



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

Monday, March 6, 2023 – 6:00 PM ♦ City Hall – 2224 104th Avenue East ♦ Edgewood, WA

Meeting Link: <https://zoom.us/j/92275379112>

1. CALL TO ORDER

A.

- i. Position 1: VACANT
- ii. Position 2: Andrew Wiesenfeld
- iii. Position 3: Lora Butterfield
- iv. Position 4: Steve Weiss
- v. Position 5: Angel Swanson
- vi. Position 6: Michael Pearce
- vii. Position 7: Jason Neil

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

A. Agenda Approval or Modifications

B. Approval of Meeting Minutes for February 6, 2023

C. Review of February 13, 2023 Planning Commission Meeting Minutes

D. Review of January Development Review Reports

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

4. OLD BUSINESS

A. 2023 EDAB Meeting Calendar

B. 2024 Comprehensive Plan Update

5. NEW BUSINESS

A. 2023 Work Plan Program and Prioritization

6. STAFF COMMENTS

A. Meeting Facilitation Training Videos:

Robert's Rules of Order - Mastering the 3 Most Important Motions

https://www.youtube.com/watch?v=eYwKX_P8YkU

Robert's Rules of Order QuickStart

https://www.youtube.com/watch?v=fm4hxxh3_19o

7. BOARD MEMBER UPDATES

8. ADJOURN

This meeting is accessible to persons with disabilities. For individuals who may require special accommodations, please contact City Hall at (253) 952.3299, 24 hours in advance.



ECONOMIC DEVELOPMENT ADVISORY BOARD MINUTES

Monday, February 6, 2023 at 6 p.m.

Hybrid Meeting Held Virtually via Zoom and Edgewood City Hall

1. Call to Order

Michael Pearce called the meeting to order at 6:02pm

Present: Andrew Wiesenfeld, Steven Weiss, Michael Pearce, Jason Neil

Absent: Lora Butterfield, Angel Swanson

Vacant: Position No. 1

Staff Members Present:

Senior Planner Morgan Dorner,

Community & Economic Development Director Lauren Balisky,

Assistant City Administrator Dave Gray

2. Consent Agenda:

- a. Agenda Approval or Modifications
- b. Approval of Minutes for October 3, 2022
- c. Approval of Minutes for December 5, 2022
- d. Review of Planning Commission Minutes for December and January 2023
- e. Review of December Development Review Reports

Motion: As Read **Action:** Approve, **Moved by:** Vice Chair Pierce **Seconded by:** Wiesenfeld

Motion Passed 4-0

3. Citizen Comment Period:

There were no citizen comments.

Old Business

2023 Work Plan and Meeting Calendar

Senior Planner Dorner reviewed this item with the board members to approve the DRAFT Work Plan for 2023. Board members reviewed modifications made based on previous conversations, in order to move it forward to the Council for review and final approval.

Board members noted errors in the 2023 meeting dates and asked that they be corrected and

the calendar brought back at the March meeting, to discuss rescheduling the July and September meetings.

Members requested to amend line item 5. to read:

Serve as Business Retention/Recruitment Ambassadors

and to add an item d. to read:

Business Recruitment/Development

Motion: Amend **Action:** Approve, **Moved by:** Andrew Wiesenfeld **Seconded by:** Jason Neil

Motion Passed 4-0

4. New Business:

a. 2024 Comprehensive Plan Update – Training Video

Board members watched the Washington State Department of Commerce video.

Discussion then ensued between board members and staff.

5. Staff Comments:

Senior Planner Dorner discussed the board vacancy of position no. 1, and the updates to the Town Center Subarea Plan.

6. Board Member Comments/Updates:

Michael Pearce spoke.

Andrew Wiesenfeld spoke.

7. Adjourn:

Motion: Adjourn **Action:** Approve, **Moved by:** Michael Pearce **Seconded by:** Jason Neil

Motion Passed 4-0

Michael Pearce adjourned the meeting at 7:56pm



CITY OF EDGEWOOD PLANNING COMMISSION MEETING MINUTES

Monday, February 13, 2023 – 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 6:01 PM.
 - A. Commissioners Present:** Guillory; Overfield; Wagner; Ramirez; Pincas; Slate
 - B. Commissioners Absent:** Greene
 - C. Staff Members Present:** Evan Hietpas, Senior Planner
Lauren Balisky, CED Director
Jeremy Metzler, Public Works Director
 - D. Others Present:** Mayor Daryl Eiding
- 2. CONSENT AGENDA:** Chair Overfield requested a motion to approve the consent agenda. Guillory motioned to approve as presented, Wagner seconded. Commission voted 6-0 to approve.
- 3. CITIZEN COMMENTS:** None
- 4. PUBLIC HEARINGS:**
 - A. Public Zoning District and Public Facilities**
 - i. Chair Overfield opened the public hearing at 6:03.
 - ii. Hietpas opened the public hearing by outlining the proposed code amendments.
 - iii. Hietpas read the public comment received on February 2, 2023, from Brian Devereaux, representing the Puyallup School District.
 - iv. Brian Devereaux, Director of Facilities Planning for the Puyallup School District, provided comment to support staff's recommendation to amend the Land Use Table for Elementary and Secondary Schools.
 - v. Chair Overfield closed the public hearing at 6:14.
- 5. ACTION ITEMS:**
 - A. Public Zoning District and Public Facilities**
 - i. Planning Commission discussed proposed code amendments.
 - ii. Chair Overfield requested a motion to approve all proposed code amendments, including the amendments related to schools. Pincas motioned to approve all proposed code amendments. Wagner seconded. Planning Commission voted 6-0 to approve.



**CITY OF EDGEWOOD
PLANNING COMMISSION MEETING MINUTES**

Monday, February 13, 2023 – 6 p.m. • Edgewood City Hall – 2224 104th Ave. E

Meeting Held Virtually via Zoom

6. DISCUSSION ITEMS:

A. Middle Housing

- i. Dave Osaki, Department of Commerce Middle Housing Team Member, gave a presentation on the “Middle Housing Grant” project that the City of Edgewood and Pierce County South Sound Housing Affordability Partners are completing.

B. General Sewer Plan

- i. Metzler provided an update on the General Sewer Plan update, including proposed code amendments for future adoption.
- ii. No further discussion was held.

C. Processes and Procedures Code Amendments

- i. Hietpas introduced the agenda item, outlining a scope of code amendments that may be considered by City staff and the Planning Commission at a later date.
- ii. No further discussion was held.

D. 2023 Work Plan

- i. Hietpas provided an update on the Work Plan. No further discussion held.

7. STAFF COMMENTS:

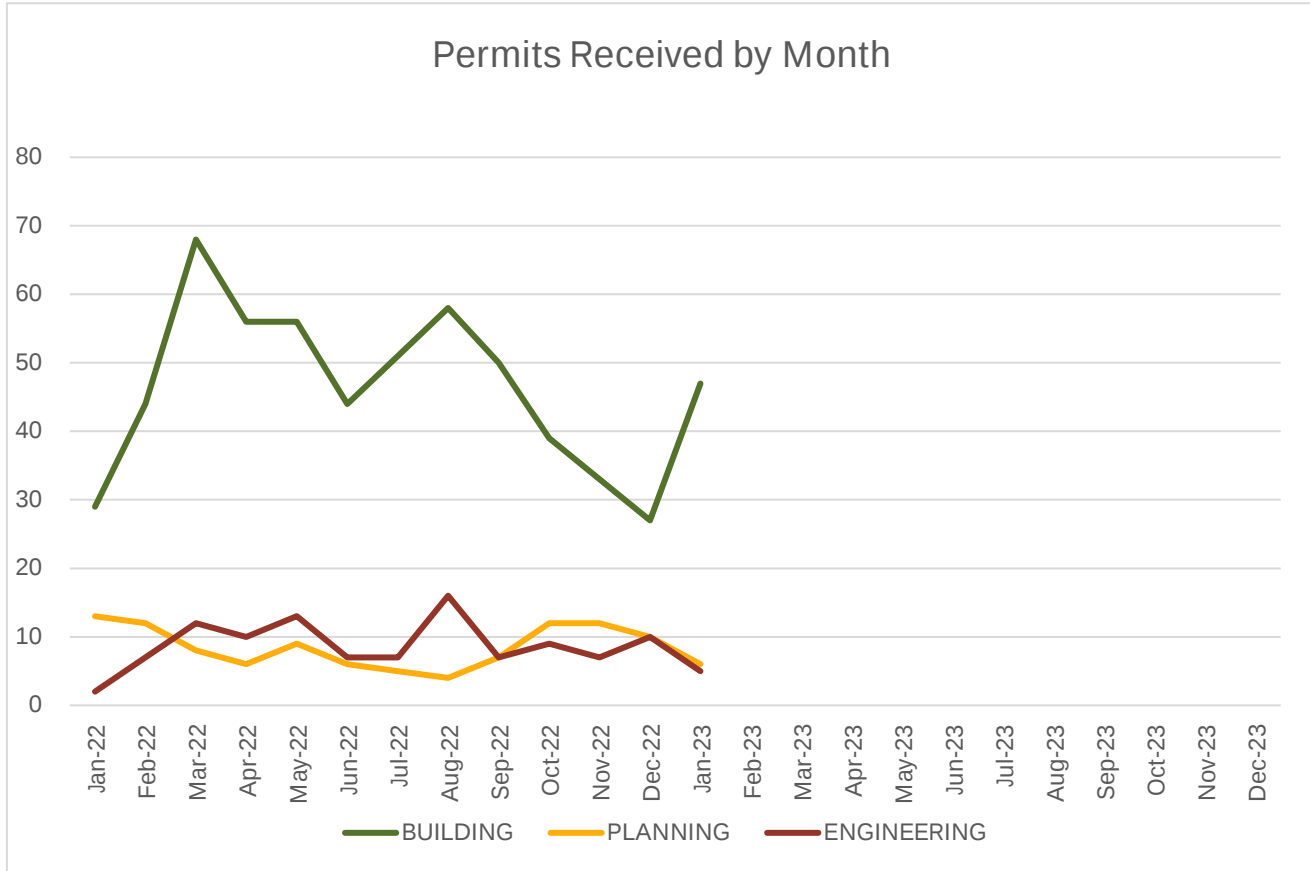
- A. Hietpas introduced Lauren Balisky, Community and Economic Development (CED) Director, a new staff member in February 2023.

8. COMMISSIONER COMMENTS:

9. ADJOURN: Chair Overfield adjourned meeting at 7:04 PM.

Jan 2023

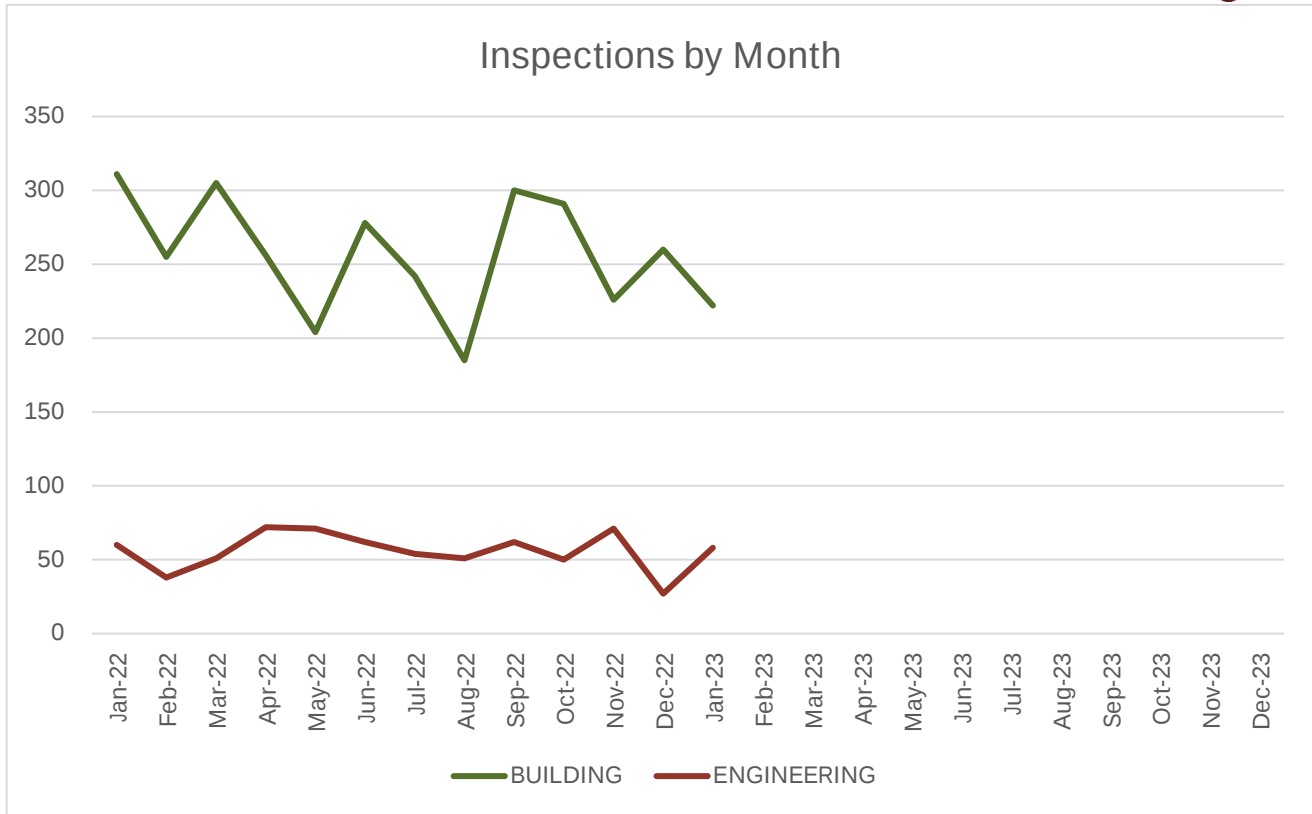
Monthly Development Report



Permits	Building		Planning		Engineering	
	Received	Approved	Received	Approved	Received	Approved
Jan 2023	47	22	6	7	5	6
Jan 2022	29	23	13	4	2	4
Roll Avg 2023	47	22	6	7	5	6
Roll Avg 2022	29	23	13	4	2	4
YTD 2023	47	22	6	7	5	6
YTD 2022	29	23	13	4	2	4
	Building		Planning		Engineering	
	Month	Received	Month	Received	Month	Received
Highest Month 2023	Jan	47	Jan	6	Jan	5
Highest Month 2022	Mar	68	Jan	13	Aug	16

Jan 2023

Monthly Development Report



<i>Inspections</i>	Building		Engineering	
Jan 2023	222		58	
Jan 2022	311		60	
Roll Avg 2023	222		58	
Roll Avg 2022	311		60	
YTD 2023	222		58	
YTD 2022	311		60	
	Building		Engineering	
	Month	Insp.	Month	Insp.
Highest Month 2023	Jan	222	Jan	58
Highest Month 2022	Jan	311	Apr	72

Pending Projects - Planning and Engineering Permits

41 Permits

Exported: 02/01/2023

Permit #	Project	Site Address	Parcel	Department	Type	Status	Submitted	Last Activity
ADMIN USE PERMIT (AUP)								
22-1614	ARCO AMPM ADMINISTRATIVE USE	XXX 11TH ST E	420037064	PLANNING	ADMIN USE PERMIT (AUP)	UNDER REVIEW	12/02/2022	01/30/2023
BLA								
22-1577	PASQUIER BLA	12513 44TH STREET CT E	6755000040	PLANNING	BLA	INCOMPLETE	11/02/2022	11/22/2022
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	12/06/2022
22-007CODE	GENERAL SEWER PLAN (GSP) UPDATE	2224 104TH AVE E	420102012	PLANNING	CODE UPDATES AND CHANGES	APPLICATION	11/22/2022	01/03/2023
22-008CODE	GREEN BELT APARTMENTS COMPREHENSIVE PLAN AMENDMENT AND REZONE	9917 24TH ST E	420091014	PLANNING	CODE UPDATES AND CHANGES	UNDER REVIEW	12/21/2022	01/12/2023
23-001CODE	PUBLIC ZONING DISTRICT LAND USES AND PUBLIC FACILITIES	2224 104TH AVE E	420102012	PLANNING	CODE UPDATES AND CHANGES	APPLICATION	01/10/2023	01/30/2023
CRITICAL AREAS								
22-1580	SANDU SFR - CRITICAL AREAS	3822 108TH AVE E	420152028	PLANNING	CRITICAL AREAS	APPLICATION	11/04/2022	01/17/2023
DESIGN STAND REVIEW								
20-1348	DHALIWAL TC LANDING DESIGN STANDARDS REVIEW	1914 MERIDIAN AV E	420091158	PLANNING	DESIGN STAND REVIEW	WAITING ON REVISIONS	07/13/2020	01/13/2023
HOME OCCUPATION								
22-1584	BIG DOG LITTLE DOG HOME BASED BUSINESS	501 121ST AVENUE CT E	420026024	PLANNING	HOME OCCUPATION	UNDER REVIEW	11/07/2022	01/30/2023
NEIGHBORHOOD MEETING								
23-1013	TYEE RANCH NEIGHBORHOOD MEETING	11617 15TH ST E	420034702	PLANNING	NEIGHBORHOOD MEETING	UNDER REVIEW	01/13/2023	01/23/2023
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
POST REVISION - PLN								
20-1362 PR1	EAST PIERCE FIRE STATION 118 DESIGN STANDARDS REVIEW POST REVISION	10105 24TH ST E	420091156	PLANNING	POST REVISION - PLN	UNDER REVIEW	01/19/2023	02/01/2023
PRE APP								
22-1619	2004 WEST VALLEY REZONE PRE-APPLICATION	2004 WEST VALLEY HWY E	4495400980	PLANNING	PRE APP	UNDER REVIEW	12/07/2022	01/30/2023
22-1638	SANDHU REZONE PRE-APPLICATION	830 WEST VALLEY HWY E	420024003	PLANNING	PRE APP	INCOMPLETE	12/16/2022	12/28/2022
23-1002	S22 APARTMENTS PRE-APPLICATION	XXX 24TH ST E	420107031	PLANNING	PRE APP	UNDER REVIEW	01/03/2023	01/30/2023
23-1001	100TH AVE TOWNHOMES PRE-APPLICATION	XXX 100TH AVE E	420098014	PLANNING	PRE APP	REVIEW PENDING PAYMENT	01/03/2023	01/23/2023
REASONABLE USE EXCEPTION								

Pending Projects - Planning and Engineering Permits

41 Permits

Exported: 02/01/2023

Permit #	Project	Site Address	Parcel	Department	Type	Status	Submitted	Last Activity
23-1046	Access Driveway	1105 108TH AVE E	420037014	PLANNING	REASONABLE USE EXCEPTION	APPLICATION	01/26/2023	01/26/2023
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
22-1581	SANDU SFR - SEPA	3822 108TH AVE E	420152028	PLANNING	SEPA	APPLICATION	11/04/2022	01/17/2023
SHORT PLAT - FINAL								
21-1613	TEBALDI SHORT PLAT FINAL PLAT	4625 126TH AVE E	6755000240	PLANNING	SHORT PLAT - FINAL	UNDER REVIEW	01/10/2022	01/19/2023
SHORT PLAT - PRELIMINARY								
22-1385	AFICHUK PRELIMINARY SHORT PLAT	1625 112TH AVE E	9770000011	PLANNING	SHORT PLAT - PRELIMINARY	UNDER REVIEW	07/15/2022	01/31/2023
22-1479	JONES PRELIMINARY SHORT PLAT	11517 34TH ST E	420151002	PLANNING	SHORT PLAT - PRELIMINARY	WAITING ON REVISIONS	09/16/2022	12/09/2022
22-1639	WEBSTER SHORT PLAT ALTERATION	11203 16TH ST E	420038028	PLANNING	SHORT PLAT - PRELIMINARY	INCOMPLETE	12/19/2022	01/19/2023
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	WAITING ON REVISIONS	11/30/2020	12/05/2022
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	01/19/2023
22-1397	VIEW POINTE RV SITE DEVELOPMENT	10315 12TH STREET CT E	420037059	ENGINEERING	SITE DEVELOPMENT	WAITING ON REVISIONS	07/26/2022	01/24/2023
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	01/10/2023
22-1505	2513 MERIDIAN MIXED-USE SITE PLAN REVIEW	XXX MERIDIAN AVE E	420103027	PLANNING	SITE PLAN DESIGN REVIEW	WAITING ON REVISIONS	09/29/2022	01/12/2023
22-1615	ARCO AMPM SITE PLAN DESIGN REVIEW	XXX 11TH ST E	420037064	PLANNING	SITE PLAN DESIGN REVIEW	INCOMPLETE	12/02/2022	01/30/2023
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	WAITING ON REVISIONS	08/18/2022	01/27/2023
SUBDIVISION - PRELIMINARY PLAT								
21-1282	WINDMILL PARK TOWNHOMES SUBDIVISION PRELIMINARY PLAT	3117 MERIDIAN AVE E	420103072	PLANNING	SUBDIVISION - PRELIMINARY PLAT	UNDER REVIEW	06/17/2021	01/31/2023
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
TUP								
22-1513	TACOS EL PONY TUP	2105 MERIDIAN AVE E	420102110	PLANNING	TUP	INCOMPLETE	10/04/2022	11/02/2022

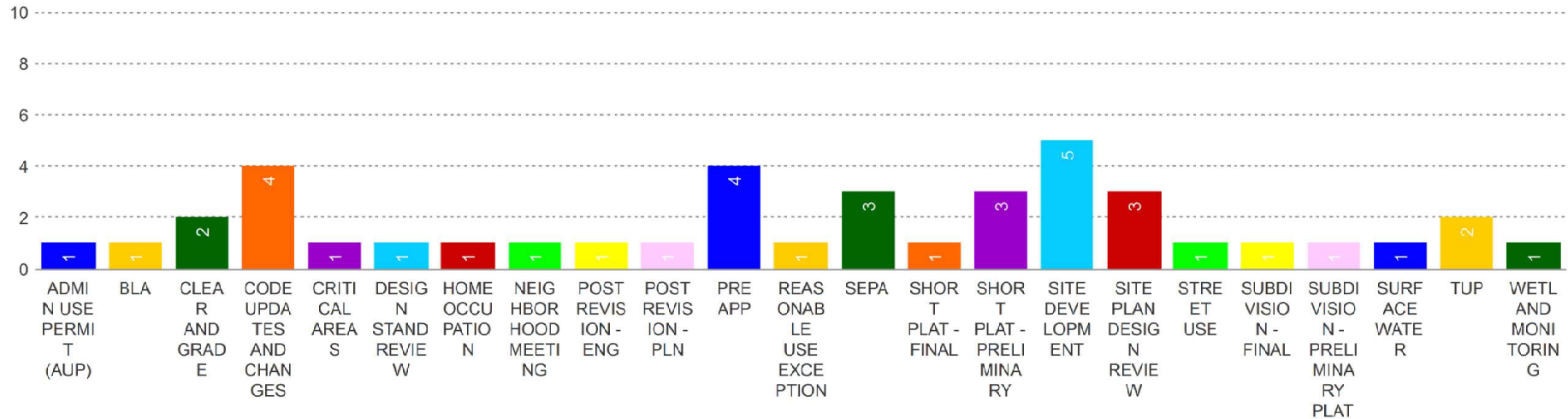
Pending Projects - Planning and Engineering Permits

41 Permits

Exported: 02/01/2023

Permit #	Project	Site Address	Parcel	Department	Type	Status	Submitted	Last Activity
22-1631	CHURCH OF JOY TENT TUP	1120 114TH AVE E	420034149	PLANNING	TUP	REVIEW PENDING PAYMENT	12/13/2022	01/09/2023
WETLAND MONITORING								
22-1570WM	JENNA ACRES WETLAND MONITORING	1419 114TH AVE E	420034061	PLANNING	WETLAND MONITORING	APPLICATION	11/28/2022	12/03/2022

Permits by Type



Plat Construction Tracking Report- January 2023

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	APPROVED	4	1	25%
	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	2	50%
	BEREZYNOV 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	EXPIRED	10/24/2017	EXPIRED	EXPIRED			
	PASCOLO ESTATES SUBDIVISION	2806 117TH AVE CT E	19	APPROVED	3/21/2017	FINALED	APPROVED	19	8	42%
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	12	85%
	VIEW POINTE SUBDIVISION	10413 13TH ST E	44	APPROVED	4/29/2016	FINALED	APPROVED	44	43	98%
2014	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	280	98%



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

Date: March 6, 2023

Title: 2023 Meeting Calendar

Attachments: 2023 EDAB Meeting Calendar

Submitted By: Morgan Dorner, Senior Planner

Discussion:
Review the proposed meeting calendar for 2023.

Recommendation:
Approve the proposed 2023 Meeting Calendar for EDAB.



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 “Notes” for exceptions and “*” for special meetings). 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	Hybrid	
March 6	6:00 PM	Hybrid	
April 3	6:00 PM	Hybrid	
May 1	6:00 PM	Hybrid	
June 5	6:00 PM	Hybrid	
July 3*	N/A	N/A	*No Meeting – Monday before 4 th of July (June 26 th is available as an option)
July 10*	6:00 PM	Hybrid	*Joint Meeting with the Planning Commission
August 7	6:00 PM	Hybrid	
August 28*	6:00 PM	Hybrid	*September Meeting moved to August 28 th for Labor Day
October 2	6:00 PM	Hybrid	
November 6	6:00 PM	Hybrid	
December 4	6:00 PM	Hybrid	



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

Date: March 6, 2023

Title: 2024 Comprehensive Plan Update

Attachments: None

Submitted By: Morgan Dorner, Senior Planner

Discussion and Background:

A key work plan item for the next two years will be the 2024 Comprehensive Plan Update and, specifically, the creation of an Economic Development Element that includes an overall vision, goals, and policies for economic development in Edgewood.

For the discussion, please share your thoughts on the current economic development vision, goals, and policies for Edgewood. Are there any “red flags” or issues that you are seeing in the current Comprehensive Plan for Economic Development? Is there anything you believe is not currently being addressed? Below is the current vision, goals, and policies for economic development in Edgewood:

City of Edgewood Comprehensive Plan (Current)

ECONOMIC DEVELOPMENT

As part of the Comprehensive Plan update process, the City developed preliminary strategies for economic development over the next 20 years. The strategies were organized around the four themes listed below.

- » Capitalize on the opportunities presented by Town Center
- » Promote Edgewood as a unique destination, highlighting its small town amenities and pastoral character
- » Take advantage of Edgewood’s strategic location
- » Continue to define “economic development” for Edgewood

The City of Edgewood has prioritized economic development as a key goal of the Comprehensive Plan. Economic development strategies are integrated throughout the Comprehensive Plan. In each element, goals and policies that focus specifically on economic development are highlighted..

Current Comprehensive Plan Goals & Policies (as they relate to “Economic Development”):

Natural Environment

- Goal NA.I Protect and enhance the natural environment for the benefit of current and future generations.

Land Use

- LU.I.b Create a “first-mover” advantage for developers that wish to build quality projects that respect the City’s vision.
- LU.I.d Study the potential for new land use designations within the City on an as-needed basis, in response to changing community conditions or regulatory requirements. Consider the following as part of the study:
 - » Potential for a master plan or small area plan
 - » Potential for economic development, including recruitment of businesses that provide family-wage jobs and support for locally- owned businesses
 - » Transportation access
 - » Availability of public facilities and services
 - » Environmental constraints
 - » Compatibility with surrounding development
 - » Community input
 - » Property owner interests
 - » Consistency with City plans and policies
 - » Open space preservation, where appropriate
- LU.II.a Consider entry and gateway features that reinforce City identity.
- LU.III.c Recognize and promote tree preservation as an integral part of community character.
- LU.III.d Identify and preserve scenic vistas.
- LU.IV.e Focus multifamily development in areas nearest to transportation facilities, commercial services and other amenities.
- LU.IV.f Encourage a high quality pedestrian environment near multi-family housing.
- Goal LU.V Establish Town Center as the commercial, mixed use heart of Edgewood.

- Goal LU.VI Promote commercial uses that offer quality, unique services for residents and visitors and that distinguish Edgewood from surrounding commercial centers.
- Goal LU.VII Accommodate and facilitate industrial development that positively contributes to Edgewood's economy and character.
- Goal LU.VIII Ensure that public uses support and strengthen community character.

Community Character

- Goal CC.I Promote commercial and residential development that is carefully considered, aesthetically pleasing and functional.
- Goal CC.II Promote the creation of highly usable public spaces that maintain community character and increase public safety.
- Goal CC.III Enhance the identity and appearance of residential and commercial neighborhoods.
- Goal CC.IV Protect and enhance Edgewood's cultural, scenic, historical and natural attributes.

Housing

- Goal H.II Encourage housing design that provides quality living spaces and contributes to the character of existing neighborhoods.
- Goal H.III Promote a mix of housing types to meet the needs of current and future residents.

Transportation

- Goal T.I Develop a safe and efficient street system that accommodates all transportation modes and maximizes people-carrying capacity.
- Goal T.II Develop a transportation system that enhances the delivery and transport of goods and services.
- Goal T.VI Ensure adequate parking supply.
- Goal T.X Maintain a dynamic relationship between transportation and land use along the Meridian Avenue E corridor.

Parks, Recreation and Open Space

- PR.V.e Coordinate with community members to preserve natural open space lands and sustain the rural character of the community for future generations.
 - » Raise awareness of Pierce County's Open Space Public Benefit Rating System Tax Program.

- PR.V.f Collaborate with regional partners to identify open space systems in Edgewood that have ecological, economic and recreational value, and develop strategies for conservation and enhancement.
- PR.VII.b As a long term priority, develop an approach for future recreational and cultural programming in Edgewood that serves community members and also supports the City's economic development strategy to promote Edgewood's rural assets and heritage as a destination for intra-regional tourism.
 - » Explore opportunities to offer programming in conjunction with volunteer organizations, school districts, the private sector and adjoining communities.
 - » Evaluate the programming needs of different age groups, cultural groups and income groups.
 - » Consider how rooms at the Civic Center could be used to support programming.
 - » Consider ways to highlight the history and character of Edgewood in programming.

Utilities

- Goal U.II Support the provision of quality utility services that are reliable, efficient and financially and environmentally sustainable.



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

Date: March 6, 2023

Title: 2023 Work Plan Prioritization and Program

Attachments: Draft 2023 Work Plan and Program

Submitted By: Morgan Dorner, Senior Planner

Discussion:

In previous meetings, EDAB has reviewed the work plan to set priority on specific items, such as the Comprehensive Plan Economic Development Element, Town Center and collaboration with the Planning Commission.

For this meeting, EDAB should review and discuss the enclosed Draft 2023 Work Plan Prioritization and Program and recommend any changes if necessary.



CITY OF EDGEWOOD ECONOMIC DEVELOPMENT ADVISORY BOARD 2023 WORK PLAN PROGRAM

2023 Work Plan Prioritization & Program

Projects:

1. Town Center

- a. Provide input for the Town Center Subarea Plan to Planning Commission and City Council relating to planning for public spaces to help facilitate an Edgewood Marketplace through programs of events promoting and “Shop Local” initiatives and goals.

2. 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).

3. Shop Local

- a. Effort connecting Edgewood businesses to the community and being involved in public events and activities.
- b. Create resources for the public to easily find local businesses (Example– Edgewood Business Map on City website for residents to find local businesses.)
- c. Local business ‘spotlights’ in the Edgewood Magazine.

Ongoing:

4. Planning Commission Collaboration

5. Serve as Business Retention and Recruitment 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.
- d. Business recruitment and economic development

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

7. Increase Public Engagement Efforts

2023 Work Plan Program

Please note, the timing of these items and when they will be addressed will depend on factors such as contracted work with consultants that set specific times for when an item will be brought or when presentation will be given to the Board. This schedule is subject to change throughout the year and only serves as a general guide for the work ahead.

Meeting	Topics
March	• Work Plan Prioritization and Program • Comprehensive Plan Economic Development Element
April	• Town Center Subarea Plan Draft • Serve as Business Retention and Recruitment Ambassadors • Shop Local – Edgewood Marketplace
May	• Town Center Subarea Plan Draft • Comprehensive Plan Economic Development Element • Shop Local – Edgewood Marketplace
June	• Town Center Subarea Plan Final • Comprehensive Plan Economic Development Element
July*	*Joint Meeting w/ Planning Commission • Town Center Subarea Plan Final • Comprehensive Plan Update
August	• TBD
September	• TBD
October	• TBD
November	• TBD
December	• TBD • 2023 Wrap-up and 2024 Work Plan