



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

Monday, August 1, 2022, 6:00 p.m. • Hybrid Meeting held at City Hall Council Chambers, 2224 104th Avenue East, Edgewood, WA 98372 and Virtually via Zoom Meeting Link: <https://zoom.us/j/92275379112>

**1. Call to Order**

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

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

- a. Agenda Approval or Modifications
- b. Approval of Meeting Minutes for June 6, 2022
- c. Review of Planning Commission Meeting Minutes for June
- d. Review of Special Joint Planning Commission & EDAB Meeting Minutes for July 11
- e. Review of June Development Review Reports

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

**4. Old Business**

- a. Town Center & Planning Commission Collaboration

**5. New Business**

- a. Chair and Vice Chair Appointments
- b. Hotel Market Feasibility Study

**6. Staff Comments**

- a. Town Center Community Workshop September (4<sup>th</sup> Week of September)

**7. Board Member Comments/Updates**

**8. Adjourn**

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

Monday, June 6, 2022 at 6 p.m.

*Hybrid Meeting Held Virtually via Zoom and Edgewood City Hall*

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1. **CALL TO ORDER:** Chair Wiesenfeld called the meeting to order at 6:06pm
- MEMBERS PRESENT:** Wise, Chair Wiesenfeld, Butterfield; Pearce, Neil
- COMMISSIONERS ABSENT:** Clark, Vice Chair Swanson
- STAFF MEMBER(S) PRESENT:** Darren Groth, CED Director  
Morgan Dorner, Senior Planner (SP)
- OTHERS PRESENT:** Councilmember Tomy  
Councilmember Buckley
2. **CONSENT AGENDA:**
  - A. Agenda Approval or Modifications
  - B. Approval of Meeting Minutes for April 4, 2022
  - C. Review of Planning Commission Meeting Minutes for April and May
  - D. Review of March and April Development Review Reports

**Motion:** As presented **Action:** Approve, **Moved by:** Wise **Seconded by:** Neil **Motion Passed 5-0**
3. **CITIZEN COMMENT PERIOD:** There were no citizen comments.
4. **OLD BUSINESS**
  - A. **Town Center**
    - i. SP Dorner provided an update regarding the May 19<sup>th</sup> Town Center Subarea Plan Community Workshop, reviewing in detail the survey responses with board members
    - ii. CED Director Groth spoke about the history of the Town Center vision, and how the city has implemented its findings over time through various surveys and consultants
    - iii. Board member Wise requested the Burke and Buxton reports be reshared with board members as a refresher and to bring new members up to speed
  - B. **2022 Work Plan Prioritization and 2<sup>nd</sup> Half of 2022 Program**
    - i. SP Dorner reviewed the reorganized Work Plan Prioritization with board members
    - ii. Discussion ensued as to the possibility of a joint meeting with the Planning Commission July 11, all in attendance were in favor

**5. NEW BUSINESS:**

**A. Retail Strategies – ICSC Convention and New Economic Development Webpage**

- i. SP Dorner, and CED Director Groth discussed in detail their experience at the ICSC convention, how they prepared for the event, and what they discussed with businesses while there

**B. Reappointments**

- i. Discussion ensued regarding upcoming expiring positions 4-7
- ii. CED Director Groth expressed his intention to have the Mayor reappoint those interested in continuing on in their role

**6. STAFF COMMENTS:**

- A. Takeaways were shared regarding the May 19<sup>th</sup> Workshop and May 31<sup>st</sup> Open House
- B. SP Dorner reshared the City's Land Use Table located in Edgewood Municipal Code (EMC) [Chapter 2.32 EDAB Bylaws](#) as a resource for EDAB Members
- C. SP Dorner continuing to collect information on adult businesses licensed within Edgewood
- D. The following board member outreach opportunities were reshared and discussed briefly
  - i. Fife-Milton-Edgewood Chamber of Commerce
  - ii. Tacoma-Pierce County Chamber
  - iii. NAIOP Washington State Chapter, Commercial Real Estate Development Association

**7. BOARD COMMENTS/UPDATES:**

- A. Jason Neil spoke about the “tiny businesses” he saw in Bothell.

**8. ADJOURN:** Chair Wiesenfeld adjourned the meeting at 7:34pm



## CITY OF EDGEWOOD

### PLANNING COMMISSION MEETING MINUTES

Monday, June 13, 2022 – 6 p.m. • Edgewood City Hall – 2224 104<sup>th</sup> Ave. E

*Meeting Held Virtually via Zoom*

1. **CALL TO ORDER:** Chair Overfield called meeting to order at 6:00 PM
  - A. **Commissioners Present:** Guillory; Overfield; Greene; Wagner; Ramirez; Pincas
  - B. **Commissioners Absent:** Slate
  - C. **Staff Members Present:** Darren Groth, CED Director  
Emily Arteche, Planning Manager  
Evan Hietpas, Associate Planner  
Jeremy Metzler, Public Works Director
  - D. **Others Present:** Mayor Eidinger  
Councilmember Day  
Councilmember Tomy
2. **CONSENT AGENDA:** Chair Overfield requested to modify the May 9<sup>th</sup> meeting minutes to state that “Vice-Chair Pincas” requested the motion to approve the proposed code amendments under “Impact Fee Exemptions” public hearing. Ramirez motioned to APPROVE, as modified, Pincas seconded. Commission voted 6-0 to approve the Consent Agenda, as modified.
3. **CITIZEN COMMENTS:** None
4. **PUBLIC HEARINGS:** None
5. **ACTION ITEMS:**
  - A. Chair and Vice-Chair Appointments
    - i. Chair Overfield requested a motion to appoint herself as Chair and Commissioner Pincas as Vice Chair, as recommended by staff. Pincas motioned, Guillory seconded, Commissioners voted 6-0 in favor of the appointments.
6. **DISCUSSION ITEMS:**
  - A. **New Business:**
    - i. Land Use Table
      - Groth opened the discussion on the Land Use Table in relation to several topics (kennels use, Town Center mixed-use requirements, general staff recommendations)
      - Discussion ensued and the Commission expressed an interest in continuing discussion on the Land Use Table.
      - Staff will prepare documentation of their code update recommendations that may be considered by the Commission at future meetings.

**ii. Development Review Processes**

- Hietpas opened the discussion.
- Commissioners discussed the City’s development review processes. The comments focused on: 1.) Vast improvements made in past two years 2.) Site Plan design review applicability and submittal documents, and 3.) significant tree preservation review.
- In future meetings, the Commission will continue to discuss the City’s development review process.
- Separately, the Commission will review and discuss the City’s significant tree preservation regulations, under the agenda item “Tree Preservation”.

**B. Old Business:**

**i. Development and Public Works Standards**

- Metzler requested Commission’s input on sidewalks/ pedestrian walkways.
- The Commission expressed an interest in adopting a fee-in-lieu-of program that requires development not connected to an established sidewalk to pay into a fund that could be used to expand the City’s existing sidewalk network. For development that is adjacent to an existing sidewalk network, the developer should be required to install or improve sidewalks/ pedestrian pathways.
- Metzler request Commissioner’s input on overhead-to-underground utility conversion.
- The Commission did not provide specific direction on this issue at this time, and felt that it might be an issue that could be better addressed at the time of the City’s Comprehensive Plan update.

**ii. Sewer Connection Requirements**

- Metzler requested Commission’s input on three key topics:
  1. Sewer connection requirement related public sewer becoming available
  2. Allowance of on-site septic system (OSS) repair
  3. Focus of City-funded sewer expansion
- Discussion ensued. The Commission requested further discussion and staff’s recommendations on the issues in order to provide policy recommendations to City Council in the coming months.

**iii. Town Center**

- Hietpas opened the discussion, by summarizing the May 19<sup>th</sup> workshop and May 31<sup>st</sup> open house, as well as a brief discussion on the public survey results.
- Groth shared that the EDAB would like to hold a special joint meeting with the Planning Commission to discuss potential collaborative efforts for Town Center.

**iv. 2022 Work Plan**

- No discussion held on the 2022 Work Plan.

**7. STAFF COMMENTS:** None

**8. COMMISSIONER COMMENTS:** None

**9. ADJOURN:** Chair Overfield adjourned meeting at 8:48 PM.



## CITY OF EDGEWOOD

### PLANNING COMMISSION MEETING MINUTES

Monday, July 11, 2022 – 6 p.m. • Edgewood City Hall – 2224 104<sup>th</sup> Ave. E

*Meeting Held Virtually via Zoom*

- 1. CALL TO ORDER:**

Chair Overfield called Planning Commission meeting to order at 6:03 PM.  
Chair Wiesenfeld called EDAB meeting to order at 6:03PM.

  - A. Commissioners Present:** Guillory; Overfield; Greene; Ramirez; Pincas
  - B. Commissioners Absent:** Slate; Wagner
  - C. Boardmembers Present:** Andrew, Jason Neil, Colleen, Pearce
  - D. Boardmembers Absent:** Swanson; Butterfield; Clark
  - E. Staff Members Present:** Darren Groth, CED Director  
Emily Arteche, Planning Manager  
Evan Hietpas, Associate Planner  
Jeremy Metzler, Public Works Director  
Dave Gray, Assistant City Administrator/ Finance Director
  - F. Others Present:** Mayor Eidinger  
Councilmember Tomy  
Councilmember Buckley
- 2. PLANNING COMMISSION CONSENT AGENDA:**

Chair Overfield requested a motion to approve the consent agenda. Pincas motioned to approve, Guillory seconded. Commission voted 5-0 to approve.
- 3. EDAB CONSENT AGENDA:**

Chair Wiesenfeld requested a motion to approve the consent agenda. Wise motioned to approve, Pearce seconded. EDAB voted 4-0 to approve.
- 4. CITIZEN COMMENTS:**

Carly Lenoir | 501 121<sup>st</sup> Ave Ct E. Edgewood, WA | Provided comments in support of kennel land uses in single family zones. Referenced letters of support written by previous clients that were distributed to the Planning Commission in June.

Tina Vasen | 803 124<sup>th</sup> Ave E. Edgewood, WA | Submitted written comment to City staff prior to the meeting supporting kennel land uses in Edgewood.
- 5. PUBLIC HEARINGS:**

None
- 6. ACTION ITEMS:**

None



## CITY OF EDGEWOOD

### PLANNING COMMISSION MEETING MINUTES

Monday, July 11, 2022 – 6 p.m. • Edgewood City Hall – 2224 104<sup>th</sup> Ave. E

*Meeting Held Virtually via Zoom*

#### 7. PLANNING COMMISSION DISCUSSION ITEMS:

##### A. General Sewer Plan Update

- i. Metzler opened the agenda item and led the Commission through six (6) key topics.
- ii. Commission discussed all topics and requested further discussion on one policy question:  
*“Should new individual OSS’s be allowed in subdivisions (full and/or short)?”*

##### B. 2022 Work Plan

- i. No discussion held on item.

#### 8. JOINT DISCUSSION ITEMS:

##### A. EDAB and Planning Commission Coordination

- i. Chair Wiesenfeld opened the item for joint discussion.
- ii. Commissioners and Boardmembers discussed future collaboration opportunities.
- iii. A few considerations to improve coordination were established:
  - Hold special joint meetings on an as-needed basis:
    1. January as Work Plans are established to identify joint items
    2. Utilize months with cancelled regular meetings due to City-observed holidays (4<sup>th</sup> of July, New Year’s Day, etc.)
  - Focus on City Comprehensive Plan update in 2023 and 2024.

##### B. Town Center

- i. Hietpas opened the item by outlining the Planning Commission’s recommendation from April 2021, specifically the

Chair Wiesenfeld requested a motion to adjourn the EDAB meeting, as Boardmember Neil announced that he needed to leave and the EDAB would no longer have a quorum. Wise motioned to adjourn, Pearce seconded. Boardmembers voted 4-0 to adjourn.

Chair Overfield suspended the rules of order to allow the remaining three (3) EDAB members to participate in the discussion items with the Planning Commission.

- ii. Commissioners and Boardmembers discussed areas to focus their on-going efforts on related to establishing Town Center as “the heart of Edgewood”. Key topics included:
  - Public outreach (property owners, investors, business owners, citizens, etc.)
  - Identify business community needs (vacant land, available space, permitting, etc.)
  - Town Center branding and marketing
  - Customer service and transparency
  - Coordination with consultants (Retail Strategies, Buxton, etc.)

##### C. ISCS Conference

- i. Dorner, Hietpas, Groth, and Gray shared their experience at the [ICSC Las Vegas 2022 Conference](#) that they attended in May.

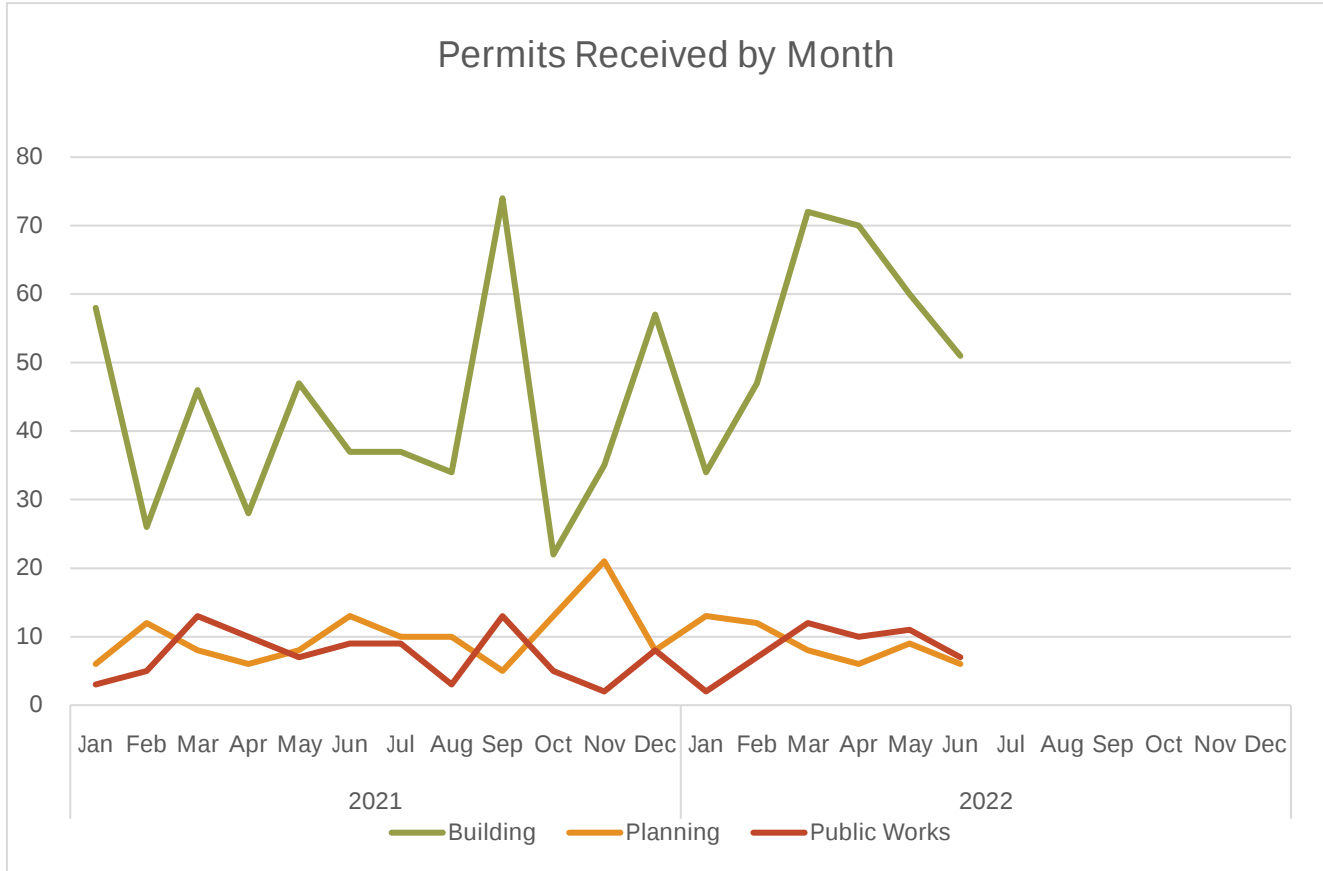
#### 9. STAFF COMMENTS: None

#### 10. COMMISSIONER COMMENTS: None

#### 11. ADJOURN: Chair Overfield adjourned Planning Commission meeting at 7:47 PM.

Jun 2022

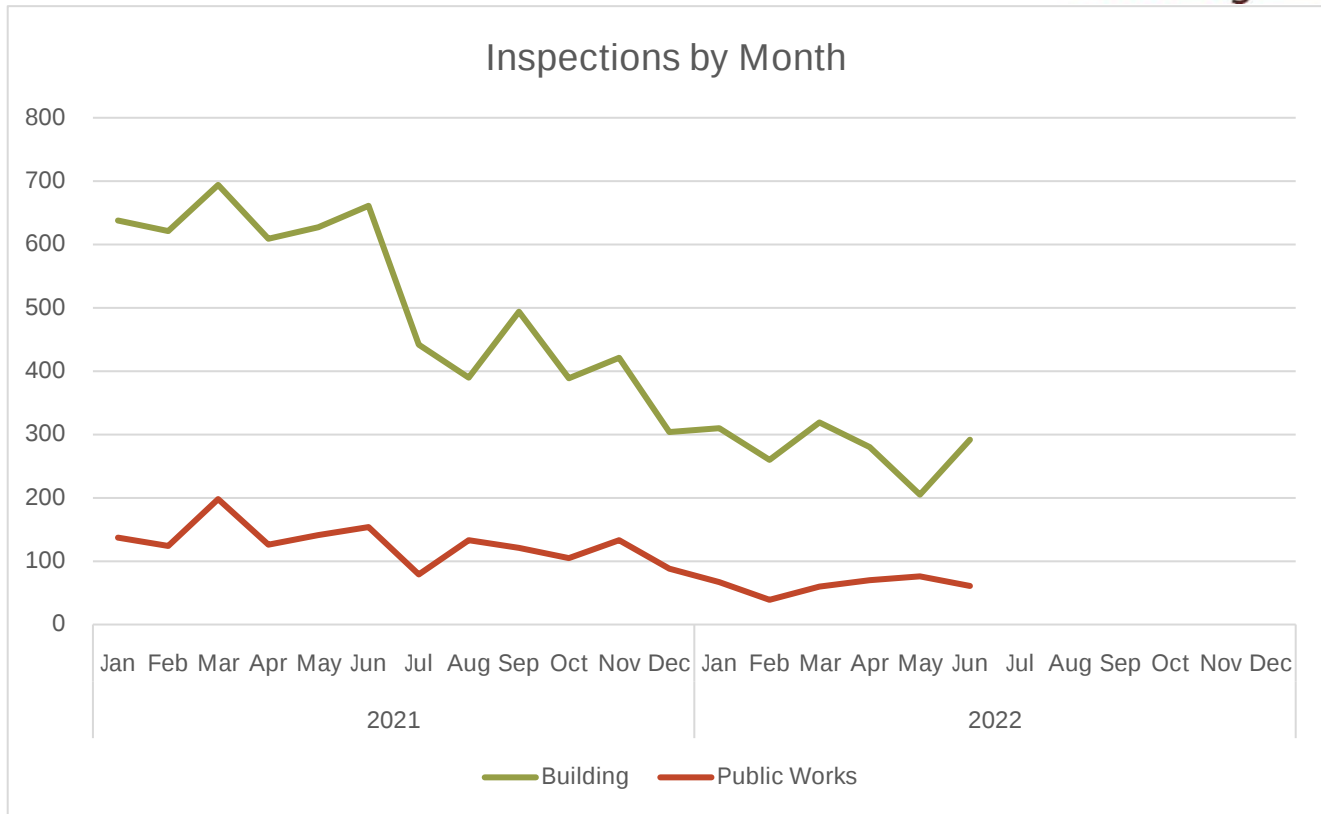
# Monthly Development Report



| Permits            | Building |          | Planning |          | Public Works |          |
|--------------------|----------|----------|----------|----------|--------------|----------|
|                    | Received | Issued   | Received | Issued   | Received     | Issued   |
| Jun 2022           | 51       | 36       | 6        | 6        | 7            | 4        |
| Jun 2021           | 37       | 27       | 13       | 10       | 9            | 11       |
| Average 2022       | 56       | 30       | 9        | 4        | 8            | 6        |
| Average 2021       | 40       | 40       | 9        | 8        | 8            | 8        |
| YTD 2022           | 334      | 179      | 54       | 24       | 49           | 35       |
| YTD 2021           | 242      | 241      | 53       | 45       | 47           | 46       |
|                    | 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       |

Jun 2022

# Monthly Development Report



| <i>Inspections</i> | Building |       | Public Works |       |
|--------------------|----------|-------|--------------|-------|
| Jun 2022           | 292      |       | 61           |       |
| Jun 2021           | 661      |       | 154          |       |
| Average 2022       | 278      |       | 62           |       |
| Average 2021       | 524      |       | 128          |       |
| YTD 2022           | 1666     |       | 373          |       |
| YTD 2021           | 3850     |       | 880          |       |
|                    | Building |       | Public Works |       |
|                    | Month    | Insp. | Month        | Insp. |
| Highest Month 2022 | Mar      | 319   | May          | 76    |
| Highest Month 2021 | Mar      | 694   | Mar          | 198   |

## Pending Projects - Planning and Engineering Permits

35 Permits

Exported: 07/01/2022

| Permit #                        | Project                                                    | Site Address           | Parcel                     | Department  | Type                     | Status               | Submitted  | Last Activity |
|---------------------------------|------------------------------------------------------------|------------------------|----------------------------|-------------|--------------------------|----------------------|------------|---------------|
| <b>BLA</b>                      |                                                            |                        |                            |             |                          |                      |            |               |
| 21-1646                         | MICKELSON BLA                                              | 2804 90TH AVE E        | <a href="#">420093089</a>  | PLANNING    | BLA                      | WAITING ON REVISIONS | 12/30/2021 | 06/28/2022    |
| 22-1128                         | DHALIWAL TC LANDING BOUNDARY LINE ADJUSTMENT               | 1914 MERIDIAN AVE E    | <a href="#">420091134</a>  | PLANNING    | BLA                      | UNDER REVIEW         | 03/22/2022 | 07/01/2022    |
| 22-1309                         | URBACK BOUNDARY LINE ADJUSTMENT                            | 12417 12TH ST E        | <a href="#">420027021</a>  | PLANNING    | BLA                      | UNDER REVIEW         | 06/03/2022 | 06/29/2022    |
| 22-1343                         | VIEW POINTE BLA                                            | 10315 12TH STREET CT E | <a href="#">420037059</a>  | PLANNING    | BLA                      | INCOMPLETE           | 06/27/2022 | 06/27/2022    |
| 22-1352                         | Bennett BLA                                                | 5423 MONTA VISTA DR E  | <a href="#">420235006</a>  | PLANNING    | BLA                      | APPLICATION          | 06/30/2022 | 06/30/2022    |
| <b>CLEAR AND GRADE</b>          |                                                            |                        |                            |             |                          |                      |            |               |
| 21-1298                         | PROLOGIS PARK PHASE I CLEAR AND GRADE                      | 3926 90TH AVE E        | <a href="#">420163076</a>  | ENGINEERING | CLEAR AND GRADE          | WAITING ON REVISIONS | 06/29/2021 | 02/08/2022    |
| 22-1101                         | DEROSS CLEAR AND GRADE                                     | 1105 108TH AVE E       | <a href="#">420037014</a>  | ENGINEERING | CLEAR AND GRADE          | INCOMPLETE           | 03/24/2022 | 06/22/2022    |
| 22-1262                         | 10811 8TH S E LLC CLEAR AND GRADE                          | 10811 8TH ST E         | <a href="#">6023170010</a> | ENGINEERING | CLEAR AND GRADE          | INCOMPLETE           | 05/11/2022 | 06/07/2022    |
| 22-1301                         | HAWKINS CLEAR AND GRADE                                    | 11122 45TH ST E        | <a href="#">420158073</a>  | ENGINEERING | CLEAR AND GRADE          | UNDER REVIEW         | 05/31/2022 | 06/30/2022    |
| <b>CODE UPDATES AND CHANGES</b> |                                                            |                        |                            |             |                          |                      |            |               |
| 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       | <a href="#">420102012</a>  | PLANNING    | CODE UPDATES AND CHANGES | APPLICATION          | 02/09/2022 | 04/26/2022    |
| 22-001CODE                      | IMPACT FEE EXEMPTIONS CODE UPDATE (LOW-INCOME HOUSING)     | 2224 104TH AVE E       | <a href="#">420102012</a>  | PLANNING    | CODE UPDATES AND CHANGES | APPLICATION          | 03/28/2022 | 06/21/2022    |
| 22-002CODE                      | PARKS RECREATION OPEN SPACE AND TRAILS (PROST) PLAN UPDATE | 2224 104TH AVE E       | <a href="#">420102012</a>  | PLANNING    | CODE UPDATES AND CHANGES | APPLICATION          | 04/20/2022 | 06/15/2022    |
| 22-003CODE                      | FIREWORKS REGULATIONS CODE AMENDMENT                       | 2224 104TH AVE E       | <a href="#">420102012</a>  | PLANNING    | CODE UPDATES AND CHANGES | APPLICATION          | 04/26/2022 | 06/14/2022    |
| 22-004CODE                      | 2021 CITY INITIATED COMPREHENSIVE PLAN AMENDMENT           | 2224 104TH AVE E       | <a href="#">420102012</a>  | PLANNING    | CODE UPDATES AND CHANGES | APPLICATION          | 04/26/2022 | 06/28/2022    |
| <b>DESIGN STAND REVIEW</b>      |                                                            |                        |                            |             |                          |                      |            |               |
| 20-1348                         | DHALIWAL TC LANDING DESIGN STANDARDS REVIEW                | 1914 MERIDIAN AV E     | <a href="#">420091134</a>  | PLANNING    | DESIGN STAND REVIEW      | WAITING ON REVISIONS | 07/13/2020 | 06/28/2022    |
| <b>POST REVISION - ENG</b>      |                                                            |                        |                            |             |                          |                      |            |               |
| 19-1413 PR1                     | WOLF POINTE SITE DEVELOPMENT POST REVISION                 | 9810 36TH ST E         | <a href="#">420165030</a>  | ENGINEERING | POST REVISION - ENG      | WAITING ON REVISIONS | 03/10/2022 | 05/26/2022    |
| <b>PRE APP</b>                  |                                                            |                        |                            |             |                          |                      |            |               |
| 22-1269                         | 2513 MERIDIAN APTS PRE-APPLICATION                         | 2513 Meridian Ave E    | <a href="#">420103027</a>  | PLANNING    | PRE APP                  | UNDER REVIEW         | 05/13/2022 | 06/10/2022    |
| <b>SHORT PLAT - FINAL</b>       |                                                            |                        |                            |             |                          |                      |            |               |
| 21-1613                         | TEBALDI SHORT PLAT FINAL PLAT                              | 4625 126TH AVE E       | <a href="#">6755000240</a> | PLANNING    | SHORT PLAT - FINAL       | WAITING ON REVISIONS | 01/10/2022 | 05/31/2022    |
| <b>SITE DEVELOPMENT</b>         |                                                            |                        |                            |             |                          |                      |            |               |
| 19-1401                         | BEREZNYOV SHORT PLAT SITE DEVELOPMENT                      | 8904 20TH ST E         | <a href="#">420096012</a>  | ENGINEERING | SITE DEVELOPMENT         | UNDER REVIEW         | 08/16/2019 | 02/22/2022    |
| 20-1236                         | JENNA ACRES SHORT PLAT SITE DEVELOPMENT                    | 1419 114TH AV E        | <a href="#">420034061</a>  | ENGINEERING | SITE DEVELOPMENT         | UNDER REVIEW         | 05/20/2020 | 06/15/2022    |

## Pending Projects - Planning and Engineering Permits

35 Permits

Exported: 07/01/2022

| Permit #                              | Project                                              | Site Address        | Parcel                     | Department   | Type                           | Status                 | Submitted  | Last Activity |
|---------------------------------------|------------------------------------------------------|---------------------|----------------------------|--------------|--------------------------------|------------------------|------------|---------------|
| 20-1624                               | DHALIWAL TC LANDING SITE DEVELOPMENT                 | 1914 MERIDIAN AV E  | <a href="#">420091134</a>  | ENGINEERING  | SITE DEVELOPMENT               | WAITING ON REVISIONS   | 11/30/2020 | 10/18/2021    |
| 20-1657                               | MICKELSON SUBDIVISION SITE DEVELOPMENT               | 2804 90TH AV E      | <a href="#">420093089</a>  | ENGINEERING  | SITE DEVELOPMENT               | WAITING ON REVISIONS   | 12/22/2020 | 03/12/2021    |
| 21-1430                               | WINDMILL PARK TOWNHOMES SITE DEVELOPMENT             | 3117 MERIDIAN AVE E | <a href="#">420103072</a>  | ENGINEERING  | SITE DEVELOPMENT               | WAITING ON REVISIONS   | 09/24/2021 | 01/31/2022    |
| 22-1218                               | TAPPS APARTMENT SITE DEVELOPMENT                     | XXX 29TH ST E       | <a href="#">3625000372</a> | ENGINEERING  | SITE DEVELOPMENT               | WAITING ON REVISIONS   | 04/22/2022 | 06/06/2022    |
| 22-1350                               | Sandu Residence                                      | 3822 108TH AVE E    | <a href="#">420152028</a>  | ENGINEERING  | SITE DEVELOPMENT               | APPLICATION            | 06/30/2022 | 06/30/2022    |
| <b>SITE PLAN DESIGN REVIEW</b>        |                                                      |                     |                            |              |                                |                        |            |               |
| 21-1031                               | PROLOGIS PARK SITE PLAN REVIEW (PHASE I AND II)      | 3926 90TH AVE E     | <a href="#">420163076</a>  | PLANNING     | SITE PLAN DESIGN REVIEW        | WAITING ON REVISIONS   | 01/22/2021 | 05/26/2022    |
| 22-1310                               | DEMCHUK GAS INSTALL SITE PLAN DESIGN REVIEW          | 10704 16TH ST E     | <a href="#">420102002</a>  | PLANNING     | SITE PLAN DESIGN REVIEW        | INCOMPLETE             | 06/06/2022 | 06/27/2022    |
| <b>STREET USE</b>                     |                                                      |                     |                            |              |                                |                        |            |               |
| 22-031                                | DUNCAN STREET USE                                    | 113 MERIDIAN AVE E  | <a href="#">420032021</a>  | PUBLIC WORKS | STREET USE                     | UNDER REVIEW           | 06/09/2022 | 06/22/2022    |
| <b>SUBDIVISION - PRELIMINARY PLAT</b> |                                                      |                     |                            |              |                                |                        |            |               |
| 21-1282                               | WINDMILL PARK TOWNHOMES SUBDIVISION PRELIMINARY PLAT | 3117 MERIDIAN AVE E | <a href="#">420103072</a>  | PLANNING     | SUBDIVISION - PRELIMINARY PLAT | WAITING ON REVISIONS   | 06/17/2021 | 06/14/2022    |
| 22-1026                               | ESTATES ON CALDWELL PLAT ALTERATION (21-1051)        | 4433 128TH AVE E    | <a href="#">6027710020</a> | PLANNING     | SUBDIVISION - PRELIMINARY PLAT | UNDER REVIEW           | 01/25/2022 | 06/22/2022    |
| <b>SURFACE WATER</b>                  |                                                      |                     |                            |              |                                |                        |            |               |
| 21-1328                               | MANZA SIMPLE PAVING PERMIT                           | 1019 114TH AVE E    | <a href="#">420038030</a>  | ENGINEERING  | SURFACE WATER                  | WAITING ON REVISIONS   | 07/19/2021 | 12/27/2021    |
| 22-1348                               | MILLS PAVING                                         | 12328 25TH ST E     | <a href="#">420113113</a>  | ENGINEERING  | SURFACE WATER                  | UNDER REVIEW           | 06/29/2022 | 06/30/2022    |
| 22-1347                               | BERG STORMWATER CONTROL                              | 1921 92ND AVE E     | <a href="#">420096059</a>  | ENGINEERING  | SURFACE WATER                  | REVIEW PENDING PAYMENT | 06/29/2022 | 07/01/2022    |
| <b>TUP</b>                            |                                                      |                     |                            |              |                                |                        |            |               |
| 22-1181                               | BARTH ESTATES LOT 2 SALES OFFICE TUP                 | 3606 95th Ave E     | <a href="#">420161087</a>  | PLANNING     | TUP                            | WAITING ON REVISIONS   | 04/07/2022 | 06/27/2022    |

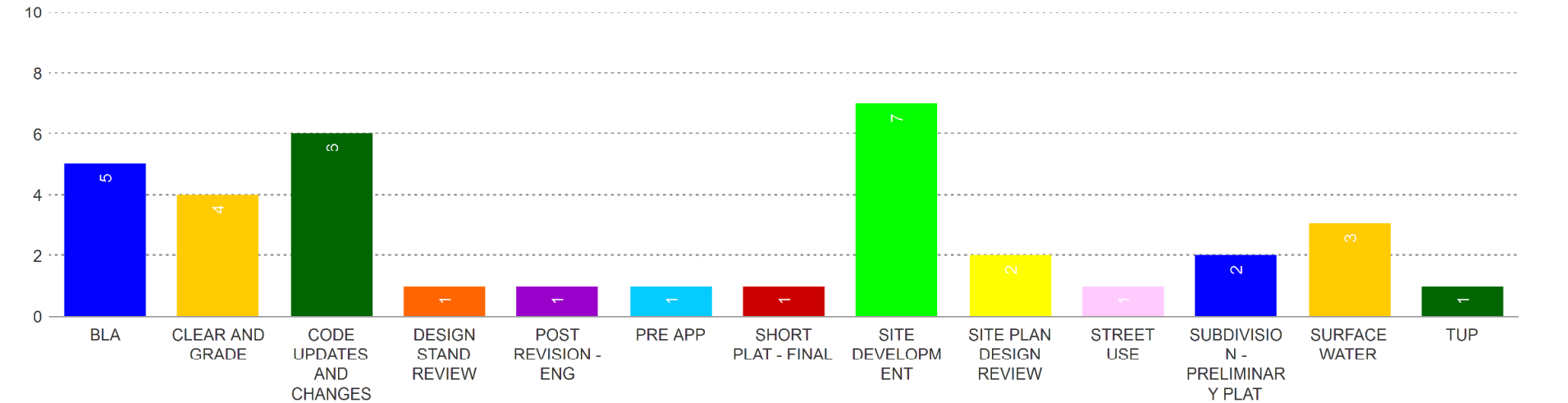
# Pending Projects - Planning and Engineering Permits

35 Permits

Exported: 07/01/2022

| Permit # | Project | Site Address | Parcel | Department | Type | Status | Submitted | Last Activity |
|----------|---------|--------------|--------|------------|------|--------|-----------|---------------|
|----------|---------|--------------|--------|------------|------|--------|-----------|---------------|

Permits by Type



Plat Construction Tracking Report- June 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  | 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%             |
| 2019             | 6  | SMITH SHORT PLAT                            | 2506 117TH AV E         | 2          | APPROVED    | 10/5/2021        | ISSUED      |             |               |                   |                 |
|                  | 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%             |
| 2018             | 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%             |
|                  | 10 | BARTH SUBDIVISION                           | XXX 96TH AV E           | 37         | APPROVED    | 6/4/2020         | ISSUED      | APPROVED    | 35            | 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%             |
| 2017             | 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%             |
|                  | 15 | CIRILIUM (RESERVE AT HILLCREST) SUBDIVISION | 12311 31ST ST E         | 18         | APPROVED    | 8/15/2018        | FINALED     | APPROVED    | 18            | 14                | 77%             |
|                  | 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%             |
| 2015             | 22 | EDGEWOOD TERRACE SUBDIVISION                | 2907 122ND AVE E        | 28         | APPROVED    | 7/5/2017         |             |             |               |                   |                 |
|                  | 23 | NICKLAUS (ASTER POINT) SUBDIVISION          | 2305-2307 94TH AVE CT E | 38         | APPROVED    | 12/15/2016       | FINALED     | APPROVED    | 38            | 30                | 78%             |
|                  | 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            | 4                 | 28%             |
|                  | 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             | 3                 | 33%             |
| 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 EDAB AGENDA ITEM

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**Date:** August 1, 2022

**Title:** Town Center & Planning Commission Collaboration

**Attachments:**

- 1) April 2021 Planning Commission Recommendation
- 2) Town Center Land Use Table
- 3) Subarea Plan First Draft (*currently under review by staff*)

**Submitted By:** Morgan Dorner, Senior Planner

**Introduction:**

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

**Current Discussion:**

The Economic Development Advisory Board (EDAB) met with the Planning Commission in a Special Joint Meeting on July 11, 2022 to discuss on-going collaboration/coordination efforts that they wish to pursue to ensure that the two groups are working together on important City priorities and process improvements, with specific focus on Town Center.

For the current meeting, the Board should discuss the Joint Meeting and provide input on Town Center, in addition to what areas of study or economic development considerations for Town Center and the Planning Commission. If the Board needs additional information from staff to help them with this, it can be recommended at this meeting to be prepared and provided at the next meeting.

As a reminder, visit [Town Center Subarea Plan](#) to follow the progress for this effort and any upcoming engagement opportunities.

**Background:**

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

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

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

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

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

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

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

December: Staff published the [Town Center Subarea Plan Webpage](#)

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

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

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

January 27, 2022:

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

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

**May 2022:**

City Planning staff held a hybrid public workshop for the Town Center Subarea Plan on Thursday May 19, 2022 and an Open House on Planning Division projects 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.

**Current Discussion:**

City staff and Commissioners may hold a discussion on these on-going efforts. City staff anticipates holding a third and final workshop on Thursday September 22, 2022 to summarize the Subarea Planning process and resolve any outstanding community comments for concerns before moving forward with the adoption process with the Planning Commission and City Council in November and December 2022.

In order to promote desirable Town Center (TC) development consistent with the City's Comprehensive Plan, the Planning Commission voted 6-0 to recommend to City Council that the City pursue the following three actions. These three actions should take place simultaneously. If the City Council agrees with these three actions, the Planning Commission will continue discussions on Town Center with these objectives in mind.

**Action 1. Establish meaningful relationships with diverse stakeholders**

- Edgewood citizens: Increase community education and engagement efforts.
- Parks and Recreation Advisory Board: Establish a trail and open space network.
- Economic Development Advisory Board: Market TC to attract businesses and visitors, and identify methods to retain current TC businesses.
- City of Milton Planning Commission: Promote compatibility between jurisdictions.
- Development community: Identify potential investors and partners. Establish a predictable public-private partnership process to develop community-based projects.

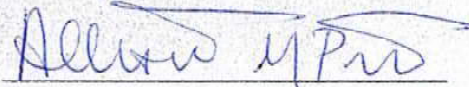
**Action 2. Create a Town Center subarea plan**

- Build on existing Comprehensive Plan goals to create the "Heart of Edgewood"
- Determine the geographic area to focus TC planning efforts (may include Public zoned parcels)
- Set a clear development plan for the City Hall campus (Parcel 0420102012)
- Outline essential City-initiated actions (immediate, near future, and long-term)
- Confirm appropriate SEPA exemption thresholds for TC properties (EMC 20.05.120)
- Represent the City's design standards through 3-D modeling (EMC 18.95)
- Emphasize parallel road network connection requirements
- Establish a "greenway" network (open spaces/ multi-modal trails)
- Highlight Town Center's designation as a Center of Local Importance (COLI)
- Target desired uses (business incubator, housing types, civic uses)
  - Include parcel information, ownership, development potential, etc.
  - Establish implementation plans for development type

**Action 3. Resolve development regulation recommendations presented by Berk**

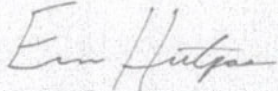
- Allow flexibility in land uses that can be regulated through strategic site planning, such as local craft manufacturing and commercial uses. (EMC 18.70.050)
- Encourage appropriate mixed-use development (ratio, scale, building and site design) (EMC 18.80.080.D.Table 1)
- Incentivize site features that achieve the Town Center vision, such as: open spaces, parallel road connections, and pedestrian amenities (EMC 18.80.080.D.Table 2)

**RECOMMENDED BY THE CITY OF EDGEWOOD PLANNING  
COMMISSION ON THE 12<sup>TH</sup> DAY OF APRIL 2021.**



**Planning Commission Chair  
(Vice-Chair Allison Pincas)**

Attest by:



**Evan Hietpas  
Associate Planner**

**Table 6.3: Land Use Table - Town Center Zoning District**

Current as of June 2022

| ✓ Use permitted                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <ul style="list-style-type: none"> <li>• Administrative Government Facilities and Services</li> <li>• Adult Family Home</li> <li>• Agricultural Sales</li> <li>• Ambulatory Health Care Services, All Other</li> <li>• Apartment</li> <li>• Assisted Living Facilities</li> <li>• Bed-and-Breakfast Inns</li> <li>• Car Washes</li> <li>• Child Daycare Services, All Other</li> <li>• Child Daycare Services, Home-Based</li> <li>• Consumer Goods Rental</li> <li>• Drinking Places for Alcoholic Beverages</li> <li>• Educational Services, All Other</li> <li>• Elementary and Secondary Schools</li> <li>• Emergency Housing</li> <li>• Emergency Shelter</li> <li>• General Business and Professional Services (Office)</li> </ul> | <ul style="list-style-type: none"> <li>• Golf Courses and Country Clubs</li> <li>• Hospitals</li> <li>• Hotels (except Casino Hotels) and Motels</li> <li>• Indoor Arts, Entertainment, and Recreation Activities, Other</li> <li>• Junior Colleges, Colleges, Universities, and Professional Schools</li> <li>• Libraries</li> <li>• Live/Work Unit</li> <li>• Mobile Vendors</li> <li>• Museums and Art Galleries</li> <li>• Nursing and Residential Care Facilities</li> <li>• Outside Displays</li> <li>• Parks, Open Space, and Public Recreation</li> <li>• Passenger Car Rental and Leasing</li> <li>• Permanent Supportive Housing</li> <li>• Personal Care Services</li> </ul> | <ul style="list-style-type: none"> <li>• Pet and Pet Supplies Stores</li> <li>• Pet Care Services, All Other</li> <li>• Pipeline Transportation</li> <li>• Religious Assembly (Up to 10,000 sq. ft.)</li> <li>• Restaurants, Full Service</li> <li>• Restaurants, Limited Service</li> <li>• Retail Trade, All Other</li> <li>• Services for the Elderly and Persons with Disabilities</li> <li>• Snack and Nonalcoholic Beverage Bars</li> <li>• Social Assistance, All Other</li> <li>• Special Food Services</li> <li>• Technical and Trade Schools</li> <li>• Townhouse</li> <li>• Transitional Housing</li> <li>• Transportation, All Other</li> <li>• Vocational Rehabilitation Services</li> <li>• Wireless Communication Facilities</li> <li>• Zoos, Aquariums, and Botanical Gardens</li> </ul> |
| CUP Use may be approved by conditional use permit                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| <ul style="list-style-type: none"> <li>• Caretaker Residence</li> <li>• Drive-Up Windows</li> <li>• Gambling Industries</li> <li>• Gasoline Stations</li> <li>• Manufacturing, Craft</li> <li>• Outside Storage</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | <ul style="list-style-type: none"> <li>• Parking Structures</li> <li>• Religious Assembly (10,000 to 19,999 sq. ft.)</li> <li>• Religious Assembly (20,000 to 29,999 sq. ft.)</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | <ul style="list-style-type: none"> <li>• Religious Assembly (30,000 to 39,999 sq. ft.)</li> <li>• Truck, Utility Trailer, and RV Rental and Leasing</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| A Use may be approved by administrative use permit                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| <ul style="list-style-type: none"> <li>• ADU, Detached (Backyard Cottage)</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | <ul style="list-style-type: none"> <li>• Outdoor Arts, Entertainment, and Recreation Activities, Other</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | <ul style="list-style-type: none"> <li>• Veterinary Services</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |

**(Cont.) Table 6.3: Land Use Table - Town Center Zoning District**

Current as of **June 2022**

**- Use prohibited**

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|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <ul style="list-style-type: none"><li>• Accessory Dwelling Unit (ADU), Attached</li><li>• Animal Production and Aquaculture, All Other</li><li>• Animal Slaughtering and Processing</li><li>• Attached Dwelling</li><li>• Automobile and Other Motor Vehicle Dealers</li><li>• Automotive Oil Change and Lubrication Shops</li><li>• Automotive Repair and Maintenance, All Other</li><li>• Cattle Feedlots</li><li>• Cemeteries</li><li>• Commercial and Industrial Equipment Rentals</li><li>• Correctional Institutions</li><li>• Cottage Court</li><li>• Crematoria</li><li>• Crop Production, All Other</li><li>• Detached Dwelling</li><li>• Duplex: Back to Back</li></ul> | <ul style="list-style-type: none"><li>• Duplex: Side by Side</li><li>• Duplex: Top and Bottom</li><li>• Electric Power Generation</li><li>• Family Farm</li><li>• Fuel Dealers</li><li>• Funeral Homes and Funeral Services</li><li>• Hog and Pig Farming</li><li>• Kennels</li><li>• Manufacturing, Heavy</li><li>• Manufacturing, Light</li><li>• Marijuana Processing</li><li>• Marijuana Production</li><li>• Marijuana Retailers</li><li>• Mining, Quarrying, and Oil and Gas Extraction</li><li>• Mini-Warehouses and Self-Storage Units</li><li>• Multi-plex</li><li>• Other Repair and Maintenance, Commercial/Industrial</li></ul> | <ul style="list-style-type: none"><li>• Other Repair and Maintenance, Consumer</li><li>• Parking Lots</li><li>• Potable Water Treatment</li><li>• Religious Assembly (40,000 sq. ft. or greater)</li><li>• RV Parks and Recreational Camps</li><li>• Sewage Collection or Treatment Facility</li><li>• Sexually Oriented Entertainment</li><li>• Sexually Oriented Retail Businesses</li><li>• Warehousing and Storage, All Other</li><li>• Waste Management and Remediation Services, All Other</li><li>• Wholesale Trade</li></ul> |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|



**CITY OF EDGEWOOD**

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# **Town Center Subarea Plan**

Prepared for: **The City of Edgewood**

Prepared by: **AHBL, Inc | Tacoma, Washington**





Placeholder for Acknowledgments

Placeholder for TOC





# 1 Introduction

## 1.1 Executive Summary

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This subarea plan establishes the process, findings, options, and final strategy to develop the Town Center into a mixed-use area centered around its proximity to existing transit, retail, new residential units, and public facilities. This is keeping in line with both the community vision and the growing development seen in the City and region.

# X.X Heading

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These maps could instead be full pages...



Figure 1.1.2: Subarea Vicinity Map



Figure 1.1.1: Subarea Aerial Map



# 2 Town Center Plan

The Town Center Plan chapter provides the history of Town Center planning efforts in Edgewood and a vision for the future based on community input.

## 2.1 Background Information

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### Policy Documents

There is a history of plans prepared for Edgewood's Town Center dating back to 1990, making this subarea the subject of over 30 years of planning study. Some of these plans are broader in scope, but many are focused specifically on Town Center. There is also a robust collection of memorandums, reports, and presentations related to Town Center and its adjacent corridors, including design guidelines and market analyses. This plan seeks to distill the findings and recommendations from these documents to produce a definitive subarea plan for Edgewood's Town Center—The Heart of Edgewood. A summary of the historical planning documents pertaining to the City of Edgewood Town Center can be found in the Public Involvement chapter.

## 2.2 Town Center Vision

---

The vision for Town Center has been an important

element of the City's plans since incorporation. The current Town Center Vision is:

**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 the 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 ten key planning principals were developed:

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-

# PLACEHOLDER

*(Placeholder - timeline of past planning efforts)*

4. rural lands outside the Town Center;  
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 Master Plan

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The following scenario illustrates a potential concept for the future design and built form of Town Center. This vision features 24th Street East as a pedestrian-centric main street, street improvements throughout Town Center, enhancements to the civic campus, and new housing opportunities. Pedestrian-friendly design, community-serving public and private space, housing density and mixed uses, Northwest character, and climate change resilience are key elements throughout the design concept.

### Civic Center Campus

In Edgewood, the civic center campus around City Hall is envisioned as a community-serving public gathering place. It will be the primary focal point for the Town Center and city as a whole. This campus is imagined as a bustling center that attracts residents, businesses, essential services, visitors, tourists, and associated new development therein. It should be designed to host myriad public uses and be flexibly programmed to support such diverse attractions as farmer’s markets, outdoor movies, concerts, community festivals, and

PLACEHOLDER



*(Placeholder - caption)*

other programming that regularly activates the space and create a sense of community.

The existing wide lawn area provides space for outdoor gatherings, while the historic barn could be repurposed as an indoor event space. Pedestrian pathways, amphitheater seating, and a playground will also provide a range of attractions and spaces for outdoor and indoor public events. A new roadway through the civic campus will feature a curbsless design, allowing activity to flow into the street for special events. This new “festival street” would accommodate pedestrians, cyclists, and some vehicles, with amenities such as benches, lighting, and public art, and low-impact design elements to minimize stormwater impacts. The City could work with community organizations and businesses to host events that invite visitors and activate the campus and festival street space. This reconceptualized Civic Center campus would drive significant activity to the Town Center and encourage development of surrounding properties.

New commercial uses south, west, and northwest of the Civic Center will connect to the campus, forming a vibrant destination for residents and visitors. Seating,

landscaping, and wide pedestrian pathways should be provided between the new businesses and the Civic Center, creating an inviting transition from public space into the private domain.

Structured parking with frontage businesses will be provided on the south end of the campus to



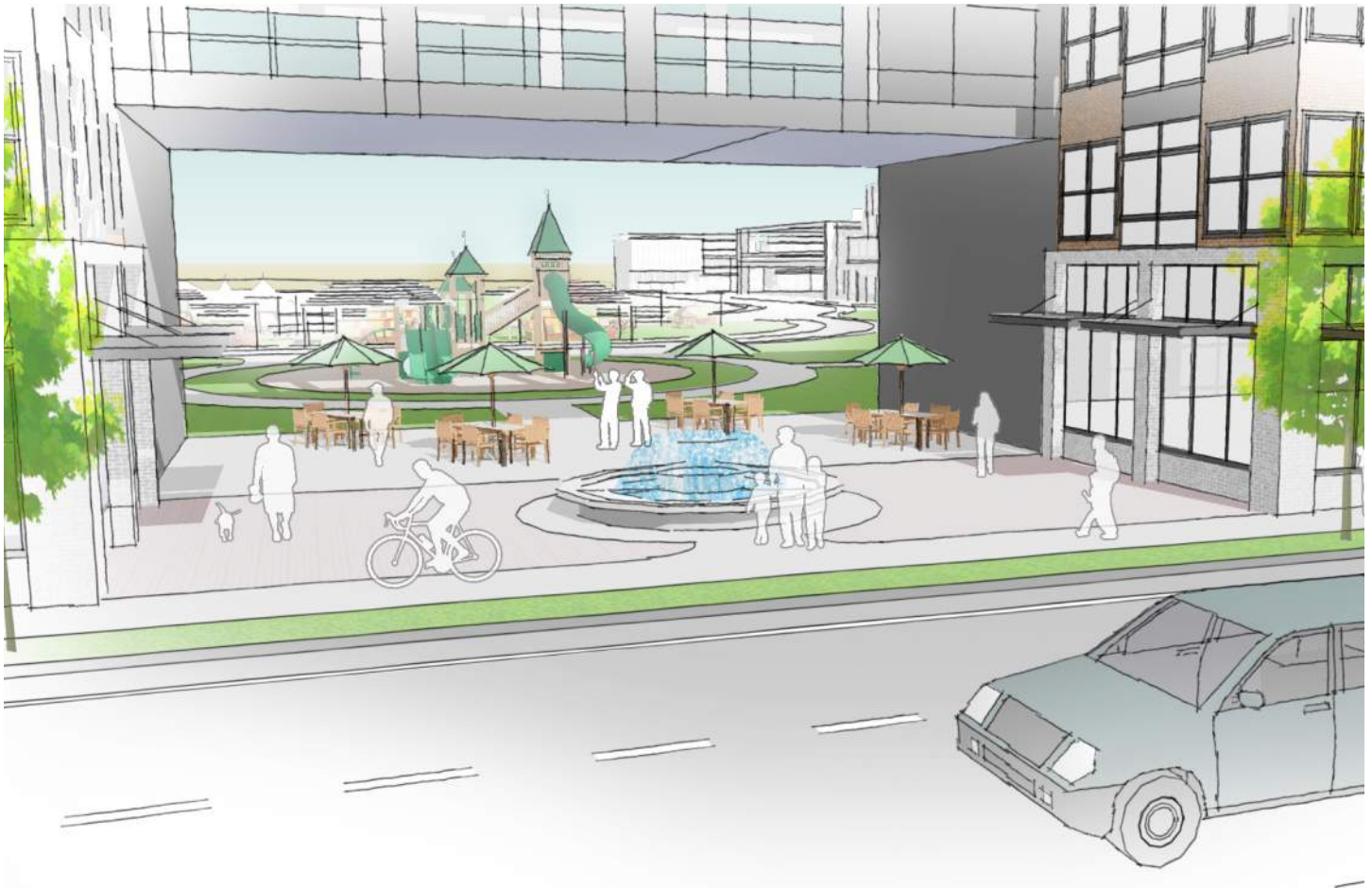
*This block in Bend, Oregon illustrates features, such as a wide pedestrian pathway and outdoor seating, that could be provided where commercial businesses front the Civic Center campus.*



(Placeholder - caption)



(Placeholder - caption)



*(Placeholder - caption)*

accommodate vehicles while retaining an attractive pedestrian environment at street level.

## Main Street on 24th

The City of Edgewood seeks to develop 24th Street as a main street. To achieve this, a specific development pattern with unique qualities and controls must be implemented that differs somewhat from the rest of the Town Center. Main Street America, a program of the National Main Street Center whose mission is to lead a movement “committed to strengthening communities through preservation-based economic development in older and historic downs and neighborhood commercial districts,” conceives of a main street as part of a vibrant neighborhood, “a place that has a thriving local economy, is rich in character, and features inviting public spaces that make residents and visitors feel that they belong.” They define main streets as “gathering places, historic destinations, business centers, innovation incubators...” More generally, main streets are retail- and pedestrian-oriented streets that function as focal points within a central business district.

To achieve this main street role, 24th Street East is

envisioned to include a range of retailers, services, and community-serving spaces. This may include public meeting rooms, grocery stores, restaurants and cafes, small retail businesses, and other uses that enhance activity at the street level. 24th Street East will also prioritize the safety and comfort of pedestrians with design features such as wide sidewalks, street trees, planting areas, and outdoor seating. 24th Street East will also reflect the city’s history and character through a combination of design and branding.

## Main Street Character

Given the historic character of main street in many American communities, main streets are typically associated with traditional values and historic architecture. On the west coast of the United States, historic pioneer settlements were initially constructed from available materials, primarily lumber. The central trading area of a new town often reflected what we think of today as the “wild west.” If these outposts and fledgling towns were successful, their central trading corridors tended to become more permanent. Wooden structures often converted to brick and stone

construction, sometimes out of necessity due to fires that often leveled enormous swaths of increasingly dense urban centers. Consequently, when Americans hear “main street,” images of “brick and mortar” style buildings of modest height come to mind, reflecting the construction techniques and capabilities of the time. It is therefore highly appropriate to utilize the conventions of brick and mortar construction to establish an authentic architectural style for Edgewood’s Main Street.

The history of Edgewood, as a city, might be said to have begun with the settlement of Peter Nyholm in 1895. Today, the iconic Edgewood-Nyholm windmill, located along Meridian Avenue, stands as a landmark commemorating this agricultural history. The windmill, once used for crop irrigation and now decontextualized from its original site and use, could be thought of as a source of stylistic inspiration for contemporary architecture in Edgewood. The most obvious example of this is Edgewood’s City Hall, which incorporates shingle siding like that of the windmill. More generally, the city’s agricultural heritage is a source of community pride. A historic barn is currently preserved on the site of the Civic Center Campus adjacent to City Hall. The recently opened Edgewood Community Park features a farm-themed playground



*(Placeholder - caption)*

and split-rail fencing, common to farmlands, is utilized at the perimeter. Even the City’s website features a banner image celebrating its existing agricultural uses. Thematically-speaking, the historic and contemporary agricultural practices of the area offer rich source material for establishing an authentic style, however care should be taken not to trivialize the authenticity of these practices nor stylistically overwhelm the Main Street Environment. City Hall is exemplary of an appropriate balance of contemporary, “Northwest”-style construction with historic materials.

## Renaming 24th Street

Main streets are a category of streets that often share the same name. However, similar examples of main streets sometimes use other names. In the United Kingdom, for example, “High Street” or “Front Street” are common naming conventions used for these types of streets. Part of the advantage of such nomenclature is that they are easy to remember and denote their important in the hierarchy of streets in a city or town.

In Edgewood, the street under consideration to become the main street is currently labeled 24th Street. It is not uncommon for commercial districts to retain numbered or lettered street names, especially where they are colloquially recognized. However, these reputations typically develop over an extended period and evolve organically. In the case of the Town Center, main street is conceptualized as being built “overnight” and is not currently a primary commercial corridor, nor a well-known business center or gathering place.

As such, it is recommended that 24th Street be renamed, whether officially or semi-officially. This could be thought of as “rebranding” 24th to confer upon it the status prescribed by this plan and the subsequent placemaking to follow. It should be simple,



*The Edgewood-Nyholm windmill on Meridian Avenue*

easy to remember, and need not “reinvent the wheel.” The name ought to emerge through a community involvement process or vote.

**Meridian Avenue**

The Meridian Avenue corridor is presently controlled by the Washington State Department of Transportation (WSDOT) and serves as a regional transportation corridor. As such, the use and arrangement of the corridor must be coordinated with state and regional agencies to accommodate a range of transportation needs. At the same time, Meridian currently poses a number of issues to the Town Center which preclude or reduce the City’s ability to fulfill the goals and intended vision for the Town Center. As such, this subarea plan seeks to lay out an idealized condition for Meridian that accomplishes the intent of the Town Center while contemplating and incorporating the state and regional needs of the corridor.

**Meridian Avenue Character**

(Placeholder - Urban Form discussion)

A variety of uses will front Meridian Avenue, including residential, commercial, and mixed-use buildings.

(Placeholder - Architectural Style & Thematic Elements)

**Gateways**

Placeholder - Describe the arrival experience when entering the town center from the north and south on Meridian, and the east and west on 24th.

**Intersection at Meridian Avenue & 24th Street**

In urban settings, the land use and architectural form of significant intersections require special treatment relative to the rest of the site. Intersections offer a special opportunity for placemaking by providing striking architectural features or public amenities that are distinct and inviting. This is especially relevant at the Meridian Avenue and 24th Street East intersection, where a major thoroughfare meets the Town Center main street. The existing conditions at this intersection should be considered for their merit relative to the desired effect.

**Form & Massing**

The shape of buildings at the intersection should



*(Placeholder - intersection looking north)*



*(Placeholder - intersection looking east)*



*(Placeholder - intersection looking south)*



*(Placeholder - intersection looking west)*



*(Placeholder - diagram)*

respond to it through orientation of the facades to the blocks they front as well as the intersection itself. The building corners should avoid meeting at a 90-degree angle. Wherever possible, the corners should respond to the intersection and be softened by turning the corner at a 45-degree angle, curving on a radius to connect the two frontage facades, or setting the corner back to create a pronounced urban piazza.

**Building Height at Corner**

To minimize imposing architectural massing and allow for natural light and penetrating views, the overall building height at the corner should generally be lower than the buildings further from the intersection. For large sites, the building may step up to greater heights as the frontage recedes from the corner.

A vertical projection at the corner which extends beyond the total building height may be allowed to create a visual landmark at the intersection. It may be a decorative or functional part of the architecture, such as an “office tower,” bell tower, clock tower, windmill, or similar ornate architectural feature.

**Gas Station Retrofit**

The existing gas station on the NE corner of the Meridian Ave. and 24th St. intersection is a highly visible commercial use with a large front setback for its service building. It is designed for vehicular convenience as opposed to that of pedestrians. To patronize the convenience store on foot presently

requires pedestrians to navigate the vehicular access lanes, fueling area, and parking across an asphalt expanse.

To create a more desirable pedestrian experience within the Town Center, future development plans should consider whether this station could be retrofitted. The strategy should consider locating the convenience store at the street corner. This would help provide greater spatial definition to the Main Street environment by unifying the alignment of building facades along 24th St. The fueling station should be located behind the convenience store to screen it from the street to the greatest extent possible. A pull-through driveway accessible from either 24th or Meridian would accommodate vehicular traffic, preferably using a right-in, right-out approach. Gas price signage would still be allowed to ensure vehicles are aware of the property’s use as a fueling station. This signage should be located so as not to block desirable views or detract from the architectural character of the Main Street.

**Urban Village Housing**

New urban-village-style housing could be added at several locations throughout Town Center, such as on the south side of 24th Street East, both west and east of Meridian Avenue East. This style of development would include pedestrian connections throughout the site and large open space areas. The building and site design would be configured to provide visual interest from the street while maintaining resident privacy.

The upcoming Dhaliwal development, located at Meridian Avenue and 20th Street East, will provide over 500 residential units and 30,000 square feet of commercial space. Along Meridian Avenue, the project will include a large amount of glazing, covered arcades, and raised plazas to enhance the pedestrian environment. Integrated walkways will provide connectivity throughout the site and large open spaces will be provided.



*(Placeholder - driveway diagram)*



(Placeholder - caption)



(Placeholder - caption)



# 3 Public Involvement

## 3.1 Overview

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This plan is the result of decades worth of public involvement. To ensure that this Subarea Plan included meaningful participation from diverse perspectives, the City engaged multiple stakeholders, community representatives, and members of the public to fine tune the specific implementation strategies. This was in addition to all public engagement associated with prior policy documents.

## 3.2 Public Engagement: 1990-2020

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### 1990 – North Hill Community Plan

Even before the City's incorporation, the North Hill community was active in the public participation process. Residents and property owners of the planning area submitted petitions in 1988 in order to formulate the North Hill Community Plan. Continued and active community engagement was deemed essential throughout the planning process.

- Four community workshops were led by a facilitating committee of five community residents. Results of the workshop were published as a Summary Document, which was sent to all participants and made available to the public.
- Two additional public workshops were held by the Facilitating Committee to take public comment on the Summary Document.
- Afterwards, a draft plan was made based on the original Summary Document in addition to others' responses and letters received. Comments from other departments and Facilitators were included in the revised draft.
- A "WHAT WE HEARD" newsletter kept residents and property owners informed throughout the planning process.

This Plan was adopted by Pierce County Council in 1991, and later adopted as the City's Interim Comprehensive Plan when the City of Edgewood incorporated in 1996. Some notable policies of this plan were the need to protect rural and other residential areas, but also recognizing the need for commercial areas that avoid strip mall-style development. A Community Commercial (CC) land use designation was also created, which matches some aspects of the current Town Center land use and cemented Meridian as a commercial hub.

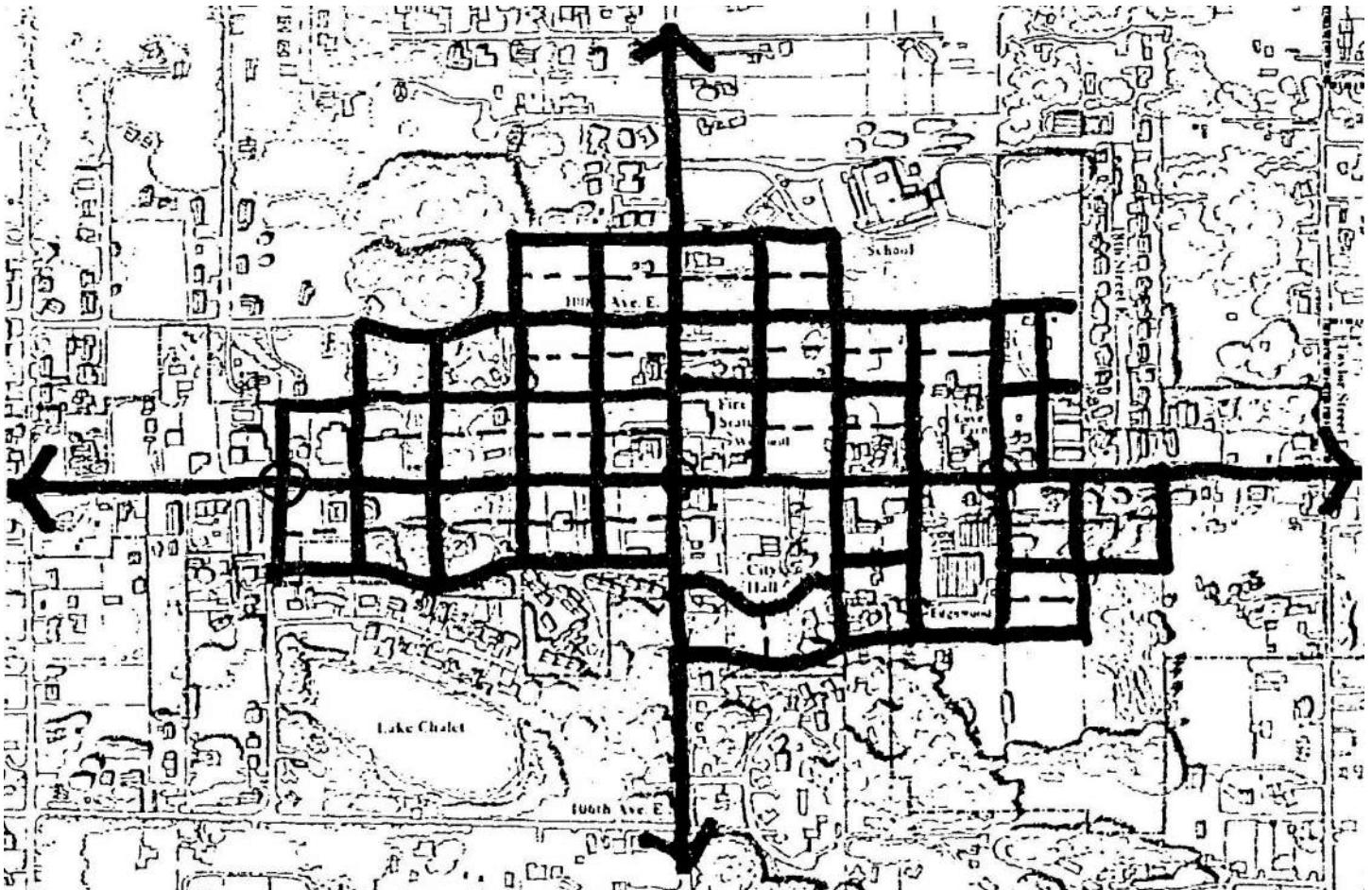
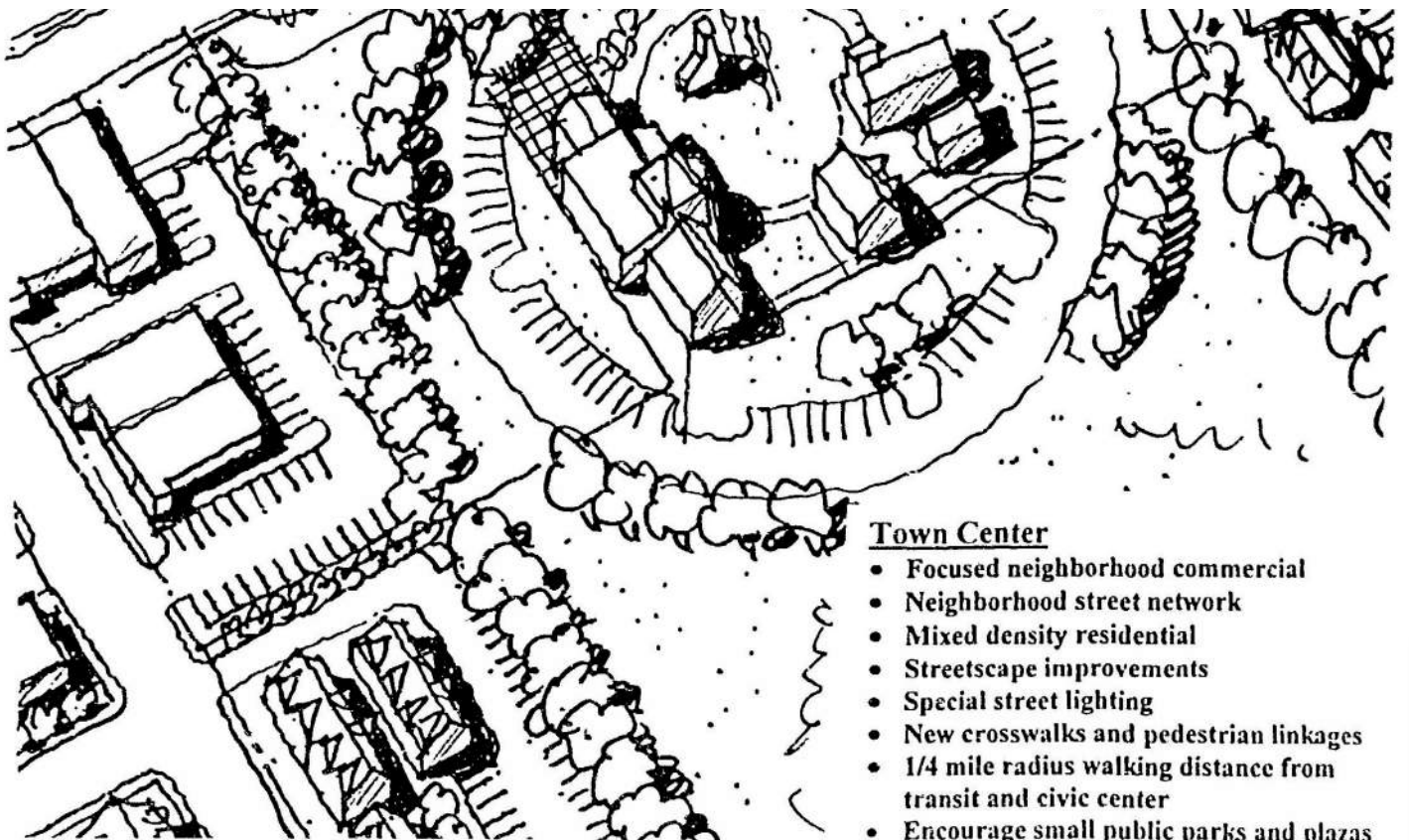


Figure 3.2.1 (above): Figure from 1999 Town Center Plan, showing the Town Center street network.

Figure 3.2.2 (below): Figure from 1999 Town Center Plan, illustrating some of the intended qualities of Town Center..



## 1999 – Town Center Plan: Community Character and Land Use Study

In 1999, Dennis Tate Associates and Kasprisin Pettinari Design produced the first individual plan for Town Center and the Meridian corridor. As a part of this study, the consultants led a community design workshop with representatives of City Council, Planning and Design Commissions, and a Capacity Analysis Technical Review Advisory Committee (CATRAC) to gather responses and comments on two alternative land use concepts and community design elements. Some of the key issues discussed at the workshop included:

- “The need for more ‘breaks’ in the Main Street pattern along Meridian to foster a strong identity of place and avoid a ‘monotonous’ linear pattern.”
- “A desire to avoid the mass-produced decentralized suburban sprawl of other cities located along major state highways.”
- “The need for improved transit services and connections to the future [as of then] Sound Transit Commuter Rail stations in Puyallup and Sumner.”

The community had a strong preference for the “Focused Crossroad Nodes” and “Town Center” development models. This led to the creation of planning principles and five key community design and land use elements of the Crossroads Town Center:

1. New Town Center Street Network
2. Commercial Concentration at Town Center
3. Town Center Residential Neighborhoods
4. Civic Center Focus
5. North and South Gateways

Residents also expressed an interest in locally owned and operated specialty shops. Residents also had an opportunity to share what types of public amenities or development improvements would enhance the Meridian corridor the most. Respondents indicated a preference for the following:

- “Many saw a new City Hall as a ‘catalyst’ project which could set the trend for better design and create a landmark for the town center.” This is obviously one of the policies that was later implemented.
- “Participants also responded favorably to the idea of a civic center with a city hall, library, police station, and community center.

- Other public amenities and common design elements like bike paths, street trees, street lighting, landscaping, and more public space like plazas and small parks.

## 2001 – Edgewood Comprehensive Plan

Edgewood’s first true comprehensive plan included an extremely robust public involvement built on the community’s active role in addressing land use planning issues even before incorporation. This included public meetings, surveys, citizen workshops, newsletters, stakeholder interviews, and open communication with local media.

The natural environment, proximity to metropolitan areas, community strength, and the rural character were seen as strengths of Edgewood. One of the weaknesses addressed was the aesthetics of Meridian Avenue, and many believed in a need for sidewalks or walking paths along the corridor. Most of the participants agreed in the zoning in place at that time, which included higher density commercial between 8th and 16th, a Town Center commercial area between 16th and 24th, and a possible campus-style office park between 24th and 36th. Reflecting a similar consensus from the 1999 Town Center Plan, “almost all of the individuals believed that a City Hall was needed and should be part of a civic core, possibly in the proposed town center area between 16th and 24th Streets.”

Based on the results from prior public involvement, including a well-attended Comprehensive Plan Visioning Workshop, a four-question mailer on the core values of the draft vision statement was included in a special edition of the City’s newsletter. The six core values were:

1. Retain and improve the rural look and feel of Edgewood.
2. Create and reinforce a small town character and identity.
3. Create a community center that includes gathering space, meeting space, public buildings, public open space, and recreational facilities.
4. Housing variety to meet diverse community needs that maintains the character of the community.
5. A parks and recreation system with emphasis on community parks and trails.
6. Provide [a] quality [environment] and maintain it well.

155 mailers were received by the deadline, with 45 percent of respondents agreeing with the draft vision as written, 41 percent agreeing with comment, eight percent not agreeing, and six percent with other responses.

After additional community workshops were held, focused on Goals, Policies, and land use alternatives, another survey on the community goals, critical areas, transportation, land use, community character, and utilities was published in the Edgewood Newsletter. 165 responses were received. In addition, over 20 business and property owners attended a special Planning Commission meeting which targeted their expertise in growth and development of the Meridian corridor.

Over 110 people participated in a Town Meeting held by the Planning Commission. Residents were informed of the Growth Management Act requirements and also participated in a mapping activity which lead to two general patterns: “a crossroads focus alternative that alternated between different land uses along the Meridian corridor and a commercial corridor with multi-family housing behind.” This was before the popularity of mixed use zoning, and both of these patterns could easily fit into a mixed use-style development pattern.

On January 14, 2000, over 70 people attended a joint open house and public hearing before the Planning Commission made its recommendation to the City Council. The next day 40 people attended a second joint open house and public hearing before the Planning Commission made its recommendation to the City Council.

On January 23, 2001, City Council issued the final draft of the Comprehensive Plan and considerable input was received from the public. Later on May 29, 60 people attended the final public hearing. As a part of the comprehensive planning process, City Council appointed several citizen commissions:

- Design Standards Review Commission
- Economic Development Commission
- Planning Commission
- CATRAC (also had a role in the Town Center Plan)
- Friends of the Parks

This created the land use designation of Town Center which would feature a mixture of uses and unique destinations like a public market, artists’ colony, or themed villages. It was also established that “unique

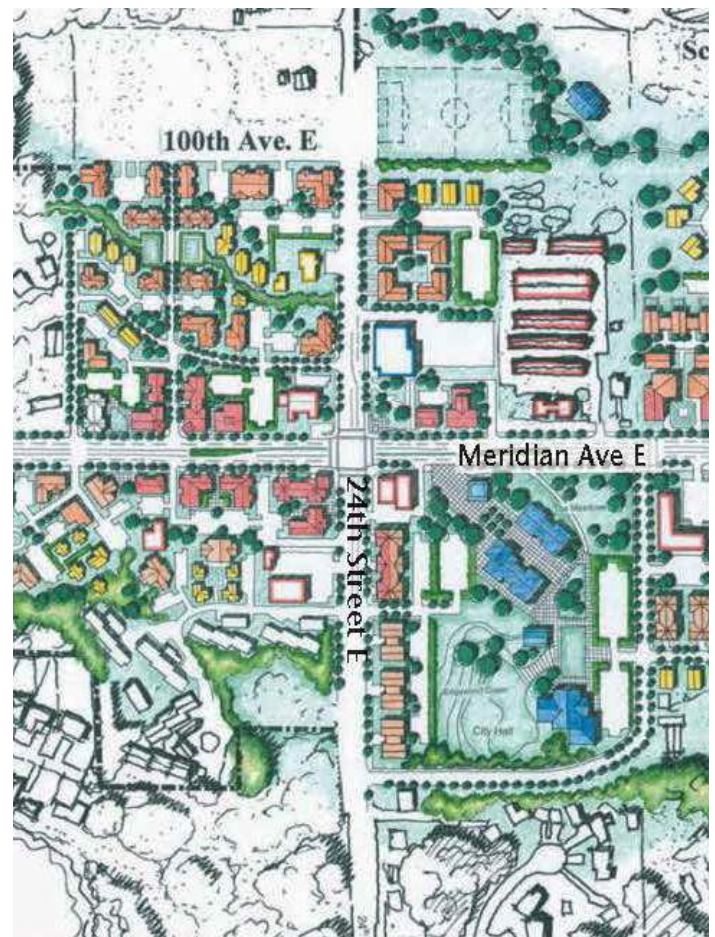
design standards are essential for the success of the Town Center.”

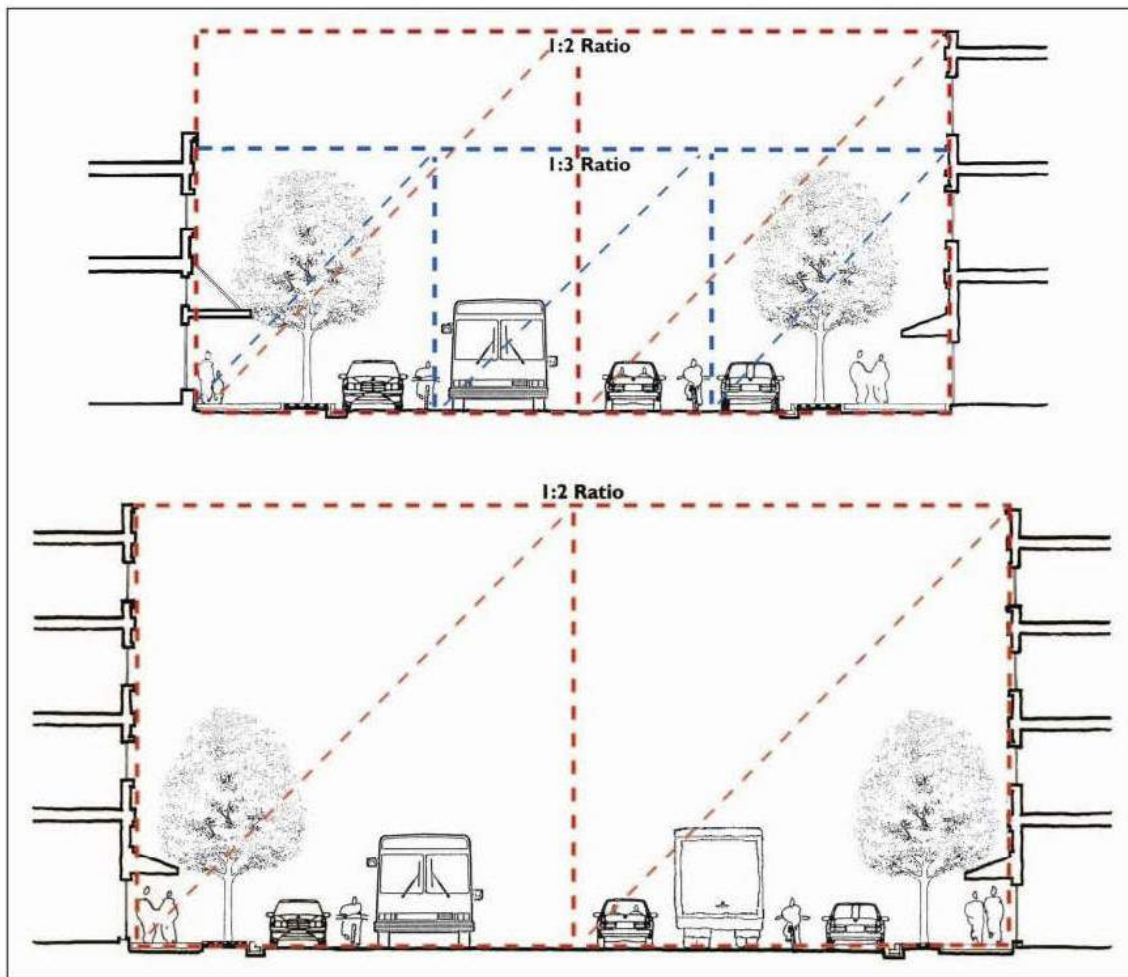
## 2004 – Town Center and Meridian Plan Master Plans

As a part of this planning effort, the consultant held individual and small group interviews on July 22nd and 23rd, 2003. Participants included residents, landowners, businesspeople, and others from the community. Despite differences in opinion among the participants, they came to a consensus on several issues:

- Services and facilities that are unique to Edgewood and reinforce a small scale character
- Safety, security, and convenience of services and activities
- Edgewood needs a center or “heart”

*Figure 3.2.3: Figure from 2004 Town Center and Meridian Master Plan, showing an older urban design plan.*





*Figure 3.2.4: The Corridor Development Memo included the above graphic illustrating the height to width ratios that provide for a human scale. Source: Community, Design + Architecture.*

## 2010 – Corridor Development Memo

Approximately 25-30 property owners off Meridian Avenue attended a meeting hosted by the City's Community Development Department on September 17, 2009. Some key themes of the stakeholder feedback included:

- Residential Densities: there was significant support for higher residential densities in Town Center, especially along the Meridian Corridor. Meridian should also have mixed use.
- Circulation: the parallel road location should be flexible. The widening of Meridian and a parallel roadway network would allow developments to meet concurrency requirements.
- Cost of Development: it was noted that some fees like traffic impact fees, development fees, and costs related to the sewer upgrades made development prohibitive. Participants also advocated for increased city marketing efforts. Changes to other development regulations would also allow greater flexibility for developers.

In addition, a developer-architects public workshop was held on January 23, 2010 where 50-60 people attended. Three different consultant teams presented ideas on corridor development which was followed by a panel discussion and questions from the audience.

## 2015 – Edgewood Comprehensive Plan

Citizen participation was an essential part of the 2015 Comprehensive Plan update. The goals of the participation were as follows:

- Encourage participation among a wide range of citizens
- Obtain meaningful, productive, and substantive input on Plan content
- Communicate to participants how their input affects decisions
- Engage the public in resolving conflicts among competing interests
- Build a framework that encourages a sustained dialog
- Evaluation and document participation throughout the life of the project

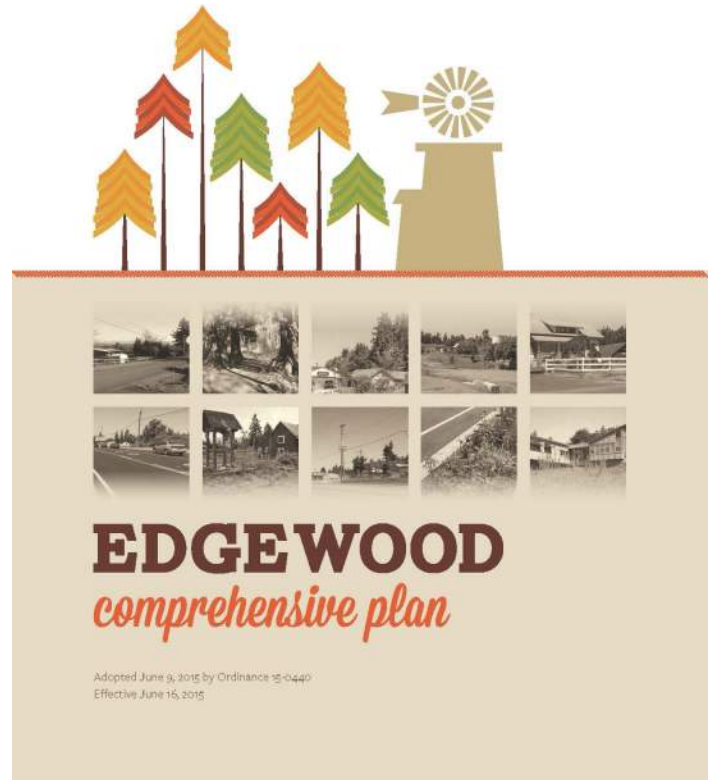
In order to best meet these goals, multiple activities and notices took place, including online surveys and in-person community events and workshops. An updated Vision Statement specifies, “Town Center is our commercial hub and home to a vibrant local economy.” Based on regional planning efforts and Vision 2040, the plan also calls for compact urban development focused in the Town Center that supports the City’s design guidelines for mixed use development. In fact, one of the important themes for economic development is to capitalize on these opportunities. This also relates to land use as Town Center and the Meridian Corridor continue to become vibrant community spaces. In addition, there are several goals and policies in the Comprehensive Plan update that specifically relate to Town Center.

## 3.3 Public Involvement: 2021-2022

### Youth Engagement

#### Program Introduction

In 2021, five local high schools (Chief Leschi, Fife, Puyallup, Sumner, and Walker) partnered with the City of Edgewood to create a new program called the Edgewood Experience. As part of this program, five students were able to provide input into the Subarea Plan. The students were asked to keep one question in mind throughout the Subarea Planning



*Figure 3.2.5: Cover of the current Edgewood Comprehensive Plan.*

activity: what do you think makes a good “heart” of a community? City staff prepared a list of over 50 characteristics, e.g., business types, housing types, infrastructure, city-initiated efforts, and asked the students to identify which items would be desirable in the Town Center. Students individually ranked the ten characteristics that they found most desirable and the five characteristics they found least desirable. Following their individual rankings, the group shared their rankings with one another, then worked to develop a collaborative ranking. The categories were split between different levels of desirability (most, more, less, and least). The call-outs to the right feature uses the students felt were most desirable and more desirable in Town Center.

## Most Desirable Characteristics

- Bakery
- Café
- Community garden
- Farmer's market
- Food bank
- Food truck park
- Ice cream shop
- Movie theater
- Townhomes
- Sit-down restaurants
- Wide sidewalks



## More Desirable Characteristics

- Affordable housing
- Decorative signs
- Dog park
- Family fun center
- Homeless shelter
- Live/work units
- Medical office
- Pocket parks
- Public parks
- Small business incubator
- Small-scale retail
- Spa
- Splash pad
- Sustainability initiative



In summary, the students agreed that businesses in the Town Center should be welcoming for families to walk to and have places to sit and spend a long time. The students felt that townhome-style buildings that are accessible from sidewalks best fit the vision for the Town Center. Students believed that preserving meaningful public space was important with things like trails, community gardens, and pocket parks.

Most importantly, the students demanded the Town Center be built for everyone. This means providing a range of housing options (affordable, low-income, and shelters), food security programs, non-motorized mobility, and access to public transportation. The students determined that the Town Center cannot be the “Heart of Edgewood” unless it ensures that everyone is welcomed.

...**Town Center** cannot be the “**Heart of Edgewood**” unless it ensures that **everyone is welcomed.**

*Edgewood Experience participants.*



## General Public Engagement

### Public Outreach

The PIP included a variety of public outreach efforts such as post card mailings, public announcements, and advertisements in both the Puget Sound Business Journal and South Sound Magazine. Quarterly updates on the Town Center subarea planning process were also sent via email and the City created and regularly updated a Town Center Subarea Plan website. These updates included a list of public involvement opportunities, links to public surveys, and a sign-up option for people who wished to know when new content was posted to the subarea website. Postcard mailings were used to notify the Town Center property owners of Subarea Planning efforts and community workshops. There were also advertisements in the Puget Sound Business Journal, which notified potential investors about the Subarea Planning efforts. The wide-ranging public outreach fostered strong public involvement which was evident in the high turnout at the workshops and the high number of survey responses.

### Workshops

The aim of the Public Involvement Plan (PIP) was to engage as many people as possible and to ensure long-term buy-in from the community. As such, the City held three workshops for the general public. These occurred during the months of January 2022,

May 2022, and September 2022. City staff facilitated a Subarea Plan engagement process to provide opportunities for community questions and feedback. Members of the public participated and provided meaningful input on topics such as future land uses, design alternatives, and implementation strategies. The workshops were recorded and published on the City's website.

(City Staff to provide a short paragraph on what was learned from the workshops)

### Surveys

Alongside the workshops, surveys were sent to the attendees of each public workshop to complete the survey between workshops. The surveys were also available on the City website for interested members of the public who were not able to attend the workshops. The results of the survey were shared during the following workshop. Results from the surveys are included in the plan in [Appendix X](#).

The first survey asked the respondents if they plan to attend future workshops and what their relationship to the City was. The survey also included ranking activities for what should be included in the Town Center, including different land uses and public amenities. It also asked respondents if the vision for the Town Center makes them more likely to live within the Town Center, elsewhere in the City, or outside of Edgewood. In total, the City received 651 responses.



(Staff to provide a short paragraph on the Second Survey)

(Staff to provide a short paragraph on the Third Survey)

(Staff to provide a short paragraph on what was learned, primary takeaways, and total number of responses)

## Stakeholder Interviews

City staff conducted individual interviews with key subarea property owners. These occurred early in the project planning process. The intent was to understand the concerns and aspirations of the property owners. A total of [REDACTED] interviews were performed in person and by telephone.

(City Staff to provide a short paragraph on what was learned from the interview)

## 3.4 Town Center Subarea Plan Adoption

### Planning Commission

On May 26, 2020, City Council adopted the 2020 Planning Commission Work Plan, which included the Town Center work plan item. On September 14, 2020, the Planning Commission requested to include the Town Center as a discussion item on the October 12th agenda. On October 12th, City staff provided an in-depth introduction to the Town Center discussion. On December 14, 2020, City staff and the Planning Commission began focused discussions on the future of the Town Center and presented a timeline for the next four months, resulting in a recommendation to City Council.

- 12/2020: Begin focused discussion on Town Center
- 1-3/2021: Continue discussion on Town Center and the City of Edgewood Planning and Economic Development Study for TC and MUR Districts (BERK Report).
- 4/2021: Provide a formal recommendation to City Council outlining proposed actions

After discussing Town Center Comprehensive Plan goals and policies and the 2020 City of Edgewood Planning and Economic Development Study for TC and MUR Districts (BERK Report) findings, the

Planning Commission issued a recommendation to City Council on April 12, 2021 (attach file?).

As City staff prepared for the subarea planning process, the Planning Commission held monthly discussions from June until December 2021 to provide input on topics like public engagement efforts and setting the subarea plan boundary. During these meetings, City staff also presented relevant information related to previous community planning efforts and the subarea planning process to ensure that all Commissioners were prepared to be involved in the planning effort in 2022.

As the City formally kicked off the Town Center Subarea Plan, the Planning Commission held monthly discussions from January through September 2022. These discussions allowed City staff to provide updates and gave Commissioners opportunities to ask questions, provide input, and stay involved in the planning efforts.

### October (final recommendation to adopt plan)

City staff met with the City of Edgewood Planning Commission throughout the project to provide updates on the planning process and request input on any outstanding questions. The City of Edgewood Planning Commission focused on compiling all the previous planning efforts into one Town Center Subarea Plan.

City Staff presented the Town Center Subarea Planning efforts to the City of Milton's Planning Commission on Wednesday March 9, 2022 (September '22, January '23?). The goal of these meetings was to keep neighbors up to date on the Town Center Subarea work to ensure that planning efforts between jurisdictions are compatible.

"I have received feedback from multiple contacts that [the] presentation and subsequent answers were very well received and appreciated." – City of Edgewood Council Member John C. West

## **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 to have the EDAB help "market Town Center to attract businesses and visitors and identify 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 recommendation to have the PRAB help "establish a trail and open space network".

## **City Council**

Staff presented the Subarea Plan to kick off the planning efforts and gather general feedback from council members on XX. Staff attended City Council study session on XX and XX to gather City Council input and general feedback. The draft plan was presented to the Council on XX and received feedback. On XX, City Council approved the Town Center Subarea Plan.

# 4 Subarea Characteristics

## 4.1 Overview

### Town Center Context

The Town Center subarea is roughly 85 acres centrally and is located where 24th Street East intersects Meridian Avenue East. This location is both physically and metaphorically the “Heart of Edgewood.” The subarea plan boundary follows the Town Center zone boundary. The Town Center zoning district was established in 2001 after multiple years of public involvement activities and various community planning efforts.



*Edgewood Nyholm Windmill*



### Regional Transportation Network

Meridian Avenue is a key part of the King County and Pierce County regional transportation network. This roadway provides a crucial north-south connection between Interstate 5 (I-5) and three other State Routes, SR 99, SR 167, and SR 512. Meridian Avenue also provides access for people living, working, or traveling through the Seattle-Tacoma metropolitan area. In addition, 24th Street East is a major east-west collector, linking Edgewood with I-5, the Port of Tacoma, and the cities of Tacoma and Fife to the west.

This Subarea Plan also focuses on a major transit stop in the Town Center, presently served by Pierce Transit, with potential transit-oriented development serviced by existing Route 402 and a potential future Bus Rapid Transit (BRT) line. Pierce Transit Route 402 is located along Meridian Avenue with three stops in the Edgewood Town Center and nine stops total in Edgewood. Route 501 also has one stop in Edgewood’s Commercial zoning district, just north of the Town Center.

# EDGEWOOD TOWN CENTER

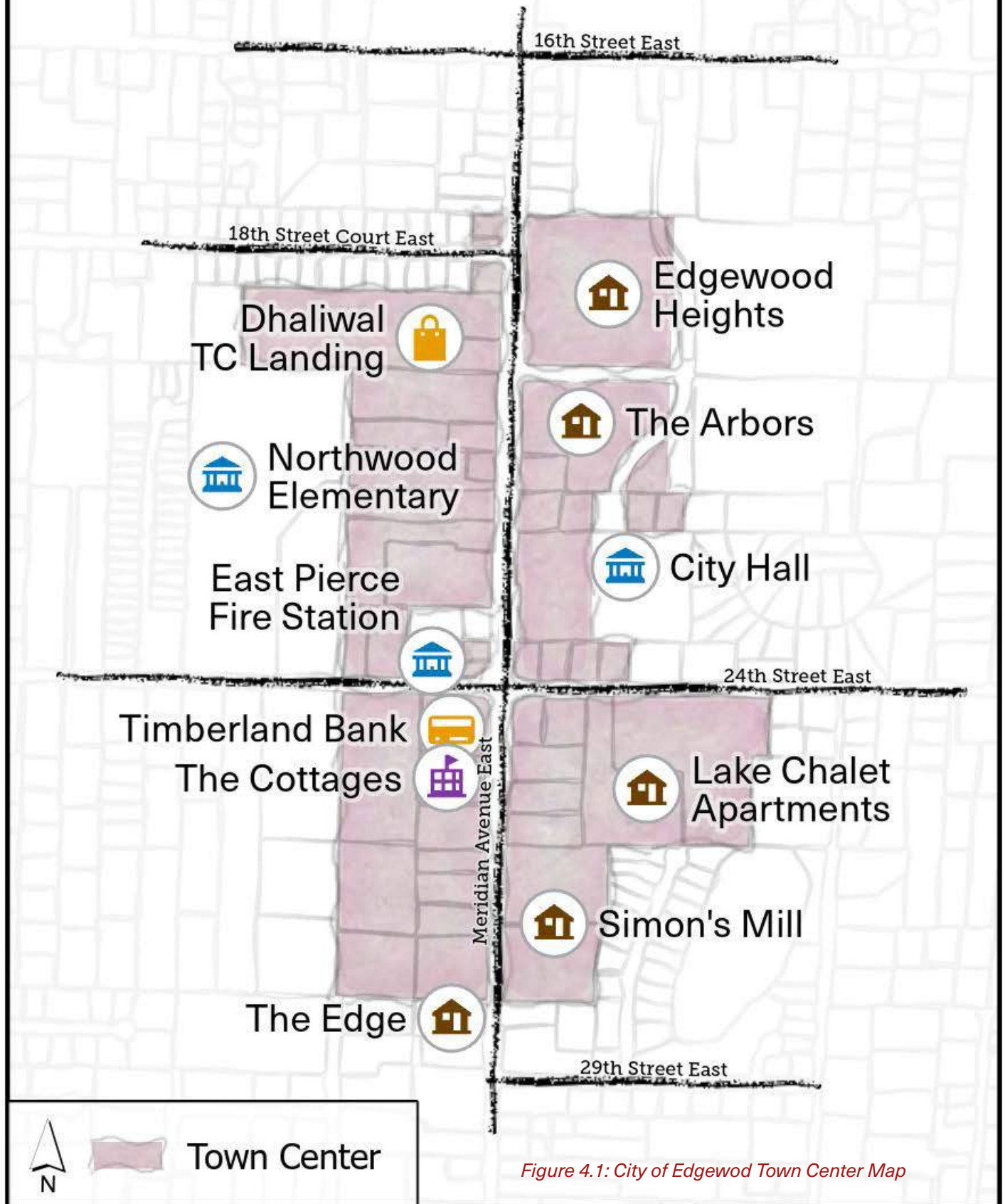


Figure 4.1: City of Edgewood Town Center Map

## 4.2 Demographics

The demographics of Edgewood tell a story of a semi-rural community that over the years has transformed into one of the more desirable places to live in Pierce County and the Seattle-Tacoma metropolitan region. This is based on population growth and a high median household income.

### Population Growth

In the first two decades since Edgewood’s incorporation in 1996, Edgewood experienced little population growth. As the region was recovering from the Great Recession in the early 2010s, Meridian Avenue East was widened, and sanitary sewer infrastructure was placed within the Meridian Avenue right-of-way. With these significant construction improvements serving as a catalyst, the City’s population boomed. Edgewood experienced a 17 percent increase in population between 2016 and 2019. Between 2016 and 2017, Edgewood added 685 residents—more than the period between 1996 and 2016. In 2021, the Washington Department of Financial Management reported that Edgewood was the second fastest growing city in the Puget Sound Region, growing 6.4% (780 residents) since 2020. This growth outpaced Edgewood’s neighbors like Puyallup, Auburn, Federal Way, Fife, and Milton, as well as historically fast-growing cities like Bellevue, Kirkland, and Tacoma.

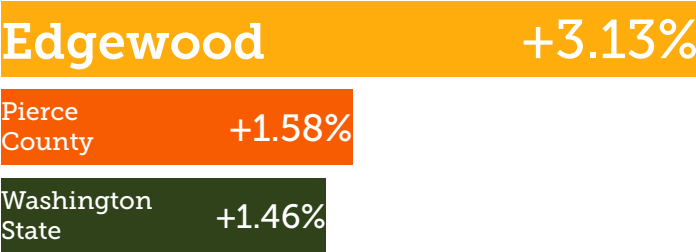


Figure 4.2.1: Average Annual Growth Rates, 2010-2020  
Source: US Census

### Age Characteristics

The median age of Edgewood residents is 41.7 years, which skews higher than Pierce County’s median age (36.4) and the State’s median age (37.9). According to the BERK Report, Edgewood has a higher percentage of persons aged 65 years of age or over and a lower percentage of persons under 18 years of age than Pierce County. The largest age bracket for the City is 50 to 59 years, whereas for Washington State it is a tie between the 20 to 29 and 30 to 39 brackets. It should be noted that as the City continues to add higher density housing, the median age is anticipated to decrease.

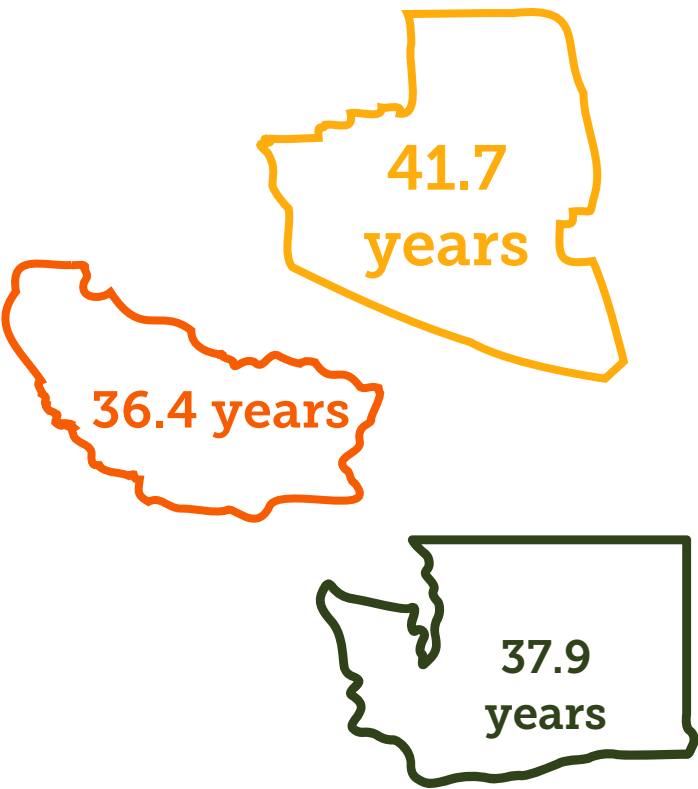


Figure 4.2.2: Median Ages of Edgewood, Pierce County, and Washington State  
Source: US Census

| Table 4.2: Population Growth Statistics, 2010-2020 |            |           |                    |                            |
|----------------------------------------------------|------------|-----------|--------------------|----------------------------|
| Source: US Census                                  |            |           |                    |                            |
|                                                    | Population |           | Change (2010-2020) |                            |
|                                                    | 2010       | 2020      | Number             | Average Annual Growth Rate |
| Edgewood                                           | 9,387      | 12,327    | 2,940              | 3.13%                      |
| Pierce County (total)                              | 795,225    | 921,130   | 125,905            | 1.58%                      |
| Washington State                                   | 6,724,540  | 7,705,281 | 980,741            | 1.46%                      |

## Income Characteristics

Since 2010, Edgewood’s median household income increased \$21,127 (31 percent), from \$74,857 to \$97,984. This increase more than doubled the overall increase in median household income of \$9,999 (17 percent) across all of Pierce County, from \$57,869 to \$67,868. In addition, Edgewood’s poverty rate (4.6 percent) is approximately half of Pierce County’s rate (8.7 percent).

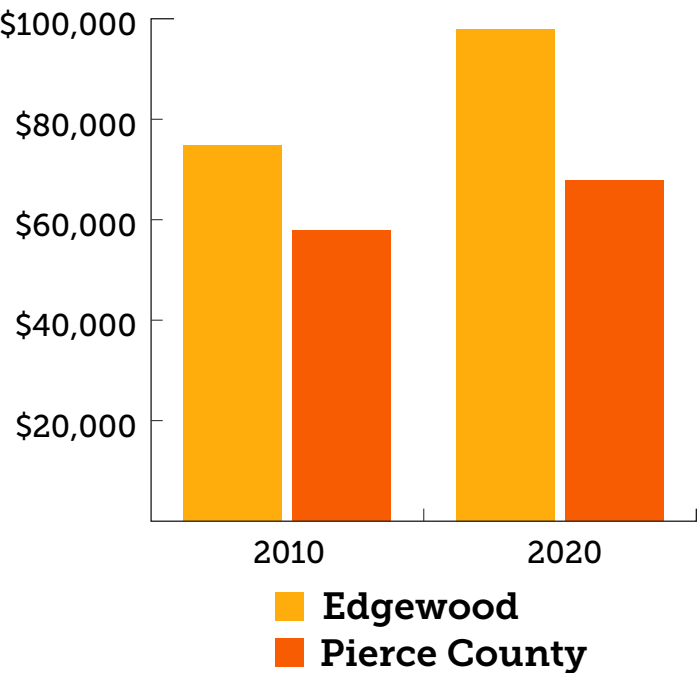
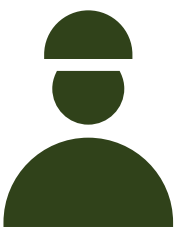


Figure 2.2.3: 2010 and 2020 Median Household Incomes of Edgewood and Pierce County  
Source: US Census

## Employment Characteristics

From 2000 to 2018, employment in Edgewood increased by about 20 percent, whereas employment in Pierce County increased by about 30 percent during the same period. This is primarily due to the rural history of Edgewood.



The most significant economic sector in Edgewood is the Construction/Resource category at 34 percent, followed by Services at 33 percent and Education at 15 percent. Construction/Resource has always been an important economic sector for Edgewood, which accounts for more than double the percentage of the construction/resource trade in any of the nearby peer cities.

When compared to other municipalities in Pierce County, only the towns of Carbonado (0.08) and Steilacoom (0.09) have a lower employment-to-population ratio than the City of Edgewood (0.14), based on data from the Puget Sound Regional Council (PSRC), Washington State Office of Financial Management (OFM), and the 2020 BERK report. Although this reflects Edgewood’s largely residential character and history, it highlights the vast potential of the Town Center to attract business along with additional residents.





# 5 Urban Design

## 5.1 Overview

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Town Center is envisioned as the heart of the Edgewood community: an inviting destination and gathering place that reflects the identity and defines the character of the city. Having emerged through the course of 30 years of public involvement, this Town Center Plan prioritizes five key characteristics: pedestrian-friendly design, community-serving public and private space, housing density and mixed uses, Northwest character, and climate change resilience. The Urban Design chapter provides direction for the physical form of Town Center, with an emphasis on these key characteristics.

## 5.2 Town Center Characteristics

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### Pedestrian-friendly Design

The pedestrian is central to the Town Center experience. Pedestrian-friendly design is human-centered and human-scale. It looks to people on foot as the measure of its success. It deemphasizes vehicular travel and aims to produce an accessible, comfortable experience for people of all abilities. These places ensure people have convenient access to the things they need and multiple opportunities to engage in the activities they enjoy.

Essential qualities of pedestrian-friendly places include:

- A variety of public and private spaces designed for people to gather and linger in Town Center. A mix of ground floor commercial and public uses will encourage pedestrians to explore.
- Accessibility, walkability, and interconnectivity between and within all destinations, including first-, second-, and third-places (i.e. home, work, and play).
- “Visual legibility” expressed through the careful arrangement of architecture, public space, and wayfinding.
- “Activated” street environments with a strong sense of spatial enclosure reflected in an appropriate ratio of street width to building heights.
- Architecture that is human-scale, interesting, and inviting. Buildings may utilize diverse materials, a variety of colors, and draw from numerous sources of inspiration. A high degree of façade transparency expressed through architectural glazing, building articulation and openings (e.g., windows and doors).
- Seating in private and public settings which offer spaces for rest, relaxation, and the ability to take in one’s environment.

- Landscape plantings and green spaces that add beauty, buffer vehicular traffic, screen undesirable views and noise, and provide winter windbreaks and shady spaces to escape summer heat.
- Provision of essential amenities (e.g., shelter, drinking fountains, public restrooms, waste receptacles, and bike racks) to ensure basic needs are met.
- Safety features (e.g., lighting, bollards, signaled crossings) that ensure people are protected from undue harm, day and night, with special attention paid to protection from vehicles and night use.
- (Placeholder for additional items)

**Pedestrian-friendly Places in Town Center**

The epicenter of pedestrian-friendliness in Town Center will be 24th Street East. Envisioned as a main street, 24th Street will feature vibrant destinations in a walkable, human- atmosphere. The Town Center portion of Meridian Ave will also be improved to ensure that pedestrians feel safe and welcomed.

**Curbless Roadways**



The example above shows an unsafe curbless roadway, with no access control. In contrast, the image below portrays a safe and attractive pedestrian space.



**Examples of Public Seating**



*Ground floor easements for outdoor dining and cafes*



*Benches*



*Moveable chairs*



*Setback private rooftop seating*



*Seat walls*

# PLACEHOLDER

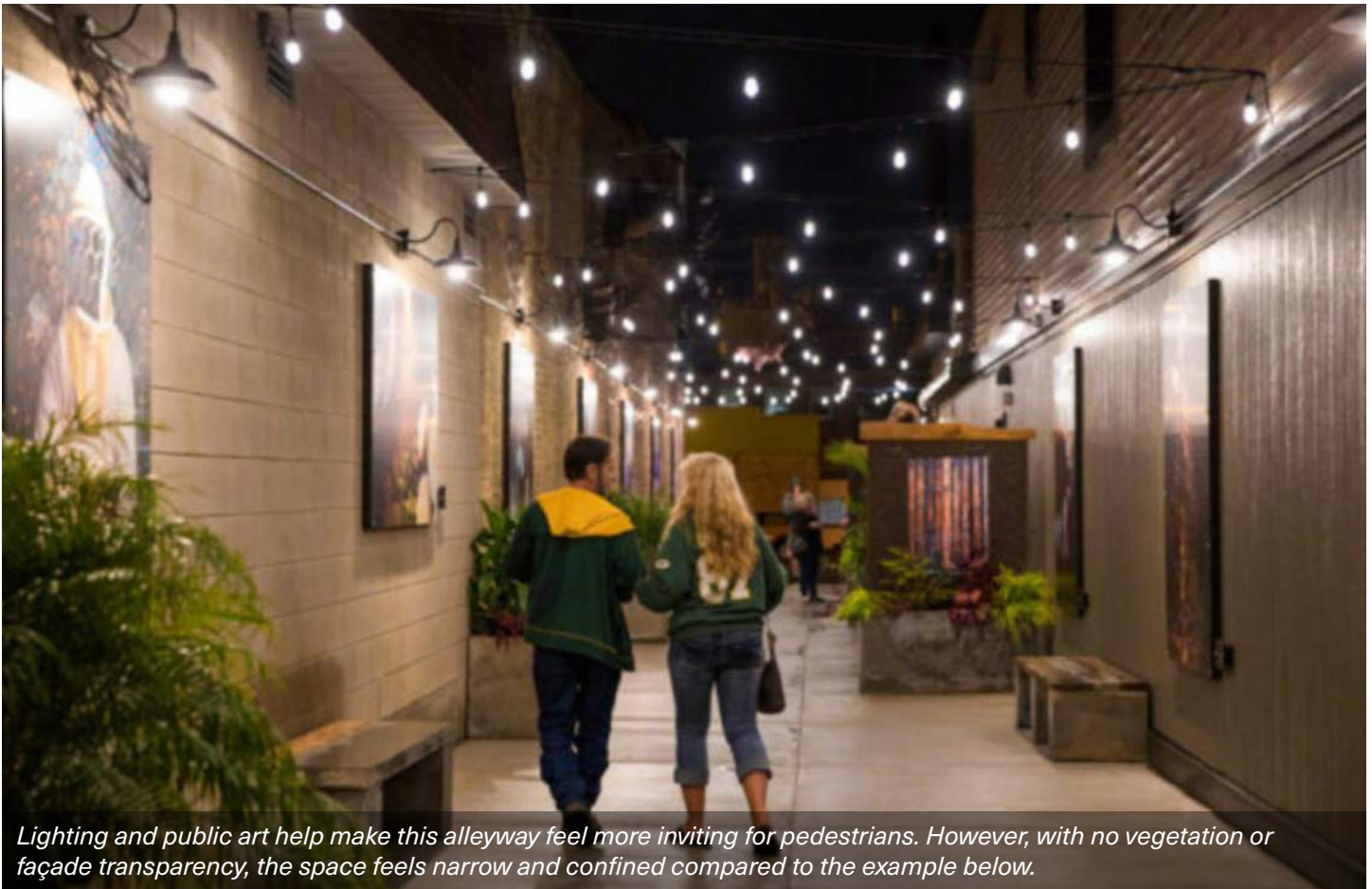
(placeholder - mid-block crossing -----  
-----)

Crossings will prioritize the convenience and safety of pedestrians. A new festival street will include pedestrian-centric features, such as a curbless design with vehicle access control to allow sidewalk activity to flow into the street. To reduce negative visual impacts and enable connections between the street and interior uses, parking will be located behind and on the sides of buildings when possible. Significant effort will be made to redirect traffic to the parallel road network. Parking will also be screened with landscaping. Driveways will be limited in width and number to keep pedestrians safe and reduce sidewalk obstruction.

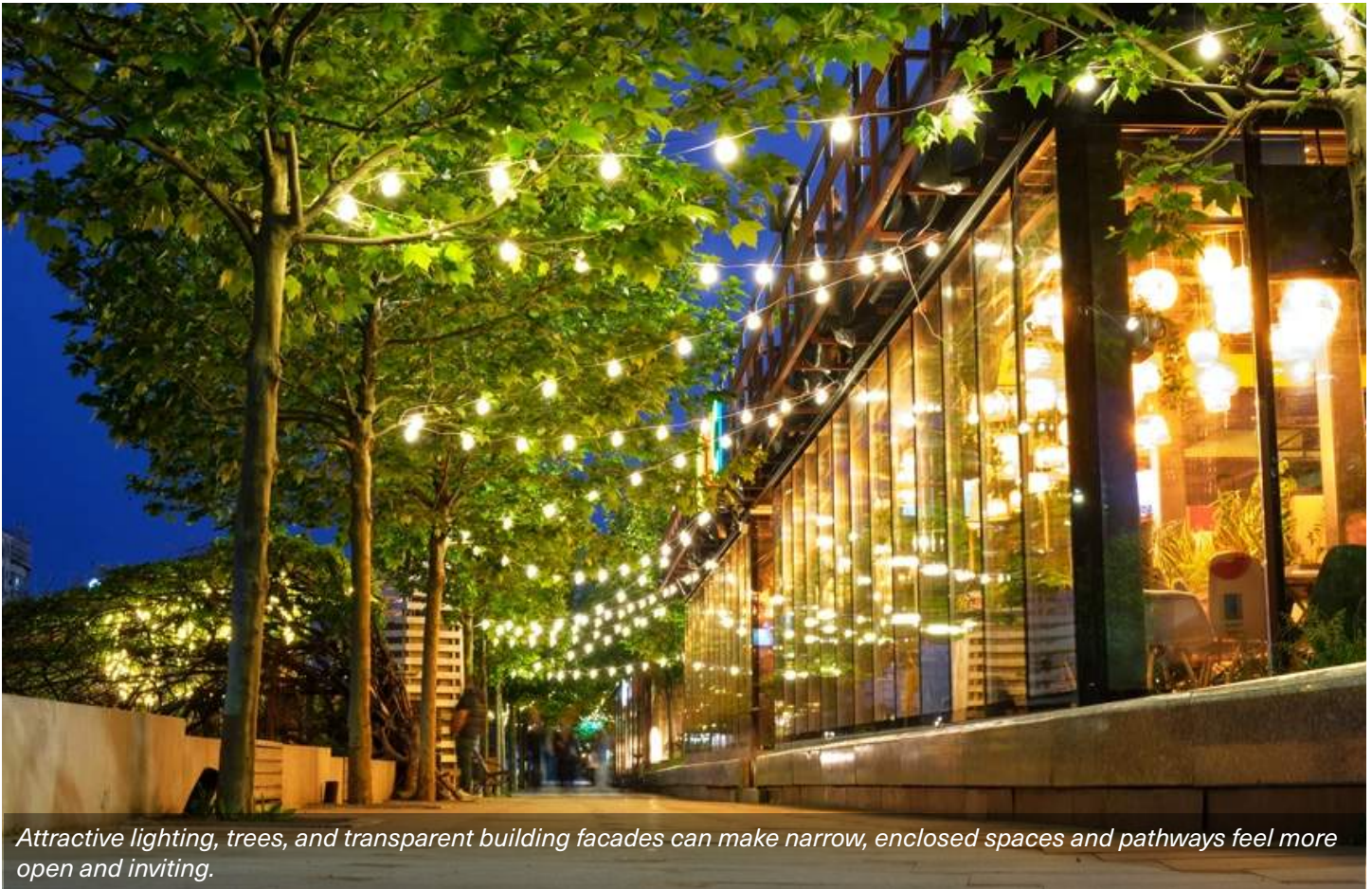
1. Trails, sidewalks, and pathways throughout the Town Center will form an interconnected network of pedestrian routes between and within destinations. Lighting and safe street crossings will ensure that this network is convenient, inviting, and secure. Wayfinding signage will guide both pedestrians and cyclists to places of interest in Town Center and the surrounding area. Residents will also enjoy safe and comfortable walking routes from Town Center to destinations in nearby neighborhoods, including the new amphitheater, playground, and trails at Edgewood Community Park.



*Building articulation, transparency, variation on architectural forms, and changes in materials and colors help to create a sense of pedestrian scale. Signage, street trees, lighting, landscaping, and public art also enhance the walkability of a street.*



*Lighting and public art help make this alleyway feel more inviting for pedestrians. However, with no vegetation or façade transparency, the space feels narrow and confined compared to the example below.*



*Attractive lighting, trees, and transparent building facades can make narrow, enclosed spaces and pathways feel more open and inviting.*



*A mix of retail and other uses at the ground-level creates a vibrant and interesting pedestrian environment.*

## Community-serving Public and Private Space

The City of Edgewood will collaborate with its citizens alongside developers, landowners, and businesses to develop community-serving public and private spaces. Community-serving public spaces are pedestrian-oriented environments that facilitate access to essential community services and provide experiences fundamental to building community. They are supported by critical amenities, circulation, site furnishings, and attractions. They can take many forms, including public buildings, parks, plazas, festival streets, breezeways, pedestrian promenades, and other kinds of open spaces. Community-serving private spaces are interior or exterior environments located adjacent to public spaces and are accessible from the street or ground level. They include an appropriate mix of retail shops, grocery markets, private and co-working offices, and semi-private meeting rooms or community spaces. Ideally, these public and private spaces are mutually supportive of each other's functions and are enhanced through their adjacency and interaction. Wherever possible, interfaces between these spaces should be permeable, transparent, and accessible. Ideally, community-serving public and private spaces use all

the above in combination to create a critical mass of community activity that grows the local economy and improves the quality of life for Edgewood residents.

## Critical amenities for community-serving spaces

Successful public spaces meet the basic needs of human beings. They provide access to food, shelter, mobility, and hygienic services that are essential to well-being. They can also facilitate the provision of other community services such as access to education, healthcare, housing, or employment. Permanent amenities may include public restrooms, bus shelters or transit centers. Other amenities may be semi-permanent or temporary such as street food vendors, farmers' markets and community clinics.

## Attractions

Community-serving attractions may be permanent, semi-permanent, or temporary. Some attractions may be physical features such as public art, water features, play equipment, or outdoor eating areas. Attractions may also take the form of public events,

including festivals, concerts, or other cultural events. Depending upon location, size, and character, event spaces should be designed to accommodate flexible site programming, seasonal uses, or other semi-permanent or temporary uses.

# Critical Amenities

## Seating

(placeholder text-----  
-----)  
-----)



## Public Restrooms

(placeholder text-----  
-----)  
-----)



## Drinking Fountains

(placeholder text-----  
-----)  
-----)



## Waste Receptacles

(placeholder text-----  
-----)  
-----)



## Public Art

(placeholder text-----  
-----)  
-----)



## Parking

(placeholder text-----  
-----)  
-----)



*Outdoor events, like this one in Redmond, Washington, activate streets and other public spaces and bring people together.*



*Outdoor seating at restaurants and cafes and wide pedestrian spaces enliven the streetscape, like this block in Bend, Oregon.*



## Housing Density and Mixed Uses

Town Center will provide a range of housing options, such as multi-family apartments and condos, townhomes, and multigenerational and senior housing. Higher density will help create a walkable built form while providing more housing, attracting new residents, and supporting local businesses. Mixed-use buildings with ground floor retail, offices, and civic uses will be located along key pedestrian streets where they can be easily accessed. Residential-only buildings will be set back from the street, which will allow for privacy and security. With a broad range of compatible uses in one neighborhood, Town Center can become a place where people live, work, and play.

*Indoor spaces can be designed to provide community functions, like this meeting room in Kenmore, Washington. Windows connecting to the building exterior and interior create a sense of connectivity and openness.*



*Midrise, mixed-use buildings can provide higher density housing while providing commercial and office space.*



## Northwest & Local Character

Buildings in Town Center will reflect Northwest character and Edgewood's rural history through features such as pitched roofs and a natural color palette. Landscaping will also include native plants and preserve existing unique natural features, such as tall trees and rock outcroppings. Corporate-style building architecture and materials will be limited, while building forms that invoke traditional Northwest rural and small town character will be encouraged. Existing landmarks, such as the meadow-like Edgewood Knoll and the historic barn and windmill, will be preserved and connect residents to Edgewood's rich rural history.

## Edgewood Branding and Signage

The Edgewood windmill logo and color palette—currently used for print and digital promotional materials—also have value for promoting a unified character throughout Edgewood's built environment. Opportunities for incorporating the color palette include architectural facades and accents, interior treatments of public-private spaces, paving materials, street banners, monuments and signage. Wayfinding signage and banners are especially suitable for

*Townhomes are one option to address the “missing middle.” Town Center should provide a variety of affordable, accessible, multigenerational housing to the greatest extent possible.*

incorporating Edgewood's logo. Adherence to the style guide is essential to achieve the visual continuity afforded by repetition of the color palette. While stringent adherence will result in a more cohesive and continuous visual experience, the application of the palette should be varied and diverse so as to avoid monotony. Individual structures, buildings, and developments should be given flexibility to interpret how best to incorporate the palette so as to bestow a unique application of the palette to each, thereby producing a diverse, yet unified mosaic throughout the built environment. Emphasis for this approach should be given to the most pedestrian-oriented areas of the city, especially development along the 24th Avenue corridor and immediately adjacent to the Civic Center Campus.



*The Edgewood logo and color palette will be implemented in various signage and materials throughout Town Center.*

## Signage Examples

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PLACEHOLDER

*Kiosk*

PLACEHOLDER

*Monument*

PLACEHOLDER

*Pylon*

PLACEHOLDER

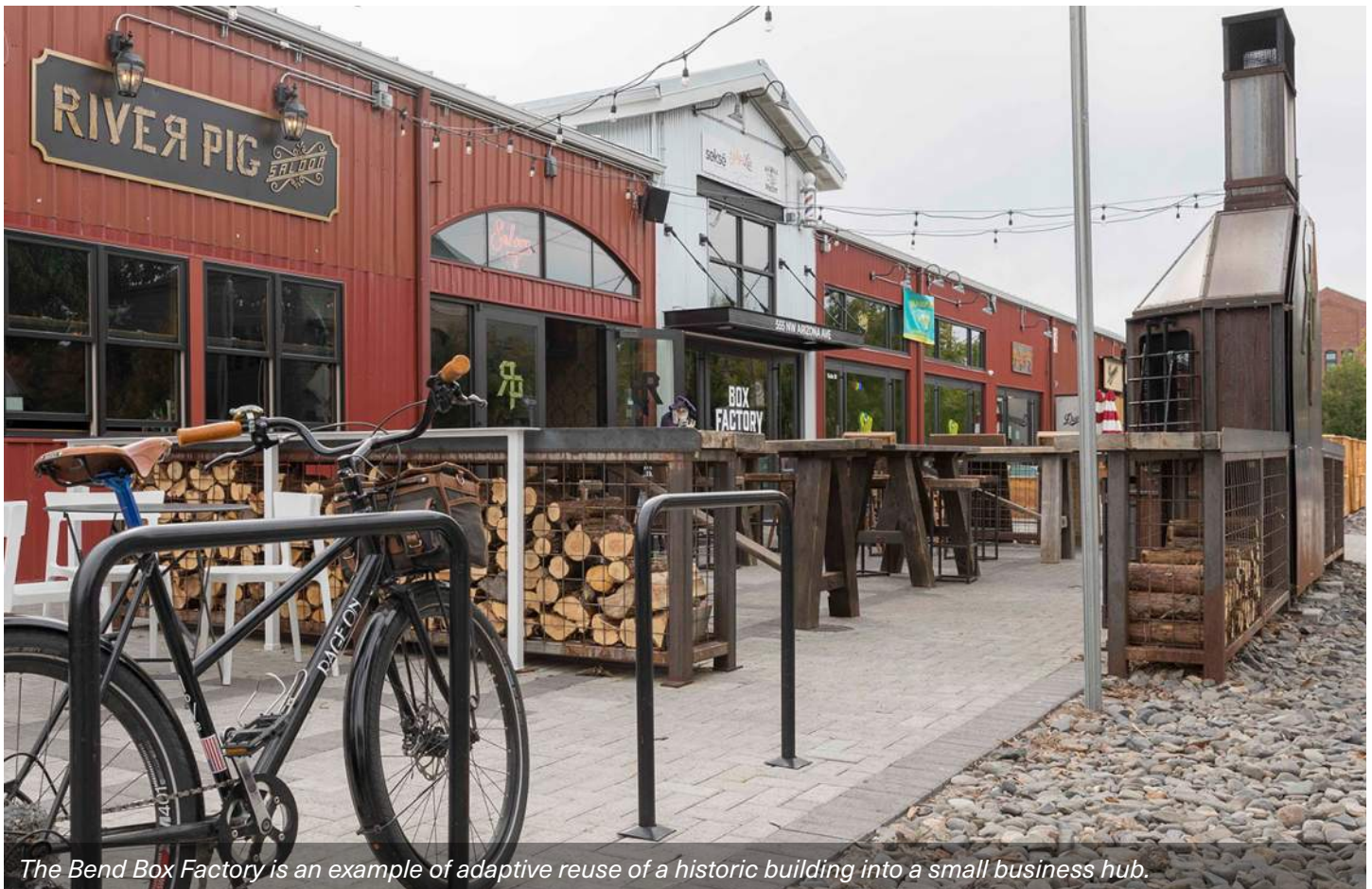
*Pole-mounted*

PLACEHOLDER

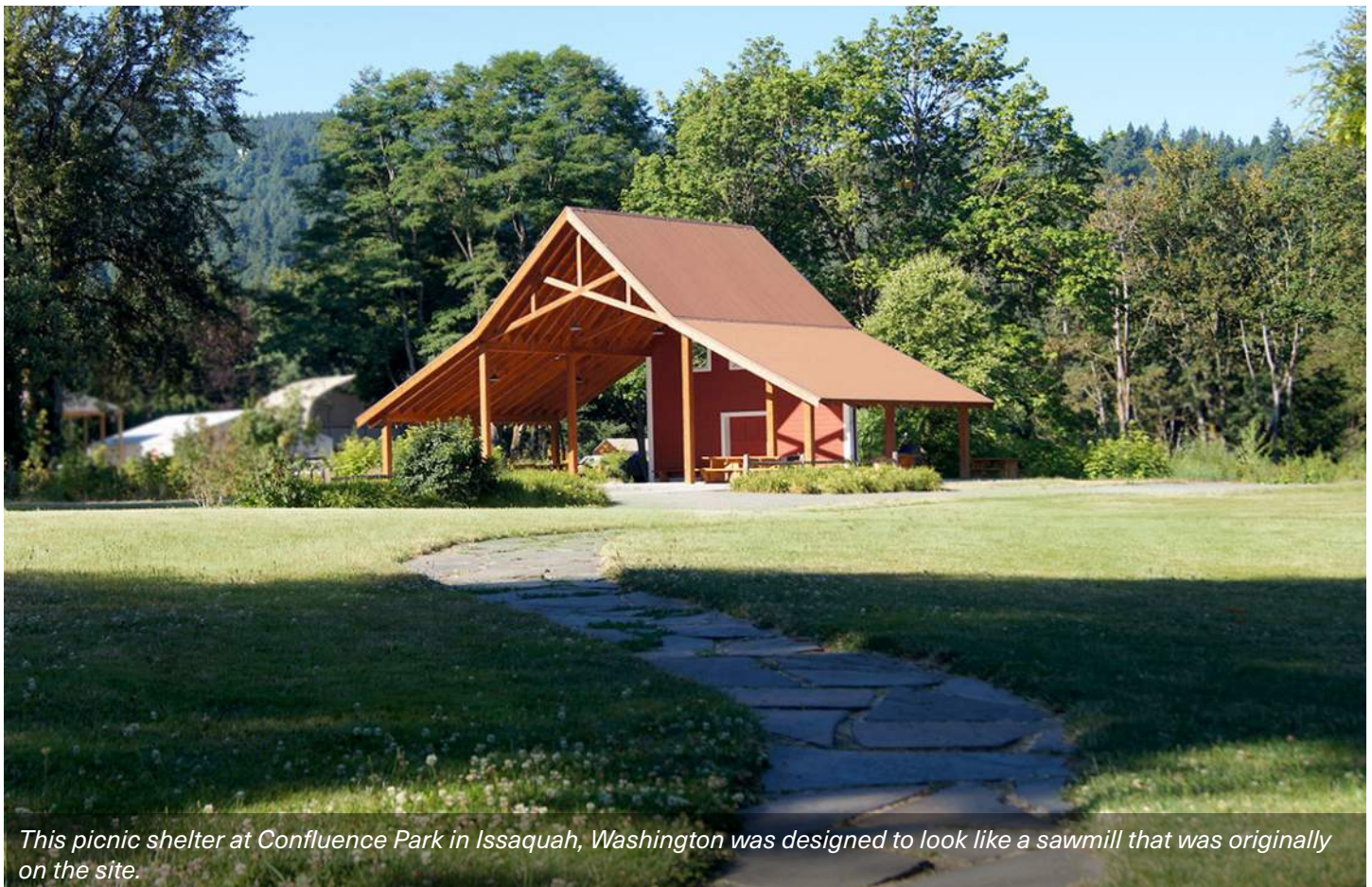
*Sandwich Board*

PLACEHOLDER

*Placeholder – vignette showing use of Edgewood colors and branding on signage/facades/etc*



*The Bend Box Factory is an example of adaptive reuse of a historic building into a small business hub.*



*This picnic shelter at Confluence Park in Issaquah, Washington was designed to look like a sawmill that was originally on the site.*



*The Carnation and Fall City (Washington) libraries are designed in a modern Northwest architectural style, with materials reminiscent of the natural landscape.*



*The Hangar at Kenmore Town Square uses natural colors and a variety of wood, glass, metal, and other materials on the interior and exterior.*



*These colors and textures will be encouraged for use in the Town Center to reflect Northwest character.*

### Climate Change Resilience

Higher density in Town Center will result in more efficient use of land, allowing for sensitive areas and open spaces to be conserved elsewhere in Edgewood. Increased density and design for walkability can also reduce dependence on private vehicles for short trips,

*The Stanley, Idaho Town Square buildings include materials and forms inspired by traditional rural styles.*

resulting in lower carbon emissions. Lawns will be used sparingly and generally reserved for play areas, great lawns, and appropriate event spaces. Smaller landscape areas will favor mixed vegetative ground covers, shrubs, and trees to create plant diversity and habitat for birds and pollinators. Green roofs will also be encouraged as part of new development. Parking lots will include landscaping and, where possible, pervious surfaces and green stormwater infrastructure to minimize stormwater impacts.

Landscaping throughout Town Center will incorporate drought-tolerant and native species appropriate to the Pacific Northwest, improving resilience of the urban forest and plant ecosystem and minimizing water use. Depending upon the species, trees generally provide a range of ecological benefits, including but not limited to reducing the urban heat island effect, providing wildlife habitat, managing stormwater, improving air quality, attenuating noise, and creating pleasing visual and spatial effects. All effort should be made to maximize the number, diversity, and size of trees planted in Edgewood. Similar care should be

taken to select and locate trees suitable to the urban environment. When coordinated effectively across private and public land in the urban landscape, the resulting urban forest could become Edgewood's single most effective tool for achieving climate resiliency.



*Native plantings and mixed vegetation are encouraged in landscaping of all kinds, including in parking lots and streetscapes. Green roofs will also be encouraged.*



*Higher density and mixed uses can help lower carbon emissions by improving walkability and reducing dependence on private vehicles. This also allows for preservation of open spaces and reduced sprawl elsewhere in the city.*

## 5.4 Urban Design Recommendations

These recommendations are intended to attract development interest to the area and enable the realization of the Town Center vision.

### Park Land Acquisition

The city has established “City-Wide Park Land Acquisition” as a capital facilities project in the 2022-2027 Capital Improvement Plan. The intent of this project is to plan for the acquisition and preservation of land for future parks and recreational uses in advance of development, to ensure affordable land prices and a choice of sites. Priority areas identified in the PROS Plan are west of Meridian and in Sumner Heights. Additional park land could catalyze future growth in Edgewood and Town Center, as people typically prefer to live near parks, open space, and trails.

In 2005, the City purchased an 18-acre parcel of land on the northeast corner of 36th and Meridian from the Puyallup School District. Edgewood Community Park has since been built and includes a splash pad, small amphitheater, and sports facilities. While this park falls outside of Town Center’s boundaries, it is located within walking distance. Pedestrian and bicycle improvements and wayfinding could be added to create a safe route from Town Center to the park.

### Wayfinding and Interpretive Signage

To improve the walking and bicycling environment in Town Center, the City could implement wayfinding signage that directs people to key destinations in and around the neighborhood, such as the civic center campus and Edgewood Community Park.

The City could also install historical interpretive signage at key locations on pedestrian-oriented streets, such as 24th Street East. Signs could describe key events in the City’s history and previous uses of the Town Center area. This storytelling through signage would connect current residents and visitors with Edgewood’s past.

### Changes to maximum FAR and FAR bonuses

To discourage overly tall development for the creation of a human-scale, traditional main street experience, the City should consider adjusting the maximum

FAR and defining different regulations for different locations. For example, a maximum 2:1 FAR without incentive bonuses could be maintained on 24th Street. Where bonuses are earned, the FAR could be made to not exceed 3:1 @ 100% of the lot area. Alternatively, on Meridian Avenue, a maximum 3:1 FAR without incentive bonuses might be maintained to encourage high density development without additional red tape or expenses. Where bonuses are earned, the FAR on Meridian Avenue could be made to not exceed 6:1 @ 100% of the lot area.

New bonuses for green roofs (including rooftop gardens), urban trails, and childcare/nonprofit spaces could be considered in order to incentivize developers to provide additional features for social and environmental benefits. Gateway features at key intersections could also be included as part of the existing FAR bonus for an “exterior art element.”

### Remove some existing requirements around commercial uses

EMC 18.80.080D Table 1 currently includes a footnote requiring residential single-use projects on project areas of three acres or larger to be set back 150 feet from an arterial right-of-way line. 30% of this setback area is required to be developed into retail or office uses or preserved for those uses in the future. The City should consider removing this to create more flexibility for development and to prevent a pattern of vacant frontages along arterials.

EMC 18.80.080D Table 1 also includes a footnote that allows vertical mixed use projects with ground floor commercial space to be constructed as fully residential projects if the ground floor is converted to a commercial use within three years of building occupancy. This is challenging to enforce and is unlikely to provide a practical benefit to developers.

### Consider new architectural requirements

The City may consider expanding upon design requirements for the Town Center area. The following roof typologies are recommended for buildings to meet the intended character for Town Center.

- Barrel
- Conical (for vertical projections)
- Dome (for vertical projections)

- Mansard
- Parapet
- Pyramid
- Shed

(Placeholder – possible recommendations for facades)

## Consider strategies to encourage appropriate special enclosure

For any street, the spatial definition of street enclosure is determined by the ratio of horizontal space between buildings on opposite sides of the street as compared to the height of those buildings. Generally, a minimum ratio for effective horizontal to vertical definition is 2 horizontal units for every 1 vertical unit. Some consider a ratio of 1:1 to be ideal, while others may idealize the golden ratio of 1.618:1. Regardless of the chosen ideal, any street corridor with an exaggerated horizontal or vertical dimension tends to lack a sense of enclosure that can be considered “human-scale.” In pedestrian-oriented environments, like a main street or in this case of this plan, the Town Center as a whole, it is imperative to generate human-scale enclosures for the purpose of legibility of the townscape and comfort while occupying it. This will be particularly important for streets and roads where foot traffic is expected.

## Consider strategies for improved through-block connections

The City should explore ways to encourage through-block connections throughout the Town Center. For example, the City could require one through-block connection for every 100 linear feet of façade frontage. The City may also wish to require through block public plazas on private property to contain at least one circulation path at least 10 feet in width connecting the two streets. Secondary entrances fronting these public plazas and a minimum façade transparency percentage could also be required or incentivized.

## Consider strategies for a healthy, resilient urban forest

The City might consider establishing a department of Urban Forestry and employing an ISA Certified City Arborist. Edgewood could also develop an urban forest manual or guide and an approved or recommended street tree list. The City may add requirements for minimum 4-foot wide tree wells for small trees, increasing in width and overall soil volume

for larger trees. Development incentives may also be provided for installing large trees in urban settings, since larger trees have a larger positive impact on climate resilience. The City could also develop a standard detail for tree root cells and structural soils to increase root area volume under impervious surfaces. Finally, the City may incentivize permeable surfacing wherever possible to increase penetration of water and oxygen in the soil. City of Tacoma, City of Puyallup, and City of Sumner are examples of cities with strong requirements and incentives for trees.

## Revise open space requirements

Edgewood should consider eliminating open space requirements for development adjacent to the Civic Center campus. In these instances, the Civic Center campus may provide adequate open space.

## Consider opportunities to increase seating amenities

The City should make provisions for rear lot outdoor seating and consider how to treat the frontage condition at 24th to adequately activate the street environment. This could look like an extensive outdoor eating and drinking area at the rear of the lot with a roll-up garage door style at the building frontage to invite views into and out of the business without occupying sidewalk space. Changes to regulations and incentives should ensure accommodation of seating to the greatest extent possible with minimal to no permitting.

## Create resources and regulations for Town Center signage

Edgewood should develop a Signage Typology and Hierarchy as a component of a Design Guidelines manual. Edgewood should also utilize its existing branding to guide the aesthetics of its public signage. The City may also wish to update the sign code to contemplate private and business signage types to be limited, restricted, or controlled in their use. This is especially relevant where signs may be appropriate in the public right-of-way, if their height and typology allow, for example sandwich boards on sidewalks.

## Consider placement of parking

Parking should be accommodated on-street and north of 24th at the rear of buildings by means of a Civic Center Campus public parking lot. This lot should be sufficiently-sized and capable of conversion to a multi-level and/or subsurface parking structure. Minimum

parking requirements should be eliminated for Main Street businesses. In addition to public parking spaces, reserved accessible parking spaces should be accommodated on street and at the rear along the pedestrian promenade.

To generate revenue and discourage long-term parking. Modern coin, cash, card, or “cloud” paid parking meters should be utilized on Main Street for reasonable prices, free on evenings, weekends, and possibly on Fridays. The public lot on the Civic Center Campus ought to be free, but the City may wish to utilize it for paid event parking.

### **Create guidance regarding public art**

Edgewood should develop a Public Art Typology to assist with the provision of developer incentives and bonuses. This would include descriptions of desirable and undesirable types of art, along with guidance on selecting an appropriate location.

**(Placeholder – consider requiring cross connectivity, alleys, etc. and shared access driveways)**

**(Placeholder – consider a shared public parking lot / parking consolidation requirement)**

**(Placeholder - maximum parking requirement)**

**(Placeholder – consider revising minimum loading space, only applying it to specific uses)**

**(Placeholder – consider requiring all single story buildings to be constructed in a way that makes a future second story possible)**

**(Placeholder – consider revising open space requirements numeric standard to offset heat island impacts and provide meaningful open space amounts)**

**(Placeholder - specific urban design standards for key streets)**



# 6 Land Use and Zoning

## 6.1 Overview

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The Land Use and Zoning chapter seeks to promote community character, preserve and strengthen residential neighborhoods, and foster Town Center as a vibrant and mixed-use center. It also seeks to describe land use designations, protect the natural environment, and promote healthy living.

## 6.2 Land Use

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### Existing Land Uses

The Town Center Sub-area is mainly characterized by the development along the Meridian Corridor and the 24th Street East Corridor. Below is a brief summary of the existing land uses that have developed along these two corridors within the Town Center.

#### Meridian Corridor

Meridian Avenue East extends north and south through the Town Center. It is the primary commercial corridor for the City and connects Edgewood to the City of Milton's main commercial area to the north and the City of Puyallup to the south. The existing land uses along this corridor are characterized by suburban style commercial development and comparatively newer residential development.

Edgewood Heights, The Arbors at Edgewood, and Simon's Mill Apartments are examples of higher-density garden style multi-family residential units being developed in the Town Center. These developments feature discrete buildings with ample separation, easy automobile access, surface parking, and private amenities. The Arbors includes plenty of walkways connecting with the City's growing network of sidewalks, multi-use paths, and bike lanes. These multifamily apartments were built within the last ten years and are in great condition.

The existing commercial land uses along the corridor range from local businesses like Acorn Brewing, The Wine Spot, Sook's Family Hair Cut, and North Hill Dental to regional chain businesses like Cobalt Storage and Timberland Bank. The majority of the existing commercial uses are older buildings that were developed prior to the establishment of the Town Center zoning district and associated designs standard. Town Center has seen a few commercial developments in the last ten years that feature the architectural style described in the design standards. In addition to multiple greenfield properties, there are several more vacant or underutilized properties that are all ripe for infill or redevelopment.

## 24th Street East Corridor

The subarea is bisected by 24th Street East in an east and west alignment. Businesses along 24th Street include Sterling Automotive Service, Connection Therapy Center, Sunco Window Cleaning, and PNW Lash and Beauty. The buildings these commercial businesses were built prior to the establishment of the Town Center zoning district and associated design standards being implemented. These properties are prime for redevelopment.

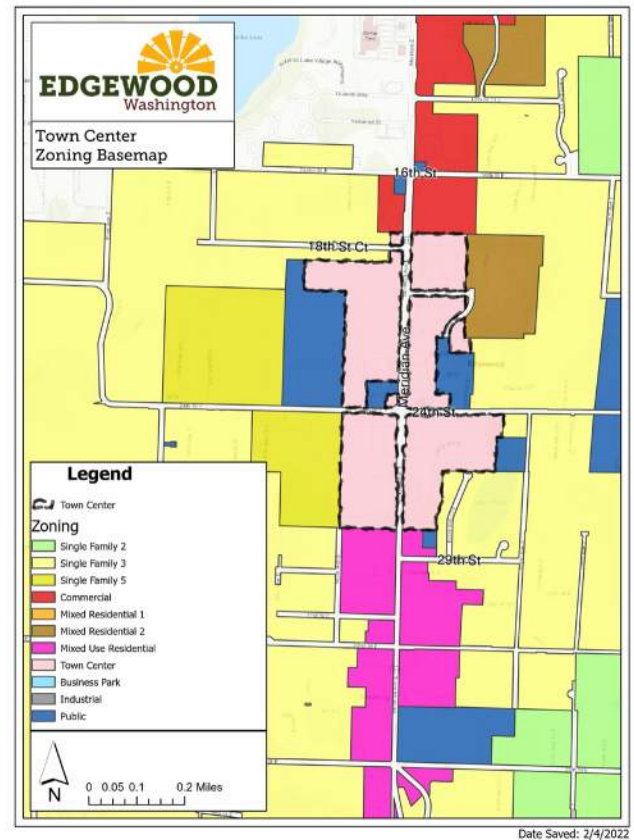


Figure 6.3: Town Center Zoning Map

## Land Use Designations

The City's Comprehensive Plan includes goals and policies that are designed to help the City achieve its vision for the Town Center subarea. The land use element of the Comprehensive Plan includes future land use designations and an associated future land use map that spatially depicts where specific land uses are planned to allow for harmonious development and compatibility amongst uses. The entire Town Center subarea has a land use designation of "Town Center" (Figure 6.2). The Comprehensive Plan describes the Town Center land use designation ([see next page](#)).

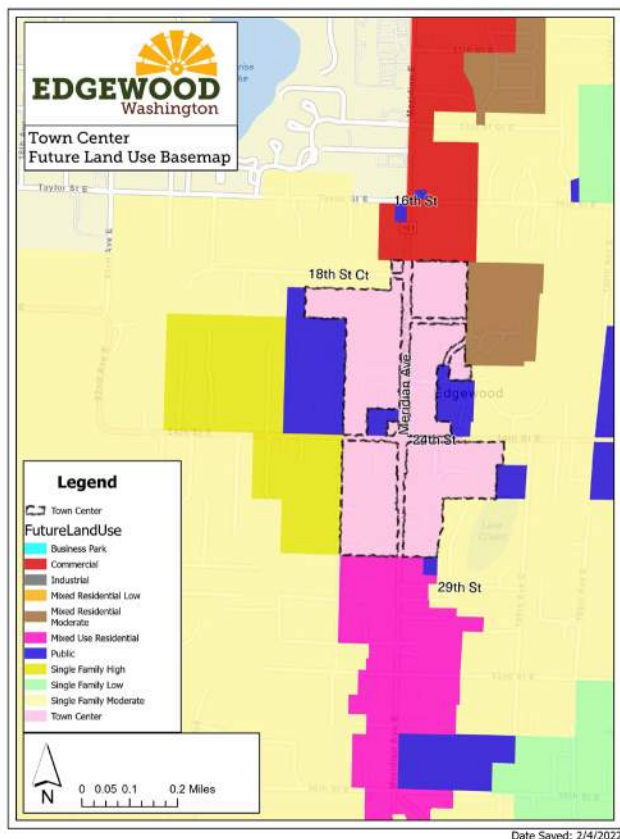


Figure 6.2: Town Center Future Land Use Map

## 6.3 Zoning

The City of Edgewood is divided into zoning districts that are consistent with and implement the Comprehensive Plan by establishing development controls for specific areas of the City. Each zoning district defines how the properties within it can be used, subdivided, and developed. The Town Center land use designation is implemented by the Town Center zoning district. The Town Center zoning district covers 76.9 acres of the City. The current version of the Edgewood Municipal Code describes the Town Center zoning district (see below).

Edgewood Municipal Code Section 18.70.050 establishes permitted land uses within each zoning district. The Edgewood Municipal Code specifies for each zone whether a land use is permitted outright (✓), subject to a conditional use permit (CUP), subject to an administrative use permit (A), or prohibited (-). Uses not specifically identified are not permitted. Please see [Table 6.3 on the following page](#) for an explanation of what types of uses are allowed in the Town Center zone.



### Town Center Zone

*The Town Center (TC) zoning district is envisioned as the **heart of Edgewood**, reflecting a unique local character and rural roots. Borrowing from traditional town development patterns and forms, the TC is envisioned as **the most walkable area of the city**, with a mix of multistory and single-story buildings framing the street and other public spaces. The TC zone accommodates a range of compatible uses emphasizing a variety of vertical and horizontal **mixed use** development, pedestrian-oriented retail, multifamily residential, senior housing and civic uses. The TC zone complements local traffic, bicycle, and pedestrian circulation and provides **connectivity** to public **open spaces**."*



*Located NW of the 24th and Meridian intersection, the Nyholm-Edgewood mindwill is the focal point of Town Center and a historic part of the area's history.*

**Table 6.3: Land Use Table - Town Center Zoning District**Current as of **June 2022****✓ Use permitted**

- |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <ul style="list-style-type: none"> <li>• Administrative Government Facilities and Services</li> <li>• Adult Family Home</li> <li>• Agricultural Sales</li> <li>• Ambulatory Health Care Services, All Other</li> <li>• Apartment</li> <li>• Assisted Living Facilities</li> <li>• Bed-and-Breakfast Inns</li> <li>• Car Washes</li> <li>• Child Daycare Services, All Other</li> <li>• Child Daycare Services, Home-Based</li> <li>• Consumer Goods Rental</li> <li>• Drinking Places for Alcoholic Beverages</li> <li>• Educational Services, All Other</li> <li>• Elementary and Secondary Schools</li> <li>• Emergency Housing</li> <li>• Emergency Shelter</li> <li>• General Business and Professional Services (Office)</li> </ul> | <ul style="list-style-type: none"> <li>• Golf Courses and Country Clubs</li> <li>• Hospitals</li> <li>• Hotels (except Casino Hotels) and Motels</li> <li>• Indoor Arts, Entertainment, and Recreation Activities, Other</li> <li>• Junior Colleges, Colleges, Universities, and Professional Schools</li> <li>• Libraries</li> <li>• Live/Work Unit</li> <li>• Mobile Vendors</li> <li>• Museums and Art Galleries</li> <li>• Nursing and Residential Care Facilities</li> <li>• Outside Displays</li> <li>• Parks, Open Space, and Public Recreation</li> <li>• Passenger Car Rental and Leasing</li> <li>• Permanent Supportive Housing</li> <li>• Personal Care Services</li> </ul> | <ul style="list-style-type: none"> <li>• Pet and Pet Supplies Stores</li> <li>• Pet Care Services, All Other</li> <li>• Pipeline Transportation</li> <li>• Religious Assembly (Up to 10,000 sq. ft.)</li> <li>• Restaurants, Full Service</li> <li>• Restaurants, Limited Service</li> <li>• Retail Trade, All Other</li> <li>• Services for the Elderly and Persons with Disabilities</li> <li>• Snack and Nonalcoholic Beverage Bars</li> <li>• Social Assistance, All Other</li> <li>• Special Food Services</li> <li>• Technical and Trade Schools</li> <li>• Townhouse</li> <li>• Transitional Housing</li> <li>• Transportation, All Other</li> <li>• Vocational Rehabilitation Services</li> <li>• Wireless Communication Facilities</li> <li>• Zoos, Aquariums, and Botanical Gardens</li> </ul> |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

**CUP Use may be approved by conditional use permit**

- |                                                                                                                                                                                                                            |                                                                                                                                                                                          |                                                                                                                                                                |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <ul style="list-style-type: none"> <li>• Caretaker Residence</li> <li>• Drive-Up Windows</li> <li>• Gambling Industries</li> <li>• Gasoline Stations</li> <li>• Manufacturing, Craft</li> <li>• Outside Storage</li> </ul> | <ul style="list-style-type: none"> <li>• Parking Structures</li> <li>• Religious Assembly (10,000 to 19,999 sq. ft.)</li> <li>• Religious Assembly (20,000 to 29,999 sq. ft.)</li> </ul> | <ul style="list-style-type: none"> <li>• Religious Assembly (30,000 to 39,999 sq. ft.)</li> <li>• Truck, Utility Trailer, and RV Rental and Leasing</li> </ul> |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------|

**A Use may be approved by administrative use permit**

- |                                                                                      |                                                                                                                   |                                                                         |
|--------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------|
| <ul style="list-style-type: none"> <li>• ADU, Detached (Backyard Cottage)</li> </ul> | <ul style="list-style-type: none"> <li>• Outdoor Arts, Entertainment, and Recreation Activities, Other</li> </ul> | <ul style="list-style-type: none"> <li>• Veterinary Services</li> </ul> |
|--------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------|

**(Cont.) Table 6.3: Land Use Table - Town Center Zoning District**

Current as of **June 2022**

**– Use prohibited**

- |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <ul style="list-style-type: none"><li>• Accessory Dwelling Unit (ADU), Attached</li><li>• Animal Production and Aquaculture, All Other</li><li>• Animal Slaughtering and Processing</li><li>• Attached Dwelling</li><li>• Automobile and Other Motor Vehicle Dealers</li><li>• Automotive Oil Change and Lubrication Shops</li><li>• Automotive Repair and Maintenance, All Other</li><li>• Cattle Feedlots</li><li>• Cemeteries</li><li>• Commercial and Industrial Equipment Rentals</li><li>• Correctional Institutions</li><li>• Cottage Court</li><li>• Crematoria</li><li>• Crop Production, All Other</li><li>• Detached Dwelling</li><li>• Duplex: Back to Back</li></ul> | <ul style="list-style-type: none"><li>• Duplex: Side by Side</li><li>• Duplex: Top and Bottom</li><li>• Electric Power Generation</li><li>• Family Farm</li><li>• Fuel Dealers</li><li>• Funeral Homes and Funeral Services</li><li>• Hog and Pig Farming</li><li>• Kennels</li><li>• Manufacturing, Heavy</li><li>• Manufacturing, Light</li><li>• Marijuana Processing</li><li>• Marijuana Production</li><li>• Marijuana Retailers</li><li>• Mining, Quarrying, and Oil and Gas Extraction</li><li>• Mini-Warehouses and Self-Storage Units</li><li>• Multi-plex</li><li>• Other Repair and Maintenance, Commercial/Industrial</li></ul> | <ul style="list-style-type: none"><li>• Other Repair and Maintenance, Consumer</li><li>• Parking Lots</li><li>• Potable Water Treatment</li><li>• Religious Assembly (40,000 sq. ft. or greater)</li><li>• RV Parks and Recreational Camps</li><li>• Sewage Collection or Treatment Facility</li><li>• Sexually Oriented Entertainment</li><li>• Sexually Oriented Retail Businesses</li><li>• Warehousing and Storage, All Other</li><li>• Waste Management and Remediation Services, All Other</li><li>• Wholesale Trade</li></ul> |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

## 6.4 Land Capacity Analysis

The Buildable Lands Program seeks to establish a coordinated system for collecting and monitoring data regarding growth and development occurring in Pierce County and its cities and towns. The most recent data is included in the 4th Edition of the Pierce County Buildable Lands Report, released in 2021. There are six categories of land identified in the Buildable Lands inventory:

- Vacant
- Vacant (Single Unit)
- Underutilized
- Pipeline
- Built Out
- Undevelopable

Vacant represents those parcels that are assumed will be further subdivided to accommodate more than one housing unit. It also refers to commercial and industrial land that does not have structures. Vacant (single unit) similarly represents a vacant parcel but without the ability to further subdivide. An example of this would be a lot that was a part of a subdivision, where the lot size is already close to the minimum required. Underutilized land includes parcels that have an existing structure, structures, or land use activity but also have room to accommodate additional housing units or jobs. There is the assumption that 70 percent of the land in the Town Center zone will be developed with residential uses and 30 percent of land will be developed with non-residential uses.

Table 6.4.1 below indicates the Town Center zone calculates the potential for 65 additional residential dwelling units on vacant land and 464 dwelling units on underutilized land. There are no dwelling units calculated to occur on vacant single sites or pipeline dwelling units.

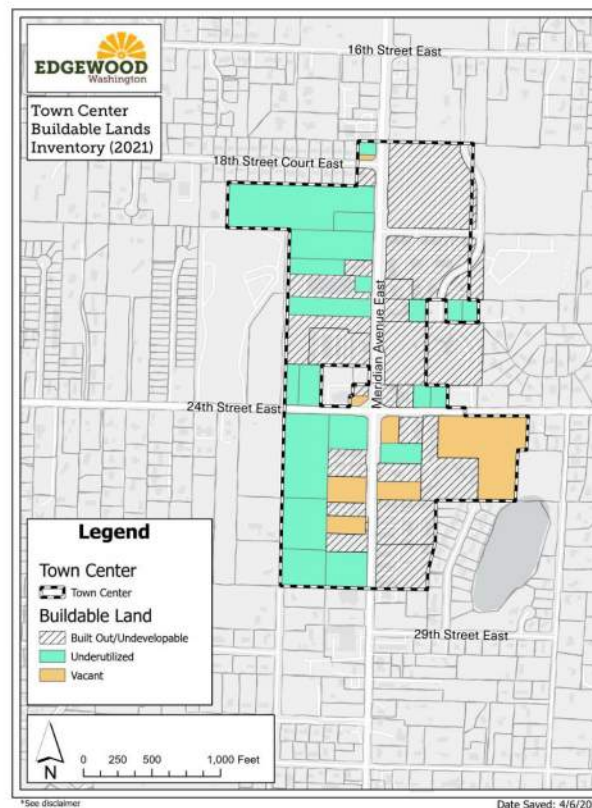
**Table 6.4.1: 2020-2044 Housing Capacity in the Town Center Zone (# Dwelling Units)**

| Category           | Total |
|--------------------|-------|
| Vacant             | 65    |
| Underutilized      | 464   |
| Vacant Single Unit | 0     |
| Pipeline           | 0     |

Table 6.4.2 below indicates the Town Center zone is calculated to provide for 193 jobs on underutilized sites. There are no jobs calculated on vacant single sites or pipeline jobs.

**Table 6.4.2: 2020-2044 Housing Capacity in the Town Center Zone (# Jobs)**

| Category      | Total |
|---------------|-------|
| Vacant        | 65    |
| Underutilized | 464   |
| Pipeline      | 0     |



*Figure 6.4: Town Center Buildable Lands Inventory as of 2021*

# 6.5 Land Use Recommendations

The following are land use recommendations needed to implement this Subarea Plan. These recommendations have the potential to entice investors, residents, and employers to locate within the subarea.

## Parallel Roadway Network

The Meridian Parallel Road Network Construction (TIP #11) is a project that includes an annual review by City staff and/or City Council to identify critical segments of the Parallel Road Network for design and construction. This process helps to facilitate access and circulation along the corridor, in turn improving mobility and safety. The goal is also to further encourage development of the Meridian Corridor. At this time, the priority segments are 104th Ave E (8th St E to 10th St E and 16th St E to 18th St E) and 106th Ave E (32nd St E to 36th St E). These segments fall outside of the subarea boundary but are still pertinent as potential catalyst projects. There are several reasons why this network is important to the subarea's

success. Moving local traffic off the main thoroughfare would add to the community's safety and ease traffic concerns. Additionally, the City could also temporarily shut off small segments of these local roads to host community events like festivals.

## Public-Private Partnership on City Property

A public-private partnership on the Town Hall property that includes public amenities and open space, like a farmer's market or community events space. This space would drive significant activity to the Town Center that would then incentivize additional development of the surrounding Town Center properties. The Village at Chambers Bay, located in University Place, is a great example of a public-private partnership that created a commercial development with public facilities which spurred demand for further development around this civic center.

## Pipeline Projects

Pipeline projects includes projects the City is reviewing in the subarea at the time of this plan.

*Caption*

PLACEHOLDER

Dhaliwal Town Center Landing is a proposed mixed-use project, designed as a walkable community like other recent residential projects. Two podium buildings would feature urban setbacks along Meridian, and there would also include nine walk-up style corridor buildings. The community would feature 582 residential units, live-work spaces, and 32,515 square feet of at-grade commercial space. The different features would be spread across multiple buildings.

## **Recommended Code Updates**

### **Craft Manufacturing Land Use**

Craft manufacturing uses are consistent with the community's vision for Town Center. Technological advances have greatly reduced the impacts that this land use has historically had on neighboring properties. These uses tend to be unique, support local economies, and promote tourism. Examples include coffee roasteries, bakeries, micro-breweries and distilleries, limited artisanal production facilities, and manufacturing of crafts. The City should change Craft Manufacturing from a conditional use to a permitted use, or, alternatively, require an Administrative Use Permit.



# 7 Environment

## 7.1 Overview

---

The City of Edgewood has a wide range of natural features, including scenic views, mature trees, steep slopes, groundwater reserves, native vegetation, streams, wetlands, and depressional potholes. Many of these features are regulated pursuant to the City's critical area standards that impact the ability for development. Some environmental impacts from development (i.e. heat island and greenhouse gas emissions) are not currently regulated by city code or state regulations. The Comprehensive Plan contains a Natural Environment Element, which is dedicated to environmental stewardship, water quality, air quality, fish and wildlife habitat, and natural hazards. As such, the environment should be considered as it relates to potential development within the Town Center. This chapter of the Subarea Plan serves to preservation of the City's natural features with development of the subarea.

## 7.2 Current Environmental Context

---

### Climate Resiliency

The Natural Environment Element of the City's Comprehensive Plan's addresses resiliency to climate change with the following objectives:

- Participate in regional efforts to address climate change.
- Monitor the potential adverse effects of climate change on Edgewood, and update adaptation and mitigation strategies as needed.
- Consider the impacts of climate change in the operations of the transportation system and construction of capital projects.

Planning for climate resiliency will be an important component of ensuring the future of Town Center. Climate resiliency relates to the overall health and safety of the public and environment in Edgewood. Focusing future residential development in Town Center rather than rural areas already makes Edgewood more resilient against climate change. Additional actions can make Edgewood even more prepared against future extreme weather events.

### Impervious Surfaces

Impervious surfaces can produce a range of environmental impacts, especially relating to stormwater and urban heat.

Surfaces such as roadways, sidewalks, paths, plazas, and buildings are typically made of impervious surfaces that do not allow stormwater to filter into the ground. Instead, precipitation collects and runs off into the City's stormwater system or creates pooling or flooding.



## Heat Island Map

### Legend



Town Center

#### Impervious Surfaces

- <20%
- 20-40%
- 40-60%
- 60-80%
- >80%

This map depicts the potential urban heat island effect due to the existing percentage of impervious surface coverage on each tax parcel within the Town Center.



0 250 500 1,000 Feet

An urban heat island is a phenomenon where different subsets of the same geography experience a difference in temperature. This occurs due to how the surfaces in each environment absorb and retain heat from the sun. Urban areas contain more buildings, asphalt, and concrete, all of which contribute to higher absorption rates. This naturally leads to warmer temperatures in more developed, urban areas, and cooler temperatures in less developed areas, which can impact other weather patterns.

Impervious surfaces are currently found throughout Town Center at varying levels of intensity. While the City Hall campus and several other properties have minimal impervious surfaces and significant green space, other parcels have significant impervious surface coverage from buildings, roadways, and parking lots.

## Critical Areas

Critical areas are areas within the City which include unique, fragile, or valuable elements of the environment or areas where limiting development protects the public from loss of life and property. The presence of critical areas within the Subarea will have a direct impact to what is developed. The Edgewood Municipal Code, required by state law, requires that the following critical areas are regulated:

- Wetlands
- Areas with a critical recharging effect on aquifers used for potable water
- Frequently flooded areas
- Geologically hazardous areas
- Fish and wildlife habitat conservation areas

Within the Town Center, there are limited critical areas present. Wellhead protection areas (Figure X.X) are the primary type of critical areas found within the Subarea. Other critical areas present include wetlands, frequently flooded areas, geologically hazardous areas, and fish and wildlife habitat conservation areas, though their presence is not as widespread or prominent. This section will review these important resources.

### Wellhead Protection Areas

According to Edgewood Municipal Code, a wellhead protection area “means the area within the 10-year time-of-travel zone boundary or zone of contribution area of a Group A public water system well.” 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. The development regulations of this critical area revolve around protecting the ground water from specific uses, unlike other critical areas that apply to all types of uses. The regulated use includes gas stations, repair shops, wrecking yards, and other industrial uses that are not envisioned or currently existing in the Town Center.

## Wetlands and Potholes

Wetlands provide a home to many different species and provide very important ecological roles. They help mitigate against severe weather events, including flooding, and can even filter stormwater runoff. The City protects wetlands and wetland buffers under Chapter 14.40 of the EMC through minimizing impacts and maintaining or enhancing the wetland functions. There are two known wetlands within the Town Center:

**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. (If there is a biological report, can we get the category and wetland buffer).

**Wetland 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. Portions of the wetland and its buffer encroach into the Town Center.

## Flood Hazard Areas

Flood hazard areas refer to those areas subject to inundation by the base flood, or a flood with a one percent chance of occurring in any given year (i.e. 100-year flood). This can include, but is not limited to streams, lakes, wetlands, and closed depressions/potholes. Within the Town Center, the only known flood hazard area is Lake Chalet and its associated wetland area.

## Fish and Wildlife Habitat Conservation Areas

Fish and wildlife habitat conservation areas primarily refer to streams and wildlife. A branch of Simons Creek is located in the southwestern area of the Town Center. While the City’s GIS mapping indicates that this is a fish bearing stream, the Washington Department of

Natural Resources online database does not indicate that this stream reach is fish bearing. A second Simons Creek reach runs along the Town Center boundary on the Northwood Elementary School property. While this second stream reach is also not located in the Town Center, the associated riparian buffer might encroach into the Subarea. There are no known wildlife habitat conservation areas in the Town Center.

**Note to City:** City mapping indicates fish habitat in Town Center, but this does not match DNR mapping. Review the above and confirm how you would like to address this.

## 7.3 Environmental Recommendations

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### Reduced Parking Minimums/Electric Charging Stations

Reducing minimum parking required by code can allow for the market to dictate required parking and minimize impervious surfaces resulting from parking that may not be needed to support the given use. When less parking is provided, more space is available for open space, and multimodal transportation amenities can be provided including bicycle and pedestrian infrastructure. Additionally, the City can incentivize the use of electric vehicles by requiring the provision of electric vehicle charging stations, which can also serve to reduce greenhouse gases, and make the City more climate resilient.

### Farmers Market

The City desires to create a farmers market within Town Center. 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, limiting emissions from vehicle miles traveled as well as adding access to healthy food sources for the community.

### Lower Reliance on Natural Gas

As Town Center continues to grow, it is important to utilize electricity for heating and cooling needs rather than natural gas. Natural gas is indeed a natural resource, but it is generally non-renewable and a contributor to greenhouse gas emissions. This also

aligns with the Washington State Legislature which limits the amount of greenhouse gases. The state is targeting a 95% reduction of compared to 1990 levels with net zero emissions. To prepare for this steep reduction, the Clean Energy Transformation Act was passed in 2019, which switches the state to 100 percent clean electricity over the next 25 years. Choosing electricity early in a development's lifecycle would help reduce any future burden of switching from natural gas.

### Addressing the Urban Heat Island Effect

This section will be influenced by the staff's review of the urban heat island's current conditions. This section can include recommendations 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 potholes.



# 8 Housing

## 8.1 Overview

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

### Housing Demographics

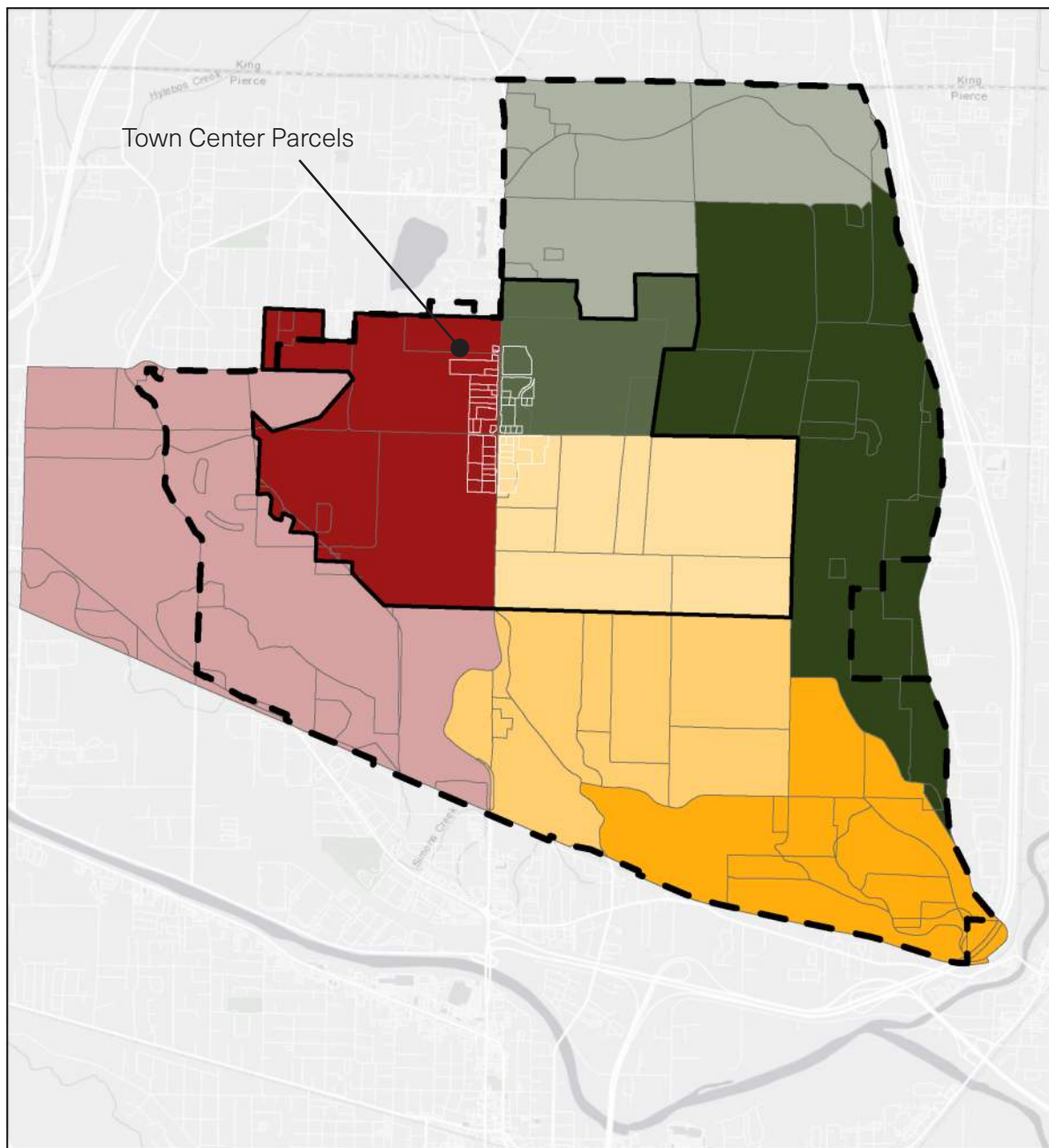
#### Average Household Size

Edgewood has a larger average household size than Pierce County and the State of Washington, which includes both owner-occupied and renter-occupied units. This larger than average household size aligns with Edgewood's reputation as a family-friendly suburb. It also suggests a potential to attract smaller household sizes to Edgewood's expanding urban core.

**Table 8.2.1: Average Estimated Household Size, Areas of Comparison, 2011-15**  
Source: 2016-2020 American Community Survey 5-Year Estimates

|                                                | City of Edgewood | Pierce County | Washington State |
|------------------------------------------------|------------------|---------------|------------------|
| Average household size of owner-occupied unit  | 2.77             | 2.75          | 2.65             |
| Average household size of renter-occupied unit | 2.58             | 2.45          | 2.34             |

Figure 8.2: Map of Town Center Block Groups



### Legend



Edgewood



Town Center  
Block Groups

Tract 073501



Block Group 1



**Block Group 2**



Block Group 3

Tract 073502



**Block Group 1**



Block Group 2



Block Group 3

Tract 940009



Block Group 1



**Block Group 2**

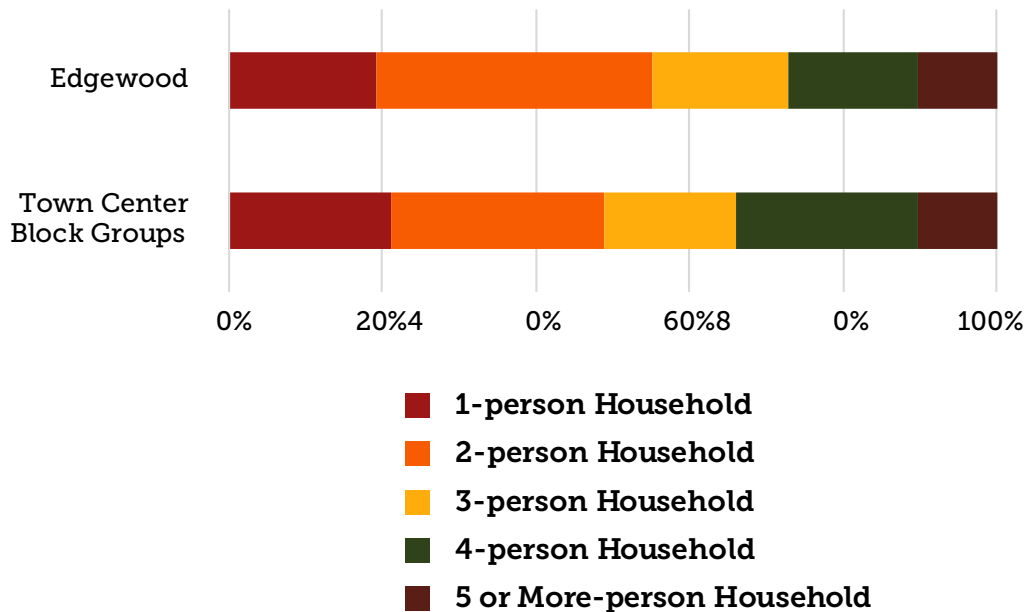
0.5  
Miles



**Table 8.2.2: Average Estimated Household Size by Block Group**

Source: 2016-2020 American Community Survey 5-Year Estimates

|                               | Town Center Block Groups | Edgewood |
|-------------------------------|--------------------------|----------|
| One-person Household          | 21.30%                   | 19.20%   |
| Two-person Household          | 27.58%                   | 35.93%   |
| Three-person Household        | 17.13%                   | 17.84%   |
| Four-person Household         | 23.80%                   | 16.63%   |
| Five or More-person Household | 10.19%                   | 10.40%   |



## Household Sizes within Block Groups

In order to compare demographics between the Subarea and the City as a whole, data at the block group level from the US Census Bureau data was utilized. The Town Center is located within three different Census tracts. Each of those three tracts are broken up into two or three block groups. Town Center is within tract 735.01 – block group 2, tract 735.02 – block group 1, and tract 9400.09 – block group 2. We combined data from these three block groups in order to form one Town Center block group category. This is to more easily compare the demographics of the Town Center area against the City as a whole.

The Town Center block groups have a higher percentage of one-person and four-person households when compared to the entire city. Surprisingly, the city as a whole contains a larger percentage two-person households when compared to the Town Center block groups. 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

The 2021 Pierce County Buildable Lands Report includes information on housing capacity by jurisdiction and their zoning districts. In 2010, Edgewood had 3,801 housing units. The 2030 housing unit target is 6,003 units. By 2020, the City had produced an estimated 1,057 units. This leaves a housing unit need of 1,145 units by 2030. For Edgewood Town Center, the report assumes a split of 70 percent residential and 30 percent commercial. Table 6.3 below includes the housing capacity within Town Center, based on the Pierce County Buildable Lands Report. There is potential for 65 additional residential dwelling units on vacant land and 464 dwelling units on underutilized land. As of the writing of this plan, there are no pipeline dwelling units and no potential for dwelling units to be added on vacant single sites.

**Table 8.2.3: 2020-2044 Housing Capacity in the Town Center Zone (Dwelling Units)**

Source: US Census

| Category           | Total |
|--------------------|-------|
| Vacant             | 65    |
| Underutilized      | 464   |
| Vacant Single Unit | 0     |
| Pipeline           | 0     |

## Vacancy Status

The City's housing vacancy rate has been declining the past 15 years to a current rate of 2.8 percent. This vacancy rate is lower than those of Pierce County (5.8 percent) and Washington State (7.8 percent). This pattern means not only is it becoming more difficult to find available housing, but the local market is comparatively tighter.

**Table 8.2.4: Vacancy Status, Areas of Comparison, 2016-2020**

Source: 2006-2010, 2011-2015, and 2016-2020 American Community Survey 5-Year Estimates

|           | Edgewood | Pierce Co. | WA State |
|-----------|----------|------------|----------|
| 2006-2010 | 5.3%     | 7.8%       | 8.9%     |
| 2011-2015 | 3.4%     | 8.4%       | 9.3%     |
| 2016-2020 | 2.8%     | 5.8%       | 7.8%     |

## Housing Market

### Single-family Housing

Detached single-family homes comprise 75 percent of all housing units in the City.

According to 2016-2020 American Community Survey 5-Year Estimates, the median value of owner-occupied housing units is \$430,600. However, this Census data does not reflect the sharp rises in property values seen in the past two years. According to real estate websites like Realtor and Redfin, the median sale price for homes in Edgewood is \$695,000, \$7,500 over the median listing home price. This suggests very strong demand and low supply of housing in Edgewood.

Even with Edgewood's high median household income of \$103,193, a \$695,000 home would likely be out of range for many Edgewood residents. While single-family housing will likely remain in demand for the foreseeable future, an increase in available multi-family units would offset some of that demand.

**Table 8.2.5: Percent of Total Units by Housing Type, Areas of Comparison, 2016-2020**

Source: 2016-2020 American Community Survey 5-Year Estimates

|              | Edgewood | Pierce Co. | WA State |
|--------------|----------|------------|----------|
| SF, detached | 75%      | 66%        | 63%      |
| SF, attached | 7%       | 5%         | 4%       |
| Multi-family | 14%      | 24%        | 27%      |
| Mobile home  | 4%       | 5%         | 6%       |

Since Edgewood has a lower share of multi-family housing compared to Pierce County and Washington State, the City's percentage of renter-occupied housing is also lower.

**Table 8.2.6: Housing Tenure, Areas of Comparison, 2016-2020**

Source: 2016-2020 American Community Survey 5-Year Estimates

|                 | Edgewood | Pierce Co. | WA State |
|-----------------|----------|------------|----------|
| Owner-occupied  | 76.7%    | 63.3%      |          |
| Renter-occupied | 23.3%    | 36.7%      |          |

### Multi-family Housing

Multi-family homes make up 14 percent of all housing units in the City. Median monthly gross rent in Edgewood is \$1,398, which is about \$60 more than the Pierce County and State averages. Historically, there has been a lack of affordable apartment buildings constructed in Edgewood. While private sector, market rate multi-family housing has been proven to be feasible in Town Center, the public sector will need to consider how to support affordable multi-family housing.

**Table 8.2.7: Median Monthly Gross Rent, Areas of Comparison, 2011-15**

Source: 2016-2020 American Community Survey 5-Year Estimates

| Edgewood | Pierce Co. | WA State |
|----------|------------|----------|
| \$1,398  | \$1,338    | \$1,337  |

## 8.3 Housing Recommendations

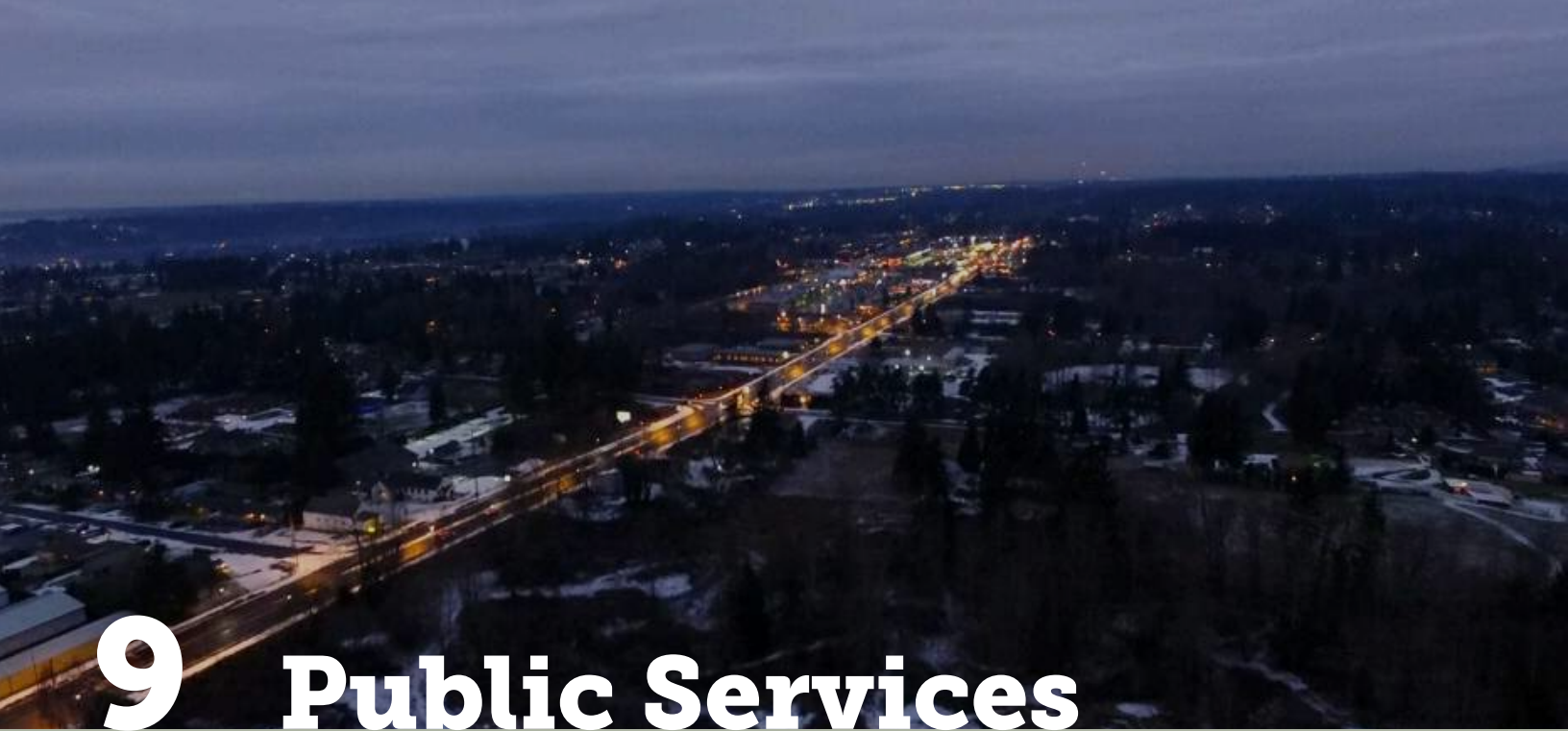
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In the future, the City will likely see housing developed within the Town Center at a higher density than what has previously been developed, consistent with the City's zoned density. This additional density within the Subarea will complement future employment uses that will occupy the site. Town Center is positioned to be an attractive location for live/work spaces, with available coworking space on the ground floor of future buildings and several stories of residential units on top.

### Missing Middle Housing

Recommend discussion of missing middle housing to accomplish Town Center goals and achieve desired character.

To City: Some of the tables on the prior page will be accompanied by or represented as infographics in the final draft



# 9 Public Services

## 9.1 Overview

AHBL to coordinate with City Public Works staff to provide an introduction statement.

## 9.2 Current Public Services Context

City staff will summarize current capacity and potential problems. This section will also include maps of existing utilities in the subarea.

### Electric

Puget Sound Energy (PSE) provides electrical service to the City of Edgewood, including the Town Center Sub-area. PSE is an investor-owned utility providing electrical service to residential, commercial, and industrial customers. To provide reliable service, PSE builds, operates and maintains an extensive electrical system consisting of generating plants, transmission lines, substations, and distribution systems. PSE is regulated by the Washington Utilities and Transportation Commission (WUTC) and is obligated to serve its customers subject to WUTC rates and tariffs.

The existing electrical system serving Edgewood includes the Edgewood Substation, located just north of the Town Center Sub-area at the northeast corner of 16th St E and Meridian Ave E. It is fed by 115kV

transmission lines that come from the south along Meridian Ave E, and then go both east and west along 24th St E. These lines are currently overhead and cut through the heart of the Town Center Sub-area.

### Natural Gas

PSE also provides natural gas service to the City of Edgewood, including the Town Center Sub-area. PSE operates the state's largest natural gas distribution system. Most roads and commercial development sites in Edgewood have natural gas service either installed or readily available, with a large-diameter high-pressure gas distribution line running along the south side of 24th St E through the Town Center Sub-area.

### Telecommunications

Telecommunications is a broad term encompassing television, Internet, telephone, mobile telephone, and radio service. Telecommunication providers within the Town Center Sub-area include CenturyLink, Lumen, Zayo, AT&T, Verizon, Comcast, and other private companies. These companies analyze market trends and expand services in response to increased demand. Several of these providers have facilities in public rights-of-way, including but not limited to buried and pole-mounted fiber optic and traditional wire cabling along Meridian Ave E and 24th St E. There is currently one pole-mounted cellular transmission facility located in public right-of-way near 2222 Meridian Ave E. The City has franchise

agreements with several of the aforementioned telecommunications companies.

## **Municipal Broadband**

Discussion of the potential for municipal broadband with the Town Center as the pilot district.

## **Sewer**

In 2008, the City of Edgewood formed a local improvement district (LID) to install a municipal sewer system along Meridian Ave E, including but not limited to a majority of the Town Center Sub-area. The City currently has an agreement in place with Lakehaven Water and Sewer District for municipal sewer services such as operations, maintenance, and treatment.

## **Solid Waste Disposal**

Murrey's Disposal Company provides weekly solid waste disposal services to residential and commercial customers in the Town Center Sub-area. The company provides collections, transfer and recycling services throughout the Puget Sound area and is franchised under the authority of the Washington Utilities and Transportation Commission (WUTC). In cooperation with the City of Edgewood, the company provides single-family customers with curbside recycling service. Edgewood's Solid Waste Plan calls for the development of additional recycling collection programs for multifamily residences and commercial businesses, including the development of a yard waste collection program.

## **Stormwater**

Edgewood's Public Works Department operates a Small Municipal Separate Storm Sewer System, managing stormwater runoff within the Town Center Sub-area. City-owned and operated stormwater facilities include conveyance pipes, roadside swales and ditches, catch basins, and control structures. The City has identified a number of improvements needed to the system; these are outlined in the Comprehensive Surface Water Management Program and the Capital Improvement Program.

## **Green Stormwater Infrastructure**

Managing water quality and quantity with green stormwater infrastructure.

## **Water**

Two public water utilities serve the Town Center Sub-area: Mountain View-Edgewood Water Company (MTVE) and the City of Milton. MTVE serves a majority of the Town Center, with the City of Milton serving several sites on the west side of Meridian.

MTVE maintains 70-80 PSI and 2500 – 3000 GPM fire flow in the area. Both water utilities obtain their public water supplies from groundwater sources and have facilities including wells, reservoirs, pumping stations, and transmission and distribution systems.

# **9.3 Public Services Recommendations**

## **Public Infrastructure and Wise Land Use**

AHBL to discuss with City staff potential to more fully develop this concept.

## **Capital Improvement Plan Projects**

### **Lake Chalet Pothole Flood Reduction Project**

Development over the last several decades has apparently blocked the drainage from Lake Chalet to Simon's Creek and the lake has become a closed depression pothole. As a result, seasonal rainfall events lead to flooding of public streets and private property adjacent to Lake Chalet, including flooding of 29th Street E. The least expensive option is to pump water from Lake Chalet to an existing gravity conveyance at the Simon's Mill Apartment site.

### **General Sewer Plan Update (Sanitary Sewer Comprehensive Plan)**

This project will update the GSP to reflect the actual project that was constructed and plan for future expansion of Phase II and Phase III.

### **Citywide Information Technology (IT) / Security Upgrades**

Upgrade security and communications infrastructure at City Hall and park facilities. Project may include, but is not limited to, installation of security cameras,

wireless internet access (public Wi-Fi), remote access locks, intelligent lighting, and variable message signs.

### **Civic Center Campus Improvements**

Constructed in 2009, the Civic Center Campus has been home to City Hall and gravel walking trails. In recent years, City Hall has reached staffing capacity, and the grounds need improvements. This project will evaluate and investigate potential improvements, initiate some design work, and prepare for work in future years. Some needs already identified include security fencing for the police department, landscape vegetation management and revisions, and expansion of indoor office spaces.

### **Public Works Service Facility**

In 2018 the City acquired property adjacent to the City Hall campus to serve as an interim public works yard, having an existing secured outdoor storage area and small garage. The Public Works Department anticipates outgrowing this location soon. The goal is to evaluate candidate sites for a permanent facility by early 2022. The northeast corner of the 36th & Meridian Park property is being considered along with other sites.

PLACEHOLDER

# 10Transportation



# 11 Implementation

## 11.1 Overview

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Provide an introduction statement and description of the various implementation durations.

## 11.2 Recommendations

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This will be one table combining all the recommendations from all the elements above.

## 11.3 Special Area Implementation Strategies

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This could be used to describe strategies to limited areas of the Town Center, such as the Civic Center Campus, which may have unique conditions or challenges that are not contemplated by the above implementation strategies or recommendation.

PLACEHOLDER

# 12 Appendices



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

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**Date:** August 1, 2022

**Title:** Chair and Vice Chair Appointments

**Attachments:** Edgewood Municipal Code, Chapter 2.32 ECONOMIC DEVELOPMENT ADVISORY BOARD (EDAB Bylaws)

**Submitted By:** Morgan Dorner, Senior Planner

**Discussion:**

Annual appointments or reappointments for Chair and Vice Chair must be voted on by the Board. Nominations can be made by members of the Board during the meeting and the Board will make a vote to select Chair and Vice Chair from its membership.

EMC 2.32.040: *“The mayor may appoint a chair and vice chair from the membership or choose to allow the board to elect them from its members. The chair shall be a resident of the city of Edgewood. The chair and vice chair terms of office shall be for one year beginning July 1st and ending June 30th. The elected vice chair shall preside in the absence of the chair. The chair and vice chair shall be voting members of the board. The mayor may create and fill other such offices as is determined necessary.”*

Please review the attached bylaws for a description of roles and responsibilities.

## Chapter 2.32

### ECONOMIC DEVELOPMENT ADVISORY BOARD

#### Sections:

- 2.32.010 Created – Membership.
- 2.32.020 Appointment of members – Terms.
- 2.32.030 Powers.
- 2.32.040 Organization.
- 2.32.050 Summary preparation (minutes).
- 2.32.060 Removal and vacancies.

#### **2.32.010 Created – Membership.**

There is hereby created an economic development advisory board (board) consisting of seven members, the majority of which shall be residents of the city of Edgewood and, because of the regional nature of economic development, up to three members may be nonresidents. No member shall serve more than two full consecutive terms on the board. The city council shall reasonably endeavor to seek a diverse membership including without limitation members from the banking industry, real estate investment, real estate sales, commercial marketing, business professionals, and economic development specialists. (Ord. 13-393 § 1; Ord. 12-381 § 1).

#### **2.32.020 Appointment of members – Terms.**

A. The initial members of the board shall be appointed by the mayor and confirmed by the council, in accordance with the process set forth in the Council Rules of Procedure, by position number, and shall serve staggered terms as follows: positions one through three will initially serve a three-year term expiring on June 30, 2015, with two-year terms being assigned thereafter, and positions four through seven will be assigned two-year terms expiring on June 30, 2014, with two-year terms being assigned thereafter, in order to create staggered terms for the overall membership.

B. Future members shall be selected in accordance with the Council Rules of Procedure.

C. The board shall serve the city council as an advisory body with power to recommend policy to the council. The board shall not take binding action on behalf of the city. (Ord. 18-531 § 4; Ord. 12-381 § 1).

#### **2.32.030 Powers.**

The economic development advisory board is created to assist and advise the city council in connection with issues and programs involving economic policy, commercial business, land development policy and business retention as may be referred to the board by the city council, including:

A. Facilitate cooperation and coordination between various business groups on business issues;

B. Make recommendations to the city council and to city staff for programs in which the city could or should participate to enhance commercial and mixed use development opportunities in the city, which programs may be in cooperation with any appropriate private, public, civic or community agency, group or association of or in the city, county, state or federal government;

C. Recommend ways and means of obtaining private, local, county, state or federal funds and other participation for the promotion of business development projects within the city;

D. Work with city staff, city council boards or commissions, task forces and other city/community based groups, as directed by the city council, on relevant issues and projects;

- E. The board shall periodically have the responsibility of advising and making recommendations, to council, on economic policy;
- F. The board shall periodically recommend projects or planning tools necessary to carry out its vision and develop the long-range capital budget necessary to support the recommendations;
- G. The board shall, on a regular basis, be available for citizens' input concerning any matter which the board is considering or may consider;
- H. The board shall make recommendations to the council regarding adoption of or amendments to all economic development plans. (Ord. 12-381 § 1).

**2.32.040 Organization.**

- A. City staff will be assigned as deemed necessary by the mayor in support of the board.
- B. The mayor may appoint a chair and vice chair from the membership or choose to allow the board to elect them from its members. The chair shall be a resident of the city of Edgewood. The chair and vice chair terms of office shall be for one year beginning July 1st and ending June 30th. The elected vice chair shall preside in the absence of the chair. The chair and vice chair shall be voting members of the board. The mayor may create and fill other such offices as is determined necessary.
- C. At least once each year, the board shall meet with the council at a joint study session to discuss the board's work plan for the coming year and other issues of general interest.
- D. The board shall adopt such rules and regulations as are necessary for the conduct of its business, including rules of procedure, that are consistent with applicable city ordinances and resolutions.
- E. A simple majority of board members shall represent a quorum for the transaction of businesses, and a majority vote of those present shall be necessary to carry any proposition.
- F. The board shall conduct meetings in accordance with the Open Public Meetings Act, and shall, whenever possible, keep an audio recording and/or written record of its meetings, business transactions, findings and determinations.
- G. The board chair shall provide monthly reports to the city council at the second regular council meeting of the month. (Ord. 15-447 § 1 (Exh. A); Ord. 12-381 § 1).

**2.32.050 Summary preparation (minutes).**

- A. A sufficient record must be kept to furnish evidence that the board has complied with the rules by which it is governed.
- B. Summaries shall show exactly what actions were taken and decisions made at the board meeting(s). The following is a list of information to be included in the summaries:
  - 1. Date of meeting;
  - 2. Location of meeting;
  - 3. Type of meeting (regular, continued, public hearing, etc.);
  - 4. Time of meeting;
  - 5. Time meeting commenced;

6. Officials/members present\*;
7. Officials/members absent or excused\*;
8. Topics of business;
9. Actions taken on each business matter;
10. Record of motions;
11. Record of voting;
12. Date and time of next scheduled meeting; and
13. Time of adjournment.

\*If a board member leaves during a meeting, note time of departure and time of return, if applicable. If a board member arrives after commencement of the meeting, note time of arrival.

C. Standard Format. Use of standardized format to create uniformity of summary entries and to save time in composing the record shall be developed by the city clerk. Composition of the meeting summaries shall require the input of only specifics, such as verbiage of motions made, maker of motions and second, and results of voting. Other statements, discussion, and remarks of individual board members and commentators will not be noted in the summaries. Written statements may be submitted to the city clerk and will be retained in the appropriate meeting file.

D. Summaries of each meeting will be prepared by staff, approved by the board, and placed on the council consent agenda for approval. (Ord. 12-381 § 1).

#### **2.32.060 Removal and vacancies.**

The city council may remove any appointed member of the board. The board may, by a vote in favor thereof by a majority of its members, recommend to the city council removal of an appointed member upon such grounds as inefficiency, neglect of duty, or malfeasance in office. Three consecutive unexcused absences by any board member from both regular and special meetings shall constitute grounds for removal. Attendance of any board member that falls below 80 percent due to unexcused absences during any 12-month period shall also be grounds for removal. Any board member may resign at any time by delivering written notice to the city clerk. Vacancies occurring other than by expiration of term shall be filled for the unexpired term in the manner used for regular appointment to the board. (Ord. 12-381 § 1).



## CITY OF EDGEWOOD STAFF REPORT EDAB AGENDA ITEM

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**Date:** August 1, 2022

**Title:** Hotel Market Feasibility Study

**Attachments:** Comprehensive Hotel Market Feasibility Study Service Agreement

**Submitted By:** Morgan Dorner, Senior Planner  
Dave Gray, Assistant City Manager

**Background:**

City Council met for a Study Session on July 5, 2022 to discuss a Comprehensive Hotel Market Feasibility Study Service Agreement with Core Distinctions Group. City Council discussed the agreement and are requesting the Economic Development Advisory Board (EDAB) to discuss the study and provide a recommendation to Council.

**Discussion:**

As part of the ongoing city strategy to attract targeted industry to achieve the vision of the community, which includes a diversified "roof-top" model, the Mayor and Development Staff attended RECon in May. RECon is the largest Real Estate Development Conference in the world and is attended by many municipalities looking to attract targeted development to their jurisdictions. At RECon the City made a connection with a hotel project developer currently building hotels in Lynden and Bellingham. They are interested in expanding discussions with the city. To identify the style and type of hotel development that could succeed in Edgewood the City, upon recommendation of both the City's Retail Strategy consultant and this Hotel Project Developer, wishes to retain a consultant that does feasibility studies for private and municipal clients. Core Distinctions Group was recommended and has done both feasibility studies for the projects in Lynden and Bellingham.

The scope of work called out is associated with a \$12,500 cost. The payment plan is 50% up-front to pay for the initial feasibility study and 50% upon completion of a jurisdictional specific analysis that the city can provide potential developers.

**Recommended Action:**

Discuss the agreement and provide a recommendation to Council.

# **COMPREHENSIVE HOTEL MARKET FEASIBILITY STUDY SERVICE AGREEMENT**

THIS AGREEMENT (“this agreement”) made this 28th day in June, in 2022, by and between, the City of Edgewood, a Washington State Municipal Corporation (collectively, the “Client”), and Core Distinction Group, an S Corporation formed in the State of Wisconsin, (the “Vendor”), (collectively, the “Parties”) to conduct a Comprehensive Hotel Market Feasibility Study in Edgewood, Washington (the “Market”).

WHEREAS, Client desires to employ Vendor to render certain services to prepare a demand and market feasibility study of the development of a hotel, as set forth in the Vendor’s Proposal; and

WHEREAS, Vendor represents that it has the expertise, knowledge, and ability, and is qualified to render the services described in this Agreement and that it is willing to provide such services under the terms and conditions contained herein.

NOW, THEREFORE, in consideration of the mutual covenants and agreements contained herein, the Parties agree to the following:

## **VENDOR RESPONSIBILITIES**

For the performance of services described in this Agreement, Vendor shall be responsible in accordance with the following:

- A. Vendor shall provide services as described throughout this Agreement. Vendor shall be required to complete the Services within 30 (thirty) days of receiving the Retainer payment, this executed Agreement and the completion of the Vendor’s Field Work or Site Visit to the Market.
- B. Vendor shall communicate and deal with Client’s authorized representative. Vendor shall not disclose any confidential information of the Client’s without Client’s consent.

## **CLIENT RESPONSIBILITIES**

For the performance of services described in this Agreement, Client shall be responsible in accordance with the following:

- A. Client shall provide compensation as described throughout this Agreement.
- B. Client shall communicate and deal with Vendor’s authorized representative. Client shall not disclose any confidential information of the Vendor’s without Vendor’s consent.

## COMPENSATION

For the performance of services described in this Agreement, Client shall compensate Vendor in accordance with the following:

- A. The all-inclusive fee to the Vendor, for services in rendering the Comprehensive Hotel Market Feasibility Study will be \$12,500 (twelve thousand, five hundred dollars). For the avoidance of doubt, this fee represents the only consideration payable by the Client hereunder and includes all costs and expenses incurred in the performance of services, including without limitation associated research, travel expenses, on site evaluations, and report completion.
- B. A 50% (fifty-percent) Retainer (the "Retainer") will be required prior to commencing work on this project, the Retainer is non-refundable.
- C. In the event the Client wishes to pay by credit or debit card, Vendor will charge an additional fee of 3% (three percent).
- D. The remaining 50% (fifty percent) of fee due (the "Final Payment") to the Vendor will be required prior to the Client receiving the Final Draft of the Comprehensive Hotel Market Feasibility Study.
- E. If at any point during Vendor's research, should the market lack initial support for hotel development, the Vendor would cease further research of this market. At this time Vendor would send a termination letter to the Client highlighting the reasons for the lack of support for a hotel development in this market with a potential date for follow up in the future. If this rare situation takes place, Client will not be responsible for the Final Payment.
- F. All invoices for project work are due upon receipt; any unpaid balance beyond 30 (thirty) days is subject to a 12% (twelve percent) finance charge.
- G. Client will receive the Final Comprehensive Hotel Market Feasibility Study within, equal to or less than the number of days taken by Client to pay the Final Payment Invoice.
- H. All payments made to the Vendor will be paid by Client to the following address:

Core Distinction Group LLC  
2384 Burnwood Drive  
Oshkosh, WI 54902

## **OWNERSHIP OF DOCUMENT/WORK**

The Comprehensive Hotel Market Feasibility Study prepared by Vendor in the performance of its obligations under this Agreement shall be remitted to the Client by the Vendor upon Final Payment described in this Contract. Vendor shall not use, willingly allow or cause to have such materials prepared exclusively for the Client used for any purpose other than performance of Vendor's obligations under this contract without the prior written consent of the Client. Prior to the Final Payment of this Agreement, all work and documents remain the property of the Vendor.

## **GENERAL SCOPE OF WORK**

The following are the general conditions that are incorporated into this Agreement for services associated with the Comprehensive Hotel Market Feasibility Study.

### **A. GENERAL APPROACH**

Outlining the General Approach Vendor will take in researching the market Vendor will schedule the project and conclude field work to review the market to determine the need for further research to be performed. At this time, the market research will show the following:

1. Should the market appear strong and supportive of a hotel development, Vendor will proceed with the completion of the Feasibility Study outlined below.
2. Should the market lack initial support for hotel development, Vendor would cease further research of this market. At this time, Vendor will communicate with Client and send a termination letter to the payee highlighting the reasons for the lack of support for a hotel development in this market with a potential date for follow up in the future.

## B. GENERAL PROJECT EXPECTATIONS

The scope is to conduct a specific Comprehensive Hotel Market Feasibility Study for the possible development of a hotel for the Client. Recommendations regarding the style and size of the hotel will be provided based upon demand and competitive supply factors. These factors can be weighted by certain project conditions. It is the understanding of the Client and the Vendor that the following to be true:

1. The general subject site for this hotel has been identified at this time; more specific details about the site will be discussed upon commencement of this research.
2. The hotel product category has not yet been identified at this time.
3. The price category for this hotel has not yet been determined.
4. The size of the proposed hotel has not been identified at this time. Specific size suggestions will be made in this feasibility study report as determined by the size of the site, the demand sources, and competitive supply in the market.

## C. GENERAL PROJECT RECOMMENDATIONS

The scope is to conduct a specific Comprehensive Hotel Market Feasibility Study for the possible development of a hotel for the Client. Recommendations regarding the style and size of the hotel will be provided based upon demand and competitive supply factors. These factors can be weighted by certain project conditions. It is the understanding of the Client and the Vendor that the following to be included in the Comprehensive Hotel Market Feasibility Study:

1. Recommendations of the hotel product category or market segment based upon research, demand, and competitive supply factors will be provided by Vendor.
2. Recommendations of the hotel development's scale chain based upon research, demand, and competitive supply factors will be provided Vendor.
3. Recommendations of the hotel development's potential location or locations for the hotel project based upon research, demand, and competitive supply factors will be provided by Vendor.
4. Recommendations for the hotel development's amount of rooms or units based upon research, demand, and competitive supply factors will be provided by Vendor.
5. Recommendations for the amenities of the hotel development based upon research, demand, and competitive supply factors will be provided by Vendor.

#### D. TIMING

The Comprehensive Hotel Market Feasibility Study will be completed within 30 (thirty) days of the conclusion of Vendor's Field Work or Site Visit to the Market. Vendor will begin gathering preliminary research as soon as we receive your acceptance of this engagement letter and the retainer check; at which time, an exact start and completion date will be determined. Should there be any unforeseen delays which would change this completion date determined, Vendor will communicate with Client accordingly.

#### E. FINAL REPORT & CHANGES

Vendor warrants that the report completed in connection with the Comprehensive Hotel Market Feasibility Study project will be prepared with the best of their knowledge of industry standards and processes for such reports. It is the understanding of Client and the Vendor that at the time the report is complete, the following will commence:

1. Upon completion of the Comprehensive Hotel Market Feasibility Study project, a "draft" version of the report will be presented for Client review.
2. At this time, the remaining balance due of this Agreement will be required for Vendor to release a final version of the study report, which is suitable for sharing with lenders, investors, etc.
3. If the final payment is not paid in full, the Comprehensive Hotel Market Feasibility Study report remains the property of Vendor until the final payment is made. Any use or distribution of the report to third-parties is prohibited until the payment is made in full.
4. Upon review of the "pending" version of the report, Vendor will provide one complimentary revision to the report.
5. This revision is for minor changes only (i.e. spelling errors, punctuation, minor additions, or deletions not affecting the report outcome).
6. Client will receive the Final Comprehensive Hotel Market Feasibility Study within, equal to or less than the number of days taken by Client to pay the Final Payment Invoice.
7. An electronic copy of the final report will be provided to you once final payment is received.
8. If Final Payment is not received by Vendor within 90 (ninety) days of Client's invoice, Vendor retains the right to use the Comprehensive Hotel Market Feasibility Study retained in this Agreement at its own discretion.
9. Additional copies may be obtained at a reproduction cost.

## **CONFIDENTIALITY**

Vendor is an independent contractor and will maintain its own separate legal identity and entity. There is no indication in this Agreement that Vendor and the Client are business partners or have formed a joint venture to complete the project work defined. All information concerning Client's interests, as well as Vendors, including business data, policies, procedures, operations, and other information are confidential and are not to be disclosed by Client or Vendor.

## **INDEMNIFICATION**

Vendor shall defend, indemnify and hold the Client, its officers, officials, employees and volunteers harmless from any and all claims, injuries, damages, losses or suits including attorney fees, arising out of or resulting from the acts, errors or omissions of the Vendor in performance of this Agreement, except for injuries and damages caused by the sole negligence of the Client.

However, should a court of competent jurisdiction determine that this Agreement is subject to RCW 4.24.115, then, in the event of liability for damages arising out of bodily injury to persons or damages to property caused by or resulting from the concurrent negligence of the Vendor and the Client, its officers, officials, employees, and volunteers, the Vendor's liability, including the duty and cost to defend, hereunder shall be only to the extent of the Vendor's negligence. It is further specifically and expressly understood that the indemnification provided herein constitutes the Vendor's waiver of immunity under Industrial Insurance, Title 51 RCW, solely for the purposes of this indemnification. This waiver has been mutually negotiated by the parties. The provisions of this section shall survive the expiration or termination of this Agreement.

## **INSURANCE**

### **A. INSURANCE TERM**

The Vendor shall procure and maintain for the duration of the Agreement, insurance against claims for injuries to persons or damage to property which may arise from or in connection with the performance of the work hereunder by the Vendor, its agents, representatives, or employees.

### **B. NO LIMITATION**

The Vendor's maintenance of insurance as required by the Agreement shall not be construed to limit the liability of the Vendor to the coverage provided by such insurance, or otherwise limit the Client's recourse to any remedy available at law or in equity.

### **C. MINIMUM SCOPE OF INSURANCE**

The Vendor shall obtain insurance of the types and coverage described below:

1. Automobile Liability insurance covering all owned, non-owned, hired and leased vehicles. Coverage shall be at least as broad as Insurance Services Office (ISO) form CA 00 01.
2. Commercial General Liability insurance shall be at least as broad as ISO occurrence form CG 00 01 and shall cover liability arising from premises, operations, stop-gap independent contractors and personal injury and advertising injury. The Client shall be named as an additional insured under the Vendor's Commercial General Liability insurance policy with respect to the work performed for the Client using an additional insured endorsement at least as broad as ISO endorsement form CG 20 26.
3. Workers' Compensation coverage as required by the Industrial Insurance laws of the State of Washington.

#### D. MINIMUM AMOUNTS OF INSURANCE

The Vendor shall maintain the following insurance limits:

1. Automobile Liability insurance with a minimum combined single limit for bodily injury and property damage of \$1,000,000 per accident.
2. Commercial General Liability insurance shall be written with limits no less than \$1,000,000 each occurrence, \$2,000,000 general aggregate.

#### E. OTHER INSURANCE PROVISIONS

The Vendor's Automobile Liability and Commercial General Liability insurance policies are to contain or be endorsed to contain that they shall be primary insurance as respect the Client. Any insurance, self-insurance, or self-insured pool coverage maintained by the Client shall be excess of the Vendor's insurance and shall not contribute with it.

#### F. ACCEPTABILITY OF INSURERS

Insurance is to be placed with insurers with a current A.M. Best rating of not less than A:VII.

#### G. VERIFICATION OF COVERAGE

The Vendor shall furnish the Client with original certificates and a copy of the amendatory endorsements, including but not necessarily limited to the additional insured endorsement, evidencing the insurance requirements of the Agreement before commencement of the work.

#### H. NOTICE OF CANCELLATION

The Vendor shall provide the Client with written notice of any policy cancellation within two business days of their receipt of such notice.

#### I. FAILURE TO MAINTAIN INSURANCE

Failure on the part of the Vendor to maintain the insurance as required shall constitute a material breach of contract, upon which the Client may, after giving five business days' notice to the Vendor to correct the breach, immediately terminate the Agreement or, at its discretion, procure or renew such insurance and pay any and all premiums in connection therewith, with any sums so

expended to be repaid to the Client on demand, or at the sole discretion of the Client, offset against funds due the Vendor from the Client.

J. FULL AVAILABILITY OF VENDOR LIMITS

If the Vendor maintains higher insurance limits than the minimums shown above, the Client shall be insured for the full available limits of Commercial General and Excess or Umbrella liability maintained by the Vendor, irrespective of whether such limits maintained by the Vendor are greater than those required by this Agreement or whether any certificate of insurance furnished to the Client evidences limits of liability lower than those maintained by the Vendor.

IN WITNESS WHEREOF, the Parties hereto have executed, or caused to be executed by their fully authorized officials, this Agreement on the date first above written.

CLIENT

By: \_\_\_\_\_

Position: \_\_\_\_\_

At: \_\_\_\_\_

VENDOR

By:                     *Jessica Junker*                    

Position: Managing Partner

At: Core Distinction Group, LLC

# Signature Certificate

Reference number: CPDMW-TXB9R-JA798-CUDKG

| Signer                                                                                | Timestamp                                            | Signature                                                                                                                                            |
|---------------------------------------------------------------------------------------|------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Jessica Junker</b><br>Email: j.junker@coredistinctiongroup.com<br>Sent:<br>Signed: | 30 Jun 2022 17:20:42 UTC<br>30 Jun 2022 17:20:42 UTC | <br>IP address: 65.25.228.74<br>Location: Appleton, United States |

Document completed by all parties on:  
30 Jun 2022 17:20:42 UTC

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