalk construction program
 - Explore all opportunities to simplify requirements
- Standards Drawings and Details
 - Provide cross-sections based on roadway classifications (Meridian, Principal Arterial, Minor Arterial, Collector Arterial, local street)
 - Include clearly defined provisions for non-motorized transportation networks
 - Consider alternative shoulder details by zoning district
 - Consistency with City's Comprehensive Plan and other code regulations (EMC Title 18)

Current Discussion:

Over the past year, staff has been working with the City's on-call consultants to refine and prepare a local Public Works Manual, including Standards Drawings and relevant modifications to the municipal code. A complete draft of the Public Works Manual is expected by the end of June, with draft code modifications to follow. Staff tentatively anticipates having a reviewed draft ready for Planning Commission's consideration at the July meeting.

As these items are still in development, staff would appreciate any further feedback or input the Planning Commission may have on the following policy items:

1. Sidewalks / Pedestrian Walkways – Should these be installed along public roadways abutting all development proposals (*aka "sidewalks to nowhere"*), or is there still interest in developing a "fee-in-lieu-of" program (*i.e., prioritized list of Capital Improvements to be installed by the City*)?
2. Overhead-to-Underground Utility Conversion – While all new utility installations within a development are to be underground, should all existing overhead utilities along public roadways abutting all development proposals be placed underground, only those along arterial roadways, or only those proposals over a certain development cost threshold?

Staff Recommendation:

At this meeting, staff is seeking the Planning Commission's feedback on the aforementioned items to help inform the draft materials that will be presented at a future meeting.



CITY OF EDGEWOOD STAFF REPORT PLANNING COMMISSION AGENDA ITEM

Date: June 13, 2022

Title: Sewer Connection Requirements

Attachments: 1) DRAFT Figures from the GSP Update

Submitted By: Jeremy Metzler, Public Works Director

Background Information:

All development within the City of Edgewood must provide an adequate sanitary waste disposal method. There are two methods to achieve compliance with this standard: 1) public sanitary sewer connection, or 2) a private on-site septic system (OSS). This agenda item is included to determine if any policy or code changes should be pursued related to sanitary waste disposal methods, specifically regarding the on-going use of on-site sewer systems and precluding development at urban densities.

February and March 2021 discussion topics:

- City's existing sewer network
- Private community and individual on-site septic systems
- WA State Growth Management Act (GMA) requirements for utilities, density, and critical areas.
- City-wide sewer plan update (Gray and Osborne Consulting Engineers)

April 2021 recommendation:

As the City's General Sewer Plan is updated, the Planning Commission voted 6-0 to recommend that the City should incorporate the following six (6) topics into the review process.

1. City's Comprehensive Plan goals and policies
2. WA State Growth Management Act (GMA) requirements ([WAC 365-196-300](#))
3. City's Local Improvement District (LID) geographic restrictions
4. Compatibility between current zoning boundaries and sewer service boundaries
5. Community on-site septic system allowance and long-term feasibility
6. Sewer system extension requirements for new development

September 2021 discussion:

Part of this updated plan will address the economic impacts associated with public sewer service expansion, and an Issue Paper by FCS Group was presented to the Planning Commission. The paper acknowledges three challenges that the City will face when expanding sewer service: treatment, timing, and funding. The paper also provides three "key tools" to face the challenges: planning, development regulations, and funding sponsorship.

March 14, 2022 Discussion:

The City's consultants continued to work on the City's General Sewer Plan update. Staff shared a DRAFT Collection System Map to demonstrate how the planning effort is considering the six points identified in the Planning Commission's April 2021 recommendation (above), requiring a significant level of effort to plan comprehensively / city-wide. It was also mentioned that the existing Phase 1 Service Area Boundary would be amended to include the Wolf Point Subdivision, through a request by the developer to connect to a municipal sanitary sewer system.

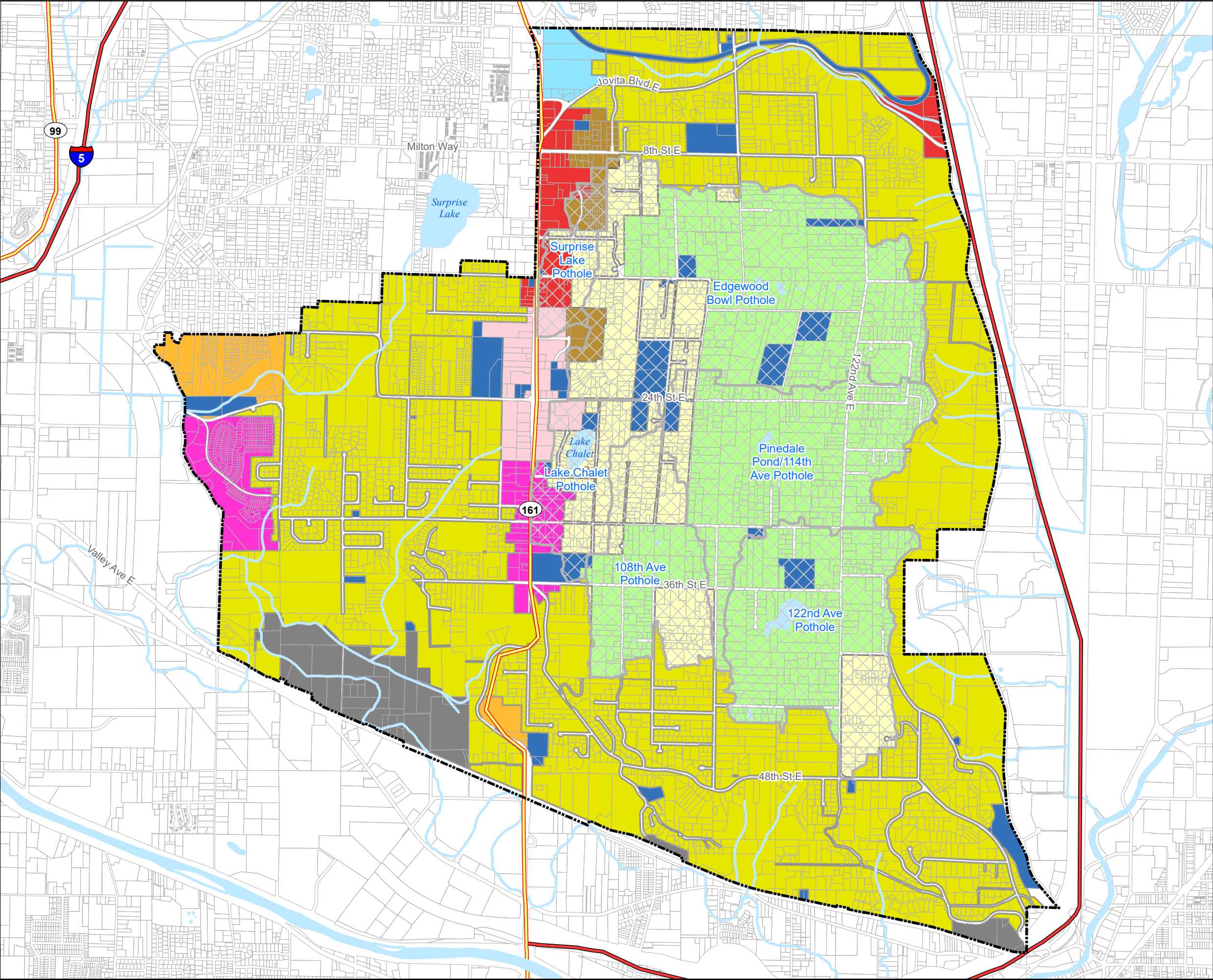
Current Discussion:

Since the March 14th meeting, the consultant has completed a full draft of the updated General Sewer Plan (excerpts attached), and the City Council has adopted the revised Phase 1 Service Area Map. Recently, staff met with the consultant to review the tentative capital improvement program, associated costs, and how to fund it. Staff is seeking feedback on the following 3 items:

1. If a new sewer is installed adjacent to an existing structure served by an OSS, when should it be required to connect to the new sewer?
 - a. Immediately upon installation of the new sewer,
 - b. Upon application for any change of use, remodel, or development of the subject property, or
 - c. Only upon failure of the OSS?
2. If an OSS fails for a structure not adjacent to an installed sewer, how far away from the sewer must the subject property be in order to allow repair of the OSS?
 - a. 150 feet,
 - b. 300 feet,
 - c. 600 feet, or
 - d. N/A – No OSS repairs will be permissible.
3. With the understanding that the City is not likely to fully fund construction of the entire sanitary sewer network, where should the City focus its resources?
 - a. Existing neighborhoods with aging OSS's,
 - b. Areas with greater development potential and planned density,
 - c. Areas where road conditions warrant repair and/or replacement,
 - d. Areas where other capital improvements are planned or warranted, or
 - e. Some combination of the above?

Staff Recommendation:

Staff welcomes any questions or feedback the Planning Commission may have on this draft document and the aforementioned points, for further consideration by the consultant as they complete their draft plan update.



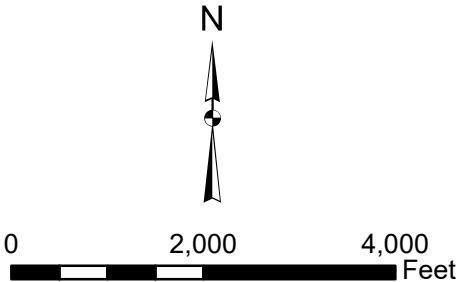
Legend

- Pothole Basins
- Edgewood City Limits
- Parcels

Zoning

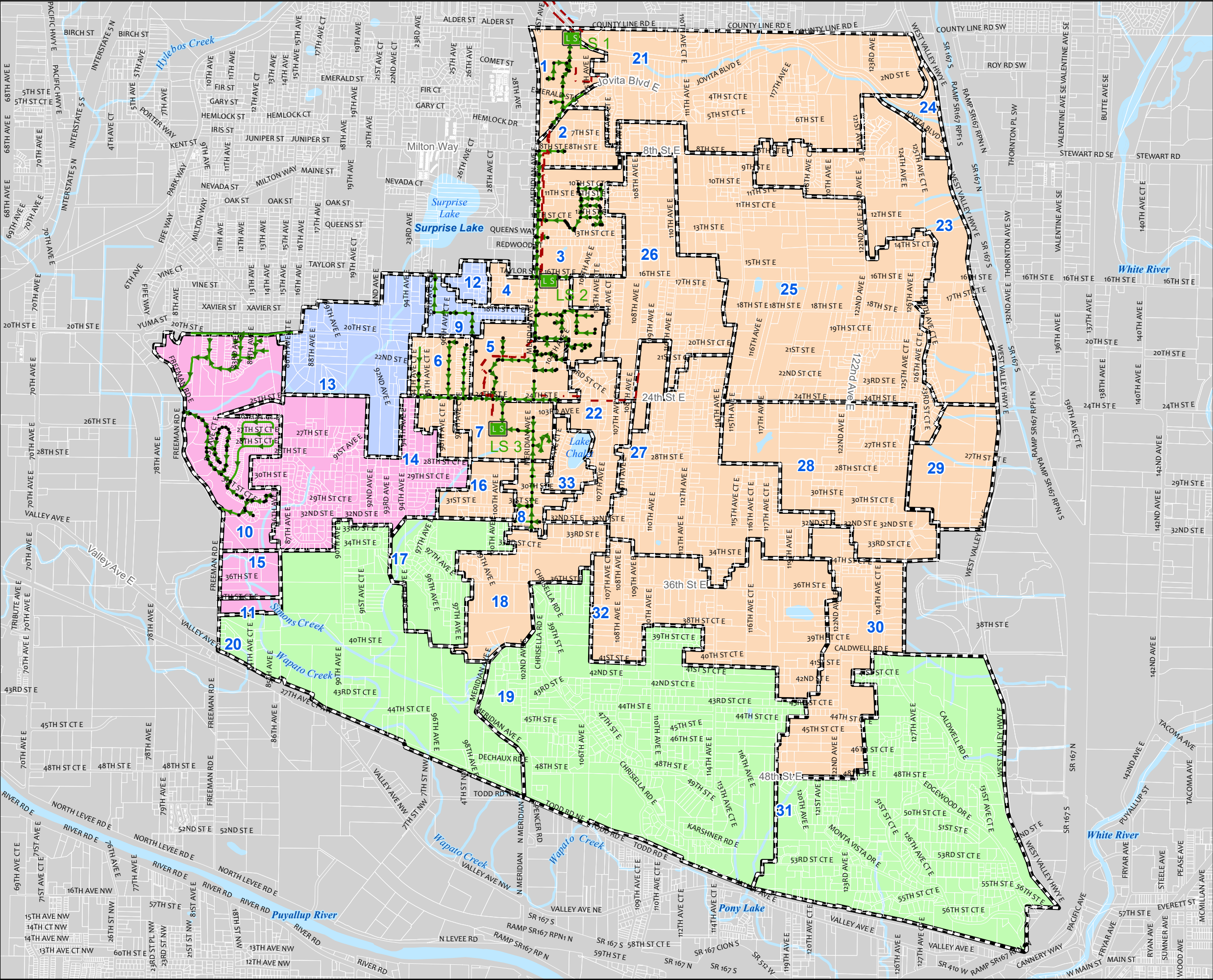
- SF-2 - Single Family Residential
- SF-3 - Single Family Residential
- SF-5 - Single Family Residential
- C - Commercial
- MR-1 - Mixed Residential
- MR-2 -Mixed Residential
- MUR - Mixed Use Residential
- TC - Town Center
- BP - Business Park
- I - Industrial
- P - Public

Source: City of Edgewood GIS Data



CITY OF EDGEWOOD
GENERAL SEWER PLAN
FIGURE 2-11
REVISED ZONING





Legend

- Existing Lift Station
- Existing Force Main
- Existing Gravity Main
- Sewer Basins

Service Provider

- City of Fife
- LWSD
- Pierce County
- City of Puyallup

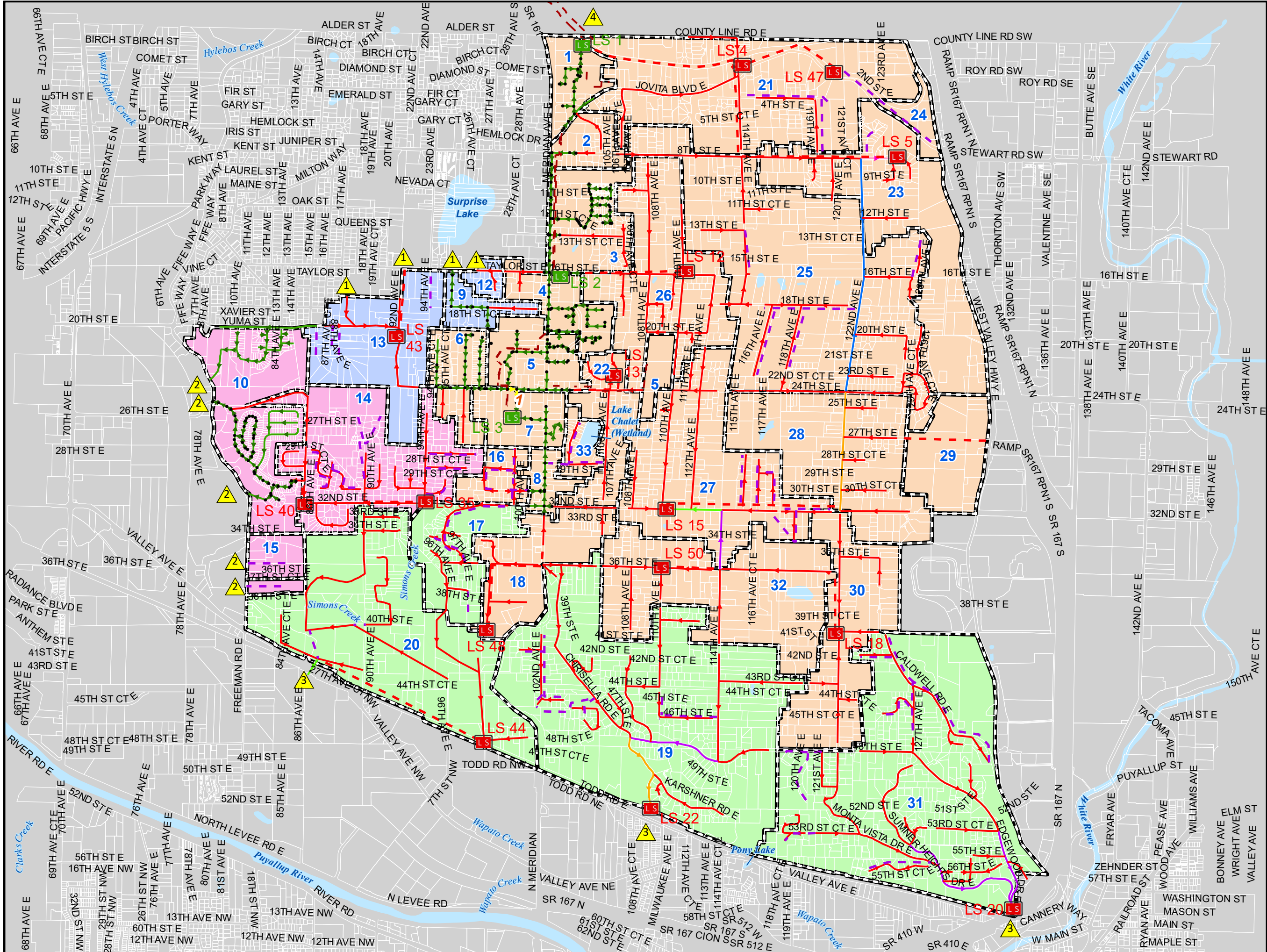
Source: City of Edgewood GIS Data



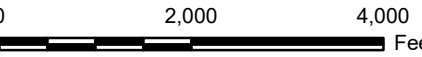
0 2,000 4,000 Feet

CITY OF EDGEWOOD
GENERAL SEWER PLAN
FIGURE 2-14
WASTEWATER TREATMENT PROVIDERS





- LEGEND:**
- Existing Lift Station
 - Proposed Lift Station
 - Existing Force Main
 - Proposed Force Main
 - Proposed Grinder Pumps and Small Diameter Force Main / Local Gravity Sewers and Small Lift Station
 - Existing Gravity Main
 - Sufficient Capacity at Buildout
 - Insufficient Capacity at Buildout
 - Proposed Gravity Main
 - 8 Inch
 - 10 Inch
 - 12 Inch
 - 15 inch
 - 18 inch
 - 21 inch
 - Sewer Basins
 - Service Provider
 - City of Fife
 - LWSD
 - Pierce County
 - City of Puyallup
 - Discharge to Pierce County
 - Discharge to Fife
 - Discharge to Puyallup
 - Discharge to LWSD



SCALE 1" = 2,000'

CITY OF EDGEWOOD
GENERAL SEWER PLAN
FIGURE 6-1
Proposed Collection System
and Sewer Service Provider



CITY OF EDGEWOOD
STAFF REPORT
PLANNING COMMISSION AGENDA ITEM

Date: June 13, 2022

Title: Town Center (TC)

Attachments: 1) Subarea Plan “Skinny” Draft
2) March 2022 Public Survey Results

Submitted By: Evan Hietpas, Associate Planner

Background Information:

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: 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: Commission determined the geographic boundary of the Town Center Subarea Plan. 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: Discussion on historic TC planning efforts and the proposed Subarea Planning schedule, focusing on the public involvement process.

December 13, 2021, and January 10, 2022: Discussion on TC Subarea Plan webpage and Thursday January 27th Subarea Plan Virtual Community Workshop.

Background Information: (continued)

February 14, 2022: Summary of the January 27, 2022, Community Workshop provided.

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 lead 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

Current Discussion:

City Planning staff held to host a hybrid public workshop for the Town Center Subarea Plan on Thursday May 19, 2022 and an Open House with City Council on May 31, 2022. Additionally on May 19, 2022, a Town Center Subarea Plan "Skinny" Draft was posted online for public comment and review. The City anticipates publishing a complete "First Draft" on June 17, 2022.

City staff and Commissioners may hold a discussion on these efforts.

Town Center Subarea Plan Skinny Draft

Published May 19, 2022

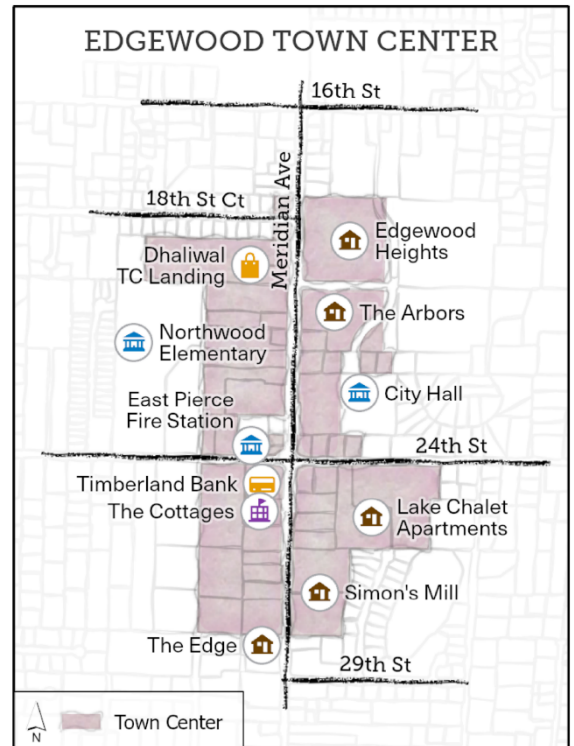
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1.0 INTRODUCTION

1.1 Executive Summary

This subarea plan summarizes the vision, process, findings, and implementation strategy to develop Town Center into the desired mixed-use, Main Street community. Town Center is intended to draw upon its proximity to transit, retail, residential, and public facilities to create the heart of Edgewood. These goals are keeping in line with the community vision. This [Town Center Landmark Map](#) familiarizes everyone with where Town Center is and what currently exists there.



2.0 TOWN CENTER PLAN

2.1 Background Information

This section will emphasize the long history and list of planning efforts the city has undertaken regarding Town Center and the goals for this heart of the community. Some of the efforts took a broader view of Edgewood, e.g., Vision 2050, the various Buildable Lands Reports, and the 2001 Final EIS, and may have general guidance for Town Center; however, others were very specific to Town Center development, e.g., Town Center and Meridian Master Plans, Town Center Design Guidelines & Standards, and Town Center Conceptual Design. This plan will feature a table with short descriptions of each of the prior efforts and identify some major themes that pertain to Town Center. Read more about historic community planning efforts that the Subarea Plan by visiting cityofedgewood.org/320.

2.2 Town Center Vision Statement

Town Center is the livable, affordable, accessible, and sustainable Heart of Edgewood. People move freely through a walkable Town Center via connected sidewalks, bike lanes, pathways, and transit. A wide range of housing options and businesses activate Main Street and the entire center. The bustling civic campus is a gathering place providing meaningful resources and events. Well-designed buildings; landscaped areas; vibrant shops and restaurants; and public spaces welcome locals and visitors.

2.3 Guiding Principles

The following 10 key planning principles date back to the [City of Edgewood Town Center Plan: Community Character and Land Use Study](#), completed in December of 1999, and are still relevant today. This Subarea Plan is intended to provide clear implementation guidelines for these commonly mentioned principles. Ensuring future development opportunities in the Town Center can clearly identify and closely adhere to these established principles is a main outcome goal of this subarea plan.

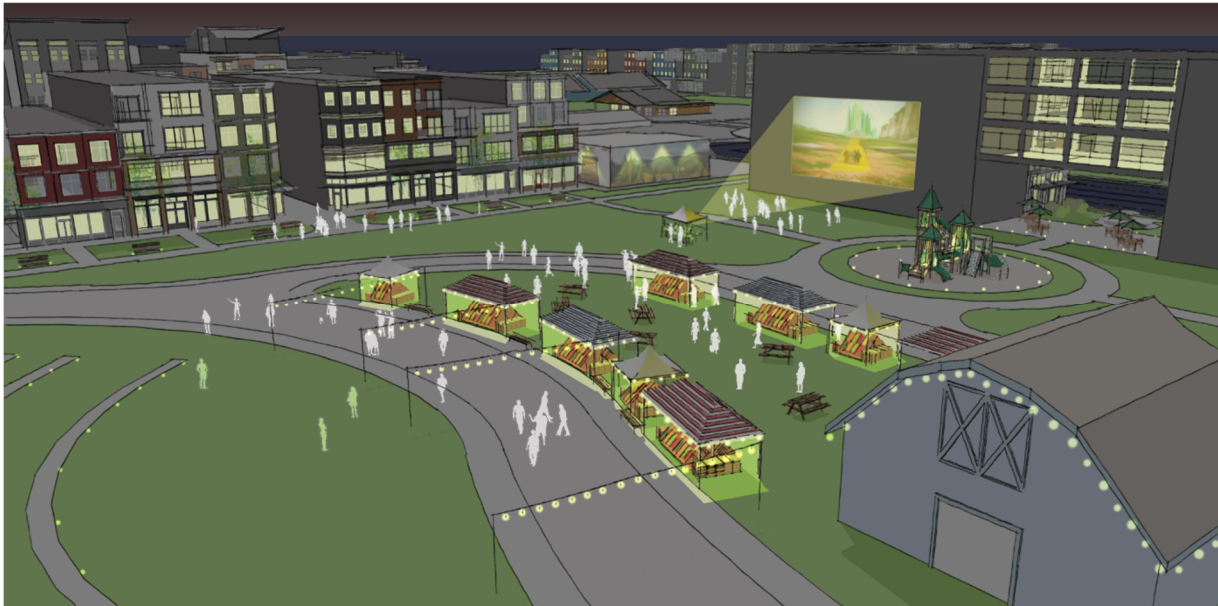
1. Focus on future commercial and residential growth along the Meridian corridor;
2. Create a Town Center between key intersections along Meridian (SR 161);
3. Retain lower density residential areas and semi-rural lands outside the Town Center;
4. Direct future infrastructure and transportation improvements with the Town Center;
5. Provide improved transit access with Town Center;
6. Within the Town Center, provide for a diversity of housing types and affordability;
7. Encourage small owner operated neighborhood-based commercial development with the Town Center;
8. Create a new neighborhood street network with the Town Center that provides local access and alternative pedestrian connections to Meridian. The new street system should build upon existing streets to create an inter-connected network or grid with development blocks and alleys for future residential and commercial development. The street grid may be a “modified” grid system in order to avoid sensitive areas or existing development.
9. Provide new crossroad intersections within the Town Center with safe pedestrian crossings; and
10. Locate new commercial and mixed-use residential development in close proximity to (within ¼ mile) to transit stops.

2.4 Town Center Concepts

This section will show Town Center's envisioned urban design and describe its character. Key focus areas of this plan are the "Main Street" traditional city-building concept and the future 'community living-room' concept for the City Hall civic campus. This section will also identify supporting plans, reports, and studies, as well as the recommendations contained in each supporting document.



*"Main Street" Conceptual Design
of 24th Street East*



Conceptual Design of City Hall civic campus

3.0 PUBLIC INVOLVEMENT

3.1 Overview

This section will provide a general statement about how the public involvement plan is the result of many years of public engagement activities through various supporting documents. In addition to this prior public involvement, the City has continued to reach out to the public to share and reflect on the needs of the community and the vision for the Town Center.

3.2 Public Engagement: 1990-2020

This section will describe all the public engagement from the previous plans. It will focus on the key themes that have continued to be carried through.

3.3 Public Engagement: 2021-2022

"Edgewood Experience" Youth Engagement

- Program Introduction
- Most Desirable Characteristics
- Least Desirable Characteristics
- More and Less Desirable Characteristics

General Public Engagement

- Public Outreach – This section will discuss all the ways the City reach out to the public via emails, mailers, etc.
- Public Workshops – This section will describe what workshops were held and why.
- Surveys – This section will describe what surveys were completed and the primary takeaways. See the results of the March 2022 survey on the [City's website here](#).
- Stakeholder Interviews – This section will describe what surveys were completed and the primary takeaways.

3.4 Town Center Subarea Plan Adoption

- Planning Commission – This section will include description on the process and timeline of plan evolution including early planning coming meetings dating back to 2020.
- Economic Development Advisory Board - City staff attended meetings with the Economic Development Advisory Board (EDAB) with the main goal of presenting the Town Center Subarea Plan efforts and updating the Board throughout the planning process as needed, consistent with the Planning Commission's April 12, 2021 recommendation. The work of the board includes attracting businesses and visitors and identifying methods to retain current Town Center businesses.

- Parks and Recreation Advisory Board - City staff attended meetings with the Parks and Recreation Advisory Board (PRAB) with the main goal of presenting the Town Center Subarea Plan planning efforts and updating the Board throughout the planning process as needed, consistent with the Planning Commission's April 12, 2021. The work of the board includes identifying trail and open space network opportunities.
- City Council – This section will include a description of the Sub-area Plan process and timeline from the start of City Council acknowledgement of the Planning Commission's recommendation for the development of a Subarea Plan to the final steps of the City Council plan adoption.

4.0 SUBAREA CHARACTERISTICS

4.1 Overview

- Town Center Context – This section will include a description of the location of the Town Center within the city limits graphically and in narrative.
- Historical Importance – This section will include a description of the historical importance the Town Center to the City by describing the past planning efforts. This will be a short version of Section 2.1
- Regional Transportation Network – This will include a description of the Town Center strategic location in terms of its location along the major transportation routes for the region.

4.2 Demographics

- Population Growth – This will include a description of the general population statistics in narrative and graphical forms. This will include a statement about what this means for the Town Center.
- Age Characteristics – This will include a description of the age characteristics by block groups in narrative and graphical forms. This will include a comparison between the County and a statement about what this means for the Town Center.
- Income Characteristics – This will include a description of the median HH incomes, 2010 vs. 2020, in narrative and graphical forms. This will include a statement about what this means for the Town Center.
- Employment Characteristics – This will include a description of the employment rates and significant economic sectors in narrative and graphical forms. This will include a statement about what this means for the Town Center.

5.0 URBAN DESIGN

5.1 Overview

This will include an introduction to the purpose of the chapter.

5.2 Town Center Character

This will include a description of the envisioned character of Town Center, organized around five key topics. Each topic is a major theme derived from public involvement and will be described further with character images. Analysis will be conducted as to what may need to be updated to establish this character.

1. Pedestrian-friendly Design
2. Community-serving Public and Private Space
3. Housing Density and Mixed Uses
4. Northwest Character
5. Climate Change Resilience

5.3 Urban Design

This section will include a description the Town Center urban design form including early phasing to long term build out design features. This section will include map graphics to illustrate urban design form for key areas like the Civic Campus and Main Street.

5.4 Urban Design Recommendations

This section will include a description of an urban design recommendation. The recommendation will also be compiled with all the other recommendations in the Implementation chapter. The following are potential recommendations:

- Civic Campus: Indoor-outdoor event space/ City Hall/ street festival
- Main Street
- Pedestrian and bicyclist mobility and safety improvements, including a Town Center Loop
- Strategic City land acquisition for public spaces
- Changes to the design standards / code

6.0 LAND USE AND ZONING

6.1 Overview

The Land Use Element will include a language promoting community character, preserving and strengthening residential neighborhoods, and fostering the Town Center as a vibrant and mixed-use center. The Element will describe land use designations and provide language protecting the natural environment, and promoting healthy living.

6.2 Land Use

- Existing Land Uses – what are the current uses of the site, broken into the two corridors:
 - Meridian Corridor
 - 24th Street Corridor
- Land Use Designations – description of the Town Center future land use designation

6.3 Zoning

- Current Zoning – This section will include a description about zoning including a land use table with permitted uses within Town Center.
- This section will include a discussion on potential changes to the zoning code that would enforce the Town Center Vision.

6.4 Land Use Recommendations

This section will include a description of the recommendations needed to help the city achieve its vision. This will focus on permitted land use changes. These will also be compiled with all the other recommendations in the Implementation Chapter.

7.0 ENVIRONMENT

7.1 Overview

This will include an introduction to the purpose of the chapter.

7.2 Current Environmental Context

Climate Resiliency

This section will include language focusing on future residential development in Town Center rather than rural areas. The City's less dense zoned areas make the City of Edgewood more resilient against climate change. This section will consider additional actions that could make the City of Edgewood even more prepared against future extreme weather events.

Existing Hard Surfaces

This section will include a discussion on hard surfaces within the Subarea and the City's requirement to address environmental issues, under the WA State Growth Management Act (GMA). A map will be prepared to show existing hard surfaces found in Town Center to establish a baseline of understanding.

Critical Areas

This section will include a description of existing environmentally critical areas in Town Center.

- Wellhead Protection Areas - Most of the Subarea boundary overlaps with a wellhead protection area, ranging from a zone of contribution (greater than 10 years) to a 6-month travel time.
- Wetlands and Potholes
 - Lake Chalet - Located southeast of the subarea, Lake Chalet is one of the major natural resources close to Town Center. The lake, which is also a wetland, is surrounded by single-family residences.
 - Other wetlands associated with unnamed creek - This wetland is associated with an unnamed creek which connects to Simons Creek to the south. It is adjacent to the Northwood Elementary School property north of 24th Street East. This wetland was delineated as a part of the Dhaliwal TC Landing project.
- Flood Hazard Areas - the only known flood hazard area is Lake Chalet and its associated wetland area.
- Erosion and Landslide Hazard Areas - Limitations on development within the Subarea resulting from erosion or landslide hazard areas are likely not applicable as there are no mapped erosion or landslide hazard areas within the Subarea.
- Fish and Wildlife Habitat Conservation Areas - A branch of Simons Creek is located in the southwestern area of the Town Center.

7.3 Environmental Recommendations

This section will include a description of the recommendations needed to help the city achieve its vision. These recommendations will also be compiled with all the other recommendations in the Implementation Chapter.

Reduced Parking Minimums/Electric Charging Stations

This section will include a description of reducing minimum parking as required by code to allow for the market to dictate required parking. This would also allow minimize the concentration of impervious surfaces and hard surface. Additionally, this section will describe opportunities to incentivize the use of electric vehicles by requiring the provision of electric vehicle charging stations. Such installations can also serve to reduce greenhouse gases, and make the City more climate resilient.

Farmers Market

This section will include a description of a farmers market within Town Center. Additional language will be provided on how the availability of local food and artisanal goods within City limits can alleviate the need for some residents of Edgewood to travel outside the City for groceries as well as the benefits from adding access to healthy food sources and limiting emissions from vehicle miles traveled.

Lower Reliance on Natural Gas

This section will include a discussion on Town Center growth and the importance to utilize electricity for heating and cooling needs rather than natural gas. This aligns with State Legislature.

Mitigate Hard Surfaces

This section will include a discussion for the use of LID, and enhancements to the City's tree canopy and green space as appropriate given future high intensity land use and site constraints like the presence of nearby drainage potholes.

8.0 HOUSING

8.1 Overview

This section will include a discussion of how the City of Edgewood through the development of a sub-area plan is complying with allocated housing targets. In 2010, the City of Edgewood had 3,801 housing units. In 2020, the City's housing units were estimated to be 4,858 units, for an estimated housing production of 1,057 units between 2010 and 2020. The City's 2030 housing unit growth target is set at 6,003 total units, which means by 2020 the City of Edgewood added about 48 percent of the additional units need by 2030. This is close to double the housing production rate of urban Pierce County of 27 percent.

8.2 Current Housing Characteristics

This section will include a description of existing housing characteristics including:

- Household Characteristics
 - Average Household Size – When compared to Pierce Co and WA, Edgewood has a higher average household size for both owner-occupied and renter-occupied units
 - Household Sizes within Block Groups - The Town Center block groups have a higher percentage of one-person and four-person households when compared to the entire City. This information suggests it would be wise to have a mixture of dwelling sizes, however it is possible the demand for smaller dwelling units will grow as more single people and couples move to Edgewood.
- Housing Capacity
 - Vacancy Status – the City's vacancy rate has been dropping since 2010 and is much lower than Pierce County and the state. Pierce County and the state saw an increase in vacancy between 2010 and 2015 but a decrease between 2015 and 2020.
- Housing Market
 - Single-family Housing
 - Multi-family Housing

8.3 Housing Recommendations

This section will include a description of housing recommendations needed to help the city achieve its vision. In the future, the City will likely see housing developed within the Town Center at a higher density than what has previously been developed, consistent with the City's zoned density. This additional density within the Subarea will complement future employment uses that will occupy the site. Town Center is positioned to be an attractive location for live/work spaces, with available co-working space on the ground floor of future buildings and several stories of residential units on top. Mixed-use development is a key focus of Town Center.

The proposed Dhaliwal TC Landing project achieves this mixed-use development type. Visit the [Meridian Corridor Projects of Interest map](#) to see more about this proposed development.



*Dhaliwal TC Landing Architectural Rendering
(Frontage along Meridian Avenue East shown in this image)*

9.0 PUBLIC SERVICES

9.1 Overview

This section will include a description of existing and planned public services.

9.2 Current Public Services Context

This section will include a summary of current capacity and potential problems. There will be maps of existing utilities in the sub-area. Services shown on the maps will depict the following:

- Electric
- Natural Gas
- Telecommunications
- Sewer
- Solid Waste Disposal
- Stormwater
- Water

9.3 Public Services Recommendations

This section will include a description of recommendations needed.

10.0 TRANSPORTATION

10.1 Overview

This section will include a description of the existing and planned network system. The City is utilizing traffic engineering consultants to ensure that future transportation impacts are accounted and planned for. This section will also include an emphasis on promoting walkability throughout Town Center, considering that the area is approximately a ten (10) minute walk from end-to-end, as seen on this [City Hall Walkshed Map](#).

10.2 Current Transportation Context

Non-Motorized Transportation Routes

This section will include a description of how the bicycle, pedestrian, and transit infrastructure is addressed in urban design. Areas of analysis may include:

- Potential sidewalk map/gap analysis,
- Biking/multi-use path map
- Transit map

Auto-Oriented Transportation Routes

- Roadway classifications –describe roadway classifications of Edgewood with map

10.3 Transportation Recommendations

This section will include recommendations needed to help the city achieve its vision.

11.0 IMPLEMENTATION

11.1 Overview

This section will include an introduction on various implementation strategies needed to help the city achieve its vision including timing.

11.2 Recommendations

This section will include one table with all the recommendations from all the elements above.

12.0 APPENDICES

12.1 Goals and Policies

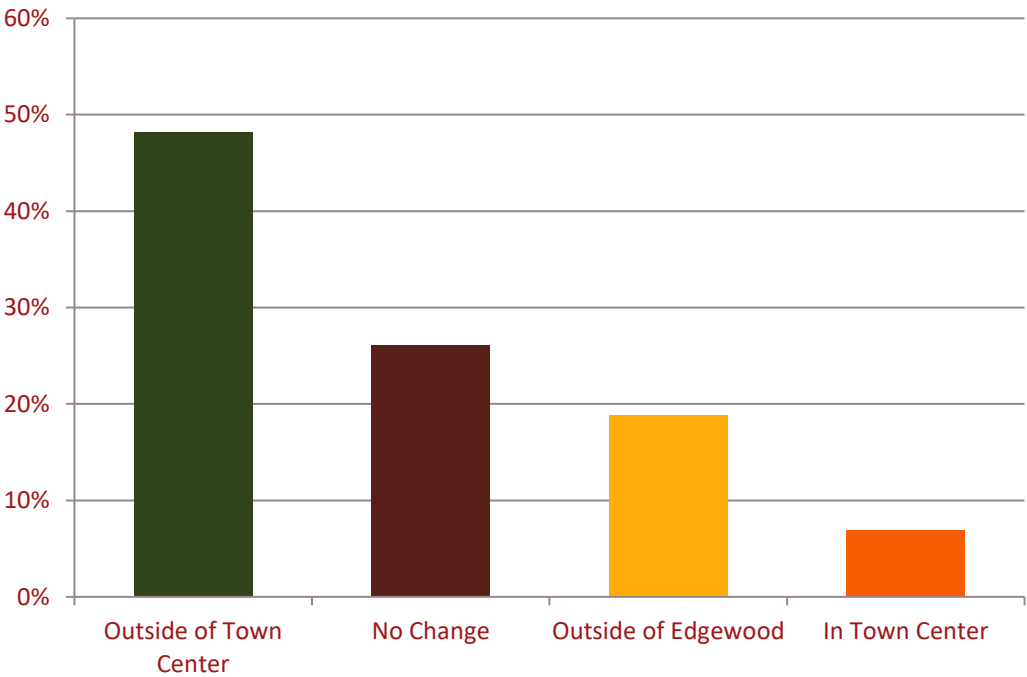
This section will include a table of goals and policies, specifically related to Town Center.

12.2 Public Involvement

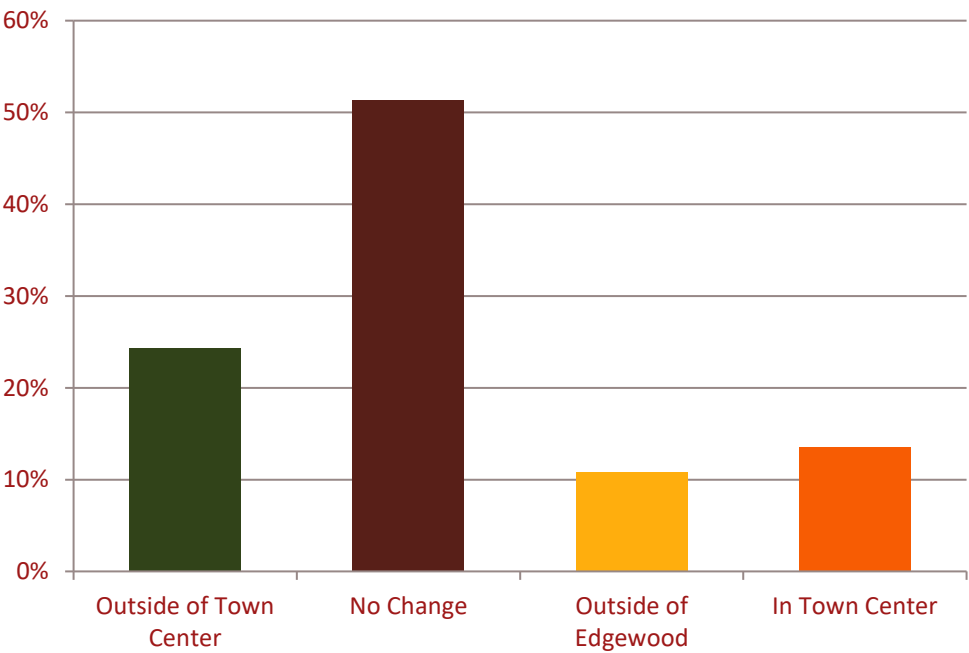
This section will include a detailed description of all public involvement materials.

The following charts are grouped by respondent's indicated identity:

"Edgewood Resident"
Residency Preference due to TC Subarea Plan

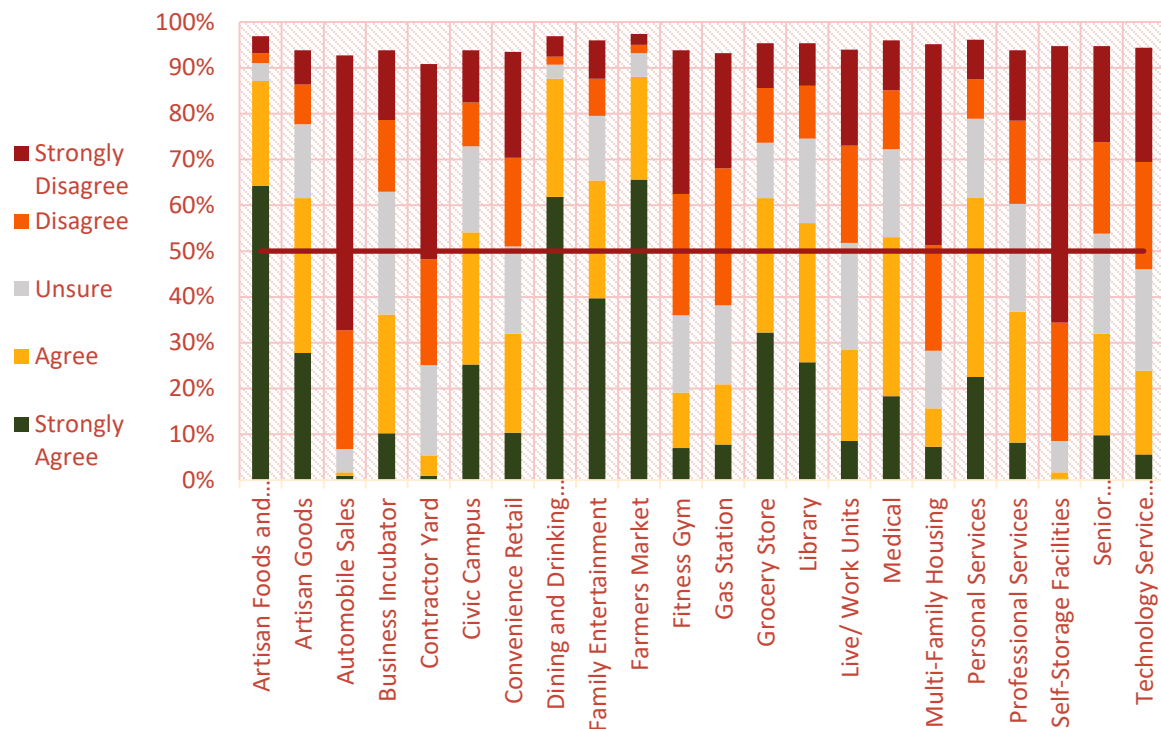


"Neighboring Resident"
Residency Preferences due to TC Subarea Plan

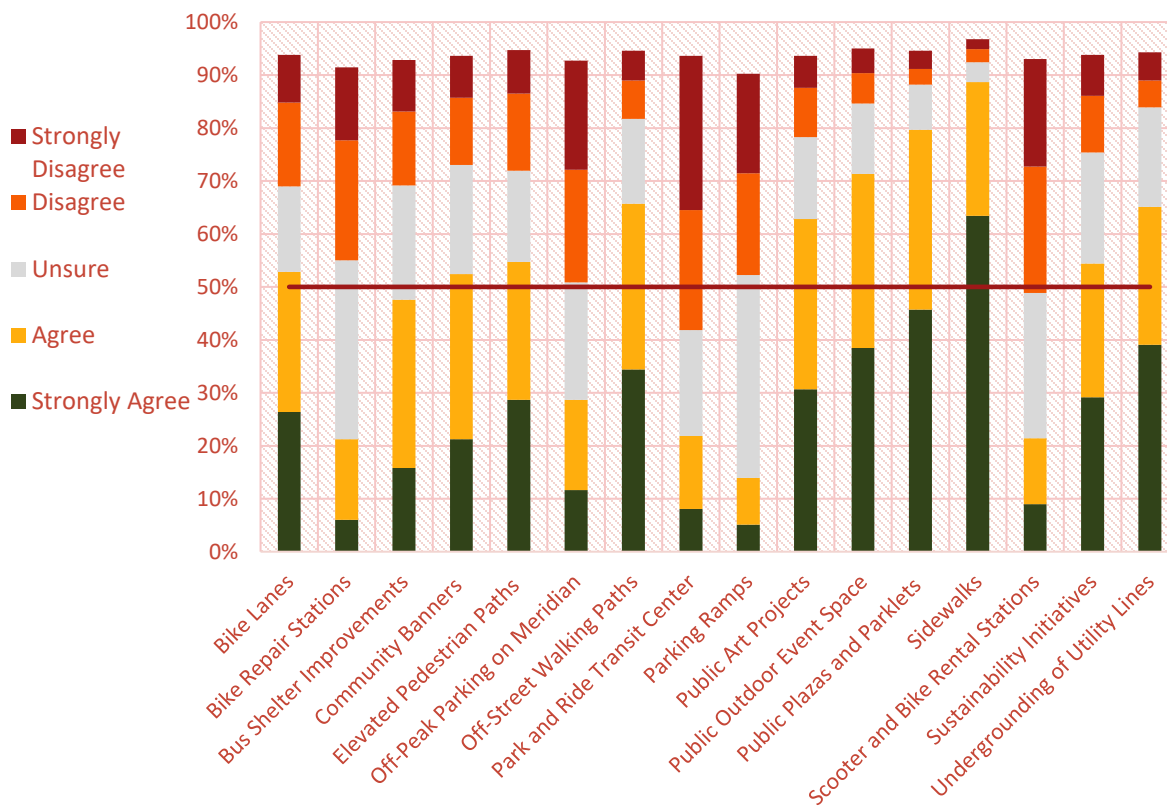


The following charts include all respondents:

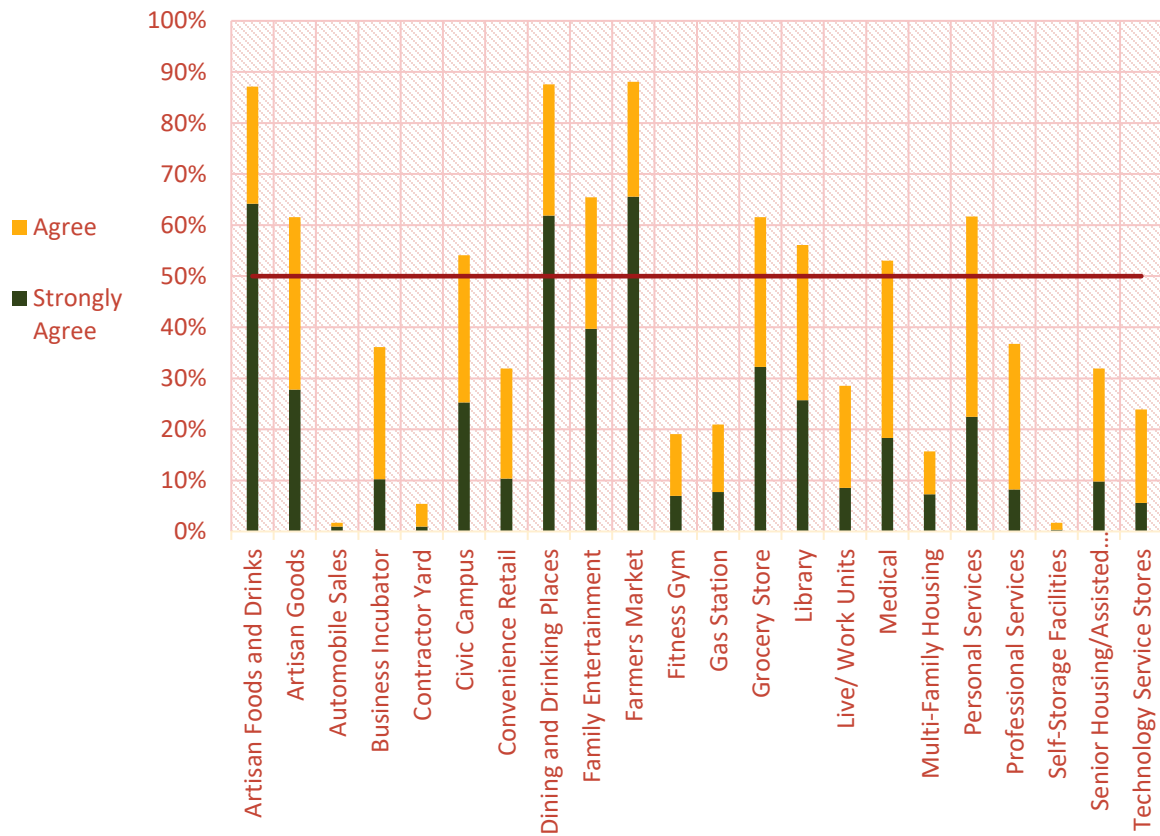
Land Uses - All Responses



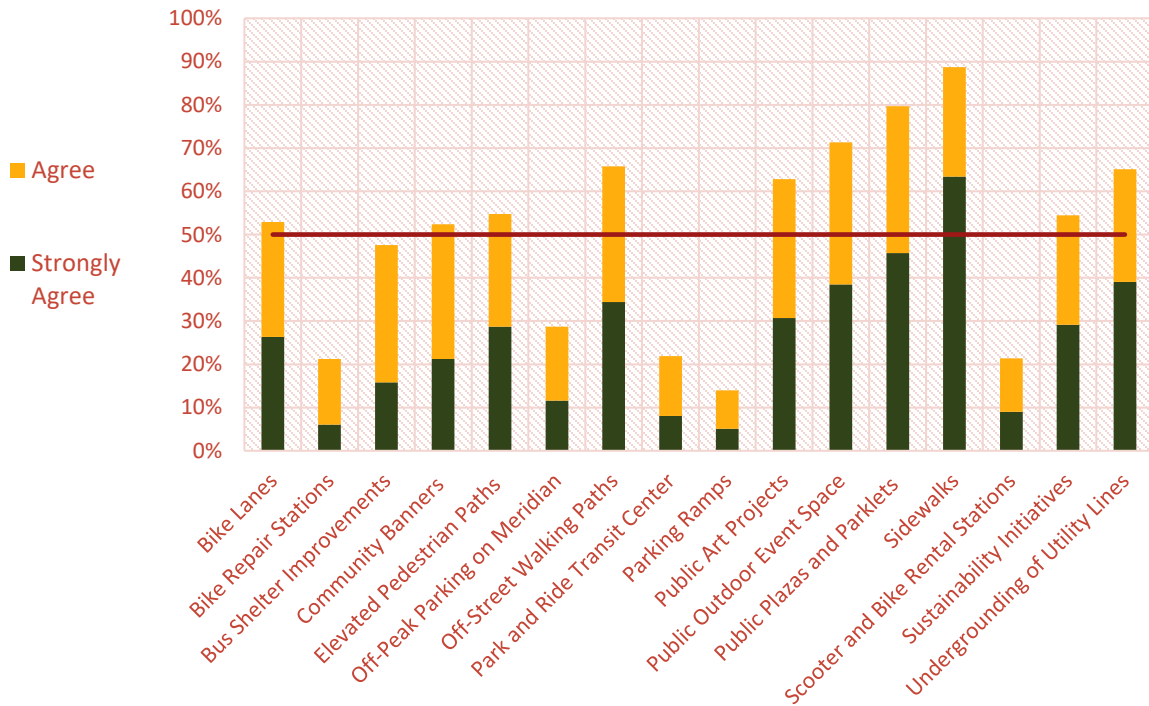
Amenities - All Responses



Land Uses - All Responses

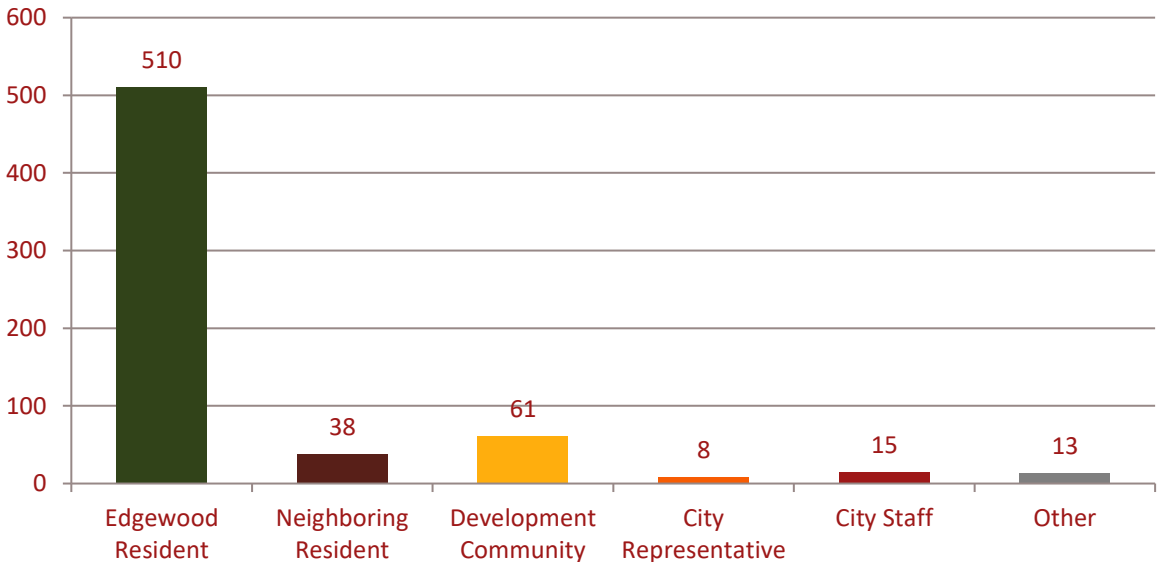


Amenities - All Responses

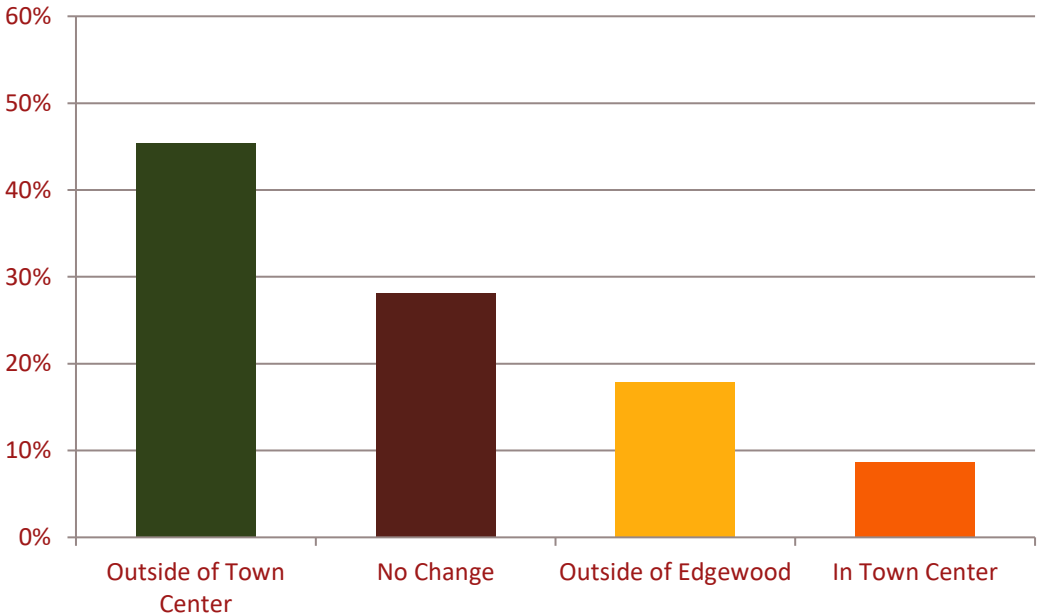


Edgewood Town Center - March 2022 Survey Results

Total Respondents: 645

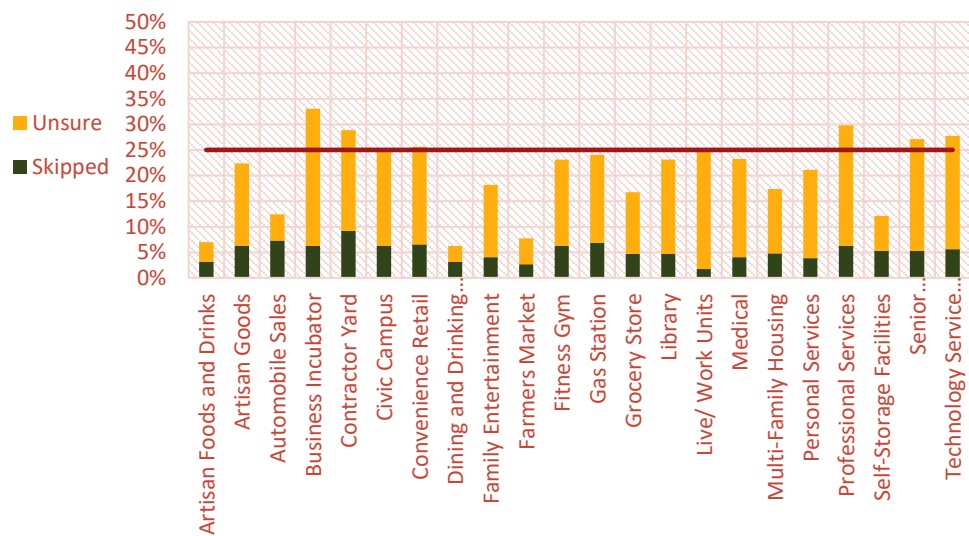


Town Center Plan Effect on Respondent Residency Preferences

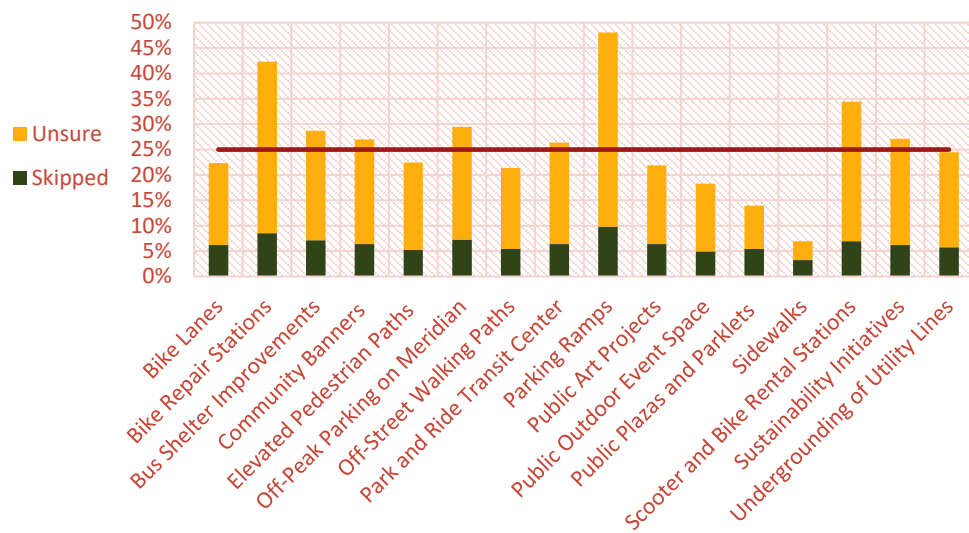


*Respondents that gave the same response for every land use or amenity were culled from the results.

Unsure and Skipped Land Uses

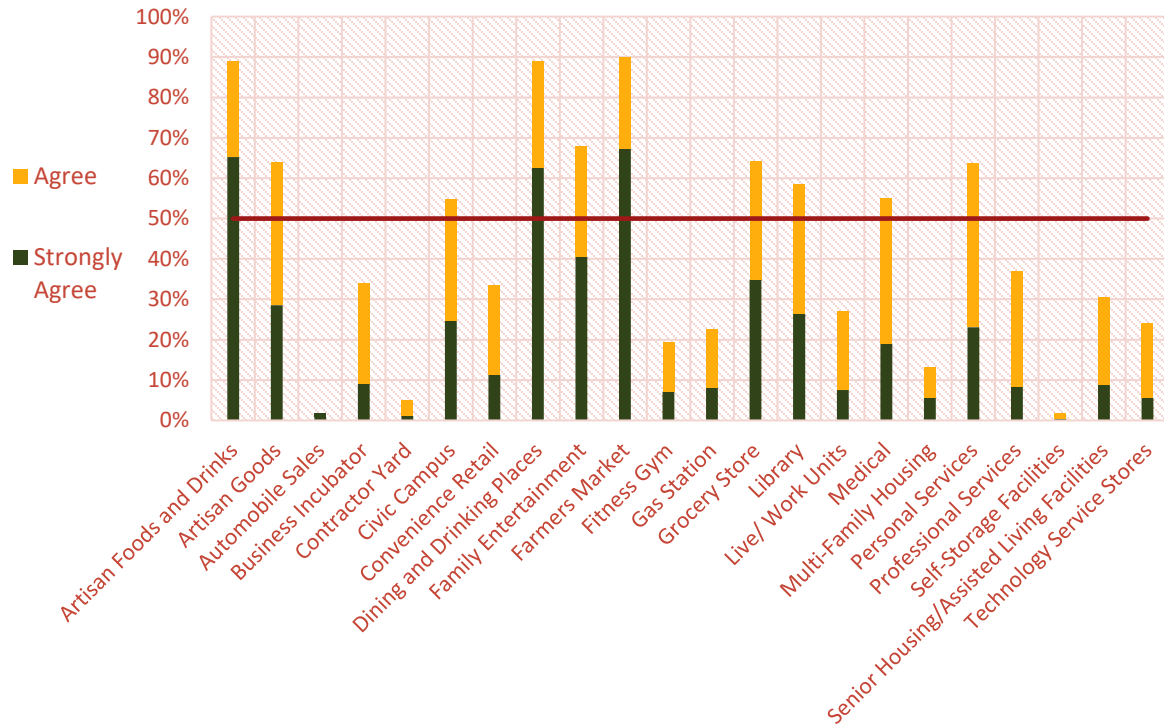


Unsure and Skipped Amenities

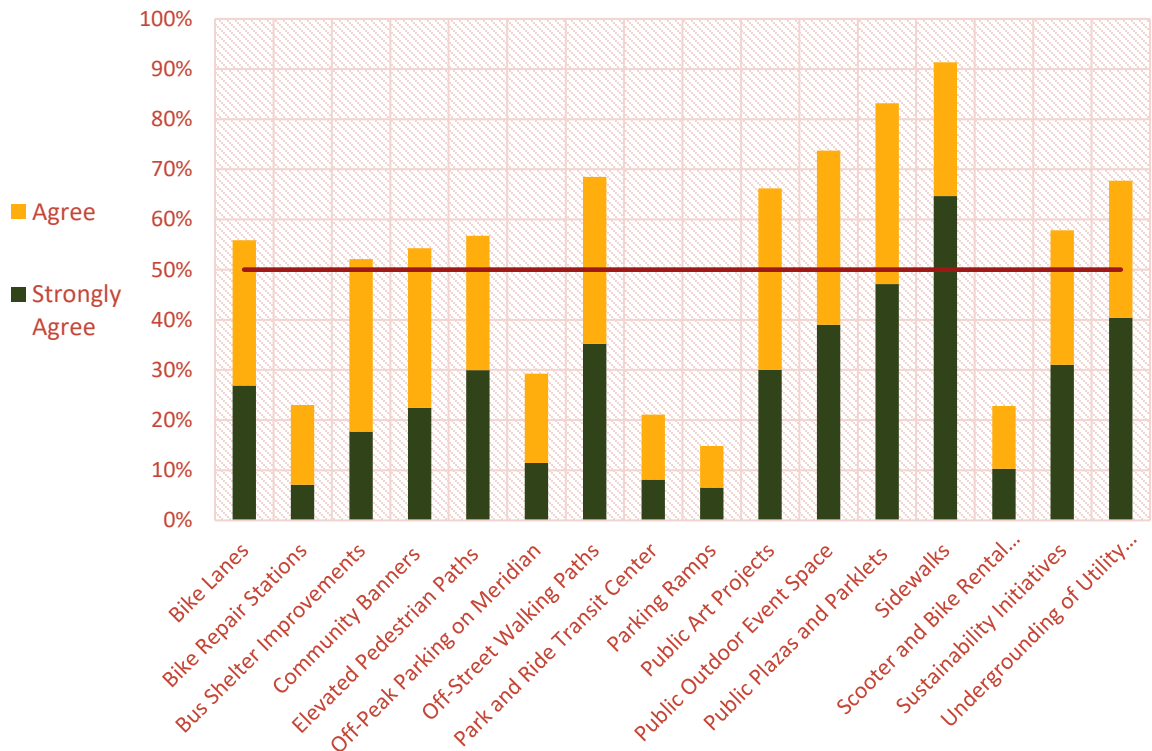


The following charts are grouped by respondent's indicated identity:

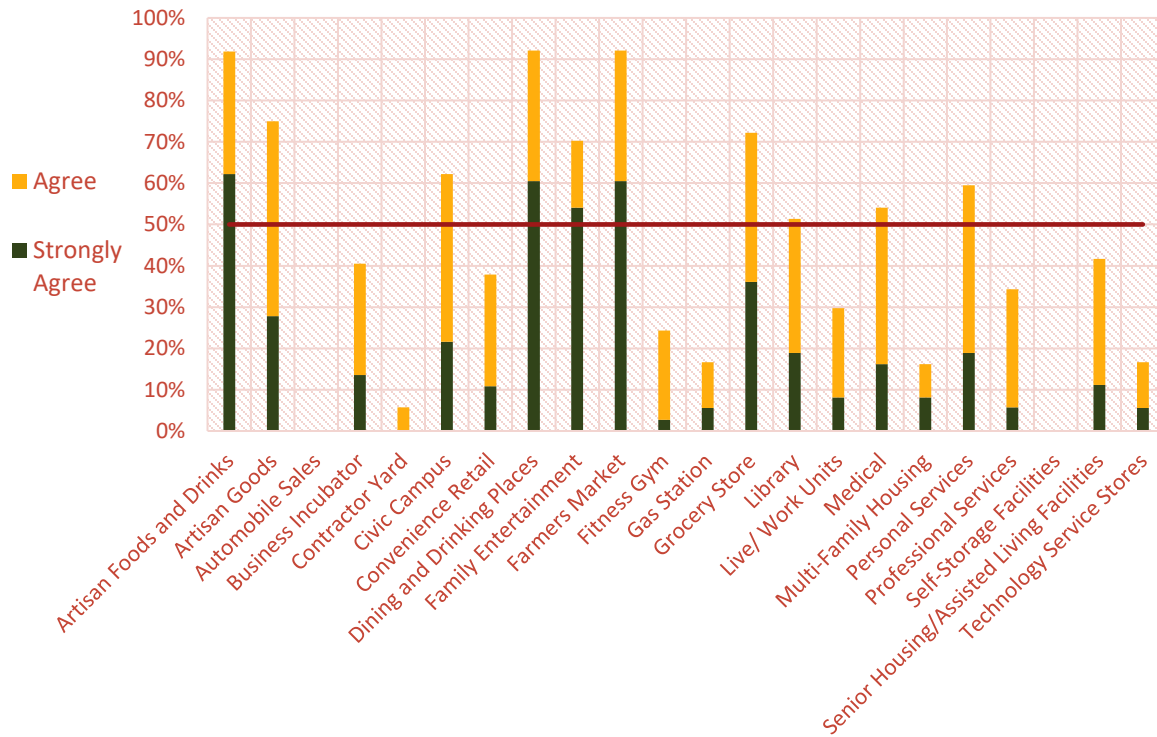
Land Uses - Edgewood Residents



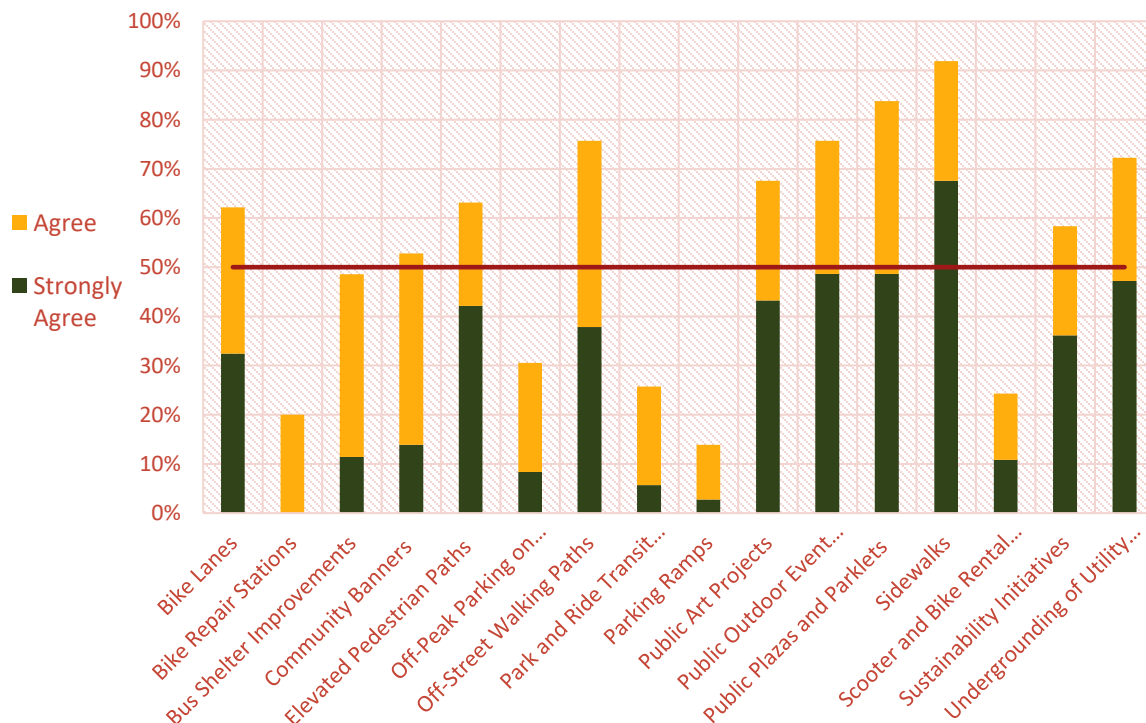
Amenities - Edgewood Residents



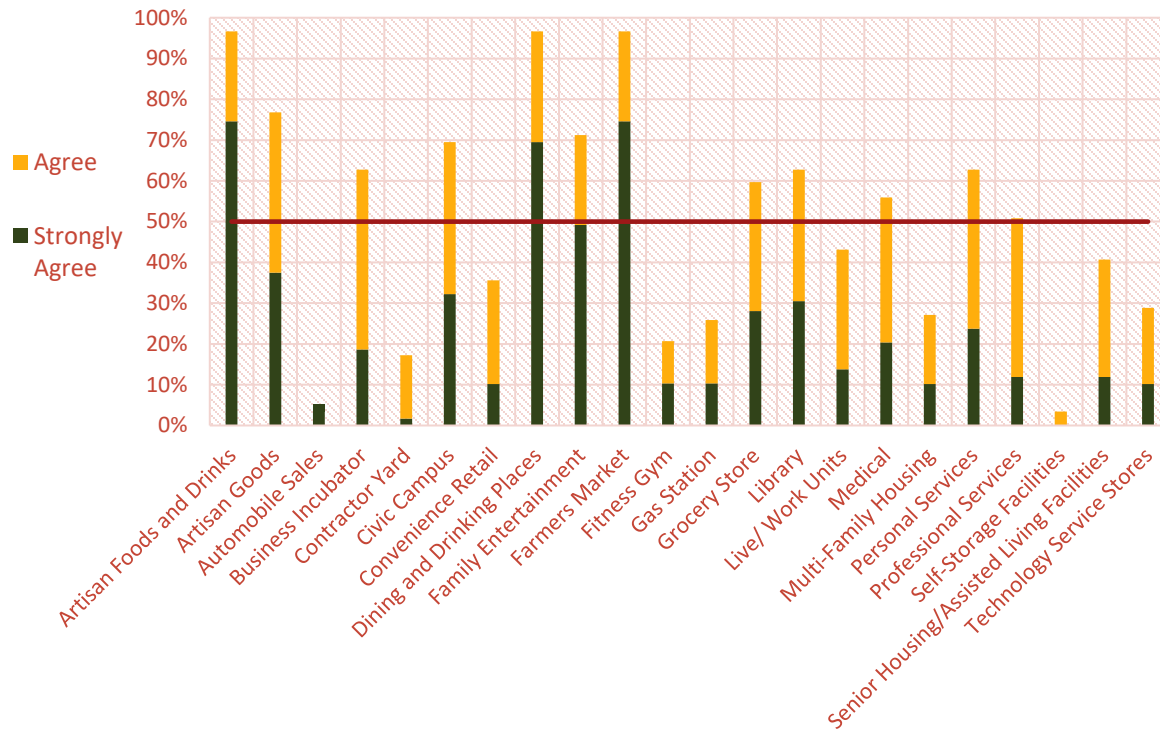
Land Uses - Neighbor Respondents



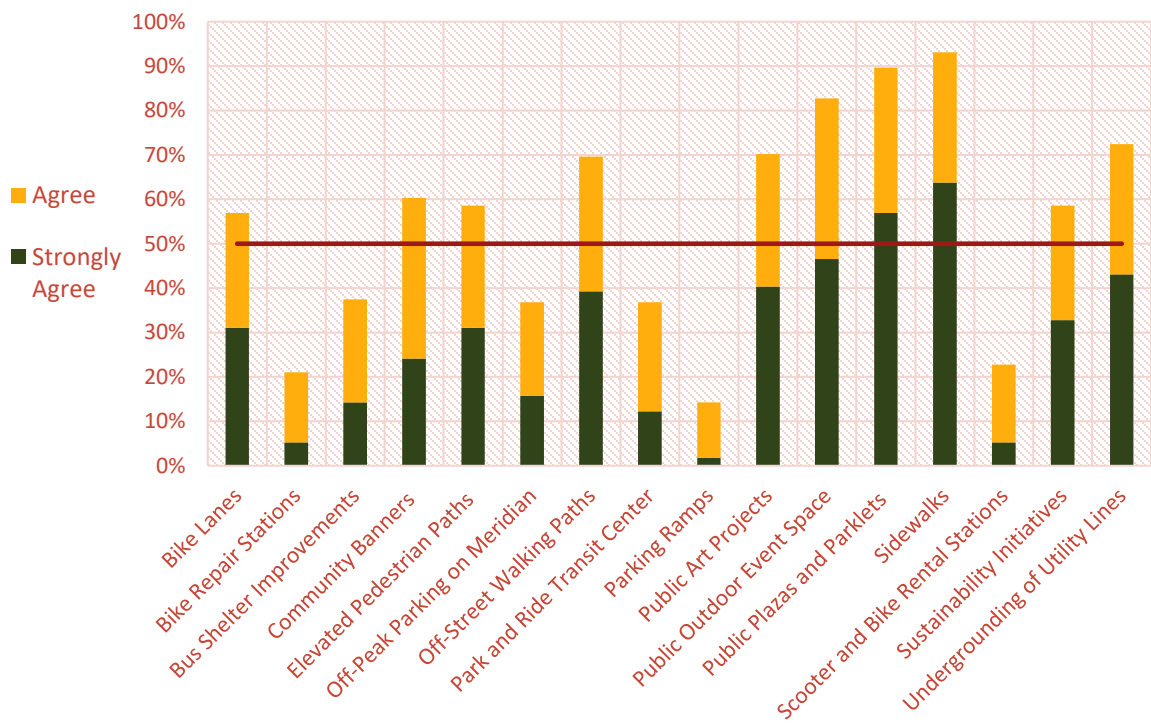
Amenities - Neighbor Respondents



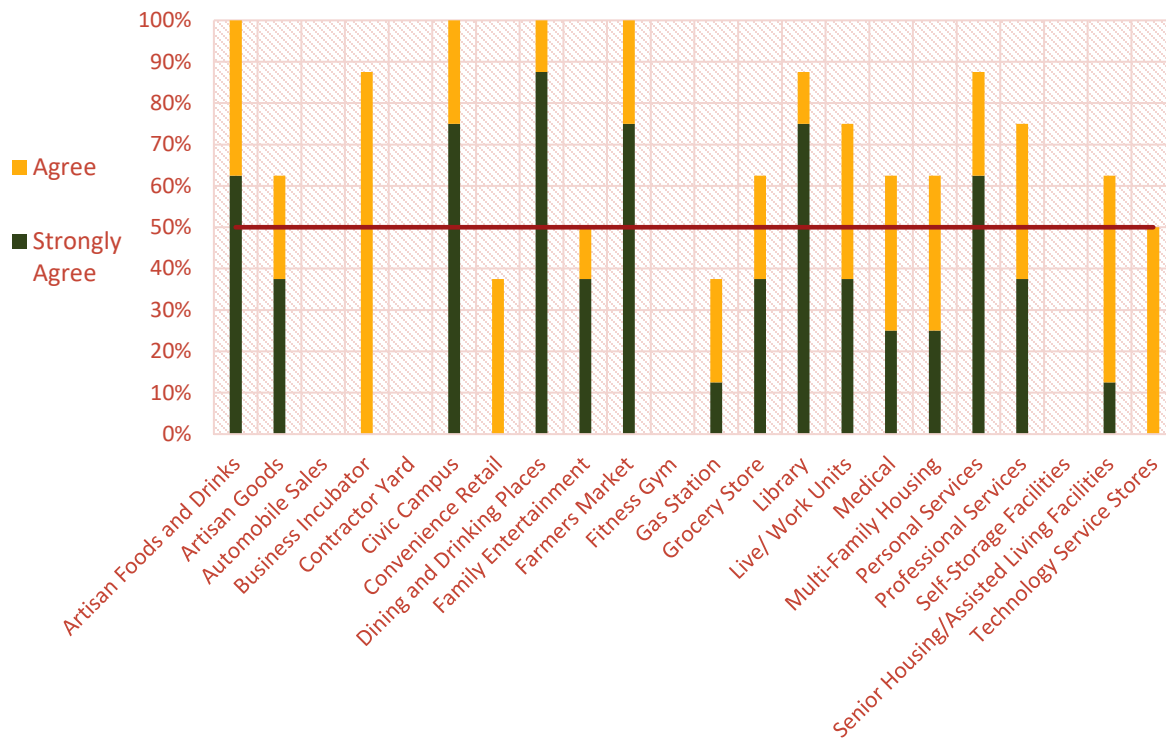
Land Uses - Business & Development Respondents



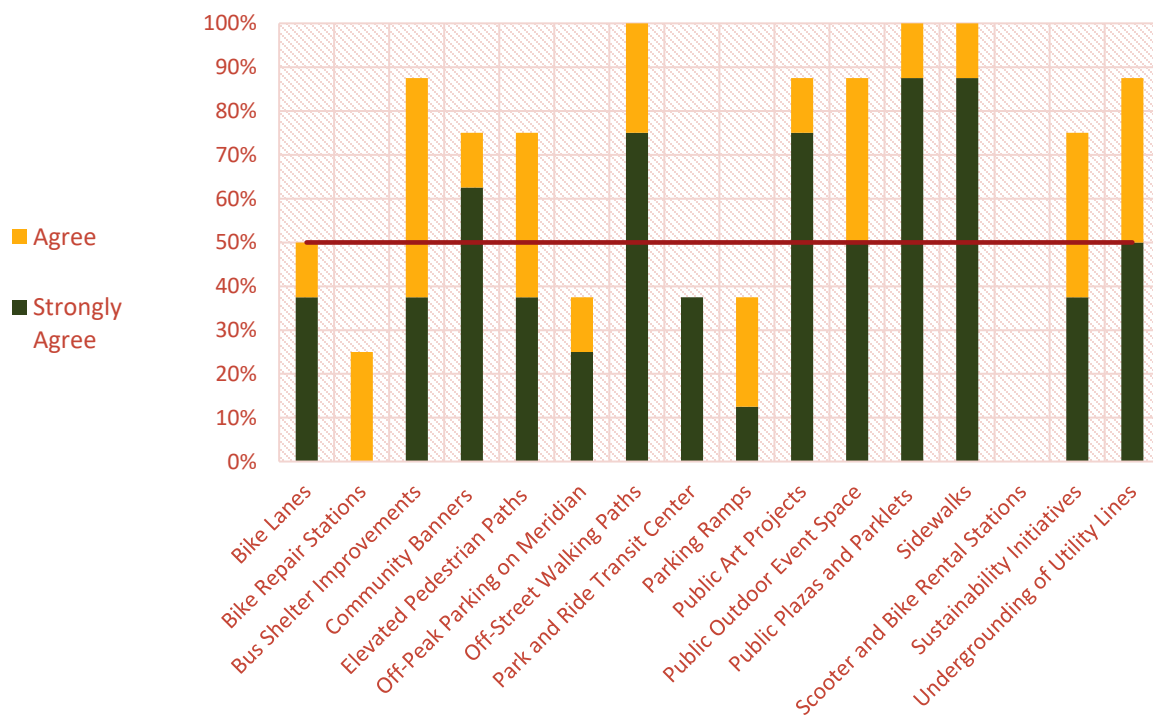
Amenities - Business & Development Respondents



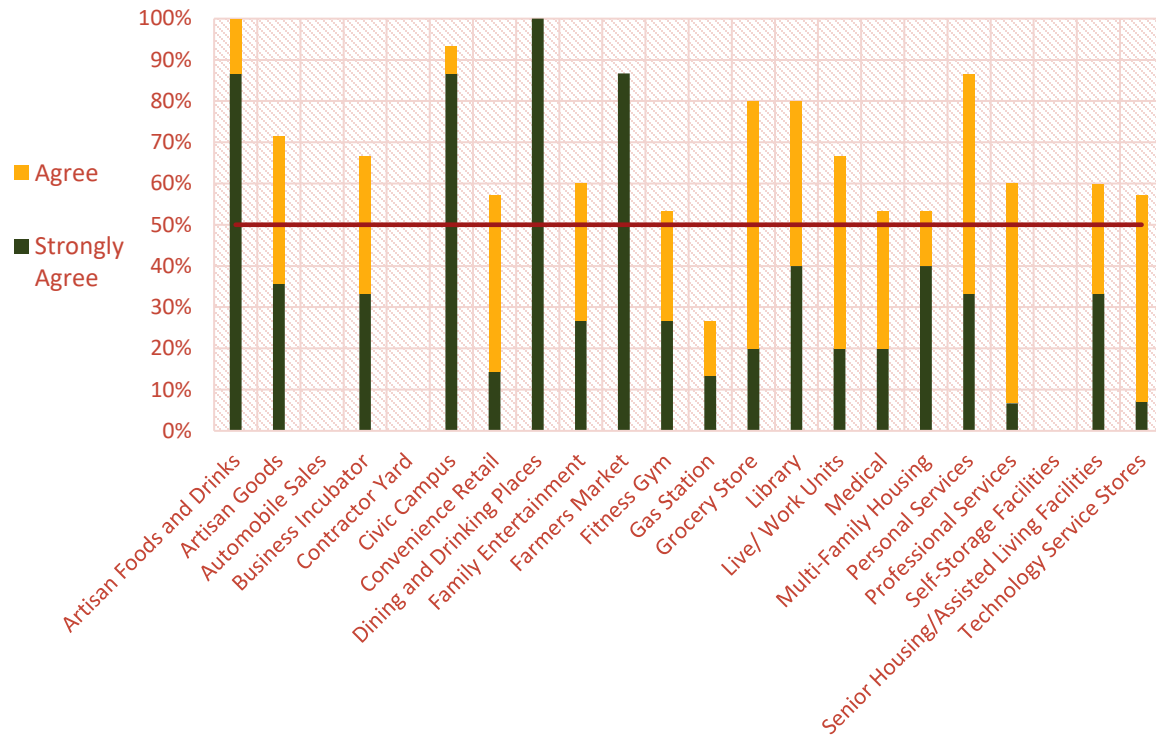
Land Uses - City Representative Respondents



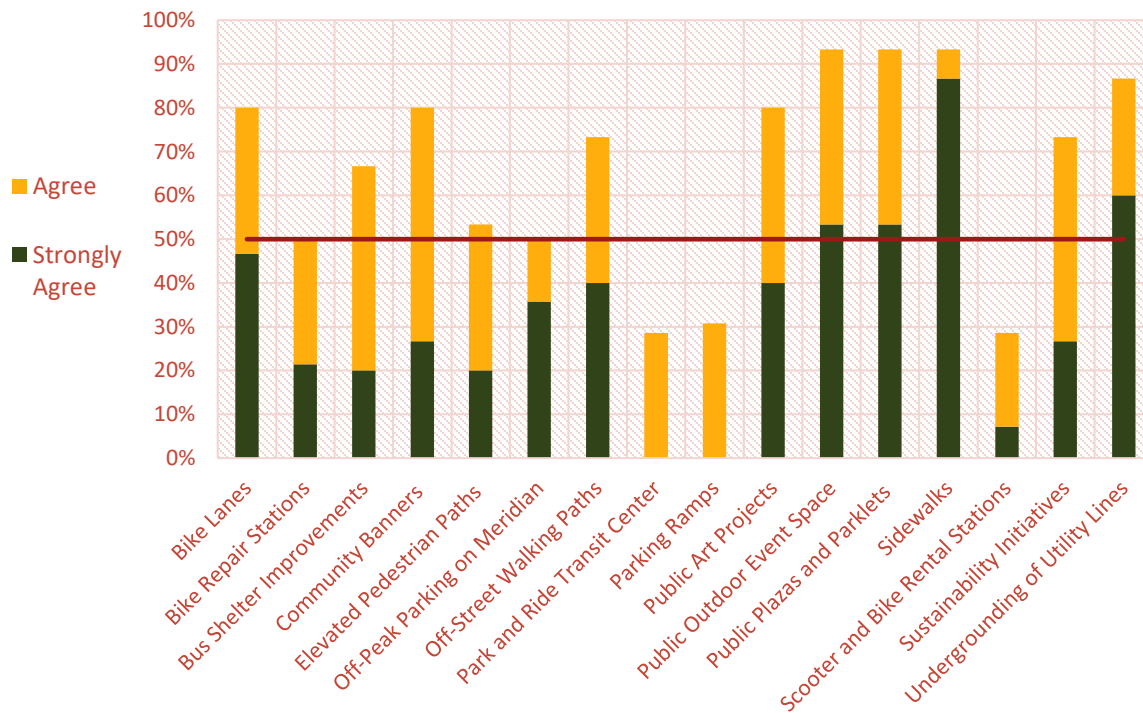
Amenities - City Representative Respondents



Land Uses - City Staff Respondents

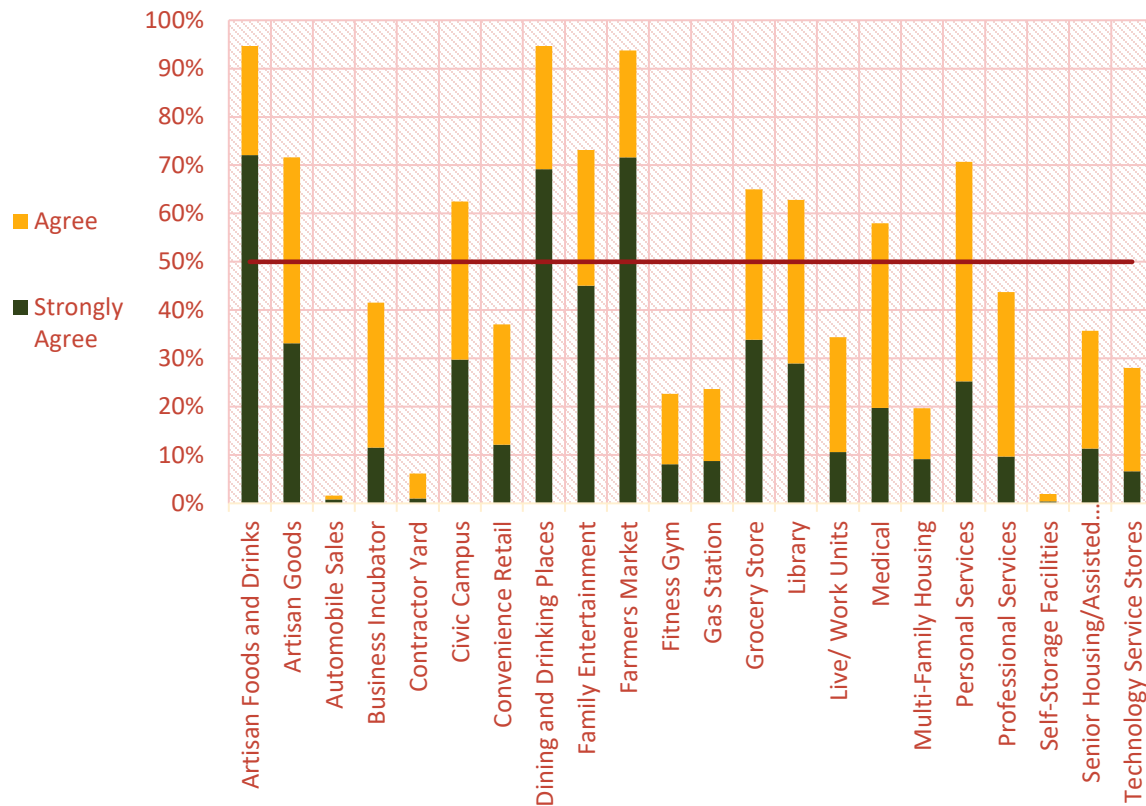


Amenities - City Staff Respondents

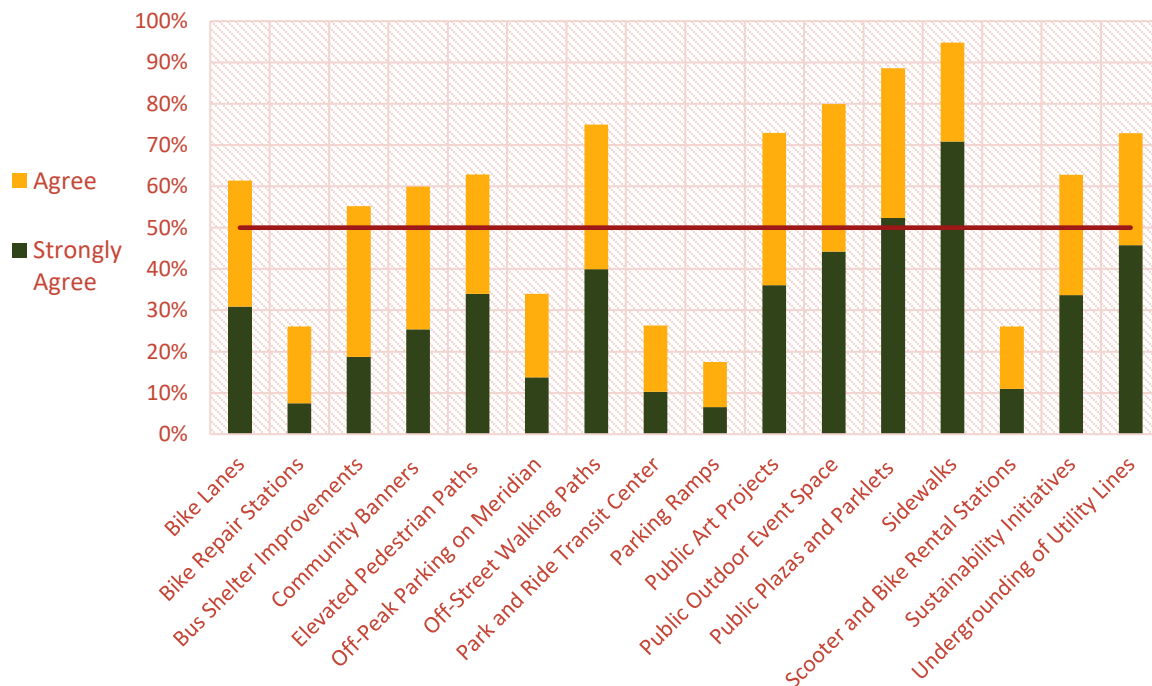


The following charts are grouped by respondent's indicated residency preference:

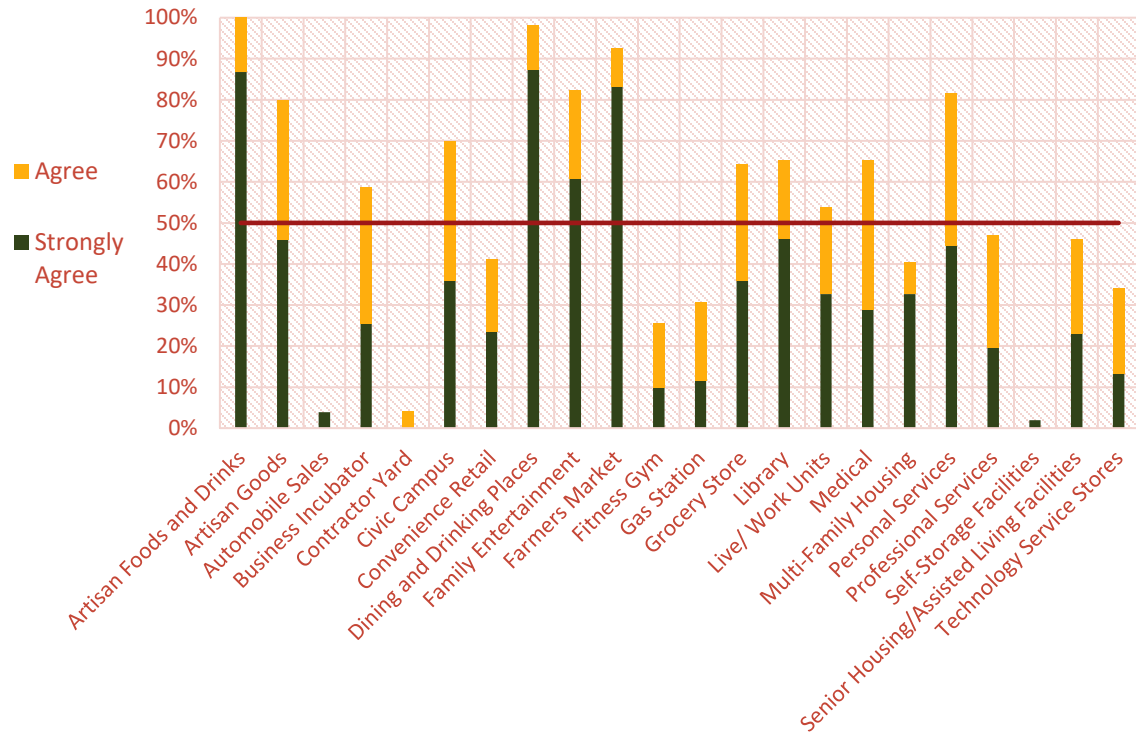
Land Uses - Respondents that do not want to leave



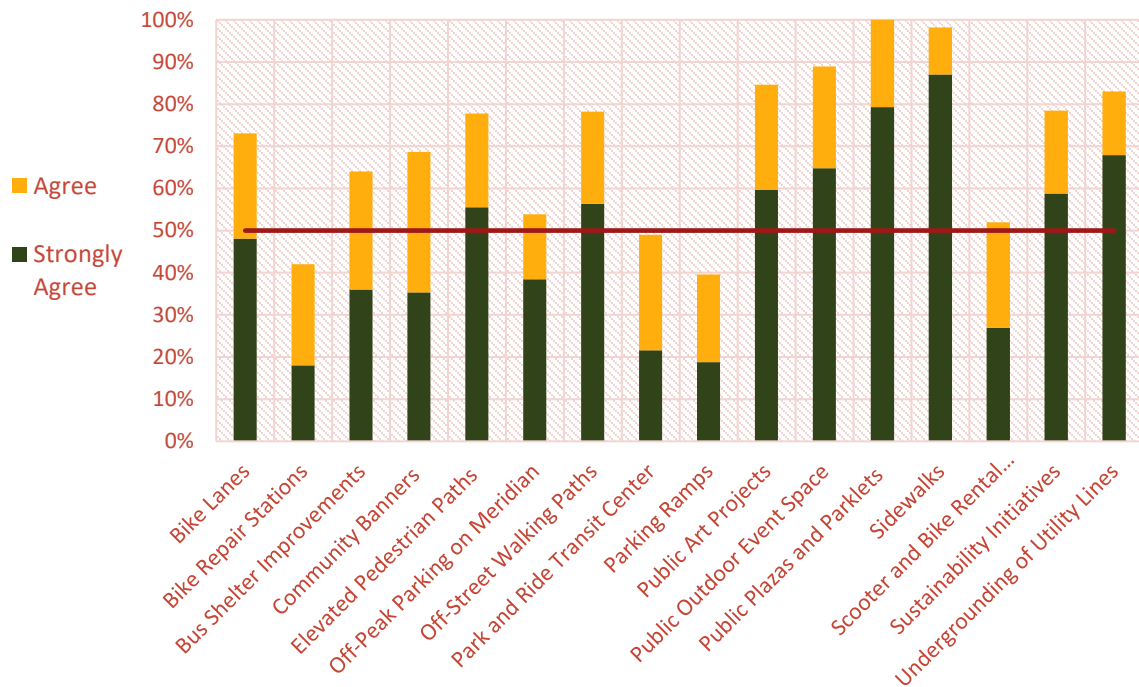
Amenities - Respondents that do not want to leave



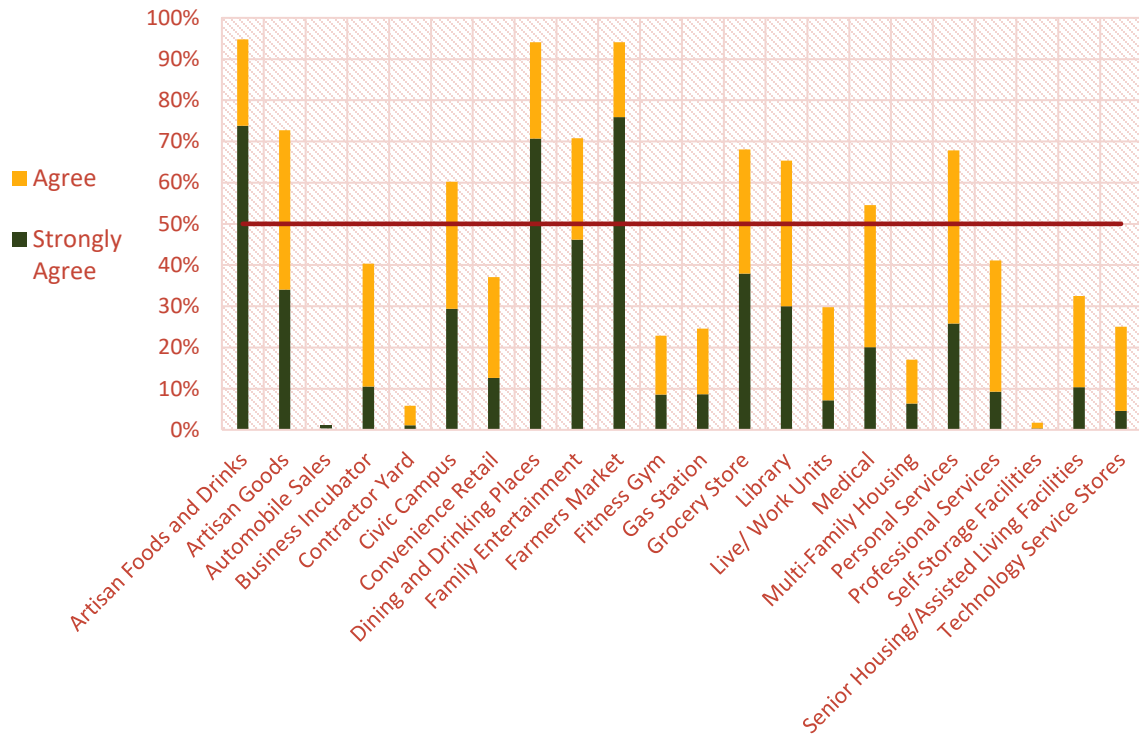
Land Uses - Future TC Residents



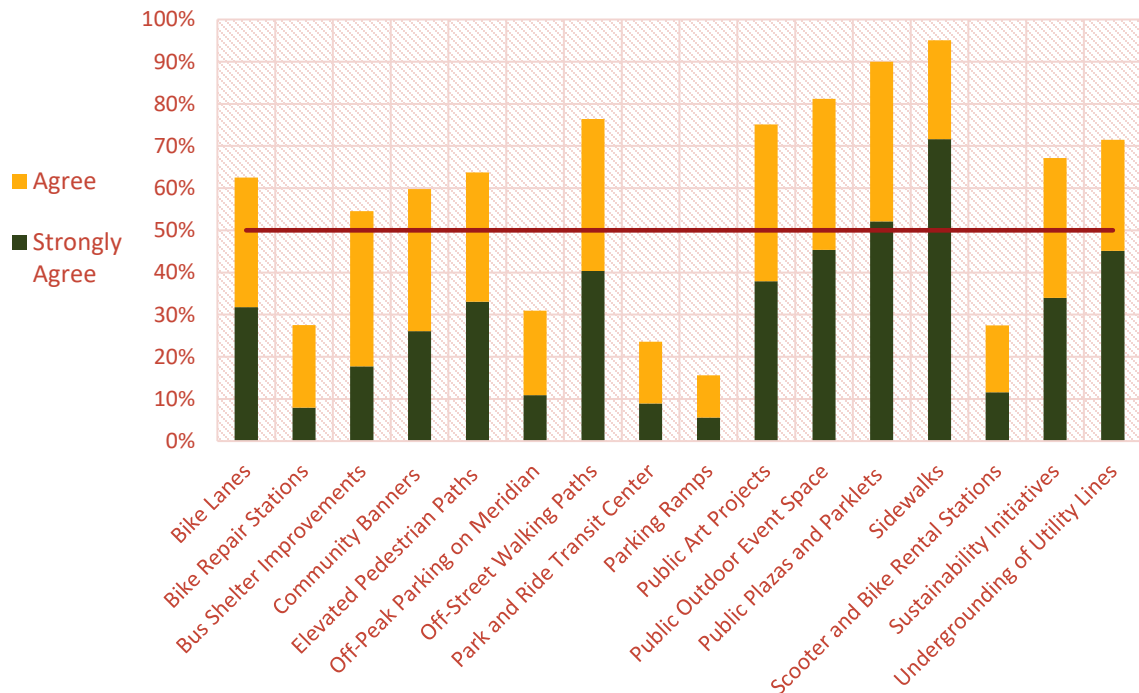
Amenities - Future TC Residents



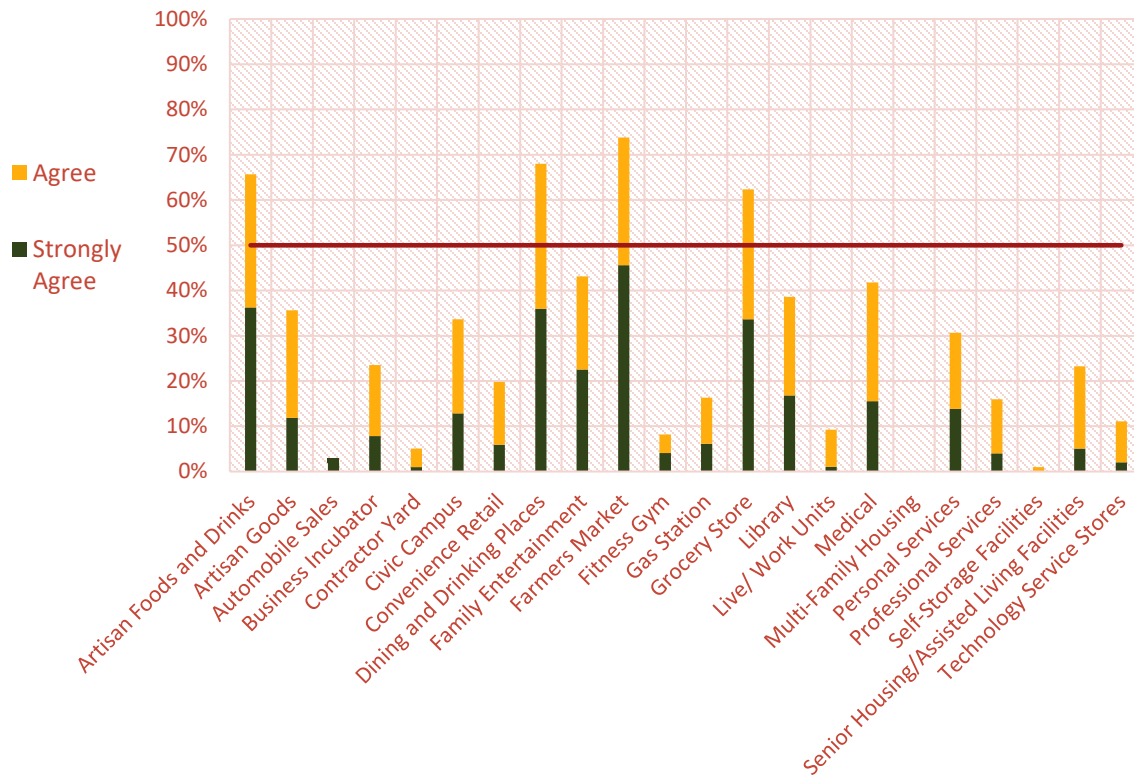
Land Uses - Respondents that want to live outside TC



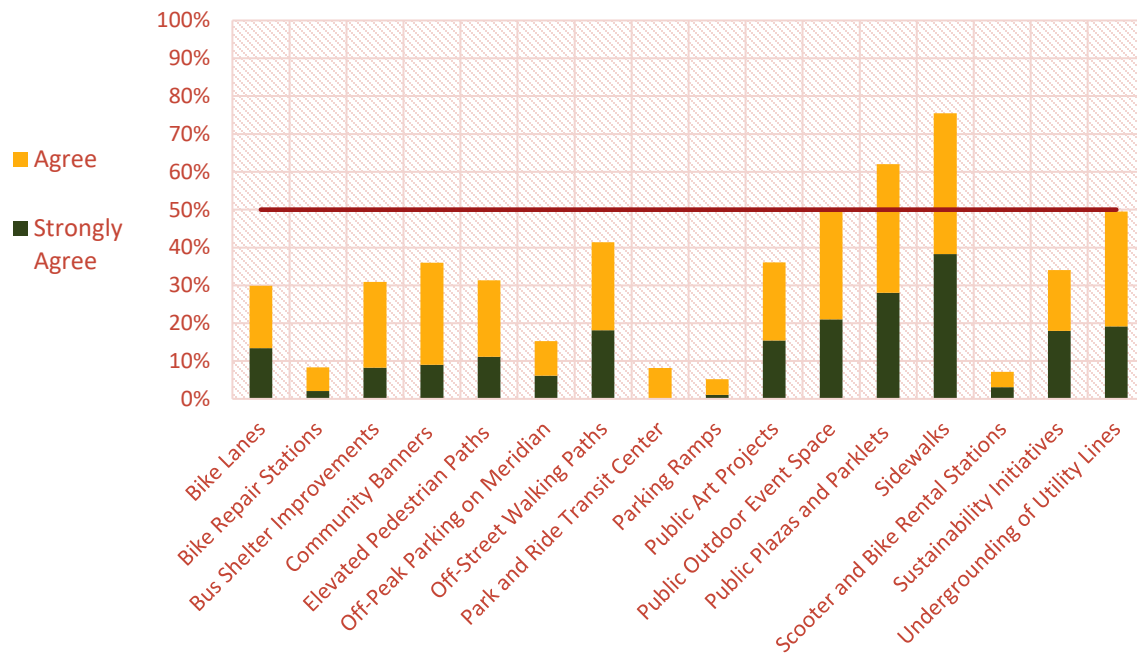
Amenities - Respondents that want to live outside TC



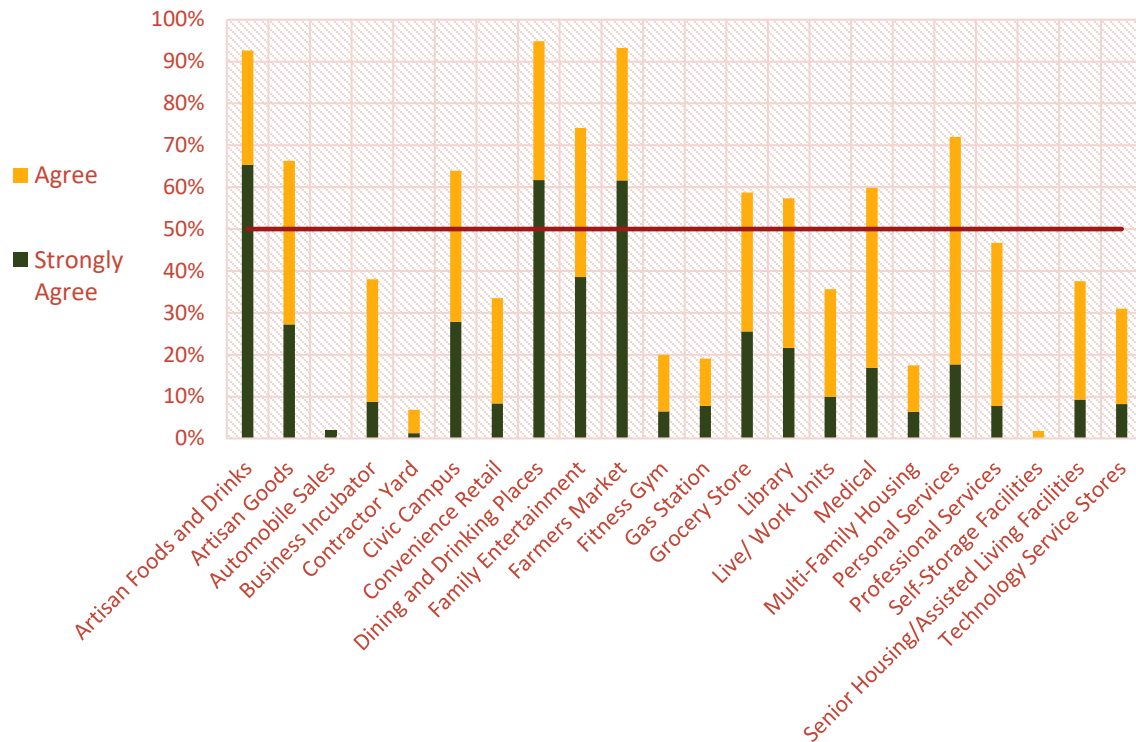
Land Uses - Respondents that want to leave Edgewood



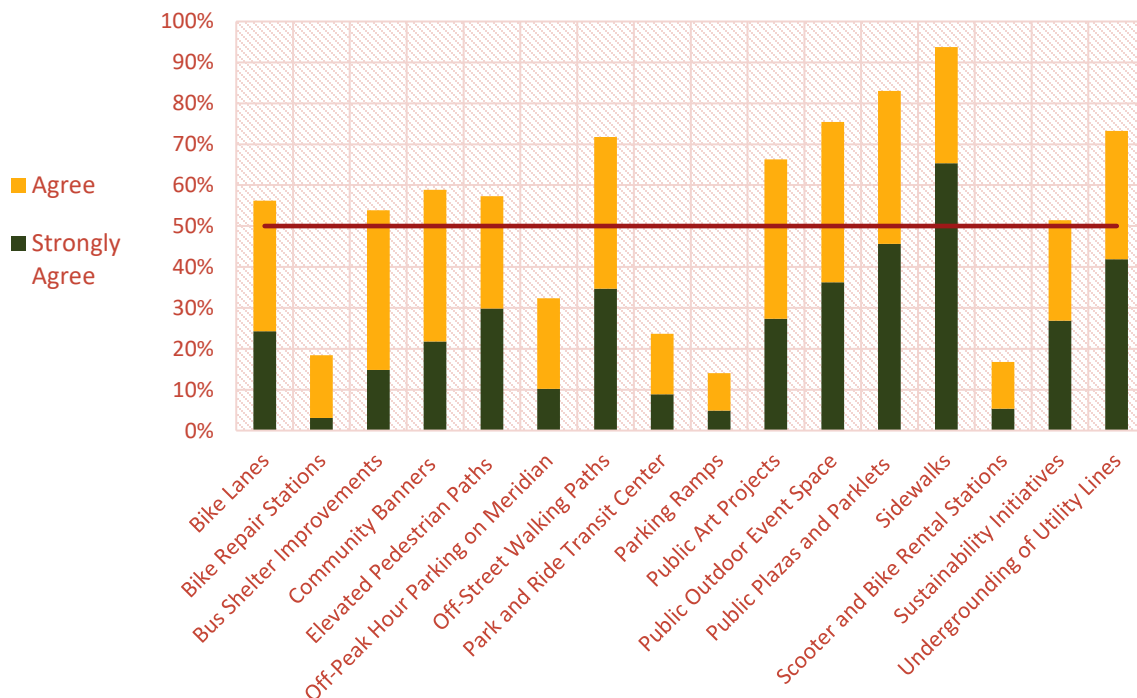
Amenities - Respondents that want to leave Edgewood



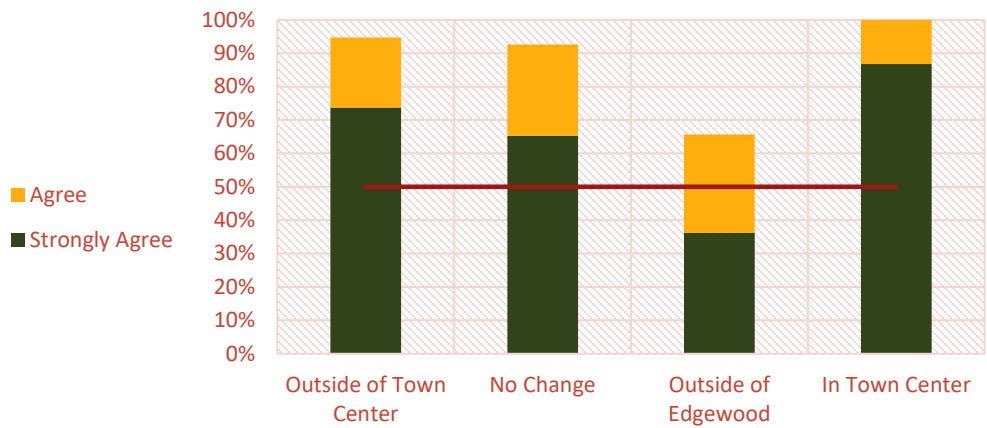
Land Uses - Respondents that do not want to move at all



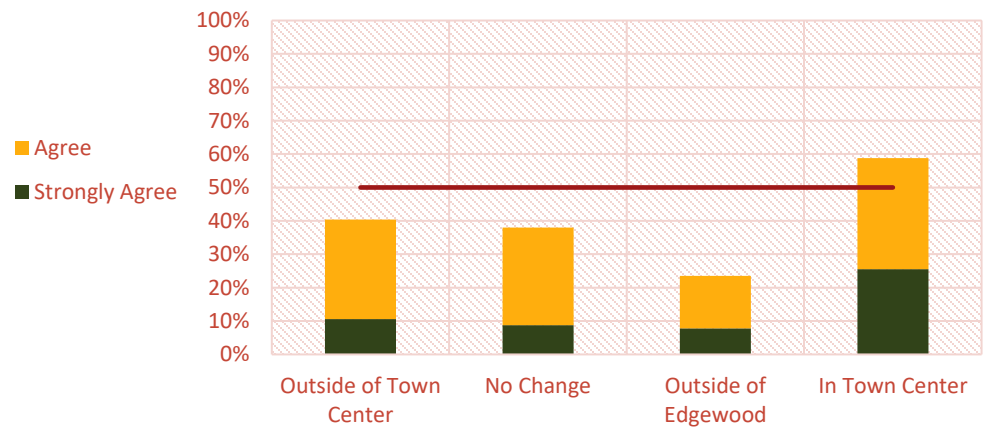
Amenities - Respondents that do not want to move at all



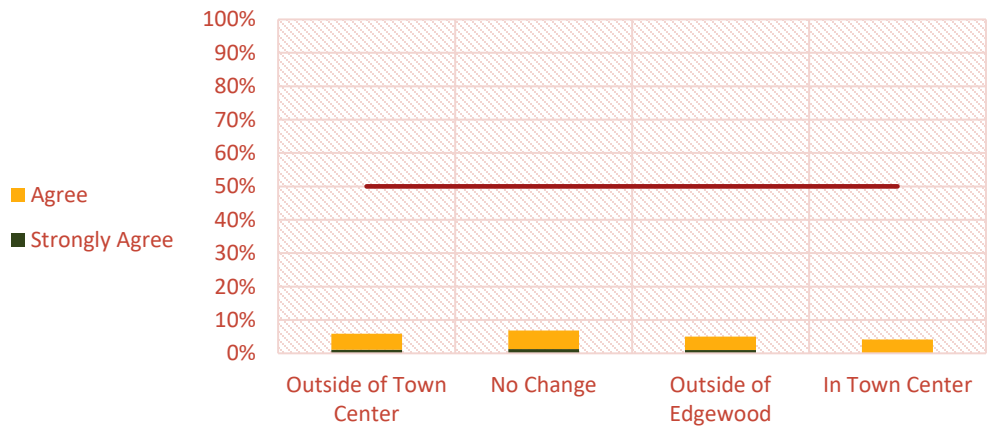
Artisan Food and Drink Places by Respondent Group



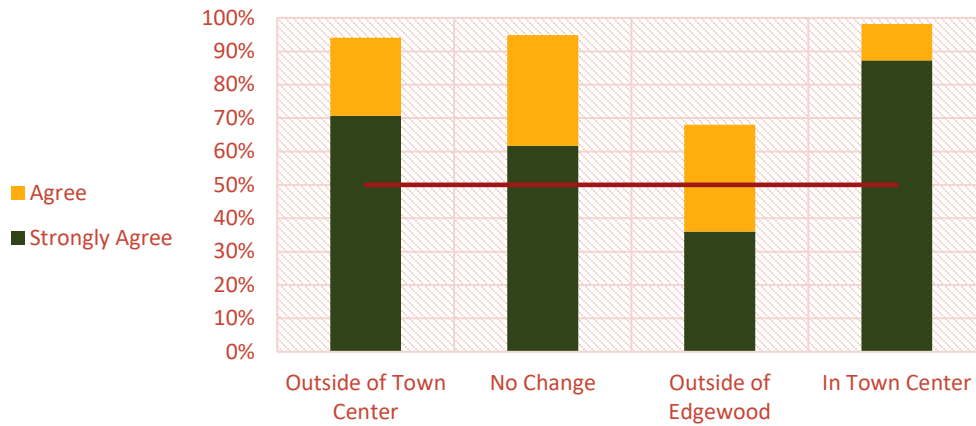
Business Incubators by Respondent Group



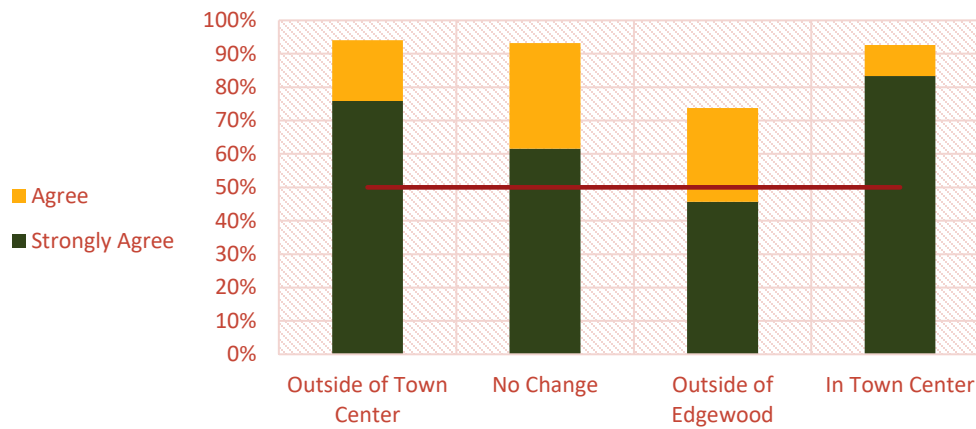
Contractor Yards by Respondent Group



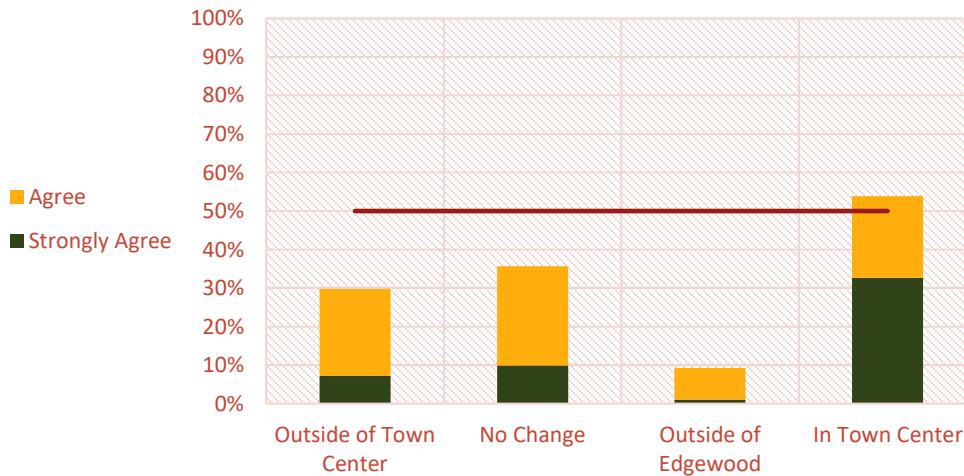
Dining and Drinking Places by Respondent Group



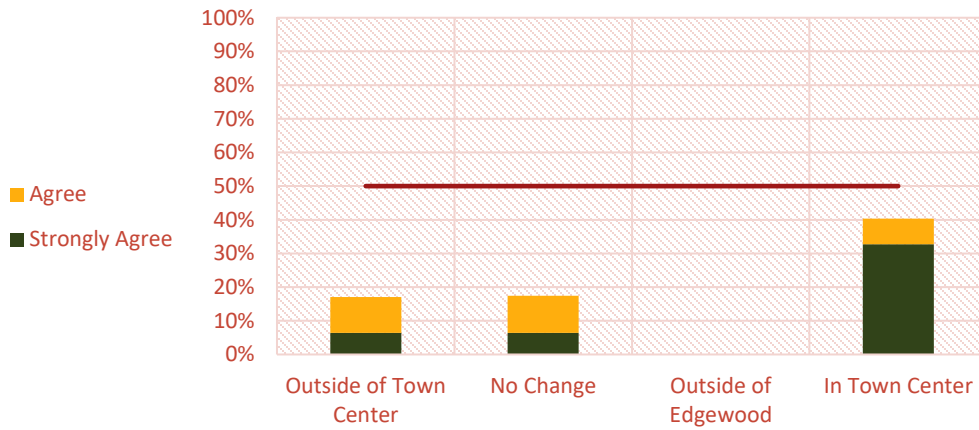
Farmers Markets by Respondent Group



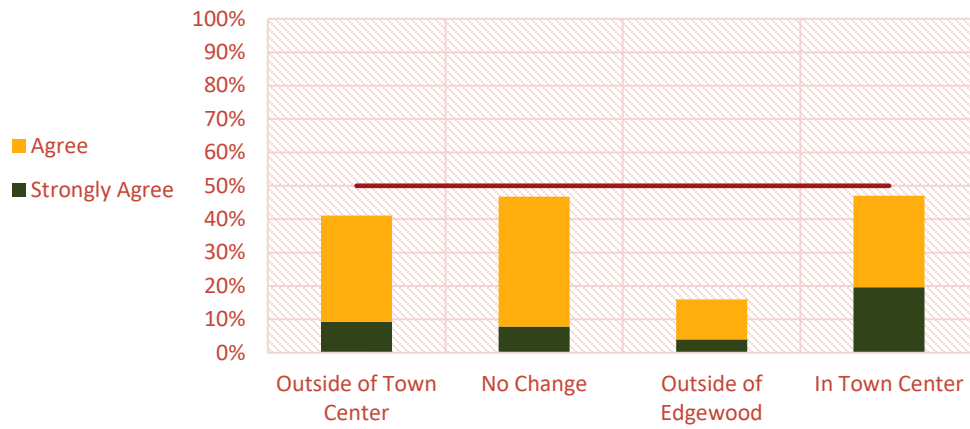
Live/Work by Respondent Group



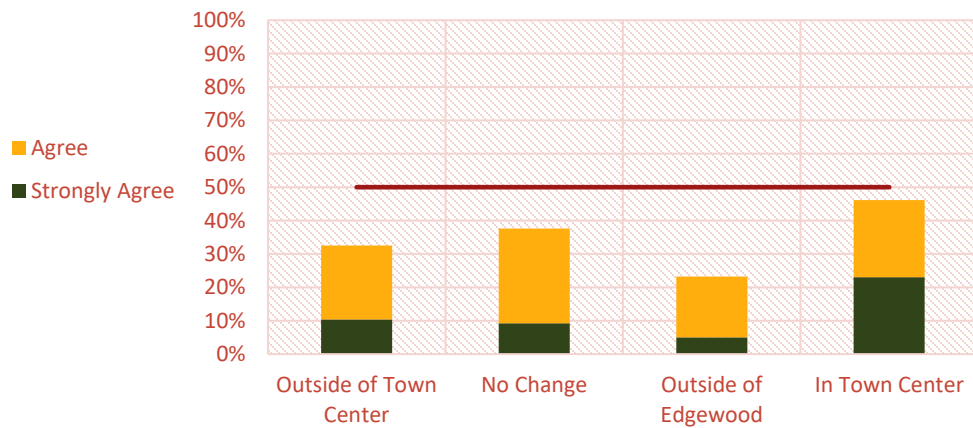
Multifamily Housing by Respondent Group



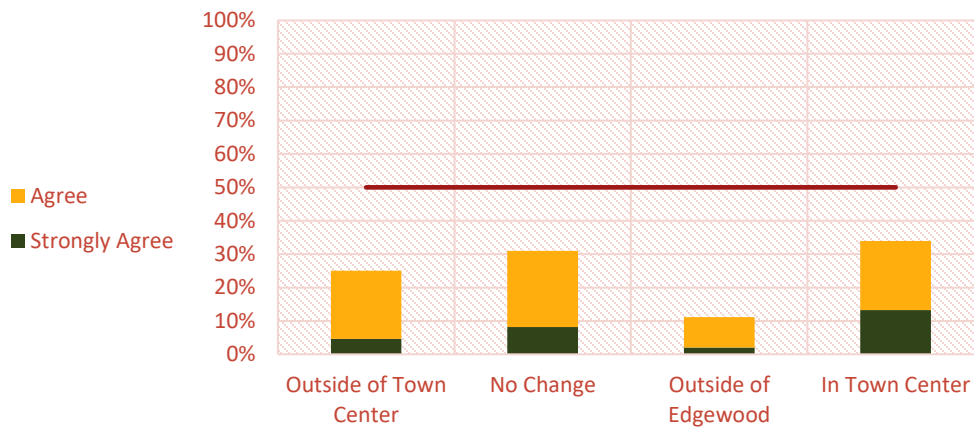
Professional Services by Respondent Group



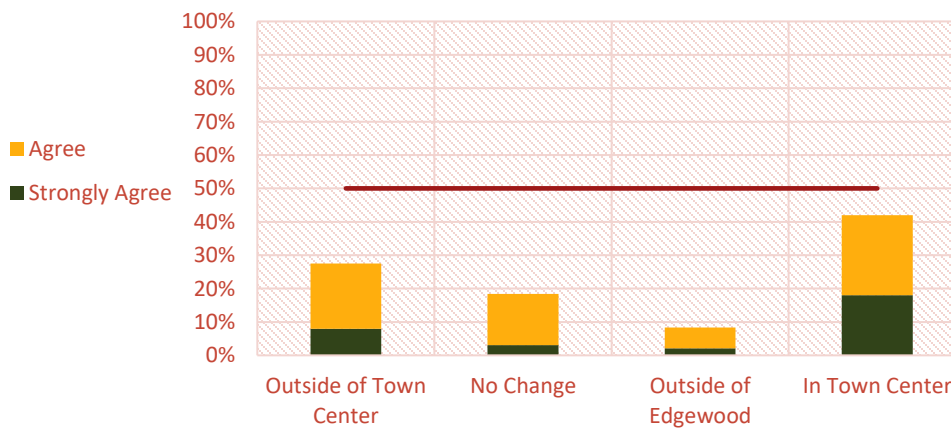
Senior Housing by Respondent Group



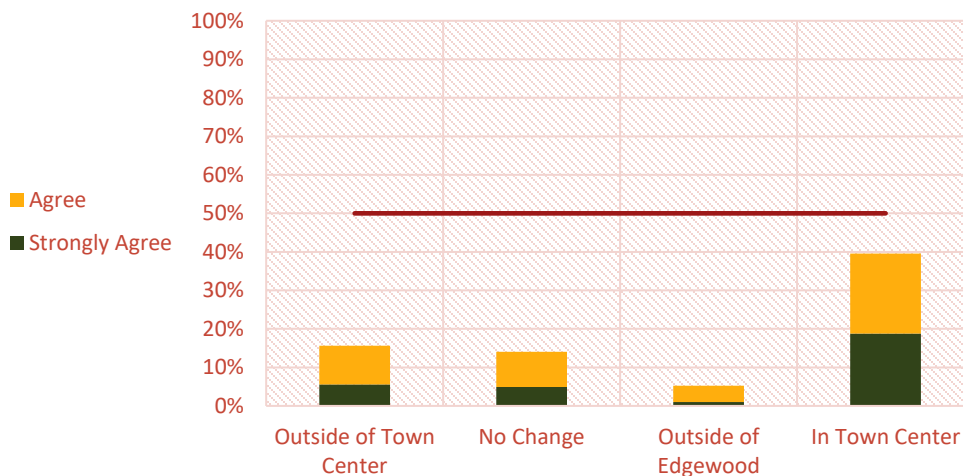
Technology Service Stores by Respondent Group



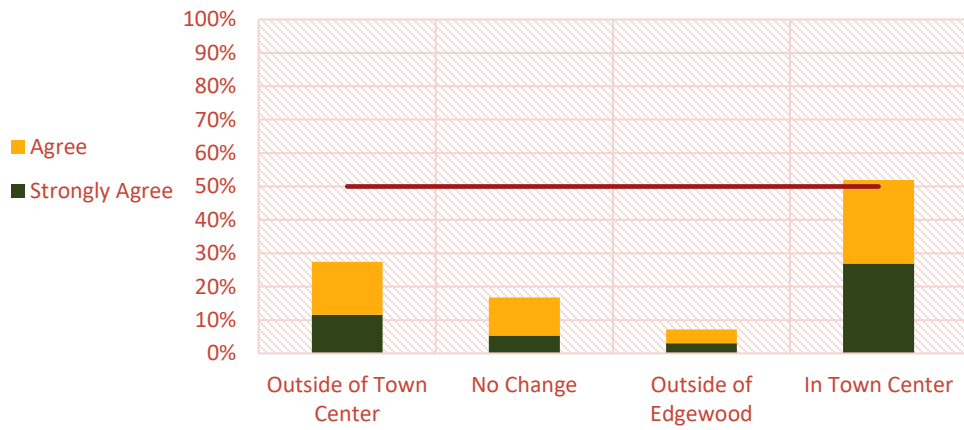
Bicycle Repair Stations by Respondent Group



Parking Ramps by Respondent Group



Bicycle/Scooter Rental Stations by Respondent Group





CITY OF EDGEWOOD STAFF REPORT PLANNING COMMISSION AGENDA ITEM

Date: June 13, 2022

Title: 2022 Work Plan

Attachments: 1) 2022 Future Agenda Calendar

Submitted By: Evan Hietpas, Associate Planner

Discussion:

On January 10, 2022, the Planning Commission set a proposed 2022 Work Plan. On February 22, 2022, the City Council formally approved the proposed 2022 Work Plan, outlined below.

2022 Work Plan Items:

1. Town Center (subarea plan)
2. Development and Public Works standards (streetlights, right-of-way improvements, streetscapes, etc.)
3. Sewer connection requirements
4. Tree preservation (city-wide goals, community forest management plan, etc.)
5. Various Edgewood Municipal Code (EMC) updates (ex. Wireless, Noise, Land Use Table)
6. Training opportunities and guest speakers
7. Review Planning Commission handbook
8. 2024 City Comprehensive Plan update
9. City-initiated Comprehensive Plan amendments
10. Public zoning
11. EMC Title 17: Planning and Development (form-based code)

Objectives:

1. Public education and engagement opportunities
2. Promote diversity, equity, and inclusion in recommendations to City Council
3. Collaborate with the Economic Development Advisory Board (EDAB)
4. Collaborate with Parks and Recreation Advisory Board (PRAB)

This is a standing item for the remainder of 2022 to allow the Planning Commission to discuss items and plan future agendas as necessary.

Edgewood Planning Commision Future Agenda Calendar- June 2022												
Work Plan Items	2022											
	10-Jan	14-Feb	14-Mar	11-Apr	9-May	13-Jun	11-Jul	8-Aug	12-Sep	10-Oct	14-Nov	12-Dec
Town Center	Discussion	Discussion	Discussion	Discussion	Discussion	Discussion	Discussion	Discussion	Discussion	Discussion	PH and Action	Discussion
Development & Public Works Standards	None					Discussion	Discussion	Discussion	PH and Action	None		
Sewer Connection Requirements	None		Discussion	None		Discussion	Discussion	Action	None			
Tree Preservation	None								Discussion	Discussion	Discussion	Discussion
Various Code Updates	PH and Action 1. Wireless Ordinance 2. Noise Ordinance 3. GIS Map Code Updates	PH and Action 1. Wireless Ordinance	Discussion 1. Title 13 Code Updates	PH and Action 1. Title 13 Code Updates Discussion 1. Impact Fee Exemptions	PH and Action 1. Impact Fee Exemptions Discussion 2. Stormwater Regulations	Discussion 1. Land Use Table (Kennels)	Discussion 1. Impact Fee Exemptions	Discussion 1. Impact Fee Exemptions	Discussion 1. Impact Fee Exemptions	Action 1. Impact Fee Exemptions Discussion 2. Turf Regulations	Discussion 1. Turf Regulations	Discussion 1. Turf Regulations
2024 City Comprehensive Plan Update	None									Discussion	Discussion	Discussion
Training Opportunities & Guest Speakers	None	Discussion 1. Development Review	Discussion 1. GIS Map	None	Discussion 1. APA Membership	None			Discussion	None		
Review Planning Commission Handbook	None											
2022 Work Plan	Action	Discussion	Discussion	Discussion	Discussion	Discussion	Discussion	Discussion	Discussion	Discussion	Discussion	Discussion
Comprehensive Plan Amendment	None				PH and Action 1. Preliminary Docket	None					PH and Action 1. Final Review of Amendments	None
2023 Work Plan	None										Discussion	Discussion
Miscellaneous Updates	None	Discussion 1. PROST Plan	Discussion 1. PROST Plan	Action 1. PROST Plan	Discussion 1. Reappointments	Action 1. Chair and Vice Chair Discussion 1. Permit Processing	Discussion 1. Permit Processing	Discussion 1. Permit Processing	None	Discussion 1. Permit Processing	Discussion 1. Permit Processing	None
Agenda Formation	January	February	March	April	May	June	July	August	September	October	November	December
Public Hearing (PH)	1. Wireless Ordinance 2. Noise Ordinance 3. GIS Map Code Updates	1. Wireless Ordinance	None	1. Title 13 Code Updates	1. Comprehensive Plan Amendment Preliminary Docket 2. Impact Fee Exemptions	None	None	None	1. Dev. & PW Standards	None	1. Town Center 2. Final Review of Amendments	None
Action	1. Wireless Ordinance 2. Noise Ordinance 3. GIS Map Code Updates 4. 2022 Work Plan	1. Wireless Ordinance	None	1. Title 13 Code Updates 2. PROST Plan	1. Comprehensive Plan Amendment Preliminary Docket 2. Impact Fee Exemptions	1. Chair and Vice Chair	None	1. Sewer Connection Reqs.	1. Dev. & PW Standards	1. Impact Fee Exemptions	1. Town Center 2. Final Review of Amendments	None
Discussion	1. Town Center	1. Town Center 2. PROST Plan 3. Training Opportunities 4. 2022 Work Plan	1. Town Center 2. Sewer Connection Reqs. 3. Title 13 Code Updates 4. Training Opportunity: GIS 5. 2022 Work Plan 6. PROST Plan	1. Town Center 2. Impact Fee Exemptions 3. 2022 Work Plan	1. Town Center 2. Impact Fee Exemptions 3. Stormwater Regulations 4. Training Opportunity: APA 5. 2022 Work Plan 6. Reappointments	1. Town Center 2. Dev. & PW Standards 3. Sewer Connection Reqs. 4. Land Use Table (Kennels) 5. Permit Processing 6. 2022 Work Plan	1. Town Center 2. Dev. & PW Standards 3. Sewer Connection Reqs. 4. Impact Fee Exemptions 5. Permit Processing 6. 2022 Work Plan	1. Town Center 2. Dev. & PW Standards 3. Impact Fee Exemptions 4. Permit Processing 5. 2022 Work Plan	1. Town Center 2. Tree Preservation 3. Impact Fee Exemptions 4. Training Opportunity 5. 2022 Work Plan	1. Town Center 2. Tree Preservation 3. Turf Regulations 4. 2024 Comp. Plan 5. Permit Processing 6. 2022 Work Plan	1. Town Center 2. Tree Preservation 3. 2024 Comp. Plan 4. Training Opportunity 5. 2022 Work Plan	1. Town Center 2. Tree Preservation 3. Turf Regulations 4. 2024 Comp. Plan 5. 2022 Work Plan

This calendar is for planning purposes only. Please check with staff should you have any questions.