



CITY OF EDGEWOOD PLANNING COMMISSION MEETING AGENDA

Monday, November 14, 2022 – 6 p.m.

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

1. Call to Order:

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

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

- a. Agenda Approval or Modifications
- b. Review Planning Commission meeting minutes from October 10, 2022
- c. Review EDAB meeting minutes from October 3, 2022
- d. Review October 2022 Development Review Report

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

4. Public Hearing:

- a. 2021 City-initiated Comprehensive Plan Amendment Application
- b. Commercial Zoning District Land Uses Code Amendments
- c. Industrial Height Standards Code Amendments

5. Action Items:

- a. 2021 City-initiated Comprehensive Plan Amendment Application
- b. Commercial Zoning District Land Uses Code Amendments
- c. Industrial Height Standards Code Amendments

6. Discussion Items:

- a. Sewer Connection Requirements
- b. 2023 Work Plan
- c. 2022 Work Plan

7. Staff Comments

- a. Town Center Subarea Plan
- b. Meridian Corridor Traffic Study- November 17th Open House

8. Commissioner Comments

9. Adjourn

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



**CITY OF EDGEWOOD
PLANNING COMMISSION MEETING MINUTES**

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

Meeting Held Virtually via Zoom

- 1. CALL TO ORDER:** Vice- Chair Pincas called the meeting to order at 6:00 PM.
 - A. Commissioners Present:** Greene; Wagner; Ramirez; Pincas; Slate
 - B. Commissioners Absent:** Guillory; Overfield
 - C. Staff Members Present:** Evan Hietpas, Senior Planner
Morgan Dorner, Senior Planner
Dave Gray, Assistant City Administrator/ Finance Director
 - D. Others Present:** Councilmember Tonym
- 2. CONSENT AGENDA:** Vice-Chair Pincas requested a motion to approve the consent agenda. Slate motioned to approve as presented, Wagner seconded. Commission voted 5-0 to approve.
- 3. CITIZEN COMMENTS:** None
- 4. PUBLIC HEARINGS:** None
- 5. ACTION ITEMS:** None
- 6. DISCUSSION ITEMS:**
 - A. Sewer Connection Requirements**
 - i. Hietpas opened the agenda item, and discussion was held on the proposed policies.
 - B. Commercial Zoning District**
 - i. Dorner opened the agenda item, and discussion was held on proposed code amendments.
 - C. Industrial Height Standards**
 - i. Dorner opened the agenda item, and discussion was held on proposed code amendments.
 - D. Housing**
 - i. Hietpas open the agenda item, and discussion was held on the City’s efforts related to housing affordability and attainability.
 - E. 2022 Work Plan**
 - i. No discussion held.
- 7. STAFF COMMENTS:**
 - A.** Staff provided an update on the Town Center Subarea Plan.
- 8. COMMISSIONER COMMENTS:** None
- 9. ADJOURN:** Vice-Chair Pincas adjourned meeting at 7:33 PM.



CITY OF EDGEWOOD
ECONOMIC DEVELOPMENT ADVISORY BOARD (EDAB)
MEETING MINUTES
Monday, October 3, 2022 at 6 p.m.
Hybrid Meeting Held Virtually via Zoom and Edgewood City Hall

1. **CALL TO ORDER:** Chair Swanson called the meeting to order at 6:03pm

MEMBERS PRESENT: Members Wise, Wiesenfeld, Pearce, and Swanson

MEMBERS PRESENT: Members Butterfield and Neil

STAFF MEMBER(S) PRESENT: Morgan Dorner, Senior Planner (SP)
Assistant City Administrator Dave Gray

2. **CONSENT AGENDA:**

- A. Agenda Approval or Modifications
- B. Approval of Meeting Minutes for August 1, 2022
- C. Review of Planning Commission Meeting Minutes for August and September
- D. Review of August Development Review Reports

Motion: As presented **Action:** Approve, **Moved by:** Swanson **Seconded by:** Wise **Motion Passed 4-0**

3. **CITIZEN COMMENT PERIOD:**

No comments.

4. **OLD BUSINESS**

A. Town Center Subarea Plan Update

Senior Planner Dorner discussed the Town Center Subarea Plan progress and work with the Planning Commission. SP Dorner discussed the key issues being addressed and evaluated with the City's consultant and staff, and provided an update that the expected draft plan has been moved back to evaluate connectivity.

B. Edgewood Marketplace

Senior Planner Dorner discussed the work plan item for Edgewood Marketplace and a suggestion to look into organizing an Open House for the business community to come to and talk with EDAB members. Members agreed by a show of hands to pursue this.

5. **NEW BUSINESS:**

A. Economic Development and Retention Incentives

Senior Planner Dorner discussed the request from the Board to investigate incentives for business recruitment and retention. Members voted for Chair Swanson to contact the Washington State Office of Minority and Women's Business Enterprises (OMWBE) to come to a meeting and discuss incentives for minority businesses.

Motion: To have the Washington State Office of Minority and Women’s Business Enterprises (OMWBE) come to a meeting to discuss incentives for minority businesses.

Action: Approve, **Moved by:** Wiesenfeld **Seconded by:** Wise **Motion Passed 4-0**

B. Infrastructure to Support Economic Development

Senior Planner Dorner discussed infrastructure to support economic development in Edgewood. The board discussed traffic flow and multimodal connectivity to businesses.

C. **STAFF COMMENTS:**

Senior Planner Dorner provided an update on the Hotel Market Feasibility Study recommendation to Council and reminded members about the upcoming Annual Work Plan review, as well as the Economic Development Element work the Board will be doing as part of the City’s Comprehensive Plan Periodic Update.

6. **BOARD COMMENTS/UPDATES:**

Andrew Wiesenfeld spoke.

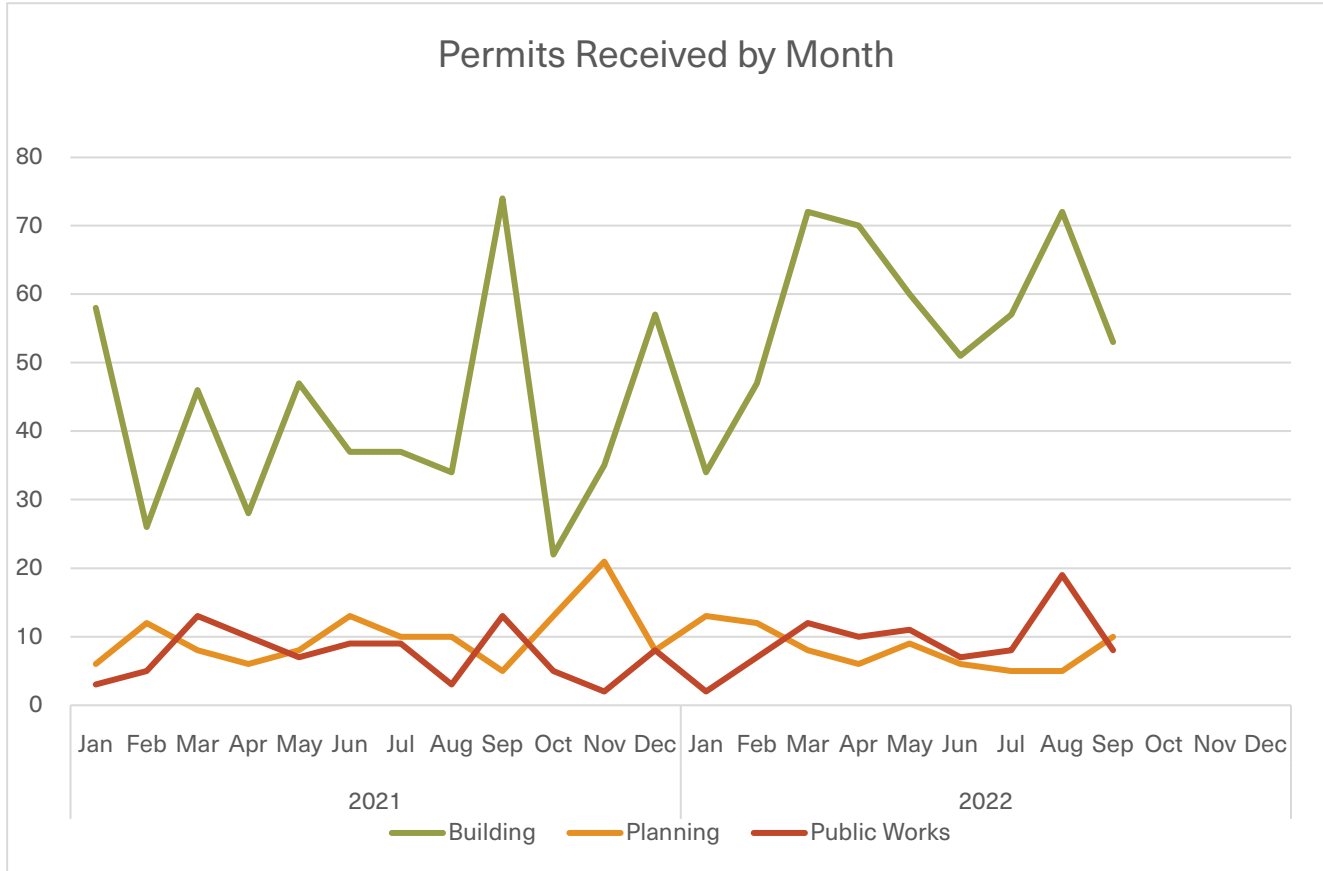
ADJOURN:

Motion: To adjourn **Action:** Approve, **Moved by:** Swanson **Seconded by:** Wiesenfeld

Motion Passed 4-0 Chair Swanson adjourned the meeting at 7:58pm

Sep 2022

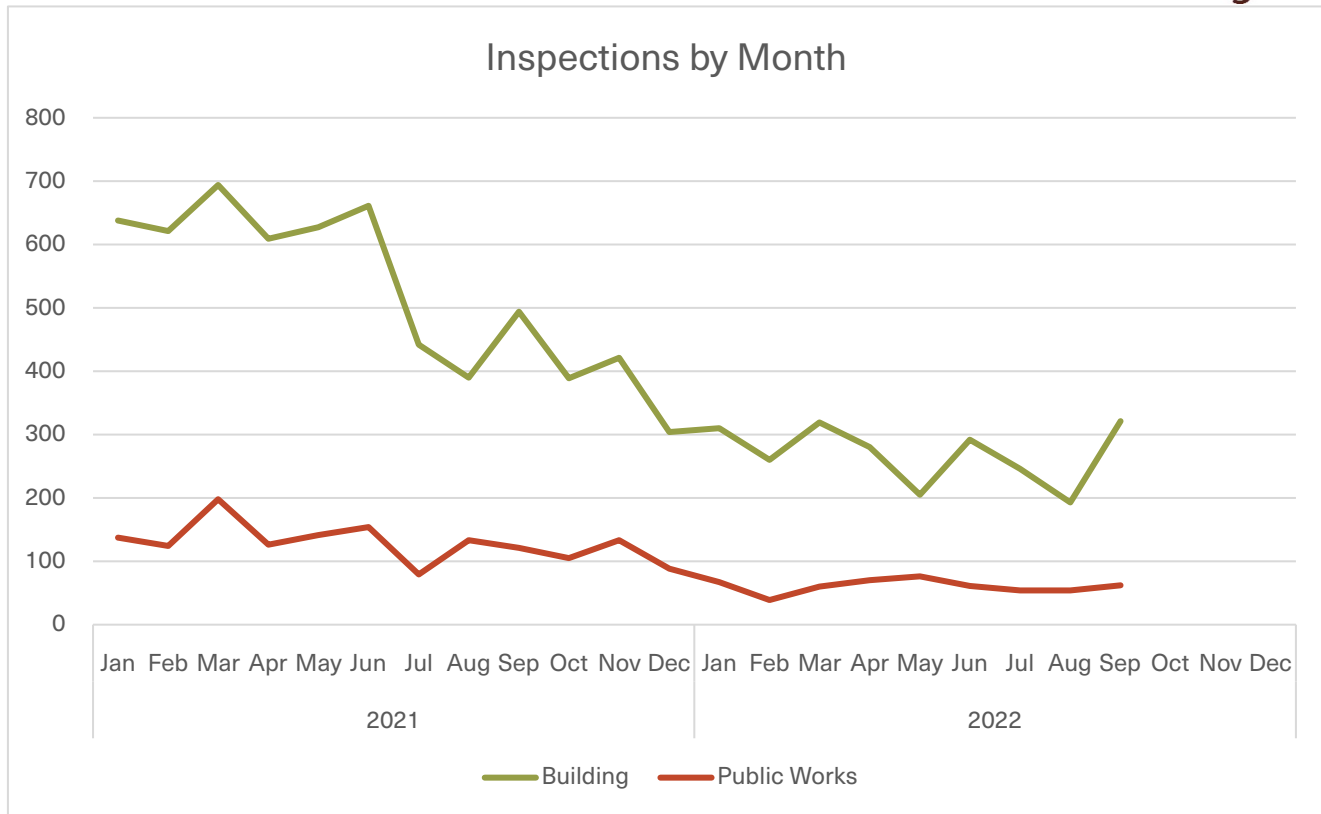
Monthly Development Report



Permits	Building		Planning		Public Works	
	Received	Issued	Received	Issued	Received	Issued
Sep 2022	53	23	10	5	8	3
Sep 2021	74	36	5	2	13	8
Average 2022	57	31	8	4	9	6
Average 2021	43	37	9	7	8	7
YTD 2022	516	279	74	37	84	57
YTD 2021	387	333	78	60	72	63
	Building		Planning		Public Works	
	Month	Received	Month	Received	Month	Received
Highest Month 2022	Mar	72	Jan	13	Aug	19
Highest Month 2021	Sep	74	Nov	21	Mar	13

Sep 2022

Monthly Development Report



<i>Inspections</i>	Building		Public Works	
Sep 2022	321		62	
Sep 2021	494		121	
Average 2022	270		60	
Average 2021	524		128	
YTD 2022	2426		543	
YTD 2021	5176		1213	
	Building		Public Works	
	Month	Insp.	Month	Insp.
Highest Month 2022	Sep	321	May	76
Highest Month 2021	Mar	694	Mar	198

Pending Projects - Planning and Engineering Permits

31 Permits

Exported: 10/01/2022

Permit #	Project	Site Address	Parcel	Department	Type	Status	Submitted	Last Activity
ADMINISTRATIVE INTERPRETATION								
22-1483	SINGLE FAMILY PARKING STANDARDS APPLICABILITY	2224 104TH AVE E	420102012	PLANNING	ADMINISTRATIVE INTERPRETATION	UNDER REVIEW	09/19/2022	09/27/2022
BLA								
22-1452	EDGEVUE ESTATES BLA	4524 CALDWELL RD E	6755000184	PLANNING	BLA	INCOMPLETE	08/29/2022	09/20/2022
CLEAR AND GRADE								
21-1298	PROLOGIS PARK PHASE I CLEAR AND GRADE	3926 90TH AVE E	420163076	ENGINEERING	CLEAR AND GRADE	WAITING ON REVISIONS	06/29/2021	09/08/2022
22-1101	DEROSS CLEAR AND GRADE	1105 108TH AVE E	420037014	ENGINEERING	CLEAR AND GRADE	UNDER REVIEW	03/24/2022	09/28/2022
CODE UPDATES AND CHANGES								
22-1064	TOWN CENTER SUBAREA PLAN	2224 104TH AVE E	420102012	PLANNING	CODE UPDATES AND CHANGES	APPLICATION	02/09/2022	08/16/2022
22-004	2021 CITY INITIATED COMPREHENSIVE PLAN AMENDMENT	2224 104TH AVE E	420102012	PLANNING	CODE UPDATES AND CHANGES	APPLICATION	04/26/2022	08/10/2022
DESIGN STAND REVIEW								
20-1348	DHALIWAL TC LANDING DESIGN STANDARDS REVIEW	1914 MERIDIAN AV E	420091134	PLANNING	DESIGN STAND REVIEW	UNDER REVIEW	07/13/2020	09/28/2022
POST REVISION - ENG								
19-1413 PR1	WOLF POINTE SITE DEVELOPMENT POST REVISION	9810 36TH ST E	420165030	ENGINEERING	POST REVISION - ENG	WAITING ON REVISIONS	03/10/2022	09/08/2022
PRE APP								
22-1462	ARCO AMPM PRE-APPLICATION	10315 12TH STREET CT E	420037059	PLANNING	PRE APP	UNDER REVIEW	09/02/2022	09/27/2022
22-1484	GRANT SHORT PLAT PRE-APPLICATION	2705 106TH AVE E	420107037	PLANNING	PRE APP	APPLICATION	09/19/2022	09/21/2022
22-1498	JOVITA HEATED STORAGE PRE-APP	12620 JOVITA BLVD E	420021022	PLANNING	PRE APP	APPLICATION	09/27/2022	09/28/2022
SHORT PLAT - FINAL								
21-1613	TEBALDI SHORT PLAT FINAL PLAT	4625 126TH AVE E	6755000240	PLANNING	SHORT PLAT - FINAL	UNDER REVIEW	01/10/2022	09/30/2022
SHORT PLAT - PRELIMINARY								
22-1385	AFICHUK PRELIMINARY SHORT PLAT	1625 112TH AVE E	9770000011	PLANNING	SHORT PLAT - PRELIMINARY	UNDER REVIEW	07/15/2022	09/30/2022
22-1479	JONES PRELIMINARY SHORT PLAT	11517 34TH ST E	420151002	PLANNING	SHORT PLAT - PRELIMINARY	UNDER REVIEW	09/16/2022	09/30/2022
SITE DEVELOPMENT								
19-1401	BEREZNYOV SHORT PLAT SITE DEVELOPMENT	8904 20TH ST E	420096012	ENGINEERING	SITE DEVELOPMENT	UNDER REVIEW	08/16/2019	09/08/2022
20-1236	JENNA ACRES SHORT PLAT SITE DEVELOPMENT	1419 114TH AV E	420034061	ENGINEERING	SITE DEVELOPMENT	UNDER REVIEW	05/20/2020	09/08/2022
20-1624	DHALIWAL TC LANDING SITE DEVELOPMENT	1914 MERIDIAN AV E	420091134	ENGINEERING	SITE DEVELOPMENT	WAITING ON REVISIONS	11/30/2020	08/01/2022
21-1430	WINDMILL PARK TOWNHOMES SITE DEVELOPMENT	3117 MERIDIAN AVE E	420103072	ENGINEERING	SITE DEVELOPMENT	WAITING ON REVISIONS	09/24/2021	09/23/2022
22-1218	TAPPS APARTMENT SITE DEVELOPMENT	XXX 29TH ST E	3625000372	ENGINEERING	SITE DEVELOPMENT	WAITING ON REVISIONS	04/22/2022	09/23/2022
22-1397	VIEW POINTE RV SITE DEVELOPMENT	10315 12TH STREET CT E	420037059	ENGINEERING	SITE DEVELOPMENT	WAITING ON REVISIONS	07/26/2022	09/26/2022
SITE PLAN DESIGN REVIEW								
21-1031	PROLOGIS PARK SITE PLAN REVIEW (PHASE I AND II)	3926 90TH AVE E	420163076	PLANNING	SITE PLAN DESIGN REVIEW	WAITING ON REVISIONS	01/22/2021	09/29/2022

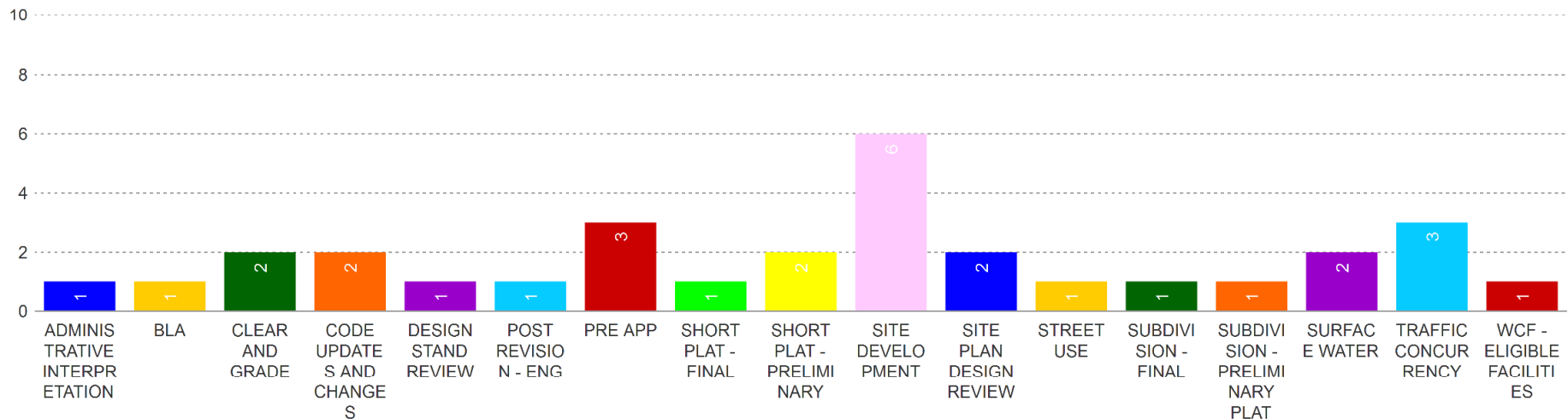
Pending Projects - Planning and Engineering Permits

31 Permits

Exported: 10/01/2022

Permit #	Project	Site Address	Parcel	Department	Type	Status	Submitted	Last Activity
22-1505	2513 Meridian Apartments	XXX MERIDIAN AVE E	420103027	PLANNING	SITE PLAN DESIGN REVIEW	APPLICATION	09/29/2022	09/30/2022
STREET USE								
22-031	DUNCAN STREET USE	113 MERIDIAN AVE E	420032021	PUBLIC WORKS	STREET USE	UNDER REVIEW	06/09/2022	07/15/2022
SUBDIVISION - FINAL								
22-1433	NORTHWOOD ESTATES WEST PHASE 2 SUBDIVISION FINAL PLAT	9609 24TH ST E	420091136	PLANNING	SUBDIVISION - FINAL	INCOMPLETE	08/18/2022	09/20/2022
SUBDIVISION - PRELIMINARY PLAT								
21-1282	WINDMILL PARK TOWNHOMES SUBDIVISION PRELIMINARY PLAT	3117 MERIDIAN AVE E	420103072	PLANNING	SUBDIVISION - PRELIMINARY PLAT	WAITING ON REVISIONS	06/17/2021	08/01/2022
SURFACE WATER								
21-1328	MANZA SIMPLE PAVING PERMIT	1019 114TH AVE E	420038030	ENGINEERING	SURFACE WATER	WAITING ON REVISIONS	07/19/2021	09/08/2022
22-1506	Church of Joy Playfield	1120 114TH AVE E	420034149	ENGINEERING	SURFACE WATER	APPLICATION	09/29/2022	09/29/2022
TRAFFIC CONCURRENCY								
22-1490	2513 MERIDIAN APARTMENTS TRAFFIC CONCURRENCY	XXX MERIDIAN AVE E	420103027	ENGINEERING	TRAFFIC CONCURRENCY	UNDER REVIEW	09/22/2022	09/26/2022
22-1490	2513 MERIDIAN APARTMENTS TRAFFIC CONCURRENCY	XXX MERIDIAN AVE E	420103027	ENGINEERING	TRAFFIC CONCURRENCY	UNDER REVIEW	09/22/2022	09/26/2022
22-1507	ARCO ampm - Edgewood	10315 12TH STREET CT E	420037059	ENGINEERING	TRAFFIC CONCURRENCY	APPLICATION	09/30/2022	09/30/2022
WCF - ELIGIBLE FACILITIES								
22-1488	VERIZON WIRELESS FACILITIES	10223 29TH ST E	3625000371	PLANNING	WCF - ELIGIBLE FACILITIES	APPLICATION	09/21/2022	09/26/2022

Permits by Type



Plat Construction Tracking Report- September 2022

Preliminary Plat						Site Development	Final Plat		Buildout	
Submitted	Project	Address	Total Lots	Status	Approved	Status	Status	Lots Recorded	Completed Homes #	Completion Date
2022	JONES SHORT PLAT	11517 34TH ST E	3	APPLICATION						
	AFICHUK SHORT PLAT	1625 112TH AVE E	2	APPLICATION						
2021	WINDMILL PARK TOWNHOMES	3117 MERIDIAN AVE E	45	APPLICATION		APPLICATION				
	BREYER SHORT PLAT	2114 95TH AVCT E	5	APPROVED	9/20/2021	ISSUED				
2020	HUNTINGTON SHORT PLAT	9605 18TH STCT E	3	APPROVED	2/8/2021	FINALED	APPROVED	3	1	33%
	TEBALDI SHORT PLAT	4625 126TH AV E	2	APPROVED	11/12/2020	N/A	APPLICATION			
	PADEN SHORT PLAT	1302 114TH ST E	2	APPROVED	2/1/2021					
	HARRISON SHORT PLAT	12121 42ND ST E	2	APPROVED	2/1/2021	FINALED	APPROVED	2	1	50%
	PHILLIPS RIDGE SUBDIVISION	XXX 86TH AVCT E	14	APPROVED	12/29/2020	ISSUED	APPROVED	14		
	DODDS SHORT PLAT	4902 EDGEWOOD DR E	2	APPROVED	9/3/2020	N/A	APPROVED	2	1	50%
	SMITH SHORT PLAT	2506 117TH AV E	2	APPROVED	10/5/2021	ISSUED				
2019	BJERK SHORT PLAT	9815 31ST ST E	2	APPROVED	1/14/2020	N/A	APPROVED	2	1	50%
	ESTATES ON CALDWELL SUBDIVISION	XXX CALDWELL RD E	6	APPROVED	5/5/2020	FINALED	APPROVED	6	1	17%
	JENNA ACRES SHORT PLAT	1419 114TH AV E	4	APPROVED	9/14/2020	APPLICATION				
	SELLERS SHORT PLAT	11215 13TH ST E	2	APPROVED	9/27/2019					
	WAGNER SHORT PLAT	11226 18TH ST E	3	APPROVED	10/23/2019	ISSUED	APPROVED	3	3	33%
	RAMSAUR SHORT PLAT	9505 24TH ST E	4	APPROVED	6/21/2019	N/A	APPROVED	4	1	25%
	BECKER SHORT PLAT	4122 CALDWELL RD E	2	APPROVED	7/1/2019	ISSUED	APPROVED	2	1	50%
2018	BARTH SUBDIVISION	XXX 96TH AV E	37	APPROVED	6/4/2020	ISSUED	APPROVED	35	0	
	T GARRETT SHORT PLAT	10412 36TH ST E	2	APPROVED	3/1/2019	FINALED	APPROVED	2	2	100%
	GRUBB SHORT PLAT	12325 48TH ST E	3	APPROVED	12/29/2020					
	HEART & SOUL SHORT PLAT	9725 18TH STCT E	4	APPROVED	12/26/2018	FINALED	APPROVED	4	3	75%
	CHUMAKIN SHORT PLAT	2005 112TH AV E	4	APPROVED	6/22/2018	FINALED	APPROVED	4	1	25%
	BEREZNYOV SHORT PLAT	8904 20TH ST E	4	APPROVED	1/10/2019	APPLICATION				
	ABEL SHORT PLAT	12321 16TH ST E	6	APPROVED	9/13/2018	ISSUED	APPROVED	6	2	33%
2017	CIRILIUM (RESERVE AT HILLCREST) SUBDIVISION	12311 31ST ST E	18	APPROVED	8/15/2018	FINALED	APPROVED	18	17	94%
	WOLF POINT SUBDIVISION	XXX MERIDIAN AV E	56	APPROVED	3/20/2019	ISSUED				
	GAGNON SHORT PLAT	2620 110TH AV E	2	APPROVED	11/17/2017	FINALED	APPROVED	2	1	50%
2016	VOLENTE SUBDIVISION	8626 33RD ST E	15	APPROVED	6/6/2017	ISSUED	APPROVED	15	0	
	DOMUS TOWNHOMES PRD (THE WOODLANDS)	10525 11TH ST E	55	APPROVED	1/11/2017	FINALED	APPROVED	55	17	31%
	EDGEWOOD VIEW ESTATES SUBDIVISION PHASE 2	8224 20TH ST E	67	APPROVED	12/14/2017	FINALED	APPROVED	67	63	94%
	GERVAIS SHORT PLAT	1607 112TH AVE E	3	APPROVED	12/22/2016	ISSUED	APPROVED	3	1	33%
	NORTHWOOD ESTATES WEST SUBDIVISION- PHASE 2	9623 24TH ST E	41	APPROVED	10/24/2017	ISSUED	APPLICATION			
	PASCOLO ESTATES SUBDIVISION	2806 117TH AVE CT E	19	APPROVED	3/21/2017	FINALED	APPROVED	19	5	26%
2015	EDGEWOOD TERRACE SUBDIVISION	2907 122ND AVE E	28	APPROVED	7/5/2017					
	NICKLAUS (ASTER POINT) SUBDIVISION	2305-2307 94TH AVE CT E	38	APPROVED	12/15/2016	FINALED	APPROVED	38	30	78%
	CALIBER SHORT PLAT	3312 106TH AVE E	6	APPROVED	9/8/2016	FINALED	APPROVED	6	5	83%
	EDGEWOOD ESTATES SUBDIVISION	12220 12TH ST E	14	APPROVED	9/29/2016	ISSUED	APPROVED	14	8	57%
	VIEW POINTE SUBDIVISION	10413 13TH ST E	44	APPROVED	4/29/2016	FINALED	APPROVED	44	43	98%
	CURRAN ESTATES SUBDIVISION	412 114TH AVE E	9	APPROVED	12/30/2015	FINALED	APPROVED	9	4	44%
2014	LISITSYN SHORT PLAT	11120 COUNTY LINE RD E	6	APPROVED	7/15/2014	FINALED	APPROVED	6	3	50%
2013	WESTRIDGE SUBDIVISION	FREEMAN RD	290	APPROVED	9/4/2014	FINALED	APPROVED	284	279	98%



CITY OF EDGEWOOD STAFF REPORT PLANNING COMMISSION AGENDA ITEM

Date: November 14, 2022

Title: 2021 City-initiated Comprehensive Plan Amendment Application

Attachments: 1) Proposed Amendments to Comprehensive Plan
2) Planning Commission Final Docket Recommendation

Submitted By: Evan Hietpas, Senior Planner

Background:

Per Edgewood Municipal Code (EMC) Section 18.60.130, the City may consider amendments to its Comprehensive Plan once every year. Applications for Comprehensive Plan amendments are to be submitted before December 31st in order to be considered during the following year's amendment process. All applications submitted before the December 31st deadline are identified on the preliminary docket that is maintained by the Community Development Director. In 2021, the City initiated two applications that met the required deadline for consideration in 2022.

Chapter 18.60 EMC establishes procedures and criteria for Comprehensive Plan amendments. This Chapter states that the City Council shall consider the proposed amendment and the Planning Commission's recommendation at a regularly scheduled meeting. The City Council shall also apply the criteria set forth in EMC 18.60.220, as applicable, in rendering its final decision.

If the City Council concludes that no change in the recommendation of the Planning Commission is necessary, the City Council may make a final determination on the proposed amendment(s) without holding another public hearing and make a final decision.

If the City Council concludes that a change in the recommendation of the Planning Commission is necessary, the City Council shall consider whether another opportunity for public review and comment is needed under RCW 36.70A.035(2)(a) and, if so, it shall hold another public hearing before making a final decision.

Previous Related Actions:

December 2021: City proposed two (2) comprehensive plan amendments for 2022 related to the incorporation and reference of the Town Center Subarea Plan (22-1064) and the updated Parks, Recreation, Open Space, and Trails (PROST) plan (22-002CODE) into the Comprehensive Plan.

May 9, 2022: Planning Commission held a public hearing and made the recommendation to City Council that both amendments should be placed on the Final Docket (attachment 2).

May 24, 2022: the City Council resolved to adopt the 2022 Comprehensive Plan Final Docket, as recommended by the Planning Commission (Resolution No. 22-0625).

Summary of Proposed Comprehensive Plan Amendments:

Amendments #1: Town Center Subarea Plan

Vol. 1, Ch. 2, Goal 5. Addition of new policy to create a Subarea Plan.

Vol. 2, Ch. 9. Update descriptions of City Hall and Civic Campus facilities related to Inventory of Existing Facilities, Forecast of Future Needs, and Capital Projects & Funding.

Amendments #2: PROST Plan

Vol. 1, Ch. 6. Update Introduction to reference the PROST Plan completed in 2022.

Vol. 2, Ch. 6. Update descriptions of Developed City Facilities, Undeveloped City Facilities, and Additional Information sections.

Public Hearing:

The Planning Commission may hold a public hearing to solicit public input on the proposed Comprehensive Plan Amendment application (22-004CODE).

Edgewood Comprehensive Plan Amendments

Amendments 1: Town Center Subarea Plan

Volume 1 Goals & Policies

Chapter 02: Land Use Element

Land Use Goal 5: LU.V. Establish Town Center as the commercial, mixed use heart of Edgewood.

LU.V.a Support the continued development of the Town Center to better serve the community and to attract regional visitors.

LU.V.b Consider leveraging City-owned property along Meridian Ave E to catalyze the development of Town Center.

LU.V.c Explore partnerships with developers to support development of unique, community-serving projects such as co-working spaces or a community center.

LU.V.d Support the development of distinctive landmarks within Town Center.

LU.V.e Promote a mix of uses in Town Center, including residential, retail, office and community gathering places.

LU.V.f Support pedestrian-oriented features and uses in Town Center.

LU.V.g Encourage ground floor commercial or public uses in all development.

LU.V.h Explore opportunities for public spaces and recreation facilities.

LU.V.i Consider standards to ensure a smooth and compatible transition to adjacent single family residential areas, including:

»Limitations on building height and bulk, lighting and parking adjacent to single family areas

»Clustering of buildings away from single family residential development

»Preservation and enhancement of critical areas and open space adjacent to single family areas

»Provision of pedestrian and bicycle connections to residential areas

LU.V.j Prioritize investments that support development of Edgewood's Town Center, such as investments that improve transportation systems and public spaces.

LU.V.k Create a Subarea Plan that establishes strategies to implement the community's vision for Town Center's future.

Volume 2: Background Information

Chapter 09: Capital Facilities Element

CITY HALL AND CIVIC CAMPUS

Inventory of Existing Facilities

The City Hall, is located at 2224 104th Ave. E, is located on eight (8) acres of land near the northeast corner of 24th Street East and Meridian Avenue East.

The City Hall of Edgewood offices provide a wide variety of services and functions, including law enforcement, land use and building permitting, community development services, parks and recreation, budgeting and surface water and transportation management. In addition, the City maintains a number of general administration functions, such as finance, record keeping and human resources, as well as the office of the City Clerk. Additionally, the property includes a loop walking trail, open space, and event space. A large portion of the property is found in Town Center and envisioned as a Civic Campus providing a meaningful community gathering place.

Forecast of Future Needs

The City will continue to evaluate~~does not forecast~~ needs for future ~~City Hall~~ City Hall and Civic Campus facilities. The community's vision for Town Center will influence future needs.

Capital Projects & Funding

~~There are~~ City will continue to evaluate ~~no future capital projects planned for~~ City Hall and Civic Campus facilities. As such, there is no funding will be a key consideration for projected city hall projects.

Amendments 2: Parks, Recreation, Open Space, and Trails (PROST) Plan Update

Volume 1: Goals & Policies

Chapter 06: Parks, Recreation and Open Space Element

INTRODUCTION

The Parks, Recreation and Open Space Element guides expansion of Edgewood's park system over the coming years. It reflects the community's vision for the park system and supports opportunities for healthy and active living. It also supports other plan elements, such as the Environment Element (through discussion of conservation of natural areas) and the Land Use and Transportation Elements (through discussion of paths and trails).

The element draws its goals and policies from the City of Edgewood's Parks, Recreation, and Open Space, and Trails Plan (PROST Plan). The plan was developed ~~simultaneously consistent~~ with the Comprehensive Plan ~~update~~ and meets the requirements of the Washington State Recreation and Conservation Office (RCO). The plan offers a comprehensive look at the park system, including existing facilities, community interests, demand and need for services, funding implications for improvements and ongoing maintenance. It provides a solid basis of information for prioritization and decision-making on parks and recreation facilities, and services. Inventory information from the PROS Plan is included in the background information for this Element in Volume II. Additional background information, including parks inventory and current condition assessments can be found in the PROST Plan (2022).

Volume 2: Background Information

Chapter 06: Parks, Recreation and Open Space Element

PARKS INVENTORY

Edgewood has 112 acres of parkland. The City classifies parkland as active parks or passive open space. Active parks are parks intended to meet community needs for a wide range of recreational activities, such as playing team sports, practicing individual physical activities such as running or bicycling, playing on play equipment, having a picnic and hosting events and classes. Active parks should be developed to include facilities that support these types of uses.

Passive open space includes lands that are intended to be left primarily in their natural state with little or no facility improvements. These lands may contain distinctive natural features, have historic cultural or scenic value, or provide important ecological functions such as habitat for native plants and wildlife. Open spaces can be enjoyed by the public through passive recreational use in a natural setting.

About half of the City's parkland is composed of active park sites and about half is composed of open space sites. Table 32 and Table 33 list information for the City's inventory of active parks and open space. Figure 14 shows the location of each site.

Developed City Facilities

The parks that receive the highest use by community members are Edgemont Park, Nelson Nature Park, Nelson Farm Park and Jovita Crossroads Park and the Interurban Trail. Of these, the most popular park is Edgemont Park. It is the only fully developed active park in the City and is well-loved. Its picnic shelter and restroom were recently renovated, but the other park facilities, including play equipment, need to be upgraded.

The Nelson Farm Park is also home to Edgewood's popular community garden that is used year round. There are no restrooms at Nelson Farm Park (except for a portable restroom), which limits the use of this site. There is also a farmhouse at this site that could be used to provide meeting and class space for local programs and community groups, but the building requires structural and ADA improvements before active public use would be possible. Located next door is Nelson Nature Park, which contains a paved loop trail, a covered picnic shelter and a small parking lot.

The City's newest and smallest park is Jovita Crossroads Park. It serves as the trailhead for the Edgewood portion of the Interurban Trail and has picnic tables and restrooms. From the park, community members can walk or bike along a two-mile trail segment that parallels Jovita Creek, Jovita Canyon and Stewarts Point Bluff. The trail does not currently connect to other portions of the Interurban Trail but there are regional plans for future connections.

Edgewood's Civic ~~Campus~~ Center is another new park site. It has open fields, a loop trail, restrooms (located in City Hall), an amphitheater plaza and City Hall. Currently the loop trail is the most-used portion of the property outside of the City Hall function. City Hall rooms are available for recreation and cultural programming, but there is currently a low utilization rate. This site is not fully developed and future plans could include additional facilities and programs.

Undeveloped City Facilities

All other parks in the City are undeveloped, including the 36th and Meridian site, which was acquired in 2005 with the intention of developing a signature active park for the City. The City Council accepted a master plan for development of the park in 2007 that was developed through a public process. The conceptual design included amenities such as a baseball field, basketball court, tennis courts, a soccer field, parking, restrooms, picnic areas, tot lot and playground, a splash park and a small amphitheater. A 2008 bond measure that included funding for full construction of this park failed. Despite the measure failing, city residents continue to express support for development of this site in a phased and affordable manner. Development of the 36th and Meridian site in this manner is identified as a recommended project in the Capital Improvement Plan for the City's Parks, Recreation and Open Space (PROS) Plan.

Additional Information

For additional parks background information, including a demand and needs assessment, see the Edgewood Parks, Recreation, and Open Space, and Trails Plan (2022-25).



**CITY OF EDGEWOOD
PLANNING COMMISSION
RECOMMENDATION**

The Planning Commission voted 6-0 to recommend APPROVAL of the proposed Comprehensive Plan Amendment docket, including two (2) requests, related to incorporation and reference of both the Town Center Subarea Plan and the updated Parks, Recreation, Open Space, and Trails (PROST) Plan into the Comprehensive Plan.

It is the recommendation of the City of Edgewood Planning Commission to approve the docket as presented in the staff report submitted by Associate Planner Evan Hietpas at the May 9, 2022 meeting.

**RECOMMENDED BY THE CITY OF EDGEWOOD PLANNING COMMISSION
ON THE 9TH DAY OF MAY 2022.**

A handwritten signature in black ink, appearing to read "Allison M. Pinner", written over a horizontal line.

Planning Commission Vice- Chair

Attest by:

A handwritten signature in black ink, appearing to read "Evan Hietpas", written over a horizontal line.

Evan Hietpas
Associate Planner



CITY OF EDGEWOOD STAFF REPORT PLANNING COMMISSION AGENDA ITEM

Date: November 14, 2022

Title: Commercial Zoning District: Land Uses Code Amendments

Attachments: 1) Proposed Amendments to Edgewood Municipal Code (EMC)

Submitted By: Morgan Dorner, Senior Planner

Background:

September 12, 2022: Staff brought forward this item and the Commission directed staff move forward.
October 10, 2022: Staff and Commission discussed draft proposed code amendments.

The code amendments shown in attachment 1 are proposed to ensure consistency with the community's vision for the Commercial zoning district, as outlined in the Comprehensive Plan. City staff and the Planning Commission identified inconsistencies between the Comprehensive Plan [Land Use Policy I.k.](#) and permitted uses in the Commercial (C) zoning district outlined [EMC 18.70.050 \(Land Use Table\)](#).

Code Amendments Summary:

-EMC 18.80.080. Update Commercial zoning district Purpose statement.

-EMC 18.70.050. Prohibit the following land uses outlined below:

- Light Manufacturing
- Wholesale Trade (ex. Packaging and Distribution facilities and warehouses)
- Fuel Dealers
- Mini-Warehouses and Self-Storage Units
- Truck, Utility Trailer, and RV Rental and Leasing
- Commercial and Industrial Equipment Rentals
- Other Repair and Maintenance, Commercial/Industrial
- Outside Storage

Public Hearing:

The Planning Commission may hold a public hearing to solicit public input on the proposed code amendments (22-005CODE).

18.80.080 Town Center, Commercial, Mixed Use Residential and Business Park zoning districts.

B. Purpose.

2. The Commercial (C) zoning district accommodates a wide range of commercial development, including large format retail, auto-oriented uses, and regional scale commercial uses. ~~Light industrial uses are also allowed.~~ Development standards seek to balance the needs of the pedestrian with those of the automobile and are flexible to accommodate a wide range of uses and forms. This area provides a visual and functional transition to the Town Center and adjacent zones and assures that there is ample area to accommodate potential economic development opportunities. While commercial development is emphasized, this zone also allows multifamily housing with a mix of uses.

Land Use Table	NAICS Code	Single-Family 2	Single-Family 3	Single-Family 5	Mixed Residential 1	Mixed Residential 2	Mixed Use Residential	Town Center	Commercial	Business Park	Industrial	Public	Notes
Animal Slaughtering and Processing	3116	-	-	-	-	-	-	-	-	-	-	-	
Marijuana Processing	Special	-	-	-	-	-	-	-	-	-	-	-	See Condition 2
Manufacturing, Craft	Special	-	-	-	-	-	CUP	CUP	CUP	CUP	✓	-	
Manufacturing, Light	23, part; 311 except 3116; 312; 313; 314; 315; 316; 337	-	-	-	-	-	-	-	CUP	CUP	✓	-	
Manufacturing, Heavy	23, part; 321; 322; 323; 324; 325; 326; 327; 331; 332; 333; 334; 335; 336; 339	-	-	-	-	-	-	-	-	-	CUP	-	
Wholesale and Retail Trade (Sector 42, 44-45)													
✓ – Permitted Use CUP – Use may be approved via CUP – Prohibited Use A – Approval Requires AUP	NAICS Code	SF2	SF3	SF5	MR1	MR2	MUR	TC	C	BP	I	P	All Uses Subject to Condition 1
Wholesale Trade	423; 424; 425	-	-	-	-	-	-	-	CUP	A	✓	-	
Retail Trade													
Automobile and Other Motor Vehicle Dealers	4411; 4412	-	-	-	-	-	-	-	CUP	A	A	-	
Gasoline Stations	447	-	-	-	-	-	CUP	CUP	A	✓	✓	-	
Pet and Pet Supplies Stores	453910	-	-	-	-	-	A	✓	✓	✓	✓	-	
Fuel Dealers	454310	-	-	-	-	-	-	-	CUP	CUP	✓	-	
Marijuana Retailers	453998, part	-	-	-	-	-	-	-	-	-	-	-	See Condition 2

Land Use Table	NAICS Code	Single-Family 2	Single-Family 3	Single-Family 5	Mixed Residential 1	Mixed Residential 2	Mixed Use Residential	Town Center	Commercial	Business Park	Industrial	Public	Notes
Sexually Oriented Retail Businesses	Special	-	-	-	-	-	-	-	-	CUP	-	-	Per Ord. Nos. 11-356, 13-410, 14-425, 17-502, and regulations regarding cannabis in Chapter 69.51A RCW or I-502 Subject to standards provided in EMC 18.100.100
Retail Trade, All Other	All Other 44; 45	-	-	-	-	-	✓	✓	✓	✓	✓	CUP	
Transportation and Warehousing (Sector 48-49)													
✓ – Permitted Use CUP – Use may be approved via CUP – Prohibited Use A – Approval Requires AUP	NAICS Code	SF2	SF3	SF5	MR1	MR2	MUR	TC	C	BP	I	P	All Uses Subject to Condition 1
Transportation													
Pipeline Transportation	486	See Note											Activities must follow city of Edgewood permitting requirements and are subject to Condition 3
Transportation, All Other	48 except 486	See Note											See Condition 4
Warehousing and Storage													
Mini-Warehouses and Self-Storage Units	53113	-	-	-	-	-	-	-	CUP	✓	✓	-	
Warehousing and Storage, All Other		-	-	-	-	-	-	-	-	CUP	✓	-	
Business and Professional Services (Sector 51-56)													
✓ – Permitted Use CUP – Use may be approved via CUP – Prohibited Use A – Approval Requires AUP	NAICS Code	SF2	SF3	SF5	MR1	MR2	MUR	TC	C	BP	I	P	All Uses Subject to Condition 1

Land Use Table	NAICS Code	Single-Family 2	Single-Family 3	Single-Family 5	Mixed Residential 1	Mixed Residential 2	Mixed Use Residential	Town Center	Commercial	Business Park	Industrial	Public	Notes
General	All Office Use, plus: 51 except 517; 52; 531; 533; 54 except 541940; 55; 561; 813	-	-	-	-	-	✓	✓	✓	✓	A	-	
Rental and Leasing													
Passenger Car Rental and Leasing	53211	-	-	-	-	-	✓	✓	✓	✓	✓	-	
Truck, Utility Trailer, and RV Rental and Leasing	53212	-	-	-	-	-	CUP	CUP	A	✓	✓	-	
Consumer Goods Rental	5322; 5323, part	-	-	-	-	-	✓	✓	✓	✓	✓	-	
Commercial and Industrial Equipment Rentals	5323, part; 5324	-	-	-	-	-	-	-	A	✓	✓	-	
Waste Management and Remediation Services													
Waste Management and Remediation Services, All Other	5622, part; 5629	-	-	-	-	-	-	-	-	-	CUP	-	
Educational Services (Sector 61)													
✓ – Permitted Use CUP – Use may be approved via CUP – Prohibited Use A – Approval Requires AUP	NAICS Code	SF2	SF3	SF5	MR1	MR2	MUR	TC	C	BP	I	P	All Uses Subject to Condition 1
Elementary and Secondary Schools	6111	CUP	CUP	CUP	CUP	CUP	A	✓	✓	✓	CUP	CUP	
Junior Colleges, Colleges, Universities, and Professional Schools	6112; 6113; 6114	-	-	-	-	-	A	✓	✓	✓	CUP	-	
Technical and Trade Schools	6115	-	-	-	-	-	A	✓	✓	✓	CUP	-	
Educational Services, All Other	6116; 6117	-	-	-	-	-	A	✓	✓	✓	CUP	-	
Health Care and Social Assistance (Sector 62)													

Land Use Table	NAICS Code	Single-Family 2	Single-Family 3	Single-Family 5	Mixed Residential 1	Mixed Residential 2	Mixed Use Residential	Town Center	Commercial	Business Park	Industrial	Public	Notes
Restaurants, Limited Service	722513; 722514	-	-	-	-	-	✓	✓	✓	✓	✓	✓	Subject to compliance with drive-up windows (special) use, if also applicable
Snack and Nonalcoholic Beverage Bars	722515	-	-	-	-	-	✓	✓	✓	✓	✓	✓	Subject to compliance with drive-up windows (special) use, if also applicable
Services (Sector 811-812)													
✓ – Permitted Use CUP – Use may be approved via CUP – Prohibited Use A – Approval Requires AUP	NAICS Code	SF2	SF3	SF5	MR1	MR2	MUR	TC	C	BP	I	P	All Uses Subject to Condition 1
Automotive Repair and Maintenance													
Automotive Oil Change and Lubrication Shops	811191	-	-	-	-	-	-	-	CUP	A	✓	-	
Car Washes	811192	-	-	-	-	-	CUP	✓	✓	✓	✓	-	
Automotive Repair and Maintenance, All Other	All Other 8111	-	-	-	-	-	-	-	CUP	CUP	✓	-	
Personal Care Services	8121; 812310; 8123200	-	-	-	-	-	CUP	✓	✓	✓	✓	-	
Other Repair and Maintenance													
Other Repair and Maintenance, Consumer	811 except 8111	-	-	-	-	-	-	-	CUP	CUP	✓	-	
Other Repair and Maintenance, Commercial/Industrial	811 except 8111	-	-	-	-	-	-	-	CUP	CUP	✓	-	
Funeral Homes and Funeral Services	812210	-	-	-	-	-	-	-	CUP	CUP	✓	-	
Crematoria	812220, part	-	-	-	-	-	-	-	-	CUP	CUP	-	
Pet Care Services													
Kennels	812910, part	-	-	-	-	-	-	-	-	CUP	A	-	
Veterinary Services	541940	-	-	-	-	-	A	A	✓	✓	A	-	
Pet Care Services, All Other	812910, part	-	-	-	-	-	✓	✓	✓	✓	A	-	

Land Use Table	NAICS Code	Single-Family 2	Single-Family 3	Single-Family 5	Mixed Residential 1	Mixed Residential 2	Mixed Use Residential	Town Center	Commercial	Business Park	Industrial	Public	Notes
Outside Displays	Special	-	-	-	-	-	✓	✓	✓	✓	✓	✓	Activities also subject to EMC 18.95.030(I)
Outside Storage	Special	-	-	-	-	-	-	CUP	CUP	CUP	A	-	Activities also subject to EMC 18.90.120

Conditions

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

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



CITY OF EDGEWOOD STAFF REPORT PLANNING COMMISSION AGENDA ITEM

Date: November 14, 2022

Title: Industrial Height Standards Code Amendments

Attachments: 1) Proposed Amendments to Edgewood Municipal Code (EMC)

Submitted By: Morgan Dorner, Senior Planner

Background:

September 12, 2022: Staff brought forward this item and the Commission directed staff move forward.
October 10, 2022: Staff and Commission discussed draft proposed code amendments.

The Industrial zone has grown significantly in geography since development standards for this area were last assessed. The proposed code amendments shown in attachment 1 modify height standards in the Industrial zoning district to ensure compatibility with the City's vision described in the Comprehensive Plan, and to improve consistency with adjacent jurisdictions (Fife, Puyallup, Sumner) for future development. To develop the proposed amendments, staff conducted analysis, which included the following:

- Study neighboring jurisdictions height standards
- Evaluate the Industrial zone and any potential issues
- Propose revised height allowances and/or increases in-line with current regional standards

Code Amendments Summary:

-EMC 18.80.100.

- Increase the maximum building height allowed to 50 feet.
- Add design feature requirements to break-up the massing of buildings.
- Add height allowances for utility features located on rooftops.

Public Hearing:

The Planning Commission may hold a public hearing to solicit public input on the proposed Comprehensive Plan Amendment application (22-006CODE).

EMC 18.80.100 Industrial zoning district.

A. The Industrial (I) zoning district provides for regional research, light manufacturing, warehousing, and other major regional employment uses. Industrial lands are limited to areas where regional transportation access is available.

B. Primary Permitted Uses. For permitted uses within the Industrial zoning district see Chapter 18.70 EMC, Permitted Land Uses.

C. In addition to the regulations and requirements contained in other sections of this title, the following property development standards apply to all land and buildings in the Industrial zoning district:

1. Lot development is subject to stormwater and other requirements for the Industrial zoning district and shall not exceed the following standards for lot coverage and impervious surface:

- a. Lot coverage: 80 percent;
- b. Effective impervious surface: 85 percent; and
- c. Hard surface area: 90 percent.

2. The minimum distance setbacks for the Industrial zoning district shall be as follows:

- a. Minimum front yard/street setback: 25 feet.
- b. Minimum arterial and state highway setback: 25 feet.
- c. Minimum rear building setback: 25 feet.
- d. Minimum interior setback: zero feet.

Additional setback requirements are provided in EMC 18.90.150, Setback standards.

3. The maximum building height in the Industrial zoning districts shall be 50 ~~35~~ feet (see EMC 18.90.070, Height standards).

- a. Breaks in scale must be provided in the form of eaves, overhangs, levels, or other features that break-up height between 15 and 30 feet throughout the site with particular attention to entrances.
- b. The following features may exceed the applicable height limits but must be placed and/or screened to avoid visual impact:
 - i. Solar collectors may extend 15 feet above the applicable height limit;
 - ii. Stair and elevator penthouses may extend 15 feet above the applicable height limit; and

4. Design features shall be required for commercial uses as set forth in Chapter 18.95 EMC, Design Standards.

5. Significant tree identification and preservation and/or replacement shall be required as set forth in EMC 18.90.180, Tree preservation.

6. Landscaping shall be provided as set forth in EMC 18.90.090, Landscaping, as it applies in their appropriate zones.

7. Parking shall conform to the requirements of EMC 18.90.130, Parking.

8. Signage shall conform to the requirements of Chapter 18.97 EMC, Sign Code. (Ord. 20-579 § 3 (Exh. C); Ord. 20-579 § 3 (Exh. C);



CITY OF EDGEWOOD STAFF REPORT PLANNING COMMISSION AGENDA ITEM

Date: November 14, 2022

Title: 2021 City-initiated Comprehensive Plan Amendment Application

Attachments: 1) Draft Planning Commission Recommendation

Submitted By: Evan Hietpas, Senior Planner

Summary:

On November 14, 2022, the Planning Commission held a public hearing to solicit public input on the proposed Comprehensive Plan Amendment application (22-004CODE). Following the public hearing, the Planning Commission may take action by providing a recommendation to City Council. A draft recommendation has been prepared by staff, included as Attachment 1.

Procedure:

Chapter 18.60 EMC establishes a procedures and criteria for Comprehensive Plan amendments. This Chapter states that the City Council shall consider the proposed amendment and the Planning Commission's recommendation at a regularly scheduled meeting. The City Council shall also apply the criteria set forth in EMC 18.60.220, as applicable, in rendering its final decision.

If the City Council concludes that no change in the recommendation of the Planning Commission is necessary, the City Council may make a final determination on the proposed amendment(s) without holding another public hearing and make a final decision.

If the City Council concludes that a change in the recommendation of the Planning Commission is necessary, the City Council shall consider whether another opportunity for public review and comment is needed under RCW 36.70A.035(2)(a) and, if so, it shall hold another public hearing before making a final decision.



CITY OF EDGEWOOD
PLANNING COMMISSION
RECOMMENDATION

The Planning Commission voted X-X to recommend APPROVAL of the proposed Comprehensive Plan amendments pertaining to Town Center and the Parks, Recreation, Open Space, and Trails (PROST) Plan.

It is the recommendation of the City of Edgewood Planning Commission to approve the amendments as presented in the staff report and attachment submitted by Senior Planner Evan Hietpas at the November 14, 2022 meeting.

**RECOMMENDED BY THE CITY OF EDGEWOOD PLANNING COMMISSION
ON THE 14TH DAY OF NOVEMBER 2022.**

Planning Commission Chair

Attest by:

Evan Hietpas
Senior Planner



CITY OF EDGEWOOD STAFF REPORT PLANNING COMMISSION AGENDA ITEM

Date: November 14, 2022

Title: Commercial Zoning District: Land Uses Code Amendments

Attachments: 1) Draft Planning Commission Recommendation

Submitted By: Morgan Dorner, Senior Planner

Summary:

On November 14, 2022, the Planning Commission held a public hearing to solicit public input on the proposed code amendments related to permitted land uses in the Commercial zoning district. Following the public hearing, the Planning Commission may take action by providing a recommendation to City Council. A draft recommendation has been prepared by staff, included as Attachment 1.

Procedure:

Chapter 18.60 EMC establishes a procedures and criteria for Development Regulations amendments. This Chapter states that the City Council shall consider the proposed amendments and the Planning Commission's recommendation at a regularly scheduled meeting. The City Council shall also apply the criteria set forth in EMC 18.60.220, as applicable, in rendering its final decision.

If the City Council concludes that no change in the recommendation of the Planning Commission is necessary, the City Council may make a final determination on the proposed amendments without holding another public hearing and make a final decision.

If the City Council concludes that a change in the recommendation of the Planning Commission is necessary, the City Council shall consider whether another opportunity for public review and comment is needed under RCW 36.70A.035(2)(a) and, if so, it shall hold another public hearing before making a final decision.



CITY OF EDGEWOOD
PLANNING COMMISSION
RECOMMENDATION

The Planning Commission voted X-X to recommend APPROVAL of the proposed code amendments pertaining to permitted land uses in the Commercial zoning district.

It is the recommendation of the City of Edgewood Planning Commission to approve the amendments as presented in the staff report and attachment submitted by Senior Planner Morgan Dorner at the November 14, 2022 meeting.

**RECOMMENDED BY THE CITY OF EDGEWOOD PLANNING COMMISSION
ON THE 14TH DAY OF NOVEMBER 2022.**

Planning Commission Chair

Attest by:

Evan Hietpas
Senior Planner



CITY OF EDGEWOOD STAFF REPORT PLANNING COMMISSION AGENDA ITEM

Date: November 14, 2022

Title: Industrial Height Standards Code Amendments

Attachments: 1) Draft Planning Commission Recommendation

Submitted By: Morgan Dorner, Senior Planner

Summary:

On November 14, 2022, the Planning Commission held a public hearing to solicit public input on the proposed code amendments related to maximum building height standards in the Industrial zoning district. Following the public hearing, the Planning Commission may take action by providing a recommendation to City Council. A draft recommendation has been prepared by staff, included as Attachment 1.

Procedure:

Chapter 18.60 EMC establishes a procedures and criteria for Development Regulations amendments. This Chapter states that the City Council shall consider the proposed amendments and the Planning Commission's recommendation at a regularly scheduled meeting. The City Council shall also apply the criteria set forth in EMC 18.60.220, as applicable, in rendering its final decision.

If the City Council concludes that no change in the recommendation of the Planning Commission is necessary, the City Council may make a final determination on the proposed amendments without holding another public hearing and make a final decision.

If the City Council concludes that a change in the recommendation of the Planning Commission is necessary, the City Council shall consider whether another opportunity for public review and comment is needed under RCW 36.70A.035(2)(a) and, if so, it shall hold another public hearing before making a final decision.



CITY OF EDGEWOOD
PLANNING COMMISSION
RECOMMENDATION

The Planning Commission voted X-X to recommend APPROVAL of the proposed code amendments pertaining to maximum building heights in the Industrial zoning district.

It is the recommendation of the City of Edgewood Planning Commission to approve the amendments as presented in the staff report and attachment submitted by Senior Planner Morgan Dorner at the November 14, 2022 meeting.

**RECOMMENDED BY THE CITY OF EDGEWOOD PLANNING COMMISSION
ON THE 14TH DAY OF NOVEMBER 2022.**

Planning Commission Chair

Attest by:

Evan Hietpas
Senior Planner



CITY OF EDGEWOOD STAFF REPORT PLANNING COMMISSION AGENDA ITEM

Date: November 14, 2022

Title: Sewer Connection Requirements (General Sewer Plan Update)

Attachments: None

Submitted By: Jeremy Metzler, Public Works Director
Evan Hietpas, Senior Planner

Background Information:

All development within the City of Edgewood must provide for adequate sanitary waste disposal. There are typically two methods to achieve compliance with this standard: 1) public sanitary sewer connection, or 2) a private on-site septic system (OSS).

April 2021 recommendation:

The Commission voted 6-0 to recommend that the City should incorporate the following six (6) topics into the review process of the General Sewer Plan (GSP):

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

September 2021 discussion:

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

March 14, 2022 discussion:

Staff shared a DRAFT Collection System Map to demonstrate how the planning effort is considering the six points identified in the Planning Commission's April 2021 recommendation (above), requiring a significant level of effort to plan comprehensively / city-wide.

June 13, 2022- October 10, 2022 discussion:

The Planning Commission held discussions to prepare to give policy direction to City staff regarding the draft GSP and municipal code updates on several policy topics, as requested by staff to help in developing the capital improvement program.

Current Discussion:

The City has recognized the need for a city-wide sewer plan, because without it, holistic infrastructure management is not possible. It is crucial to look at things holistically to avoid inequitable decisions. The updated GSP will establish clear strategies that achieve environmental, community cultural, and economic equity. The GSP will also enable efficient resource management. The Planning Commission is currently discussing several key policy issues to be addressed in the GSP.

Staff understands the Commission has reached a common understanding on the following 5 (five) proposed policies:

1. Community on-site septic systems should not be permitted anywhere in the city.
2. New individual OSSs should only be allowed on existing lots of record where the nearest parcel boundary is more than 300 horizontal feet from the nearest existing sanitary sewer main.
3. If a new sanitary sewer main is installed by a **private developer**, and the new sewer is adjacent to property with an existing structure served by an OSS, then the existing structure shall be required to connect to the new sewer:
 - a. prior to any City permit approval that would result in increased use of the existing OSS beyond its currently approved capacity,
 - b. prior to any City permit approval for any reclassification of use for the existing structure (*ex., from residential to non-residential*),
 - c. if the existing OSS requires a repair that requires a permit from the Tacoma-Pierce County Health Department (TPCHD) to maintain its function, or
 - d. if the existing OSS is failing as defined by the Tacoma-Pierce County Health Department (TPCHD).
4. If an existing structure's OSS fails, the OSS may only be repaired if the existing sanitary sewer main is more than 300 horizontal feet away from the subject property. The horizontal distance shall be measured along a straight line from the available connection point to the closest property line.
(consistent with Pierce County Code 13.04.030(B)(2) and TPCHD standards)
5. The City should prioritize funding for the expansion of sanitary sewer in the following order:
 - a. Areas where road conditions warrant repair and/or replacement
 - b. Areas where other capital improvements are planned or warranted
 - c. Existing neighborhoods with aging OSS's (being more than 20 years old and/or otherwise identified problem areas, such as odor complaints or recent repair activity)
 - d. Other developable areas

Current Discussion section continued on next page

However, staff understands that additional discussion is needed on the following 2 (two) proposed policies:

6. If a new sanitary sewer main is installed by the **City**, the first step before any work begins is a public noticing and engagement process with affected property owners. The public process and construction effort can take several months, sometimes a year or more, and connections cannot be made until that has been completed. Once the sewer main is deemed ready for connections, the requirement for an adjacent existing structure served by an OSS to connect will follow one of the processes below:

- a. **Immediate Connection:** All existing OSS's shall be decommissioned and existing structures served by said OSS's shall be connected to the new sanitary sewer main within 180 days of it being deemed ready for connections.

- or -

- b. **Deferred Connection:**
 - i. The existing OSS shall be assigned an age based on the date of the last permitted activity in TPCHD records, such as evidence of a completed installation or repair permit.
 - ii. The existing structure served by said OSS will not be required to connect to the new sanitary sewer main until its age is at least (**X amount***) years.
 - iii. Once the age of said OSS reaches (**X amount***) years, existing structures must connect to the sanitary sewer within 180 days.
 - iv. Regardless of the conditions above, existing structures must connect to sanitary sewer if the conditions listed under Policy #3, above, are met.

****10-20 years is recommended by staff as the range for Planning Commission consideration.***

7. The allowance / prohibition of new individual OSSs in newly proposed subdivisions will follow the requirements outlined below:

- a. **Sewer Extension Requirement:** For proposed subdivisions that are no more than (**X amount***) feet from the nearest existing sanitary sewer main, prohibit new individual OSSs and require sanitary sewer extension to serve the subdivision.

****300-1,000 feet is recommended by staff as a range for Planning Commission consideration. Typically, the costs for installing one new individual OSS is similar to 100 feet of sewer extension.***

WAC 246-272A-0025 Connection to public sewer system – uses 200 feet; but local health regulations are more restrictive (300 feet)

- b. **Dry Sewer Requirement:** All proposed subdivisions that are exempt from (a), above, shall follow the Dry Sewer Requirements outlined below:
 - i. Require installation of a “dry” sanitary sewer main at the time of the subdivision process.
 - ii. Once the sanitary sewer is extended to the area, the “dry” sanitary sewer main will be connected to the live system, and all existing structures in the subject subdivision must be connected consistent with the Connection Requirement policy #6, above.

Commission needs to determine if Policy 7.b. should apply to all subdivisions, or only full subdivisions (more than 6 lots).

Proposed Policy #6 Case Study Examples

10-year threshold used for case study examples

Immediate Connection

Case Study #1. (Over 10-year-old OSS)

IF OSS was installed 10 or more years ago, and sewer becomes available,
THEN, must connect to sanitary sewer.

Case Study #2. (Over 10-year-old permitted repair OSS)

IF OSS had repairs done 10 or more years ago, and sewer becomes available,
THEN, must connect to sanitary sewer.

Case Study #3. (Malfunctioning OSS)

IF OSS is failing, or requires substantive repair to continue functioning, and sewer becomes available,
THEN, must connect to sanitary sewer.

Case Study #4. (Increased use of OSS)

IF owner requests permit approval to increase the use of the OSS (ex: add bedrooms), or
IF owner requests permit approval to reclassify use (ex: residential to commercial),
THEN, must connect to sanitary sewer.

Deferral Allowance

Case Study #5. (Deferral Allowance for recently installed OSS)

IF OSS was installed 1-9 years ago, and sewer becomes available,
THEN two options- Connect to sanitary sewers; OR utilize deferral allowance until OSS is 10 years old.

Case Study #6. (Deferral Allowance for recently repaired OSS)

IF OSS had permitted repair work done (through Tacoma Pierce County Health Department) 1-9 years ago, and sewer becomes available,
THEN two options- Connect to sanitary sewer within 180 days; OR apply for deferral allowance because septic system was repaired less than 10 years old.



CITY OF EDGEWOOD STAFF REPORT PLANNING COMMISSION AGENDA ITEM

Date: November 14, 2022

Title: 2023 Work Plan

Attachments: 1) Proposed 2023 Work Plan Detailed Outline

Submitted By: Evan Hietpas, Senior Planner

Discussion:

This discussion item is intended to allow the Planning Commission to start preparing for setting their Work Plan for 2023. The list below is provided by City staff to outline potential topics. The items in **bold** are new additions.

Proposed 2023 Work Plan Items

1. Comprehensive Plan Periodic Update
2. Town Center
3. Housing
4. Edgewood Municipal Code (EMC) Updates
5. Public Facilities and Infrastructure
6. Development Review Process

Proposed 2023 Planning Commission Objectives

1. Identify community outreach, education, and engagement opportunities
2. Identify training opportunities for Planning Commissioners
3. Promote diversity, equity, and inclusion in recommendations to City Council
4. Collaborate with the Economic Development Advisory Board (EDAB)
5. Collaborate with Parks and Recreation Advisory Board (PRAB)

Proposed 2023 Work Plan Items

#1 Comprehensive Plan Periodic Update (due December 2024)

- A. Consistency with PSRC and Pierce Co. Policies and Growth Targets
- B. Land Use and Zoning (Employment/ Retail, Residential, Town Center, Public)
- C. Housing (goals, policies, regulations, partnerships, incentives)
- D. Public Engagement
- E. Capital Facilities and Utilities
 - General Sewer Plan and projects
 - Capital Improvement Plan
 - Public Works Department facilities
 - Potable water capacity (inter-agency coordination)
- F. Transportation
 - City-wide roadway network update
 - Multi-Modal Transportation Level of Service (LOS) Standards
 - Regional public transit/ transportation coordination
 - Complete Street standards
- G. Environment
 - Critical Area Protection and Tree Preservation
 - Sustainability and Energy Efficiency Initiatives
- H. Community Character
- I. Puyallup Tribe coordination
- J. Economic Development (EDAB will lead)
- K. Parks Recreation, Open Space, and Trails (PRAB will lead)

#2 Town Center

- A. Subarea Plan Completion (May/April 2023)
- B. Land Use Review
 - Permitted uses
 - Mixed-use requirements
- C. Development and Design Regulation Review
 - Minimum and maximum densities
 - Building height, design, and location
 - Site design requirements (parking, landscaping, frontage improvements, etc.)
- D. Public Projects and Investments
 - Civic Campus property
 - Multi-modal loop trail (PRAB will lead)
 - Neighborhood beautification (PRAB will lead)
 - Community and cultural event programming (PRAB will lead)
- E. Economic Development Strategies (EDAB will lead)

#3 Housing

- A. Middle Housing Grant Project
 - Collaboration with Pierce County SSHA3P and cities (Milton & Fife)
 - Public Engagement
 - Equity Analysis (Disparate Impacts, Displacement, Exclusion)
 - Middle Housing Suitability Analysis
- B. Housing Types and permitted uses (ADU, duplex, tri-plex, etc.)
- C. Promotion of affordable housing projects
 - Identify partnering organizations
 - Develop incentives and subsidies

#4 Edgewood Municipal Code (EMC) Updates

- A. Clerical (cross-references, typos, formatting, etc.)
- B. “Core Four” Development Standards EMC 18.80.080 (TC, C, MUR, BP)
- C. Definitions in Title 18
- D. Development Review Processes and Procedures
- E. EMC Title 17: Planning and Development (form-based code development)
- F. Land Uses (Business Park, Commercial, Mixed-Use Residential, Town Center)
- G. Landscaping Requirements
- H. Public Works Standards
- I. Residential Cluster Development Standards
- J. Site Design and Lot Standards (dimensions, fences, signs, etc.)
- K. Special Use Regulations

#5 Public Facilities and Infrastructure Improvements

- A. City-wide General Sewer Plan
 - a. Sewer connection requirements
 - b. Publicly funded projects
- B. Potable Water Supply
- C. Public Works Department Facilities

#6 Development Review Process

- A. Current Development Project Updates
- B. Application, Submittal Checklist, and Tip Sheet Forms
- C. Customer Service Expectations
- D. Existing and Proposed Permit Types



CITY OF EDGEWOOD
STAFF REPORT
PLANNING COMMISSION AGENDA ITEM

Date: November 14, 2022

Title: 2022 Work Plan

Attachments: 1) 2022 Future Agenda Calendar

Submitted By: Evan Hietpas, Senior Planner

Discussion:

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

2022 Work Plan Items:

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

Objectives:

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

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

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

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