



**CITY OF EDGEWOOD
PLANNING COMMISSION MEETING AGENDA**

Monday, January 11, 2020 – 6 p.m. • Virtual Meeting conducted via Zoom

(Zoom Meeting ID: 970 6596 9184)

1. Call to Order:

- a. Pledge of Allegiance
- b. Attendance (*by presence, not roll call—unless hearing scheduled*)
 - i. Position 1: Carly Guillory
 - ii. Position 2: JoAnn Overfield
 - iii. Position 3: Vacant
 - iv. Position 4: Sarah Wagner
 - v. Position 5: Jason Ramirez
 - vi. Position 6: Allison Pincas
 - 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. Approve Planning Commission Meeting Minutes from December 14, 2020
- c. Review Economic Development Advisory Board Minutes from December 7, 2020
- d. Review of Development Review Report- December 2020

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 Hearings: None

5. New Business:

- a. Action Items- None
- b. Discussion Items
 - i. Town Center
 - ii. Street Light Standards
 - iii. Tree Preservation Code Amendment
 - iv. Sign Code Modification
 - v. 2021 City-initiated Comprehensive Plan Amendments
 - vi. 2021 Work Plan

6. Staff Comments

7. Commissioner Updates

8. 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, December 14, 2020 – 6 p.m. • Edgewood City Hall – 2224 104th Ave. E
Meeting Held Virtually via Zoom

1. **CALL TO ORDER:** Chair Overfield called meeting to order at 6:04 PM
 - A. **Commissioners Present:** Guillory; Overfield; Pincas; Ramirez; Slate
 - B. **Commissioners Absent:** Goode; Wagner
 - C. **Staff Member(s) Present:** Darren Groth, Community and Economic Development Director
Emily Arteche, Planning Manager
Evan Hietpas, Planning Technician
 - D. **Others Present:** Mayor Eidinger
Councilmember Tomyn
2. **CONSENT AGENDA:** Slate moved to APPROVE as presented, Pincas seconded.
Commission voted 5-0 to approve the Consent Agenda.
3. **CITIZEN COMMENTS:** None
4. **PUBLIC HEARINGS:**
 - A. Lot of Record Code Amendment
 - i. Chair Overfield opened public hearing at 6:05.
 - ii. Groth introduced the public hearing item.
 - iii. No public comments received.
 - iv. Chair Overfield closed public hearing at 6:08.
 - B. Termination of Nonconforming Status Code Amendment
 - i. Chair Overfield opened public hearing at 6:09.
 - ii. Groth introduced the public hearing item.
 - iii. Public Comment 1- *Received via e-mail from Master Builders Association (MBA) of Pierce County*: Comment expressed concerns with the minimum time limit associated with nonconforming status. Comment also expressed concern with the provision related to destruction of a structure.
 - iv. Chair Overfield closed public hearing at 6:15.
5. **NEW BUSINESS:**
 - A. **Action Items:**
 - i. Lot of Record Code Amendment (*action taken after 5.A.ii.*)
 - a. Chair Overfield requested a motion to approve the code amendment, as presented.
 - b. Pincas moved to approve, Slate seconded. Planning Commission voted 5-0 to approve the code amendment.



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- ii. Termination of Nonconforming Status Code Amendment (*action taken prior to 5.A.i.*)
 - a. Planning Commission and city staff discussed proposed code amendment.
 - b. Chair Overfield requested a motion to approve the code amendment with a modification, increasing the minimum time period required for the termination of a nonconforming status from “six or more months” to “twelve or more months.”
 - c. Pincas moved to approve, Guillory seconded. Planning Commission voted 5-0 to approve the code amendment with a modification.

B. Discussion Items:

- i. Sewer Connection Requirement
 - a. Groth introduced the discussion item.
 - b. The Planning Commission and city staff discussed the item.
 - c. Commissioners recommended including this topic in future meetings.
- ii. Town Center
 - a. Hietpas opened the discussion on Town Center with a detailed presentation outlining: the existing plan for Town Center, the efforts being made to follow the plan, the 2020 BERK Consulting Report, and the Planning Commission’s anticipated role in the discussion moving forward.
 - b. The Planning Commission and city staff discussed Town Center and the BERK report.
 - c. This discussion item will be included in the January meeting agenda.
- iii. Street Light Standards
 - a. Hietpas opened discussion on street light standards, related to neighborhood compatibility and the City’s Comprehensive Plan utility goals.
 - b. Discussion ensued. This discussion item will be included in the January meeting agenda.
- iv. Tree Preservation
 - a. Hietpas opened the discussion, and requested additional time to improve the proposed code amendment.
 - b. This discussion item will be included in the January meeting agenda, and an updated draft code amendment will be presented.
- v. 2021 City-initiated Comprehensive Plan Amendments
 - a. Groth opened the discussion, and stated that the City would like to submit an application to reconcile all approved amendments made to the Comprehensive Plan since the 2015 adoption.
 - b. The Planning Commission did not recommend any further city-initiated comprehensive plan amendments.



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vi. 2021 Work Plan

- a.** City staff and Planning Commission discussed the formation of the 2021 Edgewood Planning Commission Work Plan.

vii. 2020 Work Plan

- a.** No discussion occurred.

6. STAFF COMMENTS:

- A.** Groth acknowledged the consistent absence of Commissioner Goode, and asked the Planning Commission if they would like to recruit a new person to fill Position 3.

7. COMMISSIONER COMMENTS:

- A.** Chair Overfield recommended removing Commissioner Goode and asked Groth to move forward with the recruitment process to fill Position 3.

8. ADJOURN:

Chair Overfield adjourned meeting at 7:37.



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

Monday, December 7, 2020, 6 p.m. • Virtual Zoom Meeting
Meeting Link: (<https://zoom.us/j/92275379112>)

1. **CALL TO ORDER:** Chair Butterfield called the meeting to order at 6:03 p.m.
 - A. **Members Present:** Wiesenfeld; Butterfield; Grasdalen; Neil
 - B. **Commissioners Absent:** Kilmer; Swanson; Southard
 - C. **Staff Member(s) Present:** Darren Groth, CED Director
Emily Arteche, Planning Manager
Evan Hietpas, Planning Technician
 - D. **Others Present:** Mayor Eidinger
Council Member Tomin
2. **CONSENT AGENDA**
 - A. **Agenda Approval or Modifications**
 - B. **Approval of Meeting Minutes for November 2, 2020**
 - C. **Review of Planning Commission Minutes for November**
 - i. Wiesenfeld moved to approve, as presented.
 - ii. Neil seconded.
 - iii. The Board voted 4-0 to approve the Consent Agenda.
3. **CITIZEN COMMENT PERIOD:**
 - A. **Jason Ramirez presented**
4. **NEW BUSINESS**
 - A. **Discussion Item(s)**
 - i. Edgewood Marketplace
 - a. Groth opened and presented the staff report
 - b. Discussion ensued
 - ii. 2020 Work Plan
 - a. No further discussion
 - B. **Action Item(s)**
 - i. Edgewood Marketplace Flyer
 - a. Butterfield agreed to pursue mailing options
5. **STAFF COMMENTS:** Groth gave an update on a food truck event at City Hall
6. **BOARD MEMBER UPDATES:** None
7. **ADJOURN:** Chair Butterfield adjourned the meeting at 7:52 p.m.



CITY OF EDGEWOOD STAFF REPORT PLANNING COMMISSION AGENDA ITEM

Date: January 11, 2020

Title: Town Center (TC)

Attachments:

- 1) Supplemental Material Packet, prepared by city staff
- 2) City of Kenmore Downtown subarea plan
- 3) City of Bonney Lake “Centers Plan”- Downtown subarea plan

Submitted By: Emily Arteche, Planning Manager
Evan Hietpas, Associate Planner

Prior Action(s):

- May 26, 2020: City Council adopted the 2020 Work Plan, including the Town Center (TC) item
- September 14, 2020: Planning Commission requested to include TC as a discussion item
- October 12, 2020: city staff provided an in-depth introduction to the TC discussion
- December 14, 2020: staff led a presentation to initiate a focused discussion on TC and BERK’s 2020 *Planning and Economic Development Study for the Town Center and Mixed Use Residential Districts*

Background:

Edgewood’s Town Center district is intended as the “*Heart of Edgewood*,” as stated in Goal LU.V of the City’s Comprehensive Plan. The City’s Vision Statement describes Town Center as our commercial hub and home to a vibrant local economy. This is the area that incorporates pedestrian and bike paths; connecting people and places throughout our community. Town Center will showcase a variety of vertical and horizontal mixed use development, pedestrian-oriented retail, housing; including multifamily, senior and affordable units and civic uses. Quality planning efforts will be needed to ensure every development supports the Town Center as described in the Comprehensive Plan.

Discussion:

We provided several Comprehensive Plan goals and policies below that identify specific strategies to help implement the “*Heart of Edgewood*” district concept. Further details regarding these Comprehensive Plan items are included on Page 2 of Attachment 1. In addition, we also draw on the goals and concepts from various other City plans, e.g., the City’s 2004 Town Center and Meridian Avenue Corridor Master Plan, that were discussed in prior meetings and also highlight Town Center’s importance.

- Consider leveraging City-owned property along Meridian Avenue East to catalyze the development of Town Center, (LU.V.b).
- Explore partnerships with developers to support development of unique, community-serving projects such as co-working spaces or a community center. (LU.V.c).
- Support the development of distinctive landmarks within Town Center. (LU.V.d).
- Explore opportunities for public spaces and recreation facilities. (LU.V.h).
- Prioritize investments that support development of Edgewood’s Town Center, such as investments that improve transportation systems and public spaces. (LU.V.j).

Discussion cont.

The result of implementing these Comprehensive Plan strategies and the BERK Report recommendations may require quality planning efforts including the following possible actions:

1. State Environmental Policy Act (SEPA) Planned Action with an Environmental Impact Statement (EIS)
 - Set Scope: Initiate opportunity to receive comments from public and SEPA agencies (impacts and mitigation)
 - Adequately address the significant environmental impacts in an EIS prepared in conjunction with a comprehensive plan subarea plan
 - Prepare draft EIS: Analyze probable impacts of a proposal
 - Issue draft EIS: SEPA agencies/ public review and comment
 - Prepare and Issue final EIS: Analyze/ respond to comments received on the draft EIS (may include additional studies)
 2. Town Center Comprehensive Plan Subarea Plan (WAC 197-11-164)
 - Outline detailed development characteristics, including map and other visual aids of Town Center buildout
 - Public Participation
 - Adoption
1. *Attachment 1* provides detailed background information and exhibits including findings from the BERK Report as well as areas of focus in the coming months.
 2. *Attachment 2* provides an example from the City of Kenmore, where a downtown subarea plan was established to develop a civic center and town square.
 3. *Attachment 3* provides an example from Bonney Lake, where a downtown subarea plan was established to promote desired development.

Recommendation:

Consider the possible actions of a SEPA Planned Action and Town Center Subarea Plan to assist in implementing the Comprehensive Plan strategies and possible BERK Report's recommendations over the course of January through March 2021. Determine if such strategies and recommendations will result in recommended development code amendments to the City Council.

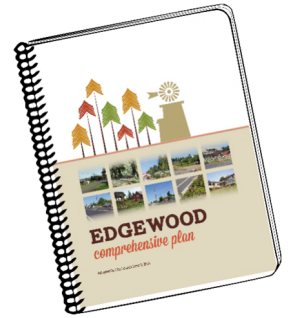
Town Center Discussion



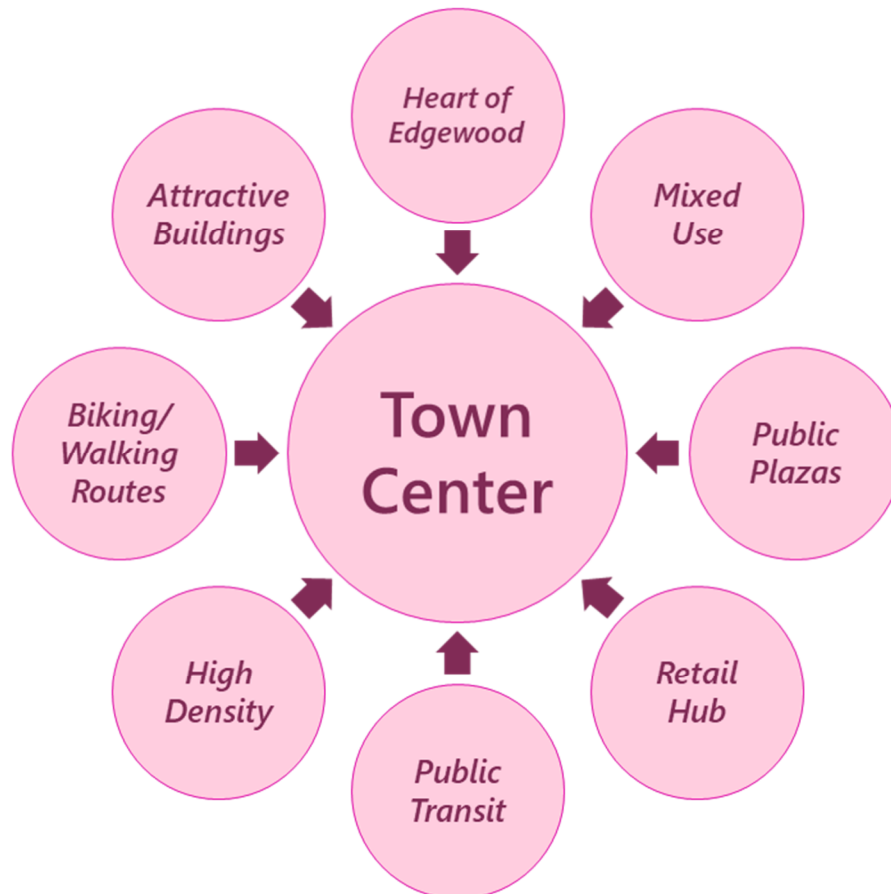
Planning Commission- January 11, 2021

Comprehensive Plan Land Use Goal:

Establish Town Center as the commercial, mixed use heart of Edgewood. (pg. 26-27)



- a) Support development to serve the community and attract regional visitors
- b) Leverage City-owned property to catalyze development
- c) Partner with developers to build community-serving projects
- d) Develop distinct landmarks
- e) Promote a mix of uses
- f) Support pedestrian-oriented features and uses
- g) Encourage ground floor commercial or public uses
- h) Identify opportunities for public spaces and recreation facilities
- i) Ensure a compatible transition to single family zones
- j) Invest in improvements to transportation systems and public spaces



Historical Reports Proposed Actions (2003-2016)

Exhibit 2 Previous Plans and Studies Reviewed

(page 7)

DOCUMENT	YEAR	AUTHOR
Edgewood Comprehensive Plan	2002	City of Edgewood
Economic Development Consulting Services	2003	BERK, Ravenhurst Development
Market Analysis for Meridian Corridor	2003	Ravenhurst Development
Town Center and Meridian Master Plans	2004	Kasprisin Pettinari Design
16th and Meridian Development Plan	2006	Skilling Connolly, MAKERS, et al
Town Center Design Guidelines & Standards	2006	MAKERS
VISION 2040 Regional Growth Strategy	2009	PSRC
Corridor Development Memo	2010	CREA Affiliates
Town Center Conceptual Design Open House	2010	Huitt-Zollars
Economic Dev Ad Hoc Committee Final report	2012	City of Edgewood
Economic Assessment and Preliminary Strategies	2014	Community Attributes, Inc.
Pierce County Buildable Lands Report	2014	Pierce County
Pierce County Countywide Planning Policies	2014	Pierce County
Edgewood Comprehensive Plan	2015	City of Edgewood
Retail Demand Assessment	2016	Community Attributes, Inc.
Retail Leakage and Surplus Analysis	2018	Buxton
Draft VISION 2050 Regional Growth Strategy	2019	PSRC

Exhibit 5 Proposed Actions and Outcomes from Previous Studies

(page 15)

PROPOSED ACTION	YEAR	RESPONSE
Revisit development standards, particularly for size restrictions	2003	Created a Master Plan for the development of the Town Center and Meridian Corridor
Prepare marketing brochure and distribute to a prepared list of developers.	2004, 2012, 2014	Developed a Town Center marketing brochure and related marketing/promotional materials
Adopt a Planned District Overlay for the SW quadrant of the Town Center	2004	(not completed)
Attract anchor tenant(s) to spark a retail cluster, e.g., library, drug store, medical office, multifamily.	2006, 2010, 2012	Worked to attract a Pierce County Library branch; regular business recruitment activities conducted by staff
Lower impact fees and streamline permitting processes to be more competitive with surrounding jurisdictions	2010	Internal permitting processes have been streamlined to reduce costs and improve permitting times
Encourage the development of a new Subarea Plan for part or all of the Meridian Corridor	2010	(not completed)
Hire a full-time City economic development staff member	2012	(not completed)
Construct a community reader board at City Hall	2012	Economic development information available on City website and at City Hall
Create city webpage with business information	2012	City webpage with business information developed
Analyze potential use of public lands to spur economic development	2014, 2015	Preparing a site plan for City Hall property as a public/private partnership
Revisit zoning standards for Town Center and for retail businesses specifically	2014, 2016	Comprehensive Plan updated to reflect development priorities in the Town Center

2020 BERK Report Findings and Strategies

(presented by staff on December 14th)

Findings:

- Population is growing and will continue to grow
- Existing development has not maximized density
- Growth will encourage commercial/ retail
- Land values will rise as development occurs
- Competing for regional employers is difficult
- Ongoing challenge of Meridian corridor (transit-related)
- Fragmentation of land ownership
- Need more community-based projects

Proposed Actions:

Policy:

- Promote flexible uses
- Promote high density residential
- Support public transit improvements



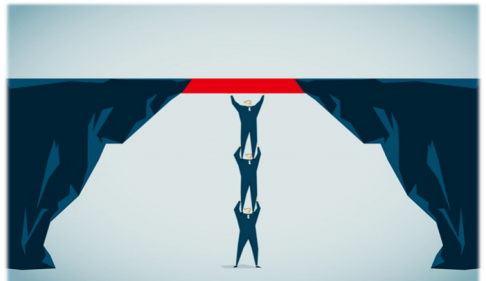
Code:

- Allow flexible uses
- Remove commercial setback allowance
- Reorganize Floor to Area Ratio (FAR)
- Require multimodal improvements



Efforts:

- Collaborate with large developers
- Bring private landowners together
- Business recruitment and retention
- Collaborate with City of Milton



Make it Happen- Identify Methods for Action

Policy: Adopt specific guidelines for new development

- State Environmental Policy Act (SEPA) Planned Action with an Environmental Impact Statement (EIS)
- Town Center Comprehensive Plan Subarea plan
- ArcGIS Story Map
- Leverage city-owned properties
- Establish mandatory development requirements

Code: Update Edgewood Municipal Code (EMC) sections

- Land Use Zones (EMC 18.80.080)
- Land Use Table (EMC 18.70)
- Development Standards (EMC 18.90)
- Design Standards (EMC 18.95)
- Streets, Sidewalks, and Public Place (EMC Title 12)
- Adoption of Title 17- Planning and Development

Efforts: Form relationships with diverse stakeholders

- Edgewood citizens
- Existing and potential landowners
- Economic Development Advisory Board (EDAB)
- Parks and Recreation Advisory Board (PRAB)
- Fife Milton Edgewood Chamber of Commerce
- City of Milton Planning staff and Commission

SEPA EIS Process

1. **Set Scope:** Initiate opportunity to receive comments from public and SEPA agencies (impacts and mitigation)
 2. **Review:** Adequately address the significant environmental impacts in an EIS prepared in conjunction with a subarea plan
 3. **Prepare draft EIS:** Analyze probable impacts of a proposal
 4. **Issue draft EIS:** SEPA agencies/ public review and comment
 5. **Prepare and Issue final EIS:** Analyze/ respond to comments received on the draft EIS (may include additional studies)
-

Subarea Plan

1. **Develop draft subarea plan:** Outline detailed development characteristics (desired uses, building design and size, site layout, city-initiated planned development, etc.)
 2. **Public Participation:** Garner public input and preferences
 3. **Adopt final subarea plan:** Set the final Comprehensive Plan subarea plan
-

ArcGIS Story Map

- Introduce Town Center's Vision and Plan
- Interactive navigation of Town Center
- Narration provided through text and audio
- Provide imagery of desired development
- Present to the public for active participation and input

Development of Downtown Kenmore- (Attachment 2)

Timeline:

2001- Civic Center Study

Determined the amount of land needed to establish a Civic Center, and the amount of office space needed for a new City Hall building. Suggested locations where the Civic Center should be located.

2003- Downtown Subarea Plan

- Included the Civic Center study findings
- Five guiding values for subarea plan:
 1. Protect single family residential areas, 2. Create a central place, 3. Stimulate economic development, 4. Manage traffic and improve connectivity, 5. Protect the environment
- Five areas of focus:
 1. Strategic civic investment, 2. Connectivity improvements, 3. Permitted uses and regulations, 4. Design standards, 5. Implementation strategies

2010- New Kenmore City Hall built

City purchased land, based on the downtown subarea plan, to begin the development of a Civic Center

2014-2017- Partnership with private developer

New high-density and mixed-use development located in Downtown, consistent with subarea plan.

- Spencer 68 Apartments: 220 dwelling units
- LINQ Apartments/ Evergreen Health: 94 dwelling units and 20,000 sq. ft. commercial space

2017- Kenmore Town Square and “The Hangar” project completed

Located adjacent to City Hall and new apartments.

- Public plaza- community gathering space and event location
- “The Hangar”- espresso shop, meeting rooms that can be reserved for free

As a result, a new restaurant and office building were built in the Town Square, and new mixed-use building is currently under construction. *See sketch below for reference.*



2008- Outdated commercial development, poor connectivity, limited frontage improvements



2011- Renovations to commercial building, improvements to intersection, and new city hall



2019- Community gathering space built, new mixed-use high density development



LAKE TAPPS



MID TOWN

ATTACHMENT D



DOWN TOWN



December 2017



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City of Bonney Lake Centers Plan

Date: December 2017

This document was prepared by:



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CHAPTER 3

DOWN TOWN



DOWNTOWN VISION

Downtown is the civic, cultural, and social heart of the community. People are attracted to its vibrant atmosphere and blend of retail, service, and civic amenities. Well-designed streets, buildings, and community spaces make Downtown a source of identity and pride for Bonney Lake.

DOWNTOWN TODAY

Downtown Bonney Lake today supports a variety of uses, but has not yet achieved the vision laid out in the Downtown Plan. Since 2001, Bonney Lake has sought to develop a community gathering space where residents and visitors can meet, work, shop, and enjoy civic amenities. Planning for Downtown began with the *Strategic Commercial Districts Plan* (Strategic Plan). Planning efforts in 2004 and 2006 resulted in the land use policies and zoning currently in effect. Over the past sixteen years, the City has taken a number of steps to turn the vision into reality which included: adopting Design Guidelines to guide the development of in the area; assembling approximately ninety-percent (90%) of the Downtown Civic Campus; building the Justice & Municipal Center; constructing Main Street; and making improvements to 186th Avenue East and 88th Street East.

In addition to the City's actions, a number of projects have been developed that furthered the City's vision for Downtown, which included the construction of the Sound Transit Park and Ride, Renwood Apartments, Franciscan Medical Center, and Greenwood Heights Apartments. While these achievements have increased the number of people coming and going in the Downtown, the vision of Downtown as a place where people stop and linger has not yet been achieved. The Downtown Center Plan is not meant to replace or change the original vision for Downtown, but has been developed to help the City achieve this vision by further implementing the recommendations of the Strategic Plan and the *Bonney Lake Downtown Economic and Market Analysis Report* (Market Report).



Commercial development in Downtown



Residential development in Downtown



Civic uses - the Bonney Lake Library

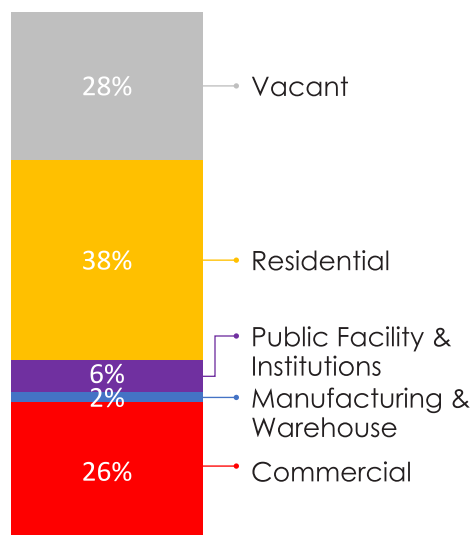
Land Use and Demographics

Commercial development is located adjacent to SR 410 in Downtown and supports retail uses, services, medical offices, and restaurants. According to 2013 data, Downtown contains about 500 jobs, or 15% of total jobs within the City. About half of these are services jobs (49%), and almost a third are government jobs (27%).

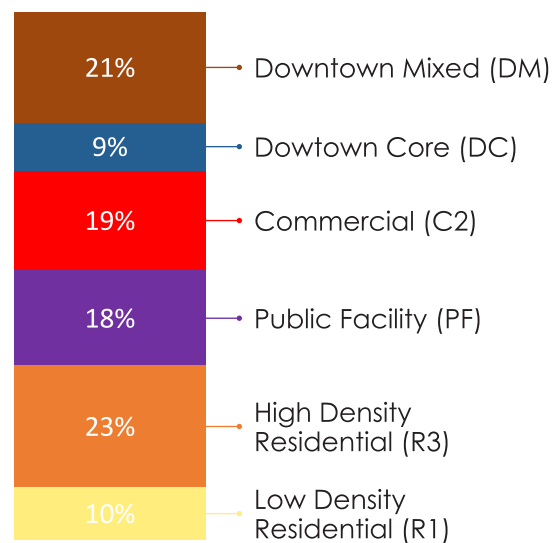
Residential uses include both single-family and multi-family units, located in several pockets within the center boundary. According to 2010 U.S. Census information, 4% of Bonney Lake's population lives in Downtown. Between 2000 and 2010, the City of Bonney Lake as a whole saw tremendous population growth – a 79% increase over the decade. Population growth in Downtown during this time was modest, at about 26%.

Public uses, such as the Justice & Municipal Center, post office, fire station, and library are primarily located in the heart of the center.

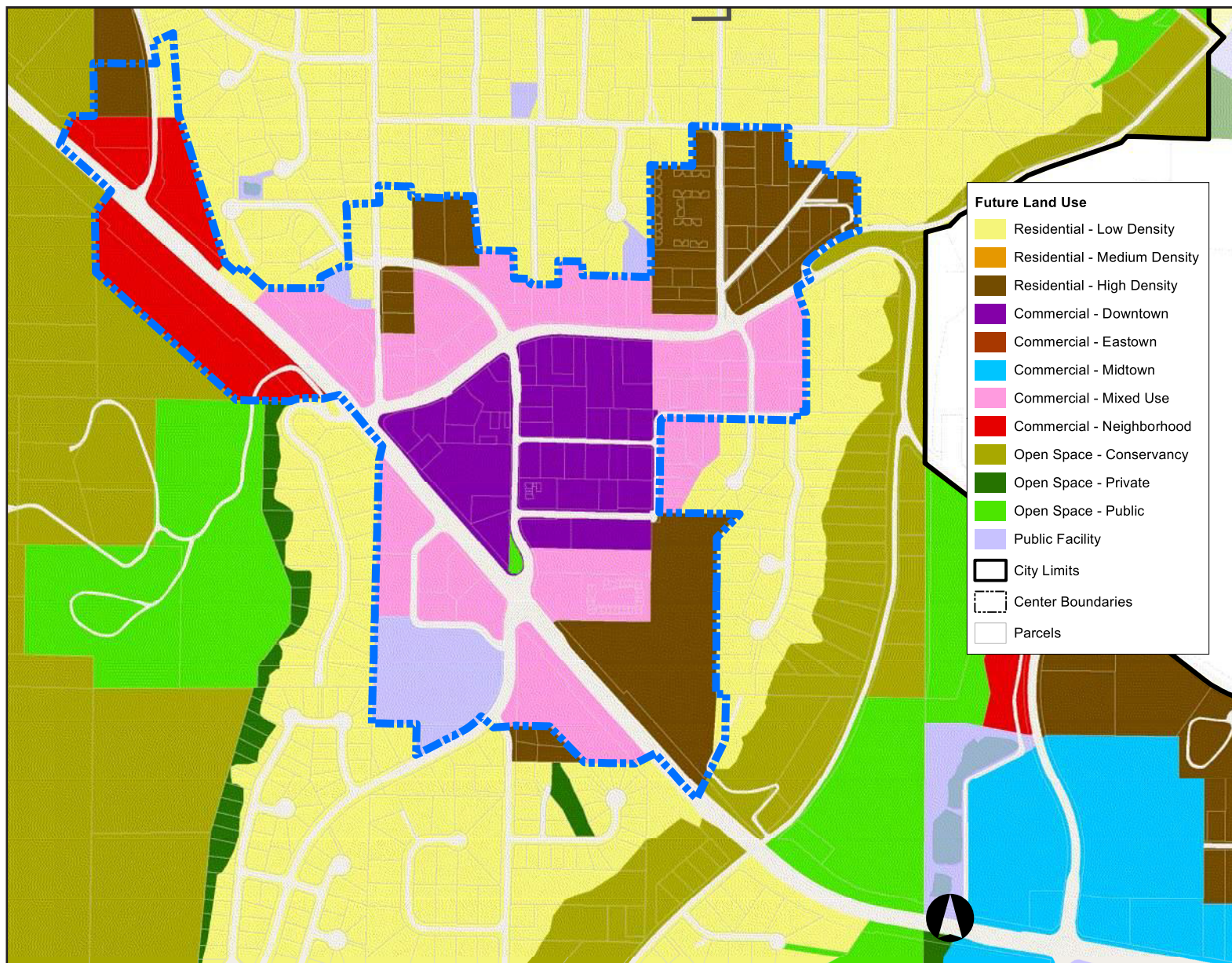
Current Land Use



Zoning



Current Future Land Use Map in Downtown



Source: BERK, 2016; Pierce County, 2016; City of Bonney Lake, 2016

City-Owned Properties in Downtown

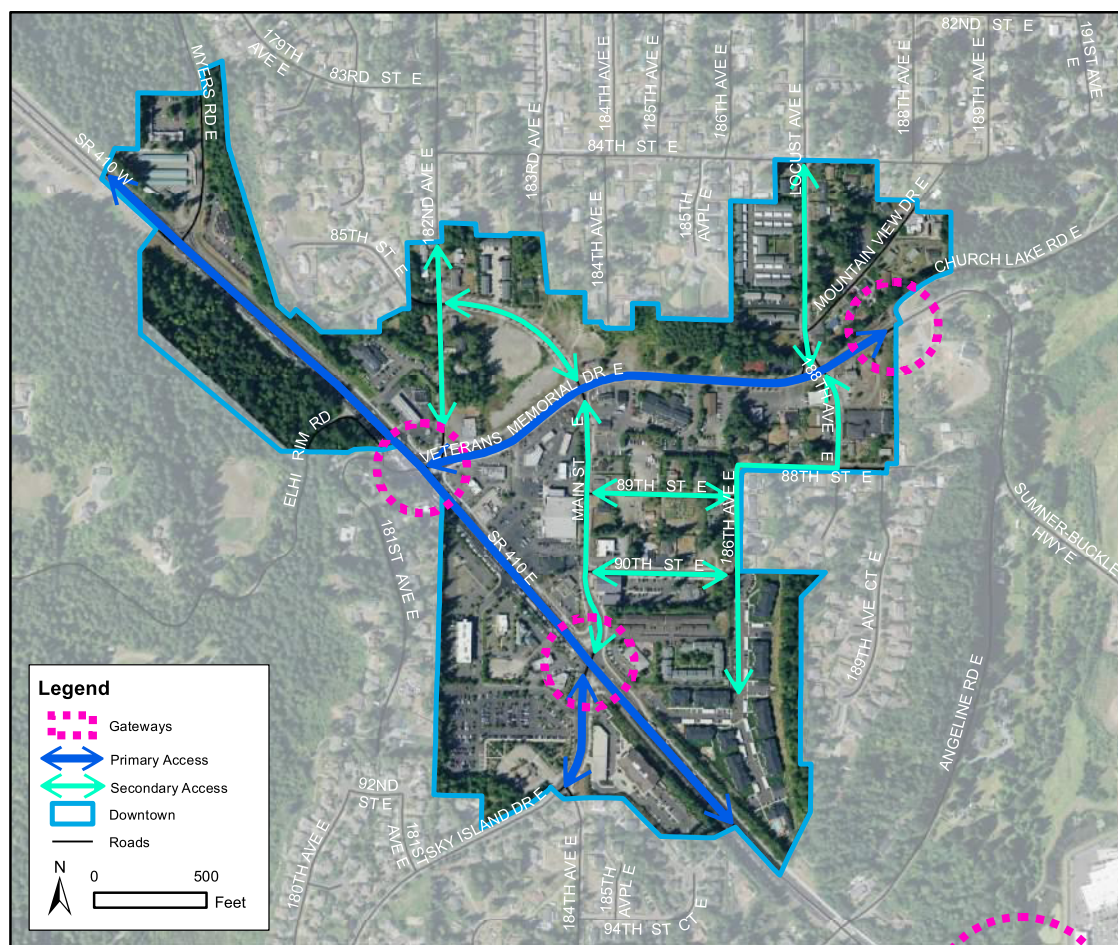


Source: City of Bonney Lake, 2017

Circulation

SR 410 is the main route serving Downtown, but it also divides the center into two distinct parts. Northeast of SR 410 there are major intersections at Veterans Memorial Way and Main Street. A handful of roads provide local vehicular access in this part of Downtown, but a grade change west of Main street limits connections. Southwest of SR 410 there is only one major intersection with Sky Island Drive, all other vehicular circulation occurs within parking lots and drive aisles. Pedestrian infrastructure is fragmented in the Downtown with sidewalks on both sides of some roads, sidewalks on one side of other roads, and a number of roads do not have sidewalks on either side. Bicycle lanes allow for through traffic on SR 410.

Current Circulation in Downtown



Source: City of Bonney Lake, 2017

DOWNTOWN CENTER PLAN

Creating a vibrant environment in the Downtown Core is important to Downtown's success. Jobs, civic facilities, and public spaces will bring people to this area, but more is needed to get them to stay and use it as a community gathering space. Features such as street-level retail, an attractive pedestrian environment, and well-designed public spaces will help create an attractive, comfortable environment for people to enjoy. In addition to providing shade and creating a welcoming environment, street trees will add environmental, economic, and aesthetic benefits.

LAND USE

The Downtown Center should continue to include a variety of uses, and work toward the vision originally identified in the Strategic Plan and the Market Report. Its prominent central location, existing infrastructure, and the diversity of relatively small-scale existing commercial and public activities makes it the best place to build a Downtown. The Downtown Center has three district areas within it, given that the Downtown is divided by two primary roadways: SR 410 and Veterans Memorial Drive. These areas are generally defined as North Downtown, South Downtown, and the Downtown Core.



Commercial development in Bonney Lake



Residence in Bonney Lake

North Downtown

This area should include a vibrant mix of multi-family residential, office, and small scale retail uses that will complement the Downtown Core. East Pierce Fire and Rescue has purchased the property at the northwest corner of Main Street and Veterans Memorial Boulevard for the construction of a Headquarters building. The other buildings will need to be two to five stories to take advantage of Mt. Rainier views and unique topographic conditions. Buildings will be oriented towards the street, with parking located to the rear or side. Street trees, landscaping, and building orientation will be configured to provide an attractive transition between the Downtown Core and the single-family residential neighborhoods to the north. Furthermore, pedestrian connections will be installed between the residential areas to the north and Downtown.

Residential developments will include a mix of townhouses, multi-story apartment buildings, and mixed-use buildings (apartments over retail or office). Buildings will be clustered along streets and around common open spaces, and will employ design techniques to reduce the apparent scale and add visual interest. A heavy emphasis will be placed on landscaping elements to enhance the neighborhood setting. The combination of hilly terrain and greater intensity of development will allow parking to be placed within or underneath residential structures. With good design, Downtown condominiums and apartments can create delightful neighborhoods with urban levels of stimulus and amenities. In the future, Downtown residents should not need rely on automobiles. Retail uses should be allowed only if secondary to office or residential uses on the same or adjoining sites.



South Downtown

This area is the portion of the Downtown Center located south of SR 410 and is primarily developed with auto-oriented uses. The area includes a Transit Center owned by Sound Transit, which serves as a park-and-ride facility primarily in support of the Sumner Sounder Station. The area between the Transit Center and SR 410 is already developed and will likely not redevelop in the next twenty years. The businesses in this area are primarily auto related, and will likely continue to be auto-oriented businesses given the proximity to SR 410. Therefore, in order for the Transit Center to serve its intended purpose, development in the Downtown Core will need to be “transit-oriented development” (TOD), which is intensive development that emphasizes pedestrian walkways and public transportation. A transit center and a nearby TOD are mutually supportive. The City will need improve the pedestrian connections between the Downtown Core and the Transit Center through the auto-oriented business area in order to maximize the effective benefits of the existing transit center.

Downtown Core

In the long term the City envisions that the triangular retail area bounded by Main Street, SR 410, and Veteran’s Memorial will develop into a vibrant mix of retail and complementary uses. Given the existing development pattern and ownership diversity, redevelopment of this area will likely not occur until after the Downtown Civic Campus, the heart of the Downtown Core, is completed. Therefore, the City’s efforts should be focused on the development of the Civic Campus rather than targeting the central triangle.

The Civic Campus will consolidate a variety of city and civic uses such as a city hall, police station, library, senior center, and a large plaza, park, or other open space capable of hosting social and civic events. The central gathering space will be Bonney Lake's most public place, with year-round community events and programming. Landscaped parking areas will serve both the Civic Campus and Main Street.

The Civic Campus plan has been updated to reflect development around the area over the last decade which include the improvements to 186th Avenue East, construction of the Justice & Municipal Center and the development of the Renwood Apartment complex. The essential elements of the civic campus remained unchanged.



However, to fully realize the vision for Downtown, a specific master plan should be developed for the Civic Campus since development of the campus will serve as a catalyst for development in other parts of the Downtown Center. During this master planning process, the City should explore expanding non-civic land use beyond the two new retail buildings along Main Street. Building types, such as mid-rise office buildings, high density residential buildings, and mixed use buildings are important to activating the civic campus and community gathering space. Mixed use development would combine first floor retail and service uses with residential or office development above. Placing residents and office workers above the retail core will support the businesses in the retail core and create a sense of vibrancy. High density residential uses will add people and activity to Downtown that extends beyond the work day. Design standards will ensure that new buildings are designed to be attractive, functional, welcoming, and distinctive.

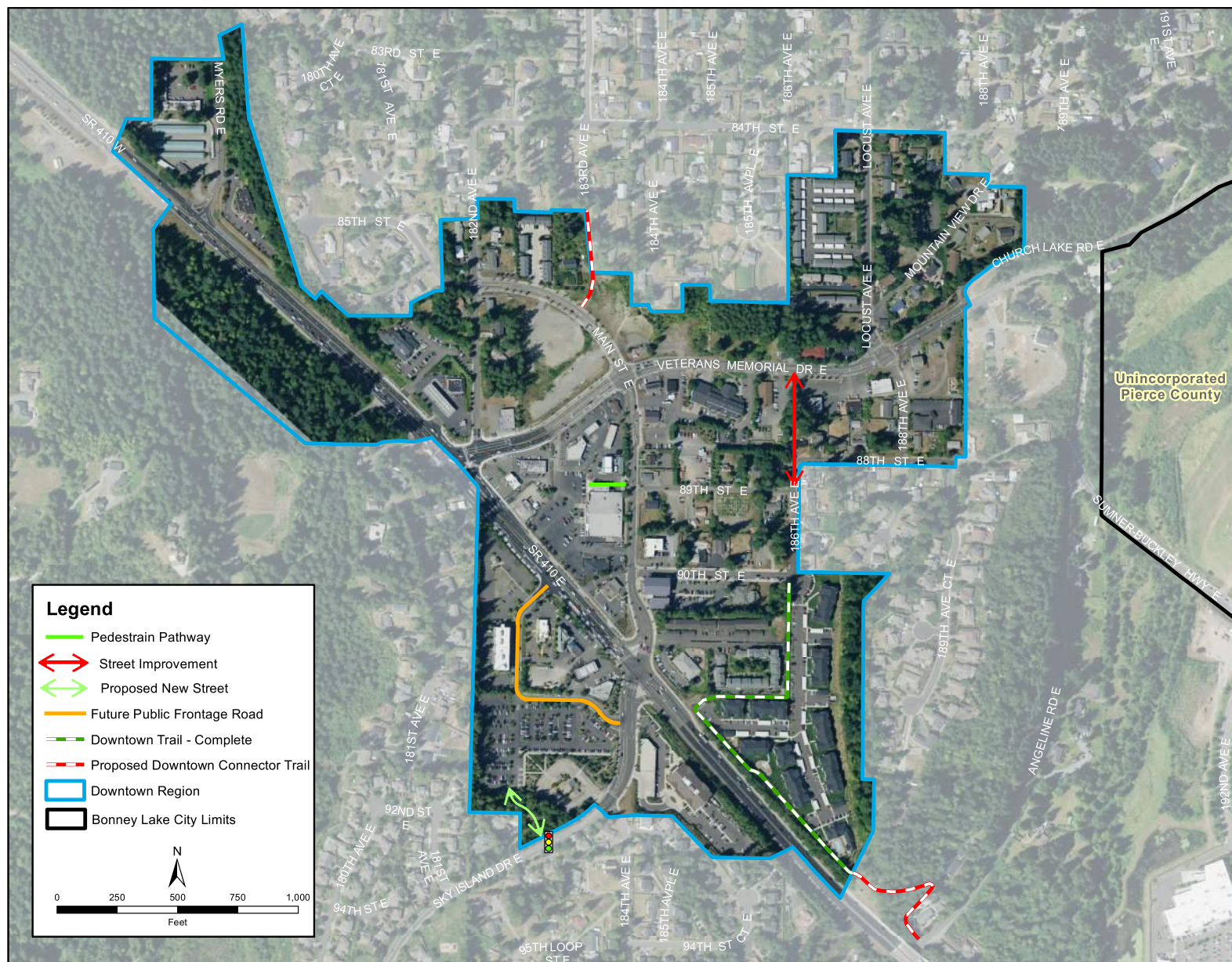
In order to provide for these additional uses and facilitate the development of the different elements, the City should explore creating parcels for each use that could be developed independently of the City Hall. While there are several options, an example of how this could be done is illustrated to the right.

Under this option, each parcel would be required to provide parking; however, on-street parking using perpendicular stalls would also be provided to maximize the amount of developable area on each lot.

Incorporating these types of uses in the Civic Campus will further implement the recommendations of the Market Study to spur development within the Downtown: City Land Assembly, a Catalytic Event, and a Large Scale Hosing Development. Additionally since the City is the land owner, the City would have greater ability to guide development in the area, setting the stage for future development in the Downtown Center.



Downtown Core Circulation Concept



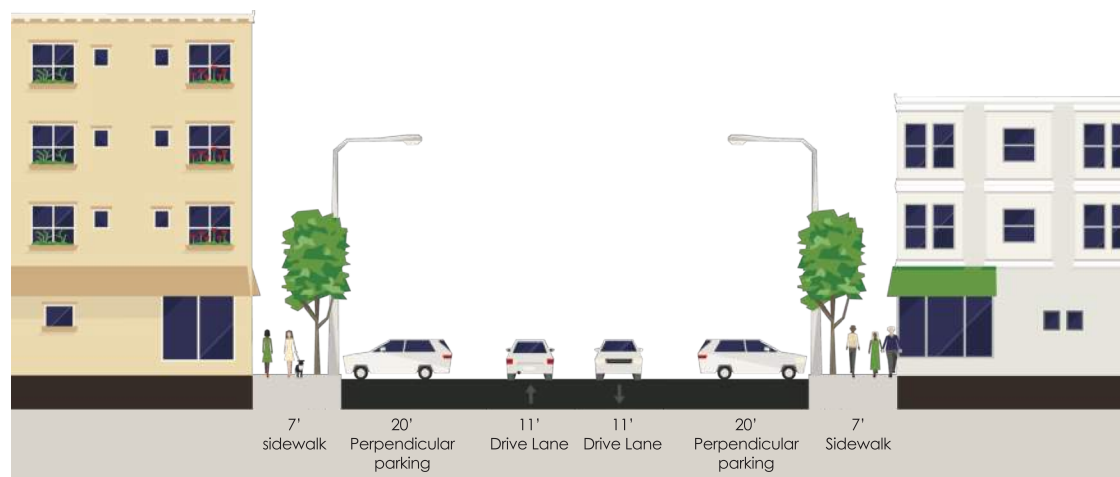
Source: City of Bonney Lake, 2017

CIRCULATION

Traffic circulation in the Downtown Core would be enhanced by the addition of new streets and the creation of a walkable street grid. This would help to create a series of pedestrian-friendly streets with plenty of space for on-street parking. The circulation concept plan shows where streets could be constructed to create this walkable street grid. A trail connection will eventually connect Downtown to the Fennel Creek Trail providing non-motorized connections to the Lake Tapps and Midtown Center.

The development of well-designed complete streets in the Downtown Core would help meet the needs of pedestrian, bicycle, and automobile traffic. Design features could include wide sidewalks, street trees, parking, and two travel lanes that could support special markings (sharrows) for bicyclists. Pedestrian activity is especially important in creating the desired environment in Downtown. Walkways should include weather protection, street trees and other landscaping, and street furniture to encourage a comfortable, usable space.

Downtown Core Street Use Concept



Source: BERK, 2017

GOALS & POLICIES

Citywide Comprehensive Plan policies, and the standards required and encouraged by the Bonney Lake Municipal Code, apply to the development of Downtown. Such policies and regulations address topics such as community mobility, access management, infrastructure development, frontage requirements, environmental stewardship, and community design. The policies and actions below supplement citywide guidance, providing specific direction for implementing the Downtown vision.

Goal D-1: Downtown has a mix of land uses that support lively shopping streets, office buildings, residences, public facilities, and community gathering spaces.

Policy D-1.1 Allow residential, commercial, office, and civic uses in the Downtown Center.

Policy D-1.2 Adopt a master plan for a civic campus that consolidates and co-locates public services in the Downtown Core.

Policy D-1.3 Consider the use of development incentives to encourage new mixed use development in the Downtown Core that includes first floor retail or service uses and residential or office uses above.

Policy D-1.4 Consider development regulations that establish minimum building heights in addition to maximum building heights.

Policy D-1.5 Work to have Downtown classified as a Countywide Center under the Pierce County Countywide Planning Policies.

Policy D-1.6 Develop the Downtown with the highest level of land use diversity, architectural interest, pedestrian orientation, and human-scale design. New buildings should have their facades at the sidewalk edge except in certain cases along SR 410.

GOAL D-2: Public spaces in Downtown are attractive and welcoming.

Policy D-2.1 Plan and develop a community gathering space in the Downtown Core that can host community events.

Policy D-2.2 Program the community gathering space year-round with events, activities, and festivals that draw residents and visitors.

Policy D-2.3 Sidewalks, as important public spaces, should be designed with trees, landscaping, and street furniture to make them comfortable and attractive.

Policy D-2.4 Use design guidelines to support new development that is oriented toward the street to encourage pedestrian activity.

GOAL D-3: The Downtown Center street network supports all modes of travel.

Policy D-3.1 Develop a complete streets network in the Downtown Center to support safe travel for bicycles, pedestrians, and automobiles.

Policy D-3.2 Develop the Downtown Core with a street grid to support additional transportation connections.

Policy D-3.3 Improve non-motorized connections to the residential neighborhoods adjacent to the Downtown.

Policy D-3.4 Connect Downtown to the Fennel Creek Trail.

Actions in the table below include those generated through the Centers Planning process as well as actions carried over from the previous Downtown Plan. Those that were carried over retain their original numbering provided in parentheses for tracking purposes.

Goals	Actions	Planning Level Cost Estimate	Timeline
GOAL D-1: Downtown supports a mix of uses.	Action D-1.1: Review land use and zoning in the Downtown Core.	\$15,000 <i>(cost of code package update for D-1.1 and D-2.1)</i>	Short-term
	Action D-1.2 (LU-4): Develop incentives for mixed use development in the Downtown Core.	<i>Not applicable</i>	Short-term
	Action D-1.3: Develop a master plan to support a Civic Campus in the Downtown Core.	\$60,000	Long-term
	Action D-1.4 (LU-2): Create a State Environmental Policy Act (SEPA) Planned Action Ordinance for Downtown.	\$35,000–\$40,000	Mid-term
	Action D-1.5 (LU-5): Encourage the post office and library to remain and expand.	<i>Not applicable</i>	Short-term
GOAL D-2: Public spaces in Downtown are attractive and welcoming.	Action D-2.1 (LU-1): Review and update the Downtown Design Guidelines.	<i>See D-1.1</i>	Short-term
	Action D-2.2 (P-5a): Develop a civic green as a gathering space in the Downtown Core.	\$2.1 million	Mid-term
	Action D-2.3: Create year-round programming for the civic gathering space.	<i>Not applicable</i>	Long-term
	Action D-2.4: Support development of the Veteran's Memorial in Downtown.	<i>Not applicable</i>	Long-term
	Action D-2.5 (P-3): Develop temporary City Hall structure on City owned land adjacent to Main Street.	<i>Completed</i>	Completed
	Action D-2.6 (P-4): Develop new City Hall and associated parking.	\$17 million–\$20.5 million	Long-term
	Action D-2.7 (P-5b): Build an off-site stormwater facility serving Downtown.	<i>Completed</i>	Completed

Note: Estimated costs will be determined through the capital facilities planning process.

Short-term: Implement within two years after plan adoption.

Mid-term: Begin planning now, implement within five years.

Long-term: Implement within ten or fifteen years.

Goals	Actions	Planning Level Cost Estimate	Timeline
GOAL D-3: The Downtown Center street network supports all modes of travel.	Action D-3.1: Develop a plan for an alternative street grid for the Downtown Core.	<i>Included in master plan estimate (see D-1.3)</i>	Short-term
	Action D-3.2: Construct a connection to the Fennel Creek Trail.	<i>TBD</i>	Long-term
	Action D-3.3 (P-1): Improve SR 410 / Sumner-Buckley Hwy. intersection.	<i>Completed</i>	Completed
	Action D-3.4 (P-2): Extend Main Street (184th Ave. E) northward from Sumner Buckley Hwy.	<i>Completed</i>	Completed
	Action D-3.5 (P-6): Complete Main Street improvements between Sumner-Buckley Hwy. and SR 410, including gateway feature at south end.	\$6 million	Mid-term
	Action D-3.6 (P-7): Completion of streetscape improvements on SR 410 and Sumner-Buckley Hwy. (mostly from Main Street eastward) including crosswalk improvements.	<i>Completed</i>	Completed
	Action D-3.7 (P-9): Improve 90th St. and extend it to 186th Ave.	<i>Completed</i>	Completed
	Action D-3.8 (P-10): Toward the end of the planning horizon, when land prices have risen, consider building a parking garage in the retail core or Civic Center.	\$17,500 per stall	Long-term
	Action D-3.9 (P-11): Construct a pedestrian overpass across SR 410.	<i>TBD</i>	Long-term

Note: Estimated costs will be determined through the capital facilities planning process.

Short-term: Implement within two years after plan adoption.

Mid-term: Begin planning now, implement within five years.

Long-term: Implement within ten or fifteen years.



CITY OF EDGEWOOD STAFF REPORT PLANNING COMMISSION AGENDA ITEM

Date: January 11, 2020

Title: Street Light Standards

Attachments: 1) Planning Commission Recommendation and Discussion Timeline
2) Current Zoning and Road Classification Map

Submitted By: Evan Hietpas, Associate Planner

Background:

At the December 9, 2019 Planning Commission meeting, this discussion item was added to the proposed 2020 Work Plan, with the goal of establishing more uniform policies regarding street light standards. From February 10, 2020 until July 13, 2020, the Planning Commission discussions included topics such as: uniformity, height, angle, shielding, color, and spacing of street lights. Additionally, a street light temperature survey was established in June of 2020, to garner public input.

- August 10, 2020- the Planning Commission re-engaged with the goal of sending a recommendation to City Council on September 14, 2020.
- September 14, 2020- the Planning Commission proposed one addition and one minor revision to the draft recommendation presented by City staff. The final recommendation (attachment 1) was reviewed by City Council, and the Planning Commission was tasked to continue the discussion on street light standards.
- October 2020- A street light temperature survey was established in to garner more public input.
- November 9, 2020- City staff outlined a proposed timeline (attachment 1) that included a proposed discussion meeting date, potential discussion topics, and anticipated final action for each of the seven Planning Commission recommendations.
- December 14, 2020- Discussion was held on neighborhood compatibility and the City's utility goals.

Discussion:

Hold a focused discussion on the following two Street Light Standards recommendations:

1. Ensure all lights are compatible with the surrounding neighborhood; and
2. New street lights are installed consistent with the City of Edgewood's Comprehensive Plan, see specific Comprehensive Plan goals below:
 - Utility Goal 1: Encourage the design of utilities in a manner that: Mitigates negative impacts to adjacent land uses, mitigates negative aesthetic impacts to the community, is environmentally sensitive, and provides opportunities for public participation.
 - Land Use Goal 8.c.: Update streetscape standards as needed to support the community vision, including design guidelines for lighting.
 - Land Use Goal 9: Encourage pedestrian scale improvements such as lighting.
 - Community Character Goal 1: Promote commercial and residential development that is carefully considered, aesthetically pleasing and functional.

Recommendation:

Determine the appropriate type of lighting (vehicular/commercial or pedestrian/residential) for different zoning districts and road classifications.

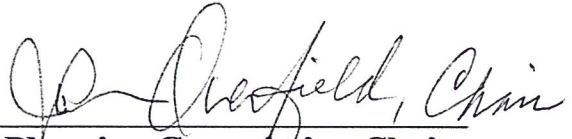


**CITY OF EDGEWOOD
PLANNING COMMISSION
RECOMMENDATION**

The Planning Commission feels that current street light standards are not adequate. In order to address the necessary changes, the Planning Commission voted 5-0 to recommend to City Council that the City take the following next steps germane to the City of Edgewood's Street Light Standards.

1. Ensure all lights are compatible with the surrounding neighborhood;
2. New street lights are installed consistent with the City of Edgewood's Comprehensive Plan (particularly Chapter 7);
3. Set a light temperature/color requirement for street light bulbs;
4. Require light shielding when light trespass may impact adjoining private property;
5. Require uniform aesthetic, height, and spacing standards;
6. Discontinue light installations on existing utility poles that do not comply with the new aesthetic standards;
7. Include the promotion of the upcoming street light survey in the Mayor's report to garner community input and participation.

**RECOMMENDED BY THE CITY OF EDGEWOOD PLANNING COMMISSION
ON THE 14TH DAY OF SEPTEMBER 2020.**


Planning Commission Chair

Attest by:



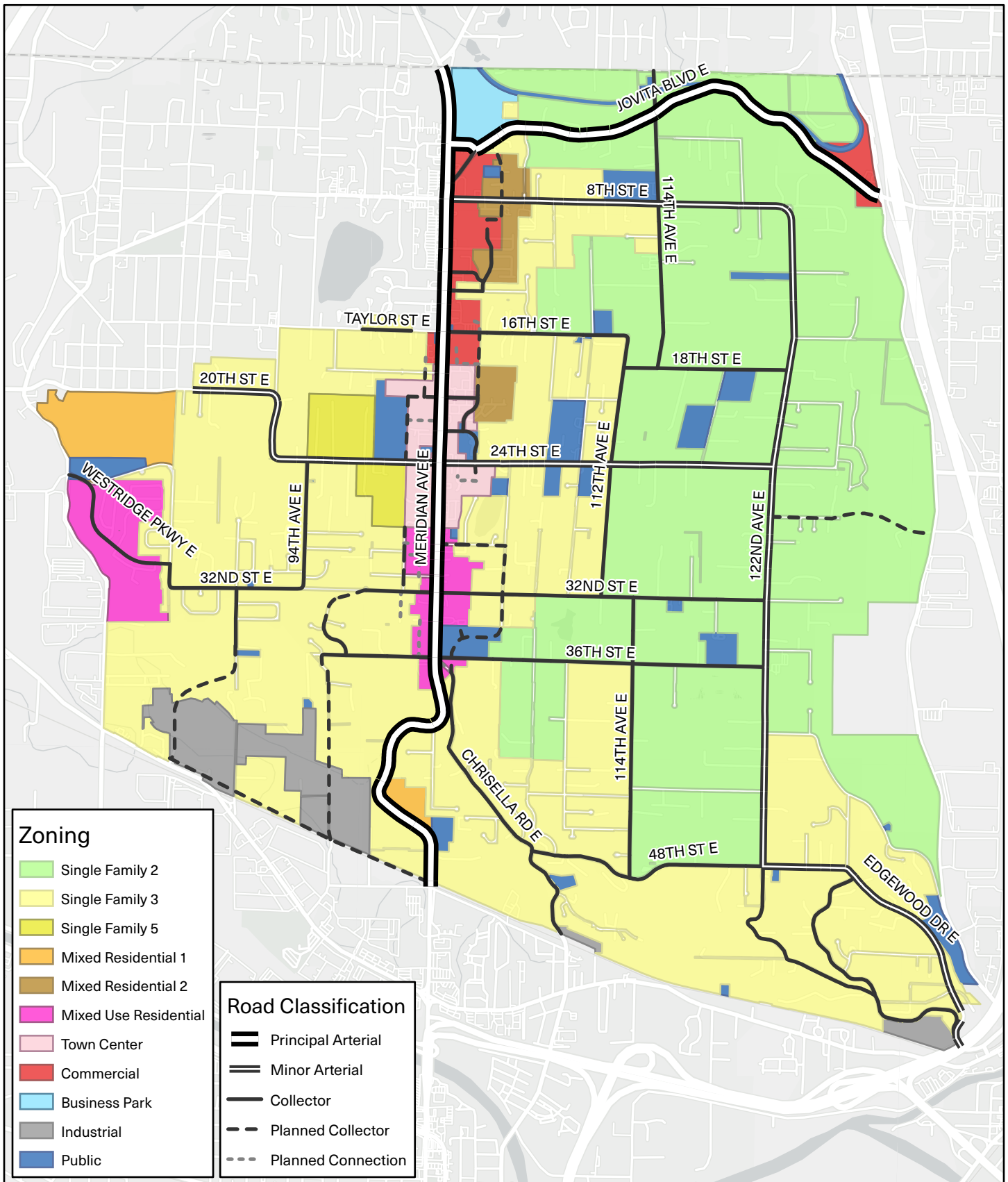
Evan Hietpas
Planning Technician

Street Light Standards Planning Commission Discussion Timeline

1. **Neighborhood compatibility-** *(December and January)*
 - Review existing street light standards and options (Meridian Corridor-vehicular lights, Single Family- pedestrian scaled lights)
 - Establish neighborhood boundaries (Zoning boundaries, Major and Minor Arterials, Single Family vs Multi Family, etc.)
 - Establish neighborhood identity (Urban, rural)
 - **Final Action (April)-** Recommend neighborhood boundaries, identities, and applicable street light standards
2. **Comprehensive Plan goals-** *(December and January)*
 - Review Comprehensive Plan goals, particularly outlined in Chapter 7
 - Ensure that all recommendations are based on goals
 - **Final Action (April) -** Provide proof that all street light standards recommendations are consistent with City's Comprehensive Plan.
3. **Street Light Temperature-** *(February)*
 - Review June and October survey results
 - Research and discuss benefits and disadvantages of different light temperatures
 - Research and discuss examples from other municipalities
 - **Final Action (April)-** Recommend standard street light temperatures
4. **Light shielding-** *(February)*
 - Research and discuss benefits and disadvantages of shielding
 - Research and discuss examples from other municipalities
 - Review shielding options provided by Puget Sound Energy
 - **Final Action (April)-** Recommend when and what type of shielding should be installed
5. **Uniformity (design, height, spacing)-** *(March)*
 - Research and discuss examples from other municipalities
 - Research and discuss best practices for street light height and spacing
 - Review design options provided by Puget Sound Energy
 - **Final Action (April)-** Recommend street light design, height, and spacing standards.
6. **Existing Utility Poles Installation-** *(March)*
 - Research and discuss examples from other municipalities
 - Research and discuss best practices
 - **Final Action (April)-** Recommend policy on installation of street lights on existing utility poles
7. **Mayor's Report for Public Survey-** Item #7 has been completed for the October Street Light Temperature Survey.



Zoning and Road Classifications





CITY OF EDGEWOOD

STAFF REPORT

PLANNING COMMISSION AGENDA ITEM

Date: January 11, 2020

Title: Tree Preservation Code Amendment

Attachments: 1) Draft code amendments proposed by Planning Commission
2) Draft code amendments proposed by City staff

Submitted By: Evan Hietpas, Associate Planner

Background:

City Council requested that the Planning Commission discuss whether or not they would like to include Tree Preservation as a discussion item on their Work Plan.

- August 10, 2020- Commissioners discussed their concerns with Tree Preservation, and asked City staff to provide relevant Edgewood Municipal Code sections to help guide their discussion.
- September- October 2020- Commissioners discussed the definition of significant trees and tree replacement standards. Staff provided several examples of significant tree preservation standards from other municipalities.
- November 9, 2020- A draft of possible code modifications was prepared by city staff for discussion. Commissioners determined that there is a short term need to make code modifications to the tree preservation code, and a long term need to identify city-wide goals related to tree preservation.
- December 14, 2020- City staff requested time to address the public comments received related to the proposed code amendment, and to work through format changes to further improve EMC 18.90.180.

Discussion:

Since the December 14, 2020 Planning Commission meeting, City staff has reviewed the existing Tree Preservation Code and provided suggested amendments to the code section. The goal of the proposed staff amendments was to correct formatting errors and to provide clear direction to the public on tree preservation requirements, while also taking into account the Planning Commission's discussion over the past several months. The proposed code amendments pertain to the following topics:

Planning Commission Proposed Modifications (see attachment 1):

- Breast Height (DBH) measurement
- Definition of a significant tree
- "Significant" minimum diameter inches
- Hazardous tree criteria and removal allowance
- Tree replacement standards: native plantings, minimum diameter and height, etc.

City Planning Staff Additional Proposed Modifications (see attachment 2):

- Clear definitions for: Breast Height, Qualified Tree Professional, and Tree Diameter
- Minor textual amendments throughout EMC 18.90.180 incorporating uniform terminology
- Reformat of EMC 18.90.180 to ensure straightforward application of the tree preservation code
- Strong purpose statement containing ten (10) specific goals and objectives
- Tree preservation and protection standards for the "Core Four" zones along Meridian Corridor (TC, C, MUR, BP)

Recommendation:

Hold discussion, and provide direction for future action on this topic. Determine if and when a public hearing should be held for these code amendments.

Planning Commission Proposal (12/14)- attachment 1

Draft of proposed code amendments pertaining to Significant Tree Preservation standards and requirements

EMC 18.20.070 D definitions (Addition)

“Diameter breast height (DBH)” means the diameter of a tree measured at fifty-four inches (54”) above grade.

EMC 18.20.220 S definitions

“Significant tree” means an existing tree that conforms to the criteria set forth in EMC 18.90.180.C.1. which, when measured four feet above grade, has a minimum diameter of either:

1. Fifteen inches for evergreen and deciduous trees;
2. Trees determined to be significant by the community development director or designee, regardless of the tree diameter, due to the uniqueness of the species.

EMC 18.90.180 Tree preservation.

A. This section establishes significant tree preservation for any development action or land use development to protect the treed environment within the city of Edgewood by regulating the removal of significant trees and providing incentives to preserve trees that, because of their size, species, or location, provide special benefits. Tree preservation protects and enhances critical areas, facilitates aquifer recharge, reduces erosion and stormwater runoff, and helps to define public and private open spaces. Existing residential development or single-family residences that comply with current EMC 18.80.040(C)(1) minimum and maximum densities are exempt from this section.

B. The requirements for tree preservation are applicable to all zoning districts and shall be provided in accordance with the requirements of each individual zoning district and the provisions of this section. In the event a permit is not required for the establishment of a use, the standards of this section still apply.

C. Significant tree preservation shall be required for any development action or land use development permit.

1. A significant tree is an existing tree which:

- a. When measured at diameter breast height (DBH) ~~three feet above grade~~, has a minimum diameter of 12-15 inches for evergreen trees and deciduous trees;
- b. Regardless of the tree diameter, is determined to be significant by the community development director or designee due to the uniqueness of the species or wildlife habitat function.
- c. Regardless of the condition of the tree, is determined to be significant by the community development director or designee, if demonstrated that such trees will provide important wildlife habitat and are not classified as hazardous trees.

2. Trees will not be considered “significant” if, following inspection by an individual qualified as a tree risk assessment professional, registered landscape architect, certified nursery professional or certified arborist, and upon review and concurrence by the city, they are determined to be:

- a. Safety hazards due to potential root, trunk or primary limb failure, or exposure of mature trees which have grown in a closed, forested situation, and pose a threat to human health or structural damage. Hazardous trees that meet this criteria may be removed following the city’s review and concurrence of the qualified individual’s assessment.

~~b. At the discretion of the city, damaged or standing dead trees may be retained and counted toward the significant tree requirement, if demonstrated that such trees will provide important wildlife habitat and are not classified as danger trees.~~

c. A significant tree permit is required for the removal of any significant tree or street tree as defined herein or trees removed pursuant to a tree retention plan unless specifically exempted within this section. All significant trees shall be preserved according to the following criteria:

i. All significant trees within 15 feet of the lot perimeter or required buffer or setback, whichever is greater, shall be preserved. At the discretion of the community development director or designee, significant trees may be removed for access, buildings, sight areas, required roads, utilities, sidewalks, trails, or storm drainage improvements provided they are replaced in accordance with subsection (D) of this section.

ii. A percentage of all significant trees within the interior of a lot, not including the perimeter area, shall be preserved within the applicable zoning district.

iii. In new single-family subdivision developments (excluding short subdivision (i.e., four lots or less), multifamily residential developments, and public/quasi-public institutional developments, 50 percent of the significant trees located within the interior landscaping area of the lot, or individual lots in the case of residential subdivisions, shall be retained.

iv. In commercial and industrial developments, 10 percent of the significant trees located within the interior landscaping area of the lot, or individual lots in the case of subdivisions, shall be retained.

d. Tree preservation criteria listed above shall exclude sensitive/critical areas and their buffers, and designated open space areas and tracts. All trees within such areas shall be retained except as may be specifically indicated in a discretionary land use permit or tree removal permit.

e. State Environmental Policy Act Requirements. Additional or specific tree retention may be required as SEPA mitigation in addition to the requirements of this section.

i. Requirements. Any development action or land use permit shall identify, preserve, and replace significant trees in accordance with the following:

(A) Submit a tree retention plan that consists of a tree survey that identifies the location, size and species of all significant trees on a site.

(1) The tree survey may be conducted by a method that locates individual significant trees; or

(2) Where site conditions prohibit physical survey of the property, standard timber cruising methods may be used to reflect general locations, numbers and groupings of significant trees.

(B) If tree retention and/or landscape plans are required, no clearing shall be allowed on a site until approval of such plans.

(C) The tree retention plan shall also show the location, species, and dripline of each significant tree that is intended to qualify for retention credit, and identify the significant trees that are proposed to be retained, and those that are designated to be removed.

(D) Each significant tree that is located outside of the perimeter area and is retained may be credited as two trees for complying with the retention requirements above, provided it meets one or more of the following criteria:

- (1) The tree exceeds 60 feet in height, or 24 inches in diameter for evergreen trees, or 30 inches in diameter for deciduous trees;
- (2) The tree is located in a grouping of at least five other significant trees with canopies that touch or overlap;
- (3) The tree provides energy savings, through wind protection or summer shading, as a result of its location relative to buildings;
- (4) The tree belongs to a unique or unusual species;
- (5) The tree is located within 25 feet of any critical area or required critical area buffers; or
- (6) The tree is 18 inches in diameter or greater and is identified as providing valuable wildlife habitat.

(E) In any required perimeter landscaping area as defined in this section, the applicant shall retain all significant trees, except as provided in this section.

(F) An area free of disturbance, corresponding to the dripline of the significant tree's canopy shall be identified and protected during the construction stage with a temporary three-foot-high chain-link or plastic net fence. No impervious surfaces, fill, excavation, storage of construction materials, operations or parking of vehicles shall be permitted within the area defined by such fencing or stakes.

(G) At community development director or designee's sole discretion, a protective tree well may be required to be constructed if the grade level around the tree is to be raised or lowered. The inside diameter of the well shall be at least equal to the diameter of the tree spread dripline, plus at least five feet of additional diameter.

(H) The community development director or designee may approve use of tree protection techniques other than those listed above if the trees will be protected to an equal or greater degree than by the techniques listed above. Alternative techniques must be approved by a registered landscape architect, certified nursery professional or certified arborist, and reviewed and concurred by the city.

(I) The applicant shall demonstrate on the tree retention plan those tree protection techniques intended to be utilized and approved by the community development director or designee during land alteration and construction in order to provide for the continual healthy life of retained significant trees.

(J) If any significant tree that has been specifically designated to be retained in the tree preservation plan dies within three years of the development of the site, then the significant tree shall be replaced at the rate of five trees if the significant tree was in the perimeter landscape area and three trees if the significant tree was in the interior landscape area.

D. When a significant tree subject to this section cannot be retained, the tree shall be replaced in accordance with the following ~~as a conditions for the removal of the significant tree.~~

1. On-Site Replacement.

a. Significant trees shall be replaced at a rate of 1.5 times to one of the total diameter inches of all the significant trees removed, when measured at diameter breast height (DBH).

b. Replacement trees shall be no smaller than three ~~two~~ inches in diameter at diameter breast height (DBH) ~~three feet above grade.~~

c. Existing healthy and nonhazardous trees between three and ~~twelve~~12 inches in diameter, when measured at diameter breast height (DBH), which are retained, may be included in the on-site replacement ratio to support the remaining significant trees can be counted against the on-site replacement requirements.

d. Replacement trees shall be native species to Washington State.

E. Tree Retention Plan Required.

1. A significant tree retention plan shall be submitted to the community development department for any development action or land use permit. The plans shall be submitted according to the requirements of the application form provided by the community development department.

2. The community development director or designee shall review and may approve, approve with modifications, or disapprove a tree retention plan subject to the provisions of this section. (Ord. 20-578 § 1; Ord. 15-448 § 2 (Exh. A); Ord. 03-203 § 1).

Draft of city staff EMC Amendments to Tree Preservation Code (attachment 2)

EMC 18.20.0750 DB definitions (Addition)

“Diameter at Breast Height (DBH)” means the diameter of a tree measured at fifty-four (54) inches (54”) above grade/ground level, when pertaining to the measurement of tree diameter; also known as “diameter at breast height” (DBH).

EMC 18.20.200 Q definitions

“Qualified Tree Professional” means an individual with a minimum of three (3) years of experience in tree evaluation and meets at least one of the following qualifiers:

- A. American Society of Consulting Arborists (ASCA) registered consulting arborist;
- B. International Society of Arboriculture (ISA) board certified master arborist;
- C. International Society of Arboriculture (ISA) certified arborist with an associate degree and/or a minimum of two years of college-level credit and/or 120 continuing education units; or
- D. Washington State registered landscape architect.

EMC 18.20.220 S definitions

“Significant tree” means an existing tree which, when measured four feet above grade, has a minimum diameter of either:

- 1. Fifteen inches for evergreen and deciduous trees;
- 2. Trees determined to be significant by the community development director or designee, regardless of the tree diameter, due to the uniqueness of the species.

EMC 18.20.230 T definitions

“Tree Diameter” means the distance of a straight line segment through the center point of a tree when measured at breast height or 54 inches above ground level.

EMC 18.80.080 Town Center, Commercial, Mixed Use Residential, and Business Park Zoning Districts

Subsection 18.80.080.G.8, Tree Preservation and Protection Standards

Paragraph a. shall be updated to read as follows:

a. Significant tree identification, preservation, and replacement shall be required as set forth in EMC 18.90.180, Tree preservation. Mixed-use development shall be considered commercial development for the purposes of tree preservation.

EMC 18.90.180 Tree preservation.

A. Purpose. This purpose of this section is to establishes significant the tree preservation requirements necessary when conducting for any development or development activity action or land use development to protect the treed environment within the city of Edgewood, by regulating the removal of significant trees and providing incentives to preserve trees, that, because of their size, species, or location, provide special benefits. Tree preservation protects and enhances critical areas, facilitates aquifer recharge, reduces erosion and stormwater runoff, and helps to define public and private open spaces. Existing residential development or single family residences that comply with current EMC 18.80.040(C)(1) minimum and maximum densities are exempt from this section. Specifically, the regulations contained in this section are intended to accomplish the following ten (10) goals and objectives.

- 1. Promote the public health, safety and general welfare of the residents of Edgewood;
- 2. Implement the purposes of the State Growth Management Act relating to conservation of natural resources;
- 3. Support and implement the City of Edgewood’s Comprehensive Plan, specifically the Natural Environment, Land Use, and Community Character elements;

4. Implement the goals of the State Environmental Policy Act (SEPA);

5. Improve the aesthetic quality of the built environment by reducing impacts on critical areas and the natural environment;

6. Minimize erosion, siltation, water pollution, and surface and ground water runoff by the preservation of significant trees;

7. Provide for the reasonable development of property, reasonable preservation or enhancement of property values, and for increases in privacy for residential sites;

8. Promote building and site planning practices that are consistent with the city's natural topography, soils, and vegetation features;

9. Provide an appropriate amount and quality of tree retention related to future land uses; and

10. Provide for increased areas of permeable surfaces that allow for infiltration of surface water into ground water resources, reduction in the quantity of storm water discharge, and improvement in the quality of storm water discharge.

B. Applicability. ~~Significant tree~~ The preservation of certain trees ~~shall be~~ is required for any development or development activity ~~action or land use development permit~~. The requirements for t

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

C. Process

1. Tree Preservation Requirements. Any development or development activity shall retain and replace significant trees in accordance with the following requirements:
 - a. All on-site significant trees within fifteen (15) feet of a lot line, or within a required landscape buffer or zoning setback distance, whichever is greatest, shall be retained.
 - i. At the discretion of the community development director or designee, significant trees may be removed for required site access, buildings, roads, utilities, sidewalks, trails, or storm drainage improvements.
 - ii. Any removed significant tree must be replaced in accordance with EMC Subsection 18.90.180.F.4.
 - b. A percentage of all significant trees within the interior of a lot, exclusive of the significant trees already required to remain per EMC Subsection 18.90.180.F.1.a above, shall be retained as required per the following standards.
 - i. In Single-Family Residential zoning districts; Mixed Residential zoning districts; and Public zoning districts, 50 percent of the significant trees located within the interior landscaping area of the lot, or individual lots in the case of residential subdivisions, shall be retained.
 - ii. In the Industrial zoning district, 10 percent of the significant trees located within the interior landscaping area of the lot, or individual lots in the case of subdivisions, shall be retained.
 - iii. In the Town Center; Commercial; Mixed Use Residential; and Business Park zoning districts, 10 percent of the significant trees located within

the interior landscaping area of the lot, or individual lots in the case of subdivisions, shall be retained. In addition, EMC Subsection 18.80.080.G.8, Tree Preservation and Protection Standards applies to any development or development activity in these zones.

2. Tree Retention Plan. A tree retention plan shall be submitted to the City for any development or development activity. The plan shall be submitted with the required project permit and shall be prepared in accordance with the requirements outlined in this Subsection.

a. Tree Survey. The tree retention plan shall include a tree survey that identifies all significant trees on the subject site.

- i. The tree survey shall be performed by a Qualified Tree Professional.
- ii. While sampling may be used to perform the overall tree inventory, the survey must show the location, number, size, height, species, and condition of each significant tree.
- iii. If physical conditions do not warrant the identification of each significant tree, then the sampling results of the plot with the highest number of significant tree diameter inches shall be used as the representative sample.
- iv. Inventory sampling shall be performed in accordance with the following plot to acre ratios.

<u>Acres</u>	<u>Minimum # of plots</u>
10 or less	3
11-20	6
21-40	10
41-150	15
>150	1 plot/10 acres

b. Identification of Significant Trees. The tree retention plan shall identify each significant tree that is proposed to be retained, designated to be removed, or requested to qualify for the Interior Significant Tree Retention Incentive.

c. Interior Significant Tree Retention Incentive. Significant trees that are retained and located outside of the perimeter area, as described in EMC Subsection 18.90.180.F.1.a, may be credited as two trees for complying with the retention requirements above (1), provided it meets one or more of the following criteria:

- i. The tree exceeds 60 feet in height, or 24 inches in diameter for evergreen trees, or 30 inches in diameter for deciduous trees;
- ii. The tree is located in a grouping of at least five other significant trees with canopies that touch or overlap;
- iii. The tree provides energy savings, through wind protection or summer shading, as a result of its location relative to buildings;
- iv. The tree belongs to a unique or unusual species;
- v. The tree is located within 25 feet of any critical area or required critical area buffers; or
- vi. The tree is 18 inches in diameter or greater and is identified as providing valuable wildlife habitat.

d. Tree Protection Techniques. The tree retention plan shall demonstrate the tree protection techniques intended to be utilized during land alteration and construction in order to provide for the continual healthy life of retained significant trees. The proposed tree protection techniques will be reviewed by the city to ensure compliance with the provisions of this section.

e. If any significant tree designated to be retained in the tree preservation plan dies within three (3) years of the development of the site, then the significant tree shall be replaced at the following rates:

- i. Five-to-one (5:1) new trees per significant tree if the tree was located within the perimeter landscape area, as described in EMC Subsection 18.90.180.F.1.a.
- ii. Three-to-one (3:1) new trees per significant tree if the tree was located within the interior of the lot.

3. Tree Protection Measures. Tree protection measures have been established to reduce the impacts of development action on existing significant trees. The protection measures are as follows:

- a. If a tree retention plan, landscape plan, or both are required, no clearing shall be allowed on-site until after approval of each such plan.
- a. An area free of disturbance, corresponding to the dripline of the significant tree's canopy shall be identified and protected during the construction stage with a temporary three-foot-high chain-link or plastic net fence. No impervious surfaces, fill, excavation, storage of construction materials, operations or parking of vehicles shall be permitted within the area defined by such fencing.

4. Tree Replacement Standards. D. When a Any removed significant tree, subject to this section, cannot be retained, the tree shall be replaced in accordance with the following standards as a conditions for the removal of the significant tree.

1. On-Site Replacement.

- a. Significant trees shall be replaced at a rate of 1.5 times to one (1.5:1) of the total tree diameter inches of all the significant trees that were removed, when measured at diameter breast height (DBH).
- b. Replacement trees shall be no smaller than three (3) two-inches DBH in diameter when measured at diameter breast height (DBH) at three feet above grade.
- c. Preserved Existing healthy and nonhazardous trees, which are not designated as at-risk on a tree risk assessment, between three (3) and twelve 12 inches in tree diameter, when measured at diameter breast height (DBH), may which are retained to support the remaining significant trees can be counted against towards the on-site 1.5:1 replacement requirements by subtracting their respective DBH inches from the total replacement inch count.

d. Replacement trees shall be native to Washington State and shall be classified as non-invasive species.

e. Tree replacement plans shall be prepared by an individual qQualified as a tTree pProfessional.

CD. Determinination of- Significant Tree. The community development director or designee shall determine the significance of a tree based on the criteria listed below. Significant tree preservation shall be required for any development action or land use development permit.

1. To be identified as a A-significant tree, is an existing tree must meet a least one of the following criteria, which:

- a. When measured at diameter breast height (DBH) three feet above grade, a tree must have has a minimum diameter of twelve (12) 15 inches for evergreen trees and deciduous trees;
- b. Regardless of the tree diameter, is determined to be significant by tThe community development director or designee designated the tree as significant due to any one of the following:

i. the uniqueness of the tree species; or

ii. the tree's wildlife habitat function;

iii. the tree is not a hazardous tree and

e. Regardless of the health of the tree, is determined to be significant, if demonstrated that such trees will provides important wildlife habitat and are not classified as hazardous trees; or

iv. the tree's unique historical, ecological, or aesthetic value constitutes an important community resource.

2. Trees will not be considered "significant" if, following inspection ~~a tree risk assessment from by an individual qualified as a Qualified Tree a tree risk assessment p~~Professional, registered landscape architect, certified nursery professional or certified arborist, and upon review and concurrence by the city, ~~they determines that the tree is are determined to be:~~

a. ~~Sat risksafety hazard~~ due to a structural defect, combination of defects, or disease.

a. Regardless of tree health, a tree may also be determined as a safety hazard in a tree risk assessment if the tree s due to potential root, trunk or primary limb failure, or exposure of mature trees which have grown in a closed, forested situation, and poses a threat to human health or may cause damage to a structure, roadway, or utility facility at damage if toppled.

b. Hazardous trees that are not considered significant meet this criteria may be removed following the city's review and concurrence of the tree risk assessment by the community development director or designee of the qualified individual's assessment.

c. To undertake a tree risk assessment, a Qualified Tree Professional must be tree risk assessment qualified (TRAQ), as established by the International Society of Arboriculture (ISA).

b. At the discretion of the city, damaged or standing dead trees may be retained and counted toward the significant tree requirement, if demonstrated that such trees will provide important wildlife habitat and are not classified as danger trees.

e. A significant tree permit is required for the removal of any significant tree or street tree as defined herein or trees removed pursuant to a tree retention plan unless specifically exempted within this section. All significant trees shall be preserved according to the following criteria:

i. All significant trees within 15 feet of the lot perimeter or required buffer or setback, whichever is greater, shall be preserved. At the discretion of the community development director or designee, significant trees may be removed for access, buildings, sight areas, required roads, utilities, sidewalks, trails, or storm drainage improvements provided they are replaced in accordance with subsection (D) of this section.

ii. A percentage of all significant trees within the interior of a lot, not including the perimeter area, shall be preserved within the applicable zoning district.

iii. In new single family subdivision developments (excluding short subdivision (i.e., four lots or less), multifamily residential developments, and public/quasi public institutional developments, 50 percent of the significant trees located within the interior landscaping area of the lot, or individual lots in the case of residential subdivisions, shall be retained.

iv. In commercial and industrial developments, 10 percent of the significant trees located within the interior landscaping area of the lot, or individual lots in the case of subdivisions, shall be retained.

DE. Critical Area Regulations. Tree preservation criteria listed above shall exclude sensitive/critical areas and their buffers, and designated open space areas and tracts. All trees within such areas shall be retained except as may be specifically indicated in a discretionary land use permit or tree removal permit.

1. All trees within a critical area, critical area buffer, or open space tract shall be retained.
2. Trees specifically indicated in a discretionary land use permit or tree removal permit may be exempted from the requirement to be retained, subject to the provisions of EMC Title 14 and Tree Replacement requirements.

Fe. State Environmental Policy Act Requirements. Additional or specific tree retention may be required as SEPA mitigation in addition to the requirements of this section.F. Significant Tree Retention Review Process:

1. Tree Retention Requirements. A permit is required for the removal of any significant tree or street tree unless specifically exempted within this section.

i. Requirements. Any development action or land use development permit shall identify, retain preserve, and replace significant trees in accordance with the following requirements:

a. All significant trees within 15 feet of the lot perimeter or required buffer or setback, whichever is greater, shall be preserved. At the discretion of the community development director or designee, significant trees may be removed for access, buildings, sight areas, required roads, utilities, sidewalks, trails, or storm drainage improvements, provided they are replaced in accordance with this section (4).

b. In any required perimeter landscaping area, all significant trees shall be retained, except as provided in this section.

c. A percentage of all significant trees within the interior of a lot, not including the perimeter area, shall be retained as required by the applicable zoning district, when stated.

d. In new single family subdivision developments (excluding short subdivisions), multifamily residential developments, and public/quasi public institutional developments, 50 percent of the significant trees located within the interior landscaping area of the lot, or individual lots in the case of residential subdivisions, shall be retained.

e. In commercial and industrial developments, 10 percent of the significant trees located within the interior landscaping area of the lot, or individual lots in the case of subdivisions, shall be retained.

2. Tree Retention Plan. A tree retention plan shall be submitted to the city for any development action or land use permit. The plan shall be prepared in accordance with the requirements outlined in this section.

a.(A) Tree Survey. The tree retention plan shall Submit a tree retention plan that consists of a tree survey that identifies the location, size and species of all significant trees on a site.

i.(1) The tree survey may be conducted by a method that locates individual significant trees; or

ii.(2) Where site conditions prohibit physical survey of the property, standard timber-cruising methods may be used to reflect general locations, numbers and groupings of significant trees.

b. Tree Inventory. The tree retention plan shall identify each significant tree that is proposed to be retained, designated to be removed, or requested to qualify for the interior significant tree retention incentive criteria outlined below.

c. Interior Significant Tree Retention Incentive. Significant trees that are located outside of the perimeter area and are retained may be credited as two trees for complying with the retention requirements above (1), provided it meets one or more of the following criteria:

i. The tree exceeds 60 feet in height, or 24 inches in diameter for evergreen trees, or 30 inches in diameter for deciduous trees;

~~ii. The tree is located in a grouping of at least five other significant trees with canopies that touch or overlap;~~

~~iii. The tree provides energy savings, through wind protection or summer shading, as a result of its location relative to buildings;~~

~~iv. The tree belongs to a unique or unusual species;~~

~~v. The tree is located within 25 feet of any critical area or required critical area buffers; or~~

~~vi. The tree is 18 inches in diameter or greater and is identified as providing valuable wildlife habitat.~~

~~d. Tree Protection Techniques. The tree retention plan shall demonstrate the tree protection techniques intended to be utilized during land alteration and construction in order to provide for the continual healthy life of retained significant trees. The proposed tree protection techniques will be reviewed by the city to ensure compliance with the provisions of the section below (3).~~

~~e. If any significant tree designated to be retained in the tree preservation plan dies within three years of the development of the site, then the significant tree shall be replaced at the rate of five trees if the significant tree was in the perimeter landscape area and three trees if the significant tree was in the interior landscape area.~~

~~3. Tree Protection Measures. Tree protection measures have been established to reduce the impacts of development action on existing significant trees. The protection measures are listed herein:~~

~~a. (B) If tree retention and/or landscape plans are required, no clearing shall be allowed on a site until approval of such plans.~~

~~b. An area free of disturbance, corresponding to the dripline of the significant tree's canopy shall be identified and protected during the construction stage with a temporary three foot high chain-link or plastic net fence. No impervious surfaces, fill, excavation, storage of construction materials, operations or parking of vehicles shall be permitted within the area defined by such fencing.~~

~~c. At the community development director or designee's discretion, a protective tree well may be required to be constructed if the grade level around the tree is to be raised or lowered. The inside diameter of the well shall be at least equal to the diameter of the tree spread dripline, plus at least five feet of additional diameter.~~

~~d. The community development director or designee may approve use of tree protection techniques other than those listed above if the trees will be protected to an equal or greater degree than by the techniques listed above. Alternative techniques must be prepared by an individual qualified as a tree risk assessment professional, and reviewed and concurred by the city.~~

~~(C) The tree retention plan shall also show the location, species, and dripline of each significant tree that is intended to qualify for retention credit, and identify the significant trees that are proposed to be retained, and those that are designated to be removed.~~

~~(D) Each significant tree that is located outside of the perimeter area and is retained may be credited as two trees for complying with the retention requirements above, provided it meets one or more of the following criteria:~~

~~(1) The tree exceeds 60 feet in height, or 24 inches in diameter for evergreen trees, or 30 inches in diameter for deciduous trees;~~

~~(2) The tree is located in a grouping of at least five other significant trees with canopies that touch or overlap;~~

~~(3) The tree provides energy savings, through wind protection or summer shading, as a result of its location relative to buildings;~~

~~(4) The tree belongs to a unique or unusual species;~~

~~(5) The tree is located within 25 feet of any critical area or required critical area buffers; or~~

~~(6) The tree is 18 inches in diameter or greater and is identified as providing valuable wildlife habitat.~~

~~(E) In any required perimeter landscaping area as defined in this section, the applicant shall retain all significant trees, except as provided in this section.~~

~~(F) An area free of disturbance, corresponding to the dripline of the significant tree's canopy shall be identified and protected during the construction stage with a temporary three foot high chain link or plastic net fence. No impervious surfaces, fill, excavation, storage of construction materials, operations or parking of vehicles shall be permitted within the area defined by such fencing or stakes.~~

~~(G) At community development director or designee's sole discretion, a protective tree well may be required to be constructed if the grade level around the tree is to be raised or lowered. The inside diameter of the well shall be at least equal to the diameter of the tree spread dripline, plus at least five feet of additional diameter.~~

~~(H) The community development director or designee may approve use of tree protection techniques other than those listed above if the trees will be protected to an equal or greater degree than by the techniques listed above. Alternative techniques must be approved by a registered landscape architect, certified nursery professional or certified arborist, and reviewed and concurred by the city.~~

~~(I) The applicant shall demonstrate on the tree retention plan those tree protection techniques intended to be utilized and approved by the community development director or designee during land alteration and construction in order to provide for the continual healthy life of retained significant trees.~~

~~(J) If any significant tree that has been specifically designated to be retained in the tree preservation plan dies within three years of the development of the site, then the significant tree shall be replaced at the rate of five trees if the significant tree was in the perimeter landscape area and three trees if the significant tree was in the interior landscape area.~~

~~E. Tree Retention Plan Required.~~

~~1. A significant tree retention plan shall be submitted to the community development department for any development action or land use permit. The plans shall be submitted according to the requirements of the application form provided by the community development department.~~

~~2. The community development director or designee shall review and may approve, approve with modifications, or disapprove a tree retention plan subject to the provisions of this section. (Ord. 20-578 § 1; Ord. 15-448 § 2 (Exh. A); Ord. 03-203 § 1).~~



CITY OF EDGEWOOD STAFF REPORT PLANNING COMMISSION AGENDA ITEM

Date: January 11, 2020

Title: Sign Code Modification

Attachments: 1) Edgewood Municipal Code (EMC) References

Submitted By: Darren Groth, CED Department Director

Background:

On October 12, 2020, the Planning Commission was briefed by John Fairbanks, Code Compliance Specialist and Darren Groth, Community & Economic Development Director. John and Darren identified multiple instances of unclear language in the Edgewood Municipal Code (EMC) that could be addressed by making several code amendments. This particular agenda item focuses on the City of Edgewood's Sign Code.

Discussion:

This agenda item is intended to allow for discussion of possible changes to the Edgewood Municipal Code. The proposed sign code modifications pertain to three topics, outlined below:

1. Flag definition and exemption
 - Remove the current definition of "Flag"
 - Include specific criteria for flags in EMC 18.97.030- Exemptions (signs that are not subject to permitting, as long as they meet the standards set)
2. Feather sign definition and prohibition
 - Define "Feather sign"
 - Include Feather signs in EMC 18.97.040- Prohibited signs
3. Temporary signs standards
 - Determine if temporary signs should require a permit
 - Revise the definition of "Temporary sign" in EMC 18.97.300- Definitions, taking into account several standards such as: timeframe considered "temporary", materials used, illumination, and removal process.

Recommendation:

Review, discuss, and prioritize changes as needed.

EMC Sign Code Modification- Attachment 1

1. Flag definition and exemption- *potential revisions shown below*

EMC 18.20.090 F definitions.

~~“Flag” means any piece of cloth of individual size, color and design, used as a symbol, signal, emblem, or for decoration.~~

EMC 18.97.030 Exemptions.

~~F. Flags. Any flags; provided, that they conform to all provisions of this chapter for signs. The American flag, state of Washington flag, and other special purpose flags that are not intended to contribute to a commercial advertising display.~~

2. Feather sign definition and prohibition- *potential definition shown below*

EMC 18.20.090 F definitions.

“Feather sign” means a temporary and portable sign made of lightweight materials that is prone to move in the wind, and that contains a harpoon-style pole or staff that is driven into the ground or supported by means of an individual stand. This definition includes such signs of any shape including flutter, bow, teardrop, rectangular, shark, and U-shaped.

3. Temporary signs standards- *existing EMC shown below*

EMC 18.97.300 Sign code definitions

“Temporary sign” means any sign that is used temporarily and is not permanently mounted, painted or otherwise affixed, excluding portable signs as defined by this chapter, including any poster, banner, placard, stake sign or sign not placed in the ground with concrete or other means to provide permanent support, stability and rot prevention. Temporary signs may only be made of nondurable materials including, but not limited to, paper, corrugated board, flexible, bendable or foldable plastics, foamcore board, vinyl canvas or vinyl mesh products of less than 20-ounce fabric, vinyl canvas and vinyl mesh products without polymeric plasticizers and signs painted or drawn with water soluble paints or chalks. Signs made of any other materials shall be considered permanent and are subject to the permanent sign regulations of this chapter. “Temporary sign” may also include special event signs.

EMC 18.97.240 Temporary signs

(only the most relevant subsections of this entire code section have been included in this attachment)

A. No Permit Required – Materials. No sign permit is required for temporary signs that comply with the standards in this section. Temporary signs are primarily distinguished by the materials which make up the sign (see definition of “temporary sign” in EMC 18.97.300 and EMC 18.97.060, Sign materials). Temporary signs shall comply with the requirements of this chapter.

B. Removal. Temporary signs shall be removed if the sign is in need of repair, is worn, dilapidated, or creates a public nuisance.



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

Date: January 11, 2021

Title: 2021 City-initiated Comprehensive Plan Amendments

Attachments: None

Submitted By: Emily Arteche, Planning Manager

Briefing:

This agenda item is intended to inform the Planning Commission that the city has submitted three (3) comprehensive plan amendment applications for 2021.

- **#20-1663: HISTORIC COMPREHENSIVE PLAN AMENDMENT UPDATES:**
Reconcile all approved amendments made to the Comprehensive Plan since the 2015 adoption
- **#20-1667: NATURAL ENVIRONMENT CHAPTER UPDATE**
Update the Comprehensive Plan's Natural Environment chapter by updating the Critical Areas section, in accordance with Ordinance 17-0513
- **#20-1668: LAND USE GROWTH TARGETS UPDATE**
Update the Comprehensive Plan's Land Use Chapter to include Vision 2050 growth targets.



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

Date: January 11, 2021

Title: 2021 Work Plan

Attachments: 1) 2021 Future Agenda Calendar

Submitted By: Evan Hietpas, Associate Planner

Discussion:

This agenda item is intended to allow the Planning Commission to discuss the formation of the 2021 Work Plan prior to the February 16, 2021 City Council meeting.

Proposed 2021 Work Plan Items:

1. Town Center;
2. Street Light Standards;
3. Public Works Standards;
4. Sewer Connection Requirements;
5. Tree Preservation (Code Update and City-wide Goals);
6. Public Zoning;
7. Create Edgewood Municipal Code Title 17– Land Development Code;
8. Code Updates from October 2020 meeting (Code Enforcement agenda item); and
9. Identify possible City-initiated Comprehensive Plan amendments

Proposed 2021 Objectives:

- Promote Diversity, Equity, and Inclusion in recommendations to City Council
- Collaborate with the Economic Development Advisory Board (EDAB)
- Increase Public Engagement Efforts

Recommendation:

Discuss the formation of the 2021 Work Plan in preparation for the February 16, 2021 meeting with City Council. Discuss the formation of the Planning Commission's Future Agendas List (attachment 1).

Edgewood Planning Commision 2021 Future Agenda Calendar

Work Plan Items	January	February	March	April	May	June	July	August	September	October	November	December
2021 Work Plan	Discussion	Action	Discussion	Discussion	Discussion	Discussion	Discussion	Discussion	Discussion	Discussion	Discussion	Discussion
Town Center (Evan, Emily and Darren)	Discussion	Discussion	Discussion	Action (Initial)	None	Discussion	Discussion	Discussion	Discussion	PH and Action	Discussion	Discussion
Street Light Standards (Evan)	Discussion	Discussion	Discussion	PH and Action	None	None	None	None	None	None	None	None
Public Works Standards (Jeremy)	None	Discussion	Discussion	PH and Action	None	None	None	None	None	None	None	None
Sewer Connection Reqs. (Darren and Jeremy)	None	Discussion	Discussion	Action (Initial)	None	None	Discussion	Discussion	PH and Action (Final)	None	None	None
Tree Preservation (Evan)	Discussion (Code)	Discussion (Code)	PH and Action (Code)	None	None	None	None	None	Discussion (Goals)	Discussion (Goals)	Discussion (Goals)	Action (Goals)
Public Zoning (Emily and Evan)	None	None	None	None	Discussion	Discussion	Discussion	Discussion	Action	None	None	None
Create EMC Title 17 (Emily)	None	None	None	None	Discussion	Discussion	Discussion	Discussion	Discussion	PH and Action	None	None
Various Minor Code Updates (Darren and Emily)	Discussion (Sign Code)	Discussion (Sign Code)	PH and Action (Code)	Discussion	Discussion	PH and Action	None	None	None	Discussion	PH and Action	None
City Comp. Plan Amendments (Emily)	Discussion (2021)	None	None	None	Discussion (2021)	PH and Action (2021)	None	None	None	None	Discussion (2022)	Discussion/ Action (2022)
2022 Work Plan	None	None	None	None	None	None	None	None	None	None	Discussion	Discussion
Agenda Formation	January	February	March	April	May	June	July	August	September	October	November	December
Public Hearing (PH)	None	None	1. Tree Preservation 2. Sign Code Minor Update	1. Public Works Standards 2. Street Light Standards	None	1. Various Minor Code Updates 2. City Comp. Plan Amend.	None	None	1. Sewer Connection Req.	1. Town Center 2. EMC Title 17	1. Various Minor Code Updates	None
Action	None	1. 2021 Work Plan	1. Tree Preservation 2. Sign Code Minor Update	1. Public Works Standards 2. Street Light Standards 3. Sewer Connection Req. 4. Town Center/ BERK Report	None	1. Various Minor Code Updates 2. City Comp. Plan Amend.	None	None	1. Sewer Connection Req. 2. Public Zoning	1. Town Center 2. EMC Title 17	1. Various Minor Code Updates	1. Tree Preservation Goals 2. City Comp. Plan Amendments
Discussion	1. Town Center 2. Street Light Standards 3. Tree Preservation Code 4. Sign Code Minor Update 5. City Comp. Plan Amend. 6. 2021 Work Plan	1. Town Center 2. Sewer Connection Req. 3. Public Works Standards 4. Street Light Standards 5. 2021 Work Plan	1. Town Center 2. Sewer Connection Req. 3. Public Works Standards 4. Street Light Standards 5. 2021 Work Plan	1. Various Minor Code Updates 2. 2021 Work Plan	1. Public Zoning 2. EMC Title 17 3. Various Code Updates 4. City Comp. Plan Amend. 5. 2021 Work Plan	1. Town Center 2. Public Zoning 3. EMC Title 17 4. 2021 Work Plan	1. Town Center 2. Sewer Connection Req. 3. Public Zoning 4. EMC Title 17 5. 2021 Work Plan	1. Town Center 2. Sewer Connection Req. 3. Public Zoning 4. EMC Title 17 5. 2021 Work Plan	1. Town Center 2. EMC Title 17 3. Tree Preservation Goals 3. City Comp. Plan Amend. 4. 2021 Work Plan	1. Tree Presevation Goals 2. Various Code Updates 3. City Comp. Plan Amend. 4. 2021 Work Plan	1. Town Center 2. Tree Preservation Goals 3. City Comp. Plan Amend. 4. 2022 Work Plan 5. 2021 Work Plan	1. Town Center 2. 2022 Work Plan 3. 2021 Work Plan

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