



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

Monday, December 5, 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
 - iii. Position 3: Lora Butterfield
 - iv. Position 4: Steven Weiss
 - v. Position 5: Angel Swanson, Chair
 - vi. Position 6: Michael Pearce, Vice Chair
 - 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 October 3, 2022
- c. Review of Planning Commission Meeting Minutes for October and November
- d. Review of November Development Review Reports

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

4. Old Business

- a. None

5. New Business

- a. 2022 Recap and Draft 2023 Work Plan
- b. Draft 2023 Meeting Calendar

6. Staff Comments

- a. New Board Member – Dr. Steven Weiss
- b. Town Center Subarea Plan Update

7. Board Member Comments/Updates

8. Adjourn



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



**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
PLANNING COMMISSION MEETING MINUTES**

Monday, November 14, 2022 – 6 p.m. • Edgewood City Hall – 2224 104th Ave. E
Meeting Held Virtually via Zoom

1. **CALL TO ORDER:** Chair Overfield called the meeting to order at 6:00 PM.
 - A. **Commissioners Present:** Guillory; Overfield Greene; Wagner; Ramirez; Pincas; Slate
 - B. **Commissioners Absent:** Slate
 - C. **Staff Members Present:** Evan Hietpas, Senior Planner
Morgan Dorner, Senior Planner
Jeremy Metzler, Public Works Director
Dave Gray, Assistant City Administrator/ Finance Director
 - D. **Others Present:** Councilmember Tonym
2. **CONSENT AGENDA:** Chair Overfield requested a motion to approve the consent agenda. Greene motioned to approve as presented, Guillory seconded. Commission voted 6-0 to approve.
3. **CITIZEN COMMENTS:** None
4. **PUBLIC HEARINGS:**
 - A. 2021 City-initiated Comprehensive Plan Amendment Application
 - i. Chair Overfield opened the public hearing at 6:02.
 - ii. Hietpas outlined proposed comprehensive plan amendments.
 - iii. No public comments received.
 - iv. Chair Overfield closed the public hearing at 6:05.
 - B. Commercial Zoning District Land Uses Code Amendments
 - i. Chair Overfield opened the public hearing at 6:05.
 - ii. Dorner outlined proposed code amendments.
 - iii. No public comments received.
 - iv. Chair Overfield closed the public hearing at 6:07.
 - C. Industrial Height Standards Code Amendments
 - i. Chair Overfield opened the public hearing at 6:07.
 - ii. Dorner outlined proposed code amendments, including a modification to the language included in the meeting agenda packet.
 - iii. No public comments received.
 - iv. Chair Overfield closed the public hearing at 6:09.



**CITY OF EDGEWOOD
PLANNING COMMISSION MEETING MINUTES**

Monday, November 14, 2022 – 6 p.m. • Edgewood City Hall – 2224 104th Ave. E
Meeting Held Virtually via Zoom

5. ACTION ITEMS:

- A. 2021 City-initiated Comprehensive Plan Amendment Application
 - i. Chair Overfield requested a motion to recommend approval of the comprehensive plan amendments, as presented.
 - ii. Vice-Chair Pincas motioned, Ramirez seconded, Commission voted 6-0 to recommend approval.
- B. Commercial Zoning District Land Uses Code Amendments
 - i. Chair Overfield requested a motion to recommend approval of the municipal code amendments, as presented.
 - ii. Greene motioned, Vice-Chair Pincas seconded, Commission voted 6-0 to recommend approval.
- C. Industrial Height Standards Code Amendments
 - i. Chair Overfield requested a motion to recommend approval of the municipal code amendments, as modified to not include subsection C.3.a. pertaining to design features between 15 and 30 feet of building height.
 - ii. Guillory motioned, Ramirez seconded, Commission voted 6-0 to recommend approval.

6. DISCUSSION ITEMS:

- A. Sewer Connection Requirements
 - i. Metzler opened the agenda item and discussion was held on proposed policies.
 - ii. Planning Commission provided guidance to staff on two (2) specific policies.
- B. 2023 Work Plan
 - i. Hietpas opened the agenda item and discussion was held on proposed Work Plan items.
- C. 2022 Work Plan
 - i. No discussion held.

7. STAFF COMMENTS:

- A. Hietpas provided an update on the Town Center Subarea Plan.
- B. Hietpas provided an update on the Meridian Avenue Corridor transportation study.

8. COMMISSIONER COMMENTS:

- A. Chair Overfield commented on the Planning Commission Handbook.
- B. Chair Overfield commented on “Edgewood Marketplace”, a concept that the Economic Development Advisory Board (EDAB) is working on.

9. ADJOURN: Chair Overfield adjourned meeting at 7:27 PM.

Pending Projects - Planning and Engineering Permits

36 Permits

Exported: 11/01/2022

Permit #	Project	Site Address	Parcel	Department	Type	Status	Submitted	Last Activity
BLA								
22-1452	EDGEVUE ESTATES BLA	4524 CALDWELL RD E	6755000184	PLANNING	BLA	INCOMPLETE	08/29/2022	09/20/2022
22-1565	SMITH BLA	11606 24TH ST E	420108012	PLANNING	BLA	APPLICATION	10/26/2022	10/31/2022
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	WAITING ON REVISIONS	03/24/2022	10/14/2022
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
22-004CODE	2021 CITY INITIATED COMPREHENSIVE PLAN AMENDMENT	2224 104TH AVE E	420102012	PLANNING	CODE UPDATES AND CHANGES	APPLICATION	04/26/2022	10/31/2022
22-005CODE	COMMERCIAL ZONING DISTRICT LAND USES (LIGHT INDUSTRIAL)	2224 104TH AVE E	420102012	PLANNING	CODE UPDATES AND CHANGES	UNDER REVIEW	10/19/2022	10/31/2022
22-006CODE	INDUSTRIAL ZONING DISTRICT HEIGHT STANDARDS	2224 104TH AVE E	420102012	PLANNING	CODE UPDATES AND CHANGES	UNDER REVIEW	10/19/2022	10/31/2022
DESIGN STAND REVIEW								
20-1348	DHALIWAL TC LANDING DESIGN STANDARDS REVIEW	1914 MERIDIAN AV E	420091158	PLANNING	DESIGN STAND REVIEW	UNDER REVIEW	07/13/2020	10/24/2022
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								
22-1484	GRANT SHORT PLAT PRE-APPLICATION	2705 106TH AVE E	420107037	PLANNING	PRE APP	REVIEW PENDING PAYMENT	09/19/2022	10/28/2022
22-1498	JOVITA HEATED STORAGE PRE-APP	12620 JOVITA BLVD E	420021022	PLANNING	PRE APP	UNDER REVIEW	09/27/2022	10/25/2022
22-1512	O'RAVEZ SHORT PLAT PRE-APPLICATION	11921 21ST ST E	420112164	PLANNING	PRE APP	UNDER REVIEW	10/04/2022	10/27/2022
22-1555	TAGUE SUBDIVISION PRE-APP	1116 122ND AVE E	420023069	PLANNING	PRE APP	APPLICATION	10/21/2022	10/28/2022
SEPA								
22-1574	SEPA for PROLOGIS PARK SITE PLAN REVIEW (PHASE I AND II)	3926 90TH AVE E	420163076	PLANNING	SEPA	APPLICATION	10/28/2022	10/28/2022
22-1574	SEPA for PROLOGIS PARK SITE PLAN REVIEW (PHASE I AND II)	3926 90TH AVE E	420163076	PLANNING	SEPA	APPLICATION	10/28/2022	10/28/2022
SHORT PLAT - FINAL								
21-1613	TEBALDI SHORT PLAT FINAL PLAT	4625 126TH AVE E	6755000240	PLANNING	SHORT PLAT - FINAL	WAITING ON REVISIONS	01/10/2022	10/03/2022
22-1570	Jenna Acres	1419 114TH AVE E	420034061	PLANNING	SHORT PLAT - FINAL	APPLICATION	10/27/2022	11/01/2022
SHORT PLAT - PRELIMINARY								
22-1385	AFICHUK PRELIMINARY SHORT PLAT	1625 112TH AVE E	9770000011	PLANNING	SHORT PLAT - PRELIMINARY	WAITING ON REVISIONS	07/15/2022	10/21/2022
22-1479	JONES PRELIMINARY SHORT PLAT	11517 34TH ST E	420151002	PLANNING	SHORT PLAT - PRELIMINARY	WAITING ON REVISIONS	09/16/2022	10/25/2022
SITE DEVELOPMENT								
19-1401	BEREZNYOV SHORT PLAT SITE DEVELOPMENT	8904 20TH ST E	420096012	ENGINEERING	SITE DEVELOPMENT	WAITING ON REVISIONS	08/16/2019	10/25/2022
20-1624	DHALIWAL TC LANDING SITE DEVELOPMENT	1914 MERIDIAN AV E	420091158	ENGINEERING	SITE DEVELOPMENT	UNDER REVIEW	11/30/2020	10/26/2022

Pending Projects - Planning and Engineering Permits

36 Permits

Exported: 11/01/2022

Permit #	Project	Site Address	Parcel	Department	Type	Status	Submitted	Last Activity
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	UNDER REVIEW	04/22/2022	10/24/2022
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	10/28/2022
22-1505	2513 MERIDIAN APARTMENTS SITE PLAN REVIEW	XXX MERIDIAN AVE E	420103027	PLANNING	SITE PLAN DESIGN REVIEW	INCOMPLETE	09/29/2022	10/27/2022
STREET USE								
22-031	DUNCAN STREET USE	113 MERIDIAN AVE E	420032021	ENGINEERING	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	UNDER REVIEW	08/18/2022	11/01/2022
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	10/12/2022
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	EDGEWOOD CHURCH OF JOY PLAYFIELD	1120 114TH AVE E	420034149	ENGINEERING	SURFACE WATER	UNDER REVIEW	09/29/2022	10/26/2022
TRAFFIC CONCURRENCY								
22-1507	ARCO AMPM TRAFFIC CONCURRENCY	10315 12TH STREET CT E	420037059	ENGINEERING	TRAFFIC CONCURRENCY	UNDER REVIEW	09/30/2022	10/24/2022
22-1539	MILTON WET RABBIT EXPRESS CAR WASH TRAFFIC CONCURRENCY	XXX Meridian Ave E		ENGINEERING	TRAFFIC CONCURRENCY	UNDER REVIEW	10/18/2022	10/24/2022
TUP								
22-1513	TACOS EL PONY TUP	2105 MERIDIAN AVE E	420102110	PLANNING	TUP	INCOMPLETE	10/04/2022	10/25/2022
WCF - ELIGIBLE FACILITIES								
22-1488	VERIZON WIRELESS FACILITIES	10223 29TH ST E	3625000371	PLANNING	WCF - ELIGIBLE FACILITIES	UNDER REVIEW	09/21/2022	10/25/2022

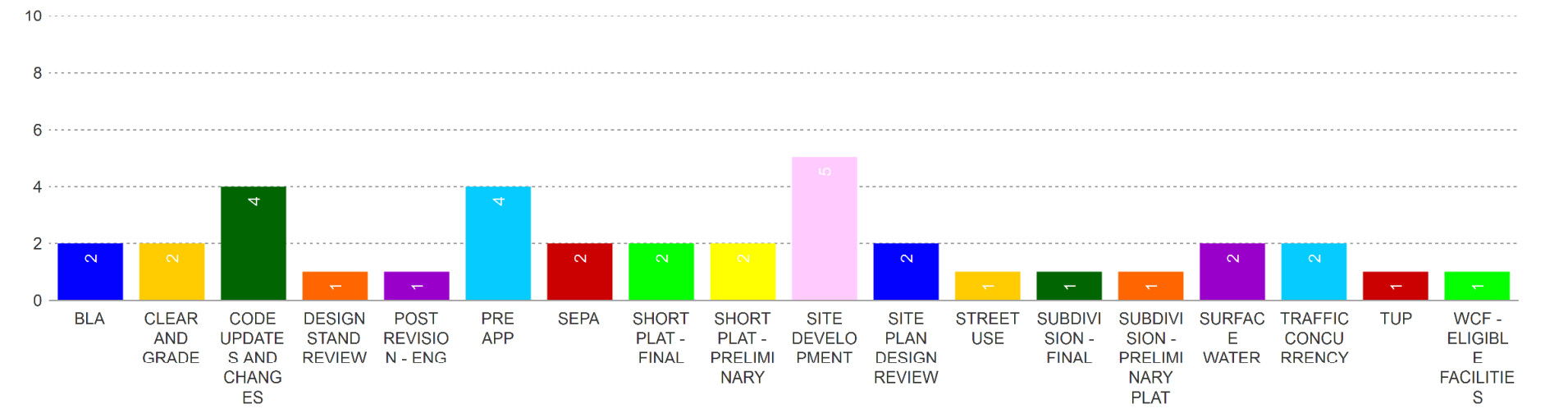
Pending Projects - Planning and Engineering Permits

36 Permits

Exported: 11/01/2022

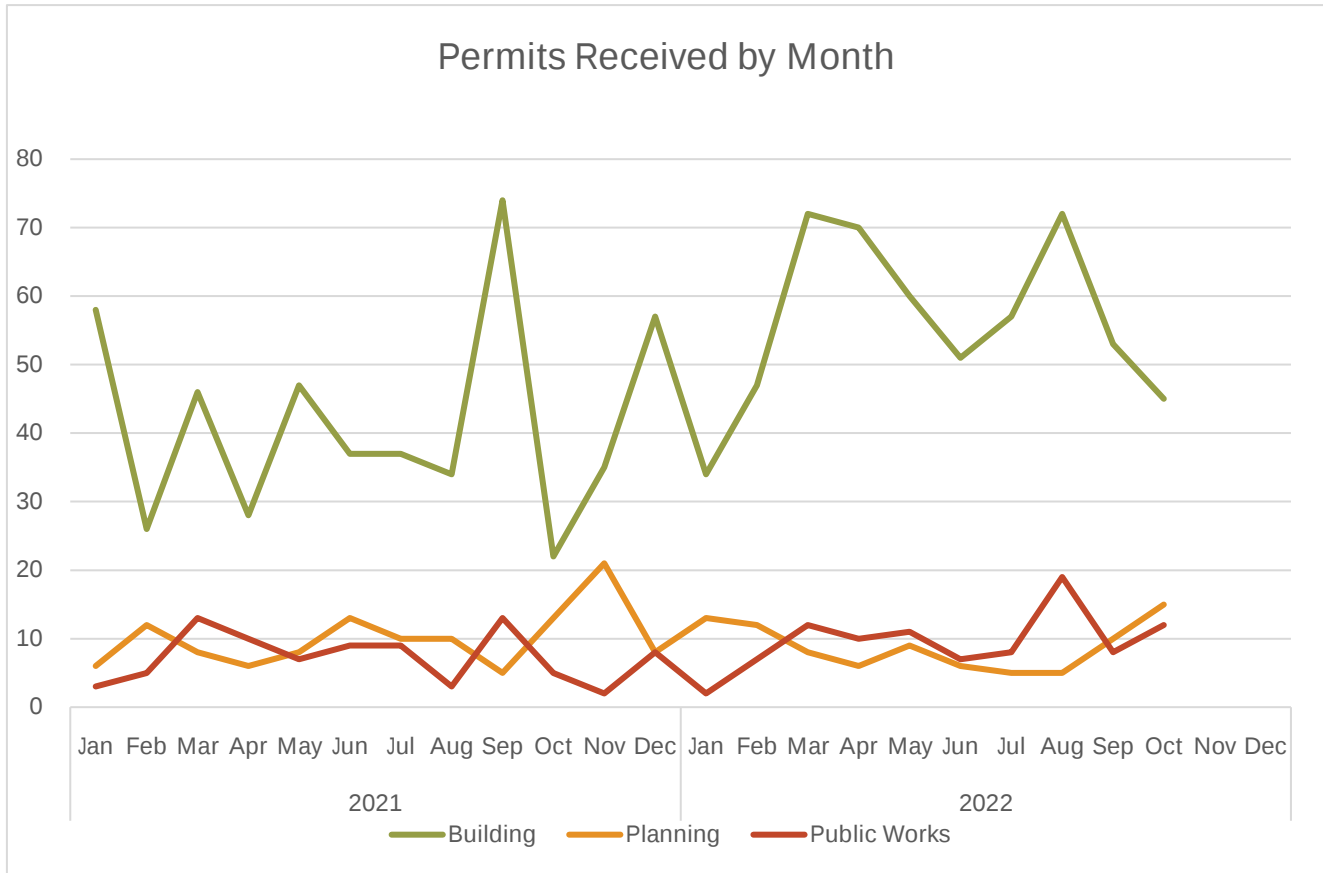
Permit #	Project	Site Address	Parcel	Department	Type	Status	Submitted	Last Activity
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Permits by Type



Oct 2022

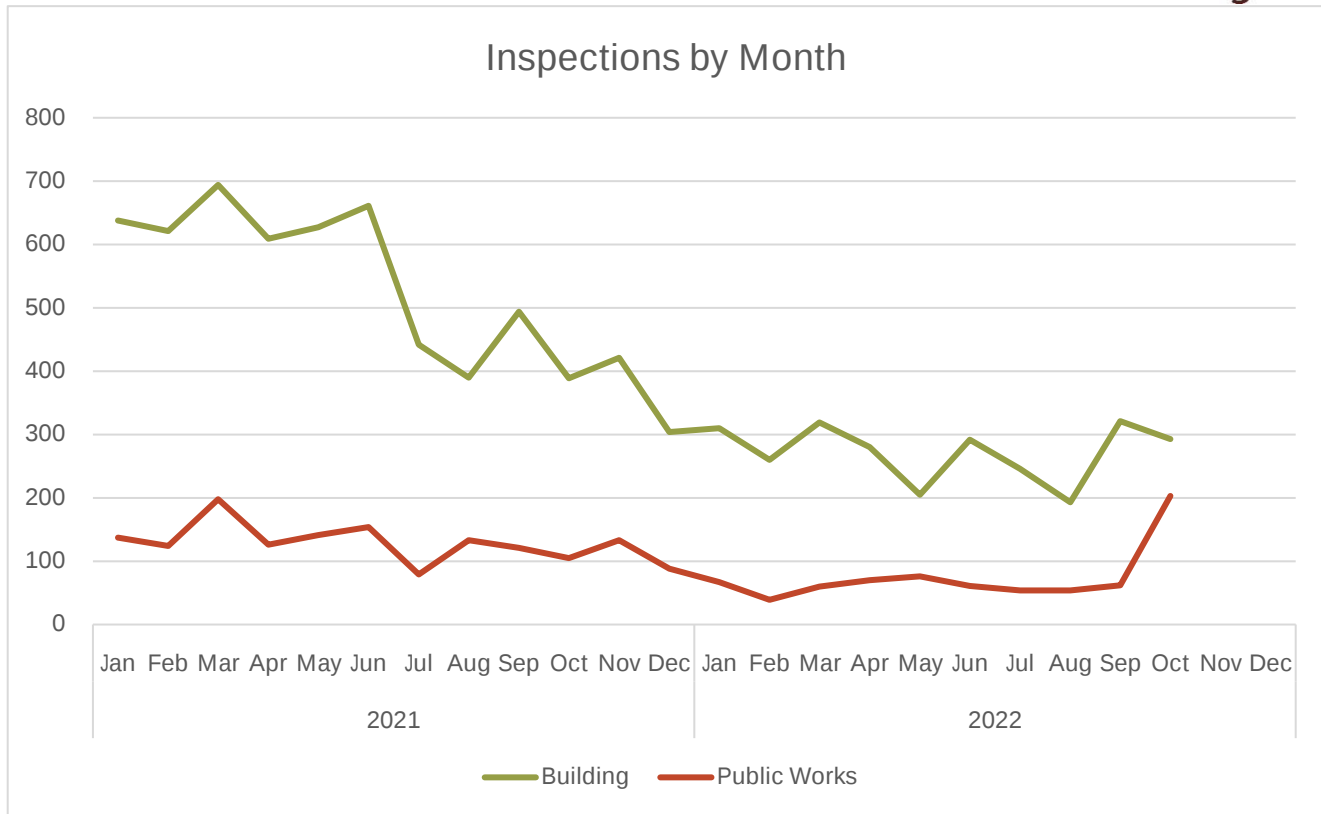
Monthly Development Report



Permits	Building		Planning		Public Works	
	Received	Issued	Received	Issued	Received	Issued
Oct 2022	45	30	15	1	12	16
Oct 2021	22	40	13	11	5	4
Average 2022	56	31	9	4	10	7
Average 2021	41	37	9	7	8	7
YTD 2022	561	309	89	38	96	73
YTD 2021	409	373	91	71	77	67
	Building		Planning		Public Works	
	Month	Received	Month	Received	Month	Received
Highest Month 2022	Mar	72	Oct	15	Aug	19
Highest Month 2021	Sep	74	Nov	21	Mar	13

Oct 2022

Monthly Development Report



<i>Inspections</i>	Building		Public Works	
Oct 2022	293		203	
Oct 2021	389		105	
Average 2022	272		75	
Average 2021	524		128	
YTD 2022	2719		746	
YTD 2021	5565		1318	
	Building		Public Works	
	Month	Insp.	Month	Insp.
Highest Month 2022	Sep	321	Oct	203
Highest Month 2021	Mar	694	Mar	198

Plat Construction Tracking Report- October 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	2	66%
	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	1	7%
	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	FINALED	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	
	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%
	EDGEWOOD TERRACE SUBDIVISION	2907 122ND AVE E	28	APPROVED	7/5/2017					
2015	NICKLAUS (ASTER POINT) SUBDIVISION	2305-2307 94TH AVE CT E	38	APPROVED	12/15/2016	FINALED	APPROVED	38	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	9	64%
	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	5	55%
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
EDAB AGENDA ITEM**

Date: December 5, 2022

Title: 2022 Recap and Draft 2023 Work Plan

Attachments:

1. 2022 Work Plan
2. DRAFT 2023 Work Plan

Submitted By: Morgan Dorner, Senior Planner

Discussion:

A draft 2023 Work Plan must be submitted to City Council for approval. The 2023 Work Plan discussion item is intended to allow the EDAB to start preparing for setting next year's work plan.

In 2022, the Economic Development Advisory Board agreed to add the Economic Development Element for the City's next Comprehensive Plan Update to the next work plan in anticipation of the Department of Commerce's timeline per the Washington State Growth Management Act (GMA). An Economic Development Element is the vision, goals, and policies for economic development in Edgewood which identifies a strategic approach to fostering economic development in the community. Implementation measures outline specific actions that can be undertaken to make the community vision for economic development a reality.

The overall effort of creating an Economic Development Element in the City's Comprehensive Plan is intertwined with other work plan items previously identified and will be included as part of this effort:

- Item #4 - Create, distribute, and analyze a restaurant or other preferred business survey
- Item #4 - Develop a SWOT Analysis

An additional item was also added to the work plan for ongoing efforts for supporting local businesses.

Recommendation:

Review and discuss the 2022 & Draft 2023 Work Plan for final recommendation to City Council for approval.



CITY OF EDGEWOOD ECONOMIC DEVELOPMENT ADVISORY BOARD 2022 WORK PLAN

2022 Work Plan Items

1. **Town Center**
 - a. Provide input for the Town Center Subarea Plan to Planning Commission and City Council.
2. **Collaborate with the Planning Commission**
3. **Edgewood Marketplace**
 - a. Finalize recruitment
 - b. Create directory
 - c. Develop a governing structure
 - d. Partner with PRAB and/or Friends of the Park regarding 2022 event
4. **Create, distribute, and analyze a restaurant or other preferred business survey**
 - a. Optional methods of distribution include: Survey Monkey, publishing in the local paper; copies at Chamber of Commerce; a new webpage on the City's website; or a separate website or landing page.
 - b. Seek [anecdotal] information to give to a targeted restaurant or eatery, e.g., "Our recent survey showed that 72% of the respondents wanted XYZ Café in Edgewood."
 - c. End result may be a press release or new marketing materials.
5. **Develop a SWOT Analysis**
 - a. Schedule economic development workshops, at least two
 - i. **1st workshop – ask for input from stakeholders**
 - ii. **2nd workshop, at least a month later so the analyses can be completed – present the findings.**
 - b. Use SWOT Analysis to develop strategic plan, and SWOT findings to be used in business attraction.
 - c. Edgewood Business Map on City website for residents to find local businesses.
6. **Serve as Business Retention Ambassadors**
 - a. Visit existing businesses and conduct a survey or see if they will provide testimonials, i.e., what is it like doing business in Edgewood.
 - b. Determine if they are looking to expand – if so, can you find another place for them in Edgewood?
 - c. If they may be looking to leave – find out why and see what can be done to keep them in Edgewood.
7. **Promote Diversity, Equity, and Inclusion in recommendations to City Council**
8. **Increase Public Engagement Efforts**



CITY OF EDGEWOOD ECONOMIC DEVELOPMENT ADVISORY BOARD DRAFT 2023 WORK PLAN

DRAFT 2023 Work Plan Items

1. Town Center

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

2. Collaborate with the Planning Commission

3. Comprehensive Plan Update - Economic Development Element

- a. Edgewood has experienced relatively rapid growth and extensive development since the adoption of its last Comprehensive Plan, impacting the City's businesses, residents and the City's service levels. This has brought forward the need to strategically approach economic development to create an environment which will help attract and retain desired businesses that will simultaneously create a sustainable tax base to maintain service levels to residents and businesses.
- b. Work with City staff, businesses, and the community to create an Economic Development Element for the City of Edgewood Comprehensive Plan.
- c. Develop a vision, goals, and policies for Economic Development in Edgewood to identify a strategic approach to fostering economic development in the community. Implementation measures outline specific actions that can be undertaken to make the community vision for economic development a reality.
- d. Use existing studies performed to analyze Economic Development in Edgewood and conduct updated or new studies as needed to provide background for the Economic Development Element.
- e. Conduct a business survey to understand what businesses the community wants and needs.
- f. Develop a SWOT Analysis to develop strategic plan use findings to attract more businesses to Edgewood.
- g. Conduct public outreach and provide public involvement opportunities for the public, business community, and stakeholders (ex. events, open houses and workshops).

4. Edgewood Marketplace

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

5. Shop Local

- a. Effort connecting Edgewood Businesses to the community.
- b. Create Resources for the public to easily find local businesses
 - i. Example – Edgewood Business Map on City website for residents to find local businesses.
- c. Work with businesses to become more involved with public events and activities.
- d. Local business 'spotlights' in the Edgewood Magazine.

6. Serve as Business Retention Ambassadors

- a. Visit existing businesses to understand what it is like doing business in Edgewood and bring forward findings to the Board and City staff. Encourage business owners to attend meetings and speak to their business activity, ideas, issues, or needs.
- b. Determine if they are looking to expand – if so, can you find another place for them in Edgewood?
- c. If they may be looking to leave – find out why and see what can be done to keep them in Edgewood.

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

8. Increase Public Engagement Efforts



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

Date: December 5, 2022

Title: 2023 EDAB Meeting Calendar

Attachments: 2023 EDAB Meeting Calendar

Submitted By: Morgan Dorner, Senior Planner

Discussion:

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

Recommendation:

Discuss any issues or changes and approve the proposed 2023 Meeting Calendar attached with this item.



CITY OF EDGEWOOD ECONOMIC DEVELOPMENT ADVISORY BOARD (EDAB) 2023 MEETING CALENDAR

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

2023 EDAB Meeting Calendar			
Date	Time	Location	Notes
January 2 *	6:00 PM	N/A	*No Meeting – New Year's Day (Observed)
February 6	6:00 PM	Hybird	
March 6	6:00 PM	Hybird	
April 3	6:00 PM	Hybird	
May 1	6:00 PM	Hybird	
June 5	6:00 PM	Hybird	
July 3 *	N/A	N/A	*No Meeting – Monday before 4 th of July
August 7	6:00 PM	Hybird	
September 4 *	N/A	N/A	*No Meeting – Labor Day
October 2	6:00 PM	Hybird	
November 6	6:00 PM	Hybird	
December 4	6:00 PM	Hybird	