



**CITY OF EDGEWOOD
PLANNING COMMISSION MEETING AGENDA**

Monday, June 14, 2021 – 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: Tom Greene
 - 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. Review Planning Commission Minutes from April 12, 2021
- c. Review Economic Development Advisory Board Minutes from April 5, 2021
- d. Review Economic Development Advisory Board Minutes from May 3, 2021
- e. Review of Development Review Report- April 2021
- f. Review of Development Review Report- May 2021

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:

- a. Traffic Concurrency Management Code Amendment
- b. Traffic Impact Fees Code Amendment

5. New Business:

- a. Action Items:
 - i. Traffic Concurrency Management Code Amendment
 - ii. Traffic Impact Fees Code Amendment
- b. Discussion Items:
 - i. Town Center
 - ii. Street Light Standards
 - iii. Development and Public Works Standards (Streetscapes)
 - iv. Sewer Plan Update
 - v. Reappointments
 - vi. Planning Commission Handbook
 - vii. 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, April 12, 2020 – 6 p.m. • Edgewood City Hall – 2224 104th Ave. E

Meeting Held Virtually via Zoom

1. **CALL TO ORDER:** Vice-Chair Pincas called meeting to order at 6:02 PM
 - A. **Commissioners Present:** Guillory; Greene; Wagner; Pincas; Ramirez; Slate
 - B. **Commissioners Absent:** Chair Overfield
 - C. **Staff Member(s) Present:** Darren Groth, Community and Economic Development Director
Emily Arteche, Planning Manager
Evan Hietpas, Associate Planner
Jeremy Metzler, Public Works Director
 - D. **Others Present:** Mayor Eidinger
Councilmember Day
Councilmember Tomy
Councilmember Wise
2. **CONSENT AGENDA:** Slate moved to APPROVE as presented, Wagner seconded. Commission voted 6-0 to approve the Consent Agenda.
3. **CITIZEN COMMENTS:** None
4. **PUBLIC HEARINGS:** None
5. **NEW BUSINESS:**
 - A. **Action Items:**
 - i. **Town Center**
 - a. Hietpas opened the action item with a brief presentation.
 - b. Commission and city staff discussed the proposed draft recommendation.
 - c. One modification was made to the draft recommendation relating to business retention efforts in Town Center.
 - d. Guillory motioned to approve, as modified. Ramirez seconded. Planning Commission voted 6-0 to recommend approval of the proposed actions, as modified.
 - ii. **Sewer Connection Requirements**
 - a. Groth opened the action item.
 - b. Commission and city staff briefly discussed the draft recommendation.
 - c. Greene motioned to approve, as presented. Slate seconded. Planning Commission voted 6-0 to recommend approval of the proposed actions, as presented.
 - iii. **Street Light Standards**
 - a. Hietpas opened the action item.
 - b. Commission and city staff discussed the draft recommendation.



CITY OF EDGEWOOD

PLANNING COMMISSION MEETING MINUTES

Monday, April 12, 2020 – 6 p.m. • Edgewood City Hall – 2224 104th Ave. E

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- c. One modification was made to the draft recommendation, relating to temporary street light installations performed by the City (#8).
- d. Ramirez motioned to approve, as modified. Wagner seconded. Planning Commission voted 6-0 to recommend approval of the proposed actions, as modified.

B. Discussion Items:

i. Development Standards and Public Works Standards

- a. Meltzer opened the discussion.
- b. Commission, city staff, and Councilmember Day held discussion on the cross section standards drawings. related to elements such as: sidewalks, landscaped areas, on-street parking, and road classifications.

ii. 2021 Work Plan

- a. Arteché introduced the opportunity to schedule a “Short Course in Local Planning” through the Washington State Department of Commerce.
- b. The Planning Commission decided that they would like to schedule the training on May 10th at 6:00. This training would replace the regular scheduled Planning Commission meeting.

6. STAFF COMMENTS: None

7. COMMISSIONER COMMENTS: None

8. ADJOURN: Vice-Chair Pincas adjourned meeting at 8:17 PM.



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

Monday, April 5, 2021, 6 p.m. • Virtual Zoom Meeting

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

1. **CALL TO ORDER:** Vice-Chair Wiesenfeld called the meeting to order at 6:15 p.m.
 - A. **Members Present:** Kilmer; Wiesenfeld; Clark; Swanson; Neil
 - B. **Commissioners Absent:** Butterfield; Swanson (Position 5 VACANT)
 - C. **Staff Member(s) Present:** Darren Groth, CED Director
Emily Arteche, Planning Manager
Evan Hietpas, Planning Technician
 - D. **Others Present:** Mayor Eidinger
Council Member Wise
Council Member Tomin
Council Member West
2. **CONSENT AGENDA**
 - A. **Agenda Approval or Modifications**
 - B. **Approval of Meeting Minutes for March 1, 2021**
 - C. **Review of Planning Commission Minutes for March**
 - i. Clark moved to approve, as presented.
 - ii. Kilmer seconded.
 - iii. The Board voted 4-0 to approve the Consent Agenda.
3. **CITIZEN COMMENT PERIOD:**
 - A. None
4. **NEW BUSINESS**
 - A. **Discussion Item(s)**
 - i. Edgewood Marketplace
 - a. Groth opened and presented the staff report
 - b. Discussion ensued
 - ii. 2021 Work Plan
 - a. Groth opened and shared the adopted work plan
 - b. Discussion ensued
 - B. **Action Item(s)**
 - i. None
5. **STAFF COMMENTS:** Groth updated the board on several City projects
6. **BOARD MEMBER UPDATES:** None
7. **ADJOURN:** Vice-Chair Wiesenfeld adjourned the meeting at 7:04 p.m.



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

Monday, May 3, 2021, 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 6:04 p.m.
 - A. **Members Present:** Kilmer; Wiesenfeld; Butterfield; Clark; Swanson; Neil
 - B. **Commissioners Absent:** None (Position 5 VACANT)
 - C. **Staff Member(s) Present:** Darren Groth, CED Director
Emily Arteché, Planning Manager
Morgan Dorner, Senior Planner
 - D. **Others Present:** Mayor Eidinger
Council Member Wise
Council Member Tomin
2. **CONSENT AGENDA**
 - A. **Agenda Approval or Modifications**
 - B. **Approval of Meeting Minutes for April 5, 2021**
 - C. **Review of Planning Commission Minutes for April**
 - i. Wiesenfeld moved to approve, as presented.
 - ii. Clark seconded.
 - iii. The Board voted 4-0 to approve the Consent Agenda.
3. **CITIZEN COMMENT PERIOD:**
 - A. Tom Greene spoke to the board regarding Edgewood businesses.
4. **NEW BUSINESS**
 - A. **Discussion Item(s)**
 - i. Business Incubation
 - a. Groth opened and presented the staff report
 - b. Discussion ensued
 - ii. Edgewood Marketplace
 - c. Groth opened and presented the staff report
 - d. Discussion ensued
 - iii. Edgewood Marketplace Flyer
 - e. Groth opened and presented the staff report
 - f. Discussion ensued
 - iv. 2021 Work Plan
 - a. Groth opened and shared the adopted work plan
 - b. Discussion ensued
 - B. **Action Item(s)**
 - i. Edgewood Marketplace Flyer
 - a. The board took no action on the proposed flyer
5. **STAFF COMMENTS:** Groth updated the board on several City projects
6. **BOARD MEMBER UPDATES:** None
7. **ADJOURN:** Chair Butterfield adjourned the meeting at 7:21 p.m.

Pending Projects - Planning and Engineering Permits

45 Permits

Exported: 04/01/2021

Permit #	Project	Site Address	Parcel	Department	Type	Status	Submitted	Last Activity
BLA								
20-1396	STOKES BOUNDARY LINE ADJUSTMENT	909 MERIDIAN AV E	420033077	PLANNING	BLA	WAITING ON REVISIONS	08/04/2020	01/29/2021
21-1144	Prologis Park Edgewood	4120 90TH AV E	420163702	PLANNING	BLA	APPLICATION	03/24/2021	03/24/2021
CARC								
21-1156	CRITICAL AREA REVIEW CHECKLIST #21-1156	2520 122ND AV E	6025610011	PLANNING	CARC	APPLICATION	03/30/2021	03/31/2021
CLEAR AND GRADE								
19-1408	BELAYEVA CLEAR AND GRADE	11826 24TH ST E	420113150	ENGINEERING	CLEAR AND GRADE	WAITING ON REVISIONS	08/21/2019	11/05/2020
20-1635	Tree clearing 3822 108th Ave E Edgewood WA 98372	3822 108TH AV E	420152028	ENGINEERING	CLEAR AND GRADE	INCOMPLETE	12/08/2020	02/25/2021
20-1670	SINGH FENCING CLEAR AND GRADE	8306 36TH ST E	420171012	ENGINEERING	CLEAR AND GRADE	INCOMPLETE	12/30/2020	02/25/2021
21-1111	K.M.S DRIVEWAY	8217 34TH ST E	420175007	ENGINEERING	CLEAR AND GRADE	INCOMPLETE	03/04/2021	03/18/2021
CODE UPDATES AND CHANGES								
20-1663	RECONCILE COMPREHENSIVE PLAN AMENDMENT UPDATES			PLANNING	CODE UPDATES AND CHANGES	APPLICATION	12/28/2020	02/09/2021
20-1667	NATURAL ENVIRONMENT CHAPTER UPDATE	2224 104TH AV E	420102012	PLANNING	CODE UPDATES AND CHANGES	APPLICATION	12/30/2020	01/05/2021
20-1668	LAND USE GROWTH TARGETS UPDATE	2224 104TH AV E	420102012	PLANNING	CODE UPDATES AND CHANGES	APPLICATION	12/30/2020	01/05/2021
21-1061	PROLOGIS PARK PHASE II REZONE APPLICATION	4411 90TH AV E	420163074	PLANNING	CODE UPDATES AND CHANGES	UNDER REVIEW	01/29/2021	03/09/2021
21-1086	TREE PRESERVATION CODE AMENDMENT			PLANNING	CODE UPDATES AND CHANGES	UNDER REVIEW	02/08/2021	03/10/2021
21-1087	SIGN CODE AMENDMENT			PLANNING	CODE UPDATES AND CHANGES	UNDER REVIEW	02/08/2021	03/10/2021
21-1125	830 West Valley Highway E, Edgewood, WA 98372	830 West Valley Highway E		PLANNING	CODE UPDATES AND CHANGES	APPLICATION	03/16/2021	03/23/2021
DESIGN STAND REVIEW								
20-1348	DHALIWAL TC LANDING DESIGN STANDARDS REVIEW	1914 MERIDIAN AV E	420091134	PLANNING	DESIGN STAND REVIEW	WAITING ON REVISIONS	07/13/2020	03/30/2021
PRE APP								
21-1080	FRONTIER AUTO SALES PRE-APPLICATION	1009 MERIDIAN AV E	420033140	PLANNING	PRE APP	INCOMPLETE	02/08/2021	03/30/2021
21-1081	36TH ST CHURCH PRE-APPLICATION	XXX 36TH ST E	420171002	PLANNING	PRE APP	INCOMPLETE	02/08/2021	03/30/2021
21-1102	HUCKE SHORT PLAT PRE-APPLICATION	1116 108TH AV E	420033017	PLANNING	PRE APP	UNDER REVIEW	02/26/2021	03/30/2021
SHORT PLAT - FINAL								
20-1615	DODDS SHORT PLAT FINAL SHORT PLAT	4902 EDGEWOOD DR E	420235048	PLANNING	SHORT PLAT - FINAL	WAITING ON REVISIONS	11/24/2020	03/16/2021
SHORT PLAT - PRELIMINARY								
20-1034	SMITH SHORT PLAT PRELIMINARY PLAT	2506 117TH AV E	420108013	PLANNING	SHORT PLAT - PRELIMINARY	WAITING ON REVISIONS	01/23/2020	01/27/2021
20-1533	CONNOLLY SHORT PLAT PRELIMINARY SHORT PLAT	1711 122ND AV E	420112155	PLANNING	SHORT PLAT - PRELIMINARY	INCOMPLETE	10/26/2020	02/09/2021
20-1566	RUSEV SHORT PLAT PRELIMINARY PLAT	11516 8TH ST E	420038004	PLANNING	SHORT PLAT - PRELIMINARY	WAITING ON REVISIONS	11/06/2020	03/23/2021
SITE DEVELOPMENT								

Pending Projects - Planning and Engineering Permits

45 Permits

Exported: 04/01/2021

Permit #	Project	Site Address	Parcel	Department	Type	Status	Submitted	Last Activity
17-1527	NORTHWOOD ESTATES WEST PHASE II SITE DEVELOPMENT	9609 24TH ST E	420091136	ENGINEERING	SITE DEVELOPMENT	UNDER REVIEW	12/05/2017	01/15/2020
19-1401	BEREZNYOV SHORT PLAT SITE DEVELOPMENT	8904 20TH ST E	420096012	ENGINEERING	SITE DEVELOPMENT	UNDER REVIEW	08/16/2019	03/31/2021
19-1413	WOLF POINT SUBDIVISION SITE DEVELOPMENT	XXX MERIDIAN AV E	420164094	ENGINEERING	SITE DEVELOPMENT	UNDER REVIEW	08/27/2019	09/03/2020
20-1131	WAGNER SHORT PLAT SITE DEVELOPMENT	11226 18TH ST E	9770000069	ENGINEERING	SITE DEVELOPMENT	WAITING ON REVISIONS	03/18/2020	08/14/2020
20-1229	BARTH SUBDIVISION SITE DEVELOPMENT	3624 96TH AV E	420161087	ENGINEERING	SITE DEVELOPMENT	UNDER REVIEW	05/19/2020	03/26/2021
20-1236	JENNA ACRES SHORT PLAT SITE DEVELOPMENT	1419 114TH AV E	420034061	ENGINEERING	SITE DEVELOPMENT	UNDER REVIEW	05/20/2020	03/04/2021
20-1568	EAST PIERCE FIRE AND RESCUE FIRE STATION 118 SITE DEVELOPMENT	10105 24TH ST E	420091025	ENGINEERING	SITE DEVELOPMENT	UNDER REVIEW	11/06/2020	03/05/2021
20-1624	DHALIWAL TC LANDING SITE DEVELOPMENT	1914 MERIDIAN AV E	420091134	ENGINEERING	SITE DEVELOPMENT	UNDER REVIEW	11/30/2020	03/31/2021
20-1657	MICKELSON SUBDIVISION SITE DEVELOPMENT	2804 90TH AV E	420093089	ENGINEERING	SITE DEVELOPMENT	WAITING ON REVISIONS	12/22/2020	03/12/2021
21-1017	THE LEARNING EXPERIENCE SITE DEVELOPMENT	527 MERIDIAN AV E	420036070	ENGINEERING	SITE DEVELOPMENT	WAITING ON REVISIONS	01/15/2021	03/31/2021
21-1050	PHILLIPS RIDGE SITE DEVELOPMENT	XXX 86TH AVCT E	420081040	ENGINEERING	SITE DEVELOPMENT	UNDER REVIEW	01/28/2021	03/09/2021
SITE PLAN REVIEW								
20-1630	3DA INC SITE PLAN REVIEW	10202 TO 10230 29TH ST E	420103106	PLANNING	SITE PLAN REVIEW	WAITING ON REVISIONS	12/04/2020	03/17/2021
21-1031	PROLOGIS PARK SITE PLAN REVIEW (PHASE I AND II)	4120 90TH AV E	420163702	PLANNING	SITE PLAN REVIEW	WAITING ON REVISIONS	01/22/2021	03/18/2021
21-1090	1315 MERIDIAN SITE PLAN REVIEW	1315 TO 1327 MERIDIAN AV E	7420000013	PLANNING	SITE PLAN REVIEW	INCOMPLETE	02/11/2021	03/30/2021
21-1129	Nightside Distillery	2908 MERIDIAN AV E	420094151	PLANNING	SITE PLAN REVIEW	APPLICATION	03/17/2021	03/19/2021
21-1135	SR 167/I-5 to SR 509 – New Expressway (Stage 1b) Project	2417 FREEMAN RD E	420084019	PLANNING	SITE PLAN REVIEW	APPLICATION	03/22/2021	03/22/2021
STREET USE								
21-015	ROW tree work	5108 CHRISSELLA ROAD EAST	420222066	PUBLIC WORKS	STREET USE	APPLICATION	03/22/2021	03/23/2021
SUBDIVISION - FINAL								
21-1051	ESTATES ON CALDWELL SUBDIVISION FINAL PLAT	4423 127TH AV E	6755000020	PLANNING	SUBDIVISION - FINAL	UNDER REVIEW	01/28/2021	03/22/2021
21-1159	Edgewood Estates	12220 12TH ST E	420023062	PLANNING	SUBDIVISION - FINAL	APPLICATION	03/31/2021	03/31/2021
SURFACE WATER								
19-1423	56TH ST E STORMWATER IMPROVEMENTS SEPA	13122 56th St E	420234043	ENGINEERING	SURFACE WATER	UNDER REVIEW	09/09/2019	09/17/2020
21-1114	HNW SHORT PLAT FRONTAGE IMPROVEMENTS	9605 18TH STCT E	420091127	ENGINEERING	SURFACE WATER	UNDER REVIEW	03/06/2021	03/26/2021
TRAFFIC CONCURRENCY								
20-1650	STORQUEST EXPRESS TRAFFIC CONCURRENCY	10308 16TH ST E	420102114	ENGINEERING	TRAFFIC CONCURRENCY	REVIEW PENDING PAYMENT	12/16/2020	01/06/2021
21-1124	3DA INC TRAFFIC CONCURRENCY	10202 TO 10230 29TH ST E	420103106	ENGINEERING	TRAFFIC CONCURRENCY	UNDER REVIEW	03/16/2021	03/22/2021

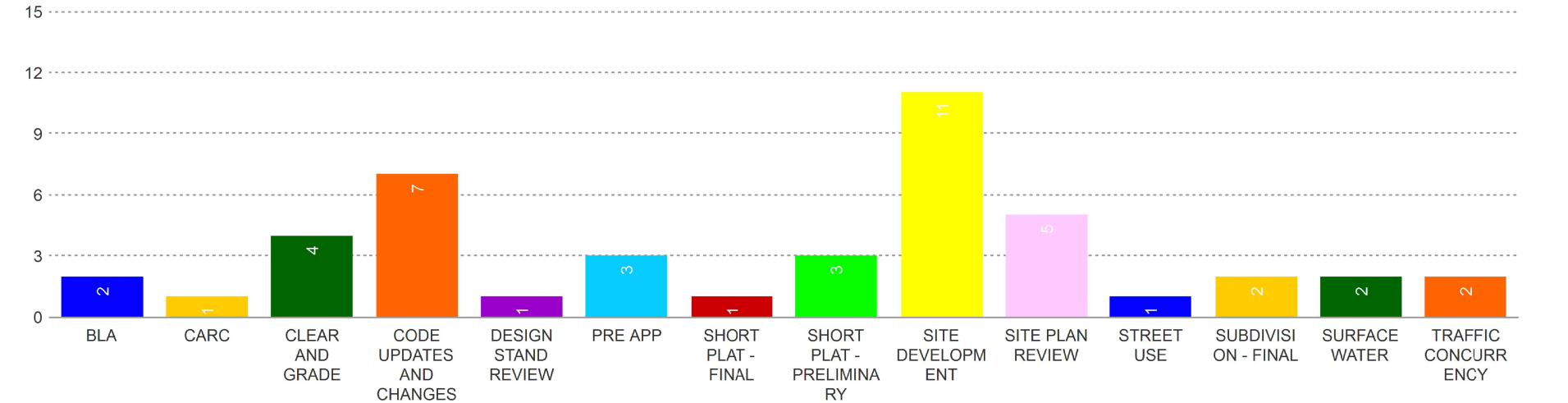
Pending Projects - Planning and Engineering Permits

45 Permits

Exported: 04/01/2021

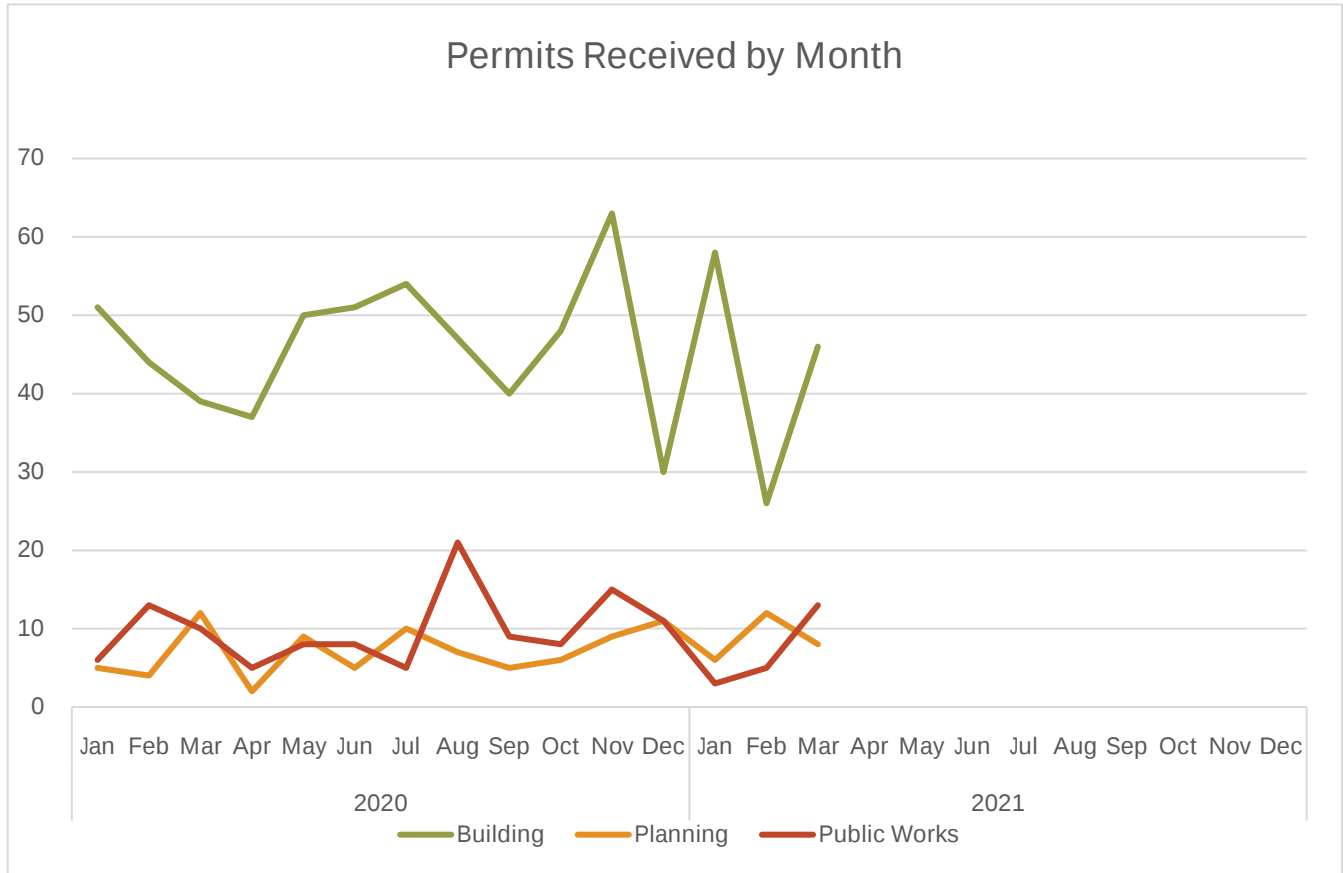
Permit #	Project	Site Address	Parcel	Department	Type	Status	Submitted	Last Activity
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Permits by Type



Mar 2021

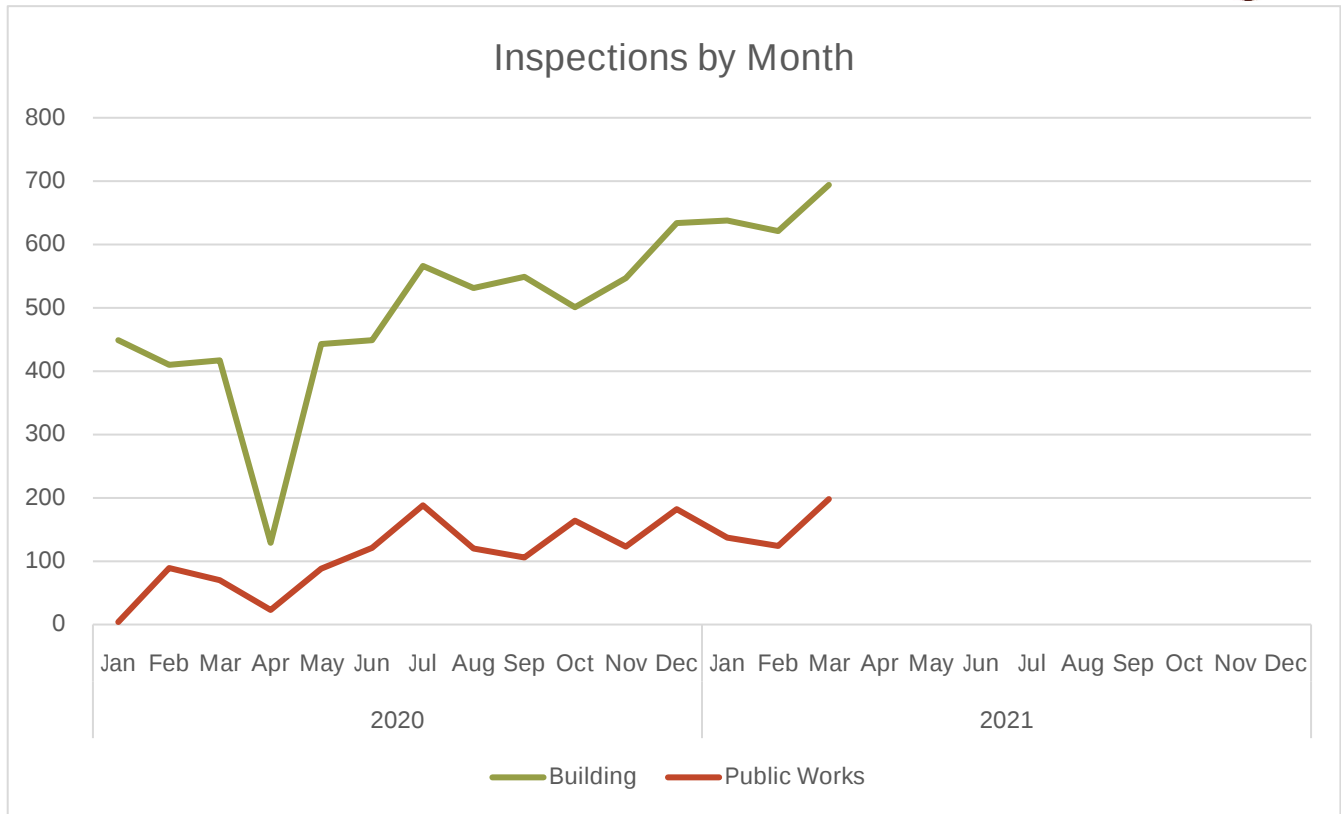
Monthly Development Report



Permits	Building		Planning		Public Works	
	Received	Issued	Received	Issued	Received	Issued
Mar 2021	46	59	8	5	13	9
Mar 2020	39	36	12	0	10	5
Average 2021	43	48	8	4	7	6
Average 2020	46	33	7	3	10	7
YTD 2021	130	144	26	13	21	18
YTD 2020	134	94	21	4	29	23
	Building		Planning		Public Works	
	Month	Received	Month	Received	Month	Received
Highest Month 2021	Jan	58	Feb	12	Mar	13
Highest Month 2020	Nov	63	Mar	12	Aug	21

Mar 2021

Monthly Development Report



<i>Inspections</i>	Building		Public Works	
Mar 2021	694		198	
Mar 2020	417		70	
Average 2021	651		153	
Average 2020	469		107	
YTD 2021	1953		459	
YTD 2020	1276		163	
	Building		Public Works	
	Month	Insp.	Month	Insp.
Highest Month 2021	Mar	694	Mar	198
Highest Month 2020	Dec	634	Jul	188

Plat Construction Tracking Report- April 2021

Preliminary Plat					Site Development	Final Plat		Buildout		
Submitted	Project	Address	Total Lots	Status	Status	Status	Lots Recorded	Completed Homes #	Completed Homes %	Completion Date
2020	HUNTINGTON SHORT PLAT	9605 18TH STCT E	3	APPROVED						
	RUSEV SHORT PLAT	11516 8TH ST E	2	APPLICATION						
	CONNOLY SHORT PLAT	1711 122ND AV E	3	APPLICATION						
	TEBALDI SHORT PLAT	4625 126TH AV E	2	APPROVED	N/A					
	PADEN SHORT PLAT	1302 114TH ST E	2	APPROVED						
	HARRISON SHORT PLAT	12121 42ND ST E	2	APPROVED						
	PHILLIPS RIDGE SUBDIVISION	XXX 86TH AVCT E	14	APPROVED	APPLICATION					
	DODDS SHORT PLAT	4902 EDGEWOOD DR E	2	APPROVED	N/A	APPLICATION				
	SMITH SHORT PLAT	2506 117TH AV E	2	APPLICATION						
2019	BJERK SHORT PLAT	9815 31ST ST E	2	APPROVED	N/A	APPROVED	2	1	50%	
	ESTATES ON CALDWELL SUBDIVISION	XXX CALDWELL RD E	6	APPROVED	FINALED	APPLICATION				
	JENNA ACRES SHORT PLAT	1419 114TH AV E	4	APPROVED	APPLICATION					
	SELLERS SHORT PLAT	11215 13TH ST E	2	APPROVED						
	WAGNER SHORT PLAT	11226 18TH ST E	3	APPROVED	APPLICATION					
	RAMSAUR SHORT PLAT	9505 24TH ST E	4	APPROVED	N/A	APPROVED	4	1	25%	
	BECKER SHORT PLAT	4122 CALDWELL RD E	2	APPROVED	APPLICATION	APPROVED	2	1	50%	
2018	BARTH SUBDIVISION	XXX 96TH AV E	37	APPROVED	APPLICATION					
	T GARRETT SHORT PLAT	10412 36TH ST E	2	APPROVED	ISSUED	APPROVED	2	1	50%	
	GRUBB SHORT PLAT	12325 48TH ST E	3	APPROVED						
	HEART & SOUL SHORT PLAT	9725 18TH STCT E	4	APPROVED	FINALED	APPROVED	4	1	25%	
	MICKELSON SUBDIVISION	2804 90TH AV E	10	APPROVED	APPLICATION					
	CHUMAKIN SHORT PLAT	2005 112TH AV E	4	APPROVED	FINALED	APPROVED	4	1	25%	
	BEREZNYOV SHORT PLAT	8904 20TH ST E	4	APPROVED	APPLICATION					
	ABEL SHORT PLAT	12321 16TH ST E	6	APPROVED	ISSUED					
2017	CIRILIUM (RESERVE AT HILLCREST) SUBDIVISION	12311 31ST ST E	18	APPROVED	FINALED	APPROVED	18	0		
	WOLF POINT SUBDIVISION	XXX MERIDIAN AV E	56	APPROVED	APPLICATION					
	GAGNON SHORT PLAT	2620 110TH AV E	2	APPROVED	FINALED	APPROVED	2	1	50%	
2016	VOLENTE SUBDIVISION	8626 33RD ST E	15	APPROVED	ISSUED	APPROVED	15	0		
	DOMUS TOWNHOMES PRD (THE WOODLANDS)	10525 11TH ST E	55	APPROVED	FINALED	APPROVED	55	17	31%	
	EDGEWOOD VIEW ESTATES SUBDIVISION PHASE 2	8224 20TH ST E	67	APPROVED	FINALED	APPROVED	67	15	22%	
	GERVAIS SHORT PLAT	1607 112TH AVE E	3	APPROVED	APPROVED					
	NORTHWOOD ESTATES WEST SUBDIVISION- PHASE 2	9623 24TH ST E	41	APPROVED	APPLICATION					
	PASCOLO ESTATES SUBDIVISION	2806 117TH AVE CT E	19	APPROVED	FINALED	APPROVED	19	1	5%	
	EDGEWOOD TERRACE SUBDIVISION	2907 122ND AVE E	28	APPROVED						
2015	NICKLAUS (ASTER POINT) SUBDIVISION	2305-2307 94TH AVE CT E	38	APPROVED	FINALED	APPROVED	38	12	32%	
	CALDWELL CREST SUBDIVISION	4112 CALDWELL RD E	15	APPROVED	FINALED	APPROVED	15	15	100%	March 2021
	CALIBER SHORT PLAT	3312 106TH AVE E	6	APPROVED	FINALED	APPROVED	6	2	33%	
	EDGEWOOD ESTATES SUBDIVISION	12220 12TH ST E	14	APPROVED	ISSUED	APPLICATION				
	VIEW POINTE SUBDIVISION	10413 13TH ST E	44	APPROVED	FINALED	APPROVED	44	43	98%	
	MAPLE GROVE SUBDIVISION	2613 87TH AVE CT E	8	APPROVED	FINALED	APPROVED	8	8	100%	March 2021
	CURRAN ESTATES SUBDIVISION	412 114TH AVE E	9	APPROVED	FINALED	APPROVED	9	3	33%	
2014	LISITSYN SHORT PLAT	11120 COUNTY LINE RD E	6	APPROVED	FINALED	APPROVED	6	1	17%	
2013	WESTRIDGE SUBDIVISION	FREEMAN RD	360	APPROVED	FINALED	APPROVED	284	246	87%	

Pending Projects - Planning and Engineering Permits

43 Permits

Exported: 05/01/2021

Permit #	Project	Site Address	Parcel	Department	Type	Status	Submitted	Last Activity
BLA								
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CLEAR AND GRADE								
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20-1670	SINGH FENCING CLEAR AND GRADE	8306 36TH ST E	420171012	ENGINEERING	CLEAR AND GRADE	INCOMPLETE	12/30/2020	02/25/2021
21-1111	K.M.S DRIVEWAY	8217 34TH ST E	420175007	ENGINEERING	CLEAR AND GRADE	INCOMPLETE	03/04/2021	04/01/2021
CODE UPDATES AND CHANGES								
20-1663	RECONCILE COMPREHENSIVE PLAN AMENDMENT UPDATES			PLANNING	CODE UPDATES AND CHANGES	APPLICATION	12/28/2020	04/13/2021
20-1667	NATURAL ENVIRONMENT CHAPTER UPDATE	2224 104TH AV E	420102012	PLANNING	CODE UPDATES AND CHANGES	APPLICATION	12/30/2020	04/13/2021
20-1668	LAND USE GROWTH TARGETS UPDATE	2224 104TH AV E	420102012	PLANNING	CODE UPDATES AND CHANGES	APPLICATION	12/30/2020	04/13/2021
21-1125	830 WEST VALLEY HIGHWAY QUASI-JUDICIAL REZONE	830 West Valley Highway E		PLANNING	CODE UPDATES AND CHANGES	INCOMPLETE	03/16/2021	04/20/2021
21-1188	TRAFFIC CONCURRENCY THRESHOLD CODE AMENDMENT			PLANNING	CODE UPDATES AND CHANGES	APPLICATION	04/28/2021	04/30/2021
DESIGN STAND REVIEW								
20-1348	DHALIWAL TC LANDING DESIGN STANDARDS REVIEW	1914 MERIDIAN AV E	420091134	PLANNING	DESIGN STAND REVIEW	WAITING ON REVISIONS	07/13/2020	03/30/2021
NEIGHBORHOOD MEETING								
21-1195	NWP Meridian	3117 MERIDIAN AV E	420103072	PLANNING	NEIGHBORHOOD MEETING	APPLICATION	04/30/2021	04/30/2021
PRE APP								
21-1080	FRONTIER AUTO SALES PRE-APPLICATION	1009 MERIDIAN AV E	420033140	PLANNING	PRE APP	INCOMPLETE	02/08/2021	03/30/2021
21-1081	36TH ST CHURCH PRE-APPLICATION	XXX 36TH ST E	420171002	PLANNING	PRE APP	INCOMPLETE	02/08/2021	03/30/2021
21-1169	OLYMPIC ROCKERIES PRE-APPLICATION	12620 JOVITA BLVD E	420021022	PLANNING	PRE APP	INCOMPLETE	04/09/2021	04/19/2021
SHORT PLAT - FINAL								
20-1615	DODDS SHORT PLAT FINAL SHORT PLAT	4902 EDGEWOOD DR E	420235048	PLANNING	SHORT PLAT - FINAL	WAITING ON REVISIONS	11/24/2020	04/22/2021
SHORT PLAT - PRELIMINARY								
20-1034	SMITH SHORT PLAT PRELIMINARY PLAT	2506 117TH AV E	420108013	PLANNING	SHORT PLAT - PRELIMINARY	WAITING ON REVISIONS	01/23/2020	01/27/2021
20-1533	CONNOLLY SHORT PLAT PRELIMINARY SHORT PLAT	1711 122ND AV E	420112155	PLANNING	SHORT PLAT - PRELIMINARY	INCOMPLETE	10/26/2020	02/09/2021
20-1566	RUSEV SHORT PLAT PRELIMINARY PLAT	11516 8TH ST E	420038004	PLANNING	SHORT PLAT - PRELIMINARY	WAITING ON REVISIONS	11/06/2020	04/06/2021
21-1170	BREYER SHORT PLAT PRELIMINARY PLAT	2110 TO 2114 95TH AVCT E	420095023	PLANNING	SHORT PLAT - PRELIMINARY	UNDER REVIEW	04/09/2021	04/26/2021
SITE DEVELOPMENT								
17-1527	NORTHWOOD ESTATES WEST PHASE II SITE DEVELOPMENT	9609 24TH ST E	420091136	ENGINEERING	SITE DEVELOPMENT	UNDER REVIEW	12/05/2017	04/23/2021
19-1401	BEREZNYOV SHORT PLAT SITE DEVELOPMENT	8904 20TH ST E	420096012	ENGINEERING	SITE DEVELOPMENT	UNDER REVIEW	08/16/2019	04/20/2021

Pending Projects - Planning and Engineering Permits

43 Permits

Exported: 05/01/2021

Permit #	Project	Site Address	Parcel	Department	Type	Status	Submitted	Last Activity
19-1413	WOLF POINT SUBDIVISION SITE DEVELOPMENT	XXX MERIDIAN AV E	420164094	ENGINEERING	SITE DEVELOPMENT	UNDER REVIEW	08/27/2019	04/20/2021
20-1131	WAGNER SHORT PLAT SITE DEVELOPMENT	11226 18TH ST E	9770000069	ENGINEERING	SITE DEVELOPMENT	WAITING ON REVISIONS	03/18/2020	08/14/2020
20-1229	BARTH SUBDIVISION SITE DEVELOPMENT	3624 96TH AV E	420161087	ENGINEERING	SITE DEVELOPMENT	UNDER REVIEW	05/19/2020	04/20/2021
20-1236	JENNA ACRES SHORT PLAT SITE DEVELOPMENT	1419 114TH AV E	420034061	ENGINEERING	SITE DEVELOPMENT	UNDER REVIEW	05/20/2020	03/04/2021
20-1568	EAST PIERCE FIRE AND RESCUE FIRE STATION 118 SITE DEVELOPMENT	10105 24TH ST E	420091025	ENGINEERING	SITE DEVELOPMENT	WAITING ON REVISIONS	11/06/2020	04/21/2021
20-1624	DHALIWAL TC LANDING SITE DEVELOPMENT	1914 MERIDIAN AV E	420091134	ENGINEERING	SITE DEVELOPMENT	WAITING ON REVISIONS	11/30/2020	04/12/2021
20-1657	MICKELSON SUBDIVISION SITE DEVELOPMENT	2804 90TH AV E	420093089	ENGINEERING	SITE DEVELOPMENT	WAITING ON REVISIONS	12/22/2020	03/12/2021
21-1017	THE LEARNING EXPERIENCE SITE DEVELOPMENT	527 MERIDIAN AV E	420036070	ENGINEERING	SITE DEVELOPMENT	WAITING ON REVISIONS	01/15/2021	04/21/2021
21-1050	PHILLIPS RIDGE SITE DEVELOPMENT	XXX 86TH AVCT E	420081040	ENGINEERING	SITE DEVELOPMENT	WAITING ON REVISIONS	01/28/2021	04/05/2021
SITE PLAN REVIEW								
20-1630	3DA INC SITE PLAN REVIEW	10202 TO 10230 29TH ST E	420103106	PLANNING	SITE PLAN REVIEW	WAITING ON REVISIONS	12/04/2020	03/17/2021
21-1031	PROLOGIS PARK SITE PLAN REVIEW (PHASE I AND II)	4120 90TH AV E	420163702	PLANNING	SITE PLAN REVIEW	WAITING ON REVISIONS	01/22/2021	03/18/2021
21-1090	1315 MERIDIAN SITE PLAN REVIEW	1315 TO 1327 MERIDIAN AV E	7420000013	PLANNING	SITE PLAN REVIEW	WAITING ON REVISIONS	02/11/2021	04/30/2021
21-1129	NIGHTSIDE DISTILLERY SITE PLAN REVIEW	2908 MERIDIAN AV E	420094151	PLANNING	SITE PLAN REVIEW	WAITING ON REVISIONS	03/17/2021	04/27/2021
SUBDIVISION - FINAL								
21-1051	ESTATES ON CALDWELL SUBDIVISION FINAL PLAT	4423 127TH AV E	6755000020	PLANNING	SUBDIVISION - FINAL	WAITING ON REVISIONS	01/28/2021	04/29/2021
21-1159	EDGEWOOD ESTATES SUBDIVISION FINAL PLAT	12220 12TH ST E	420023062	PLANNING	SUBDIVISION - FINAL	INCOMPLETE	03/31/2021	04/27/2021
SURFACE WATER								
19-1423	EDGEWOOD DR / SUMNER HEIGHTS DR INTERSECTION REPAIR & IMPROVEMENTS	5629 SUMNER HEIGHTS DR E	420234033	ENGINEERING	SURFACE WATER	UNDER REVIEW	09/09/2019	04/28/2021
21-1114	HNW SHORT PLAT FRONTAGE IMPROVEMENTS	9605 18TH STCT E	420091127	ENGINEERING	SURFACE WATER	UNDER REVIEW	03/06/2021	04/22/2021
TRAFFIC CONCURRENCY								
20-1650	STORQUEST EXPRESS TRAFFIC CONCURRENCY	10308 16TH ST E	420102114	ENGINEERING	TRAFFIC CONCURRENCY	REVIEW PENDING PAYMENT	12/16/2020	01/06/2021
21-1124	3DA INC TRAFFIC CONCURRENCY	10202 TO 10230 29TH ST E	420103106	ENGINEERING	TRAFFIC CONCURRENCY	UNDER REVIEW	03/16/2021	03/22/2021
21-1167	29TH ST APARTMENTS TRAFFIC CONCURRENCY	XXX 29TH ST E	3625000372	ENGINEERING	TRAFFIC CONCURRENCY	UNDER REVIEW	04/07/2021	04/12/2021
21-1192	BRIDGE POINT TRAFFIC CONCURRENCY	XXX 98TH AV E	420164096	ENGINEERING	TRAFFIC CONCURRENCY	REVIEW PENDING PAYMENT	04/29/2021	04/29/2021

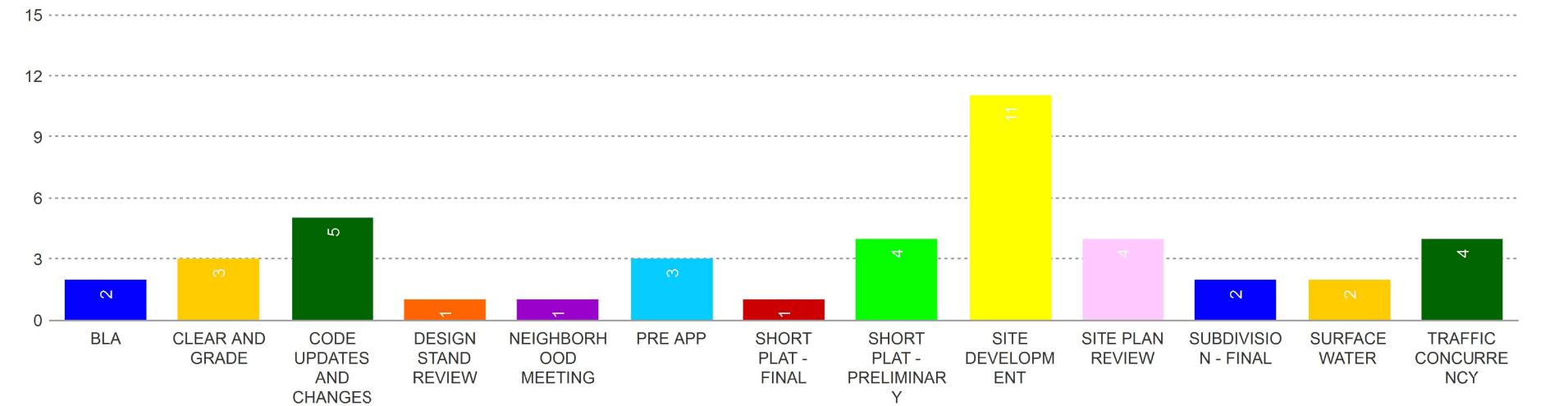
Pending Projects - Planning and Engineering Permits

43 Permits

Exported: 05/01/2021

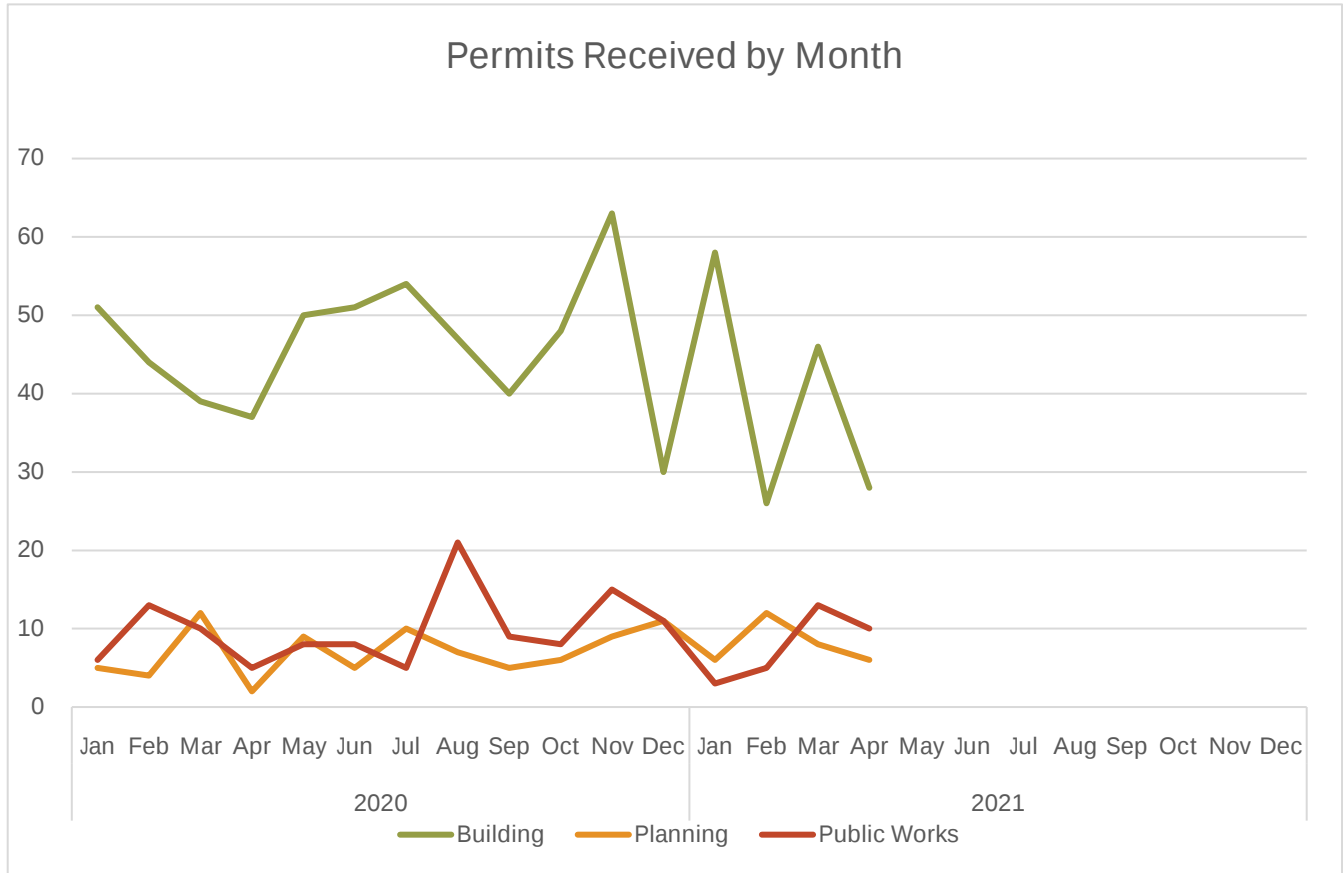
Permit #	Project	Site Address	Parcel	Department	Type	Status	Submitted	Last Activity
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Permits by Type



Apr 2021

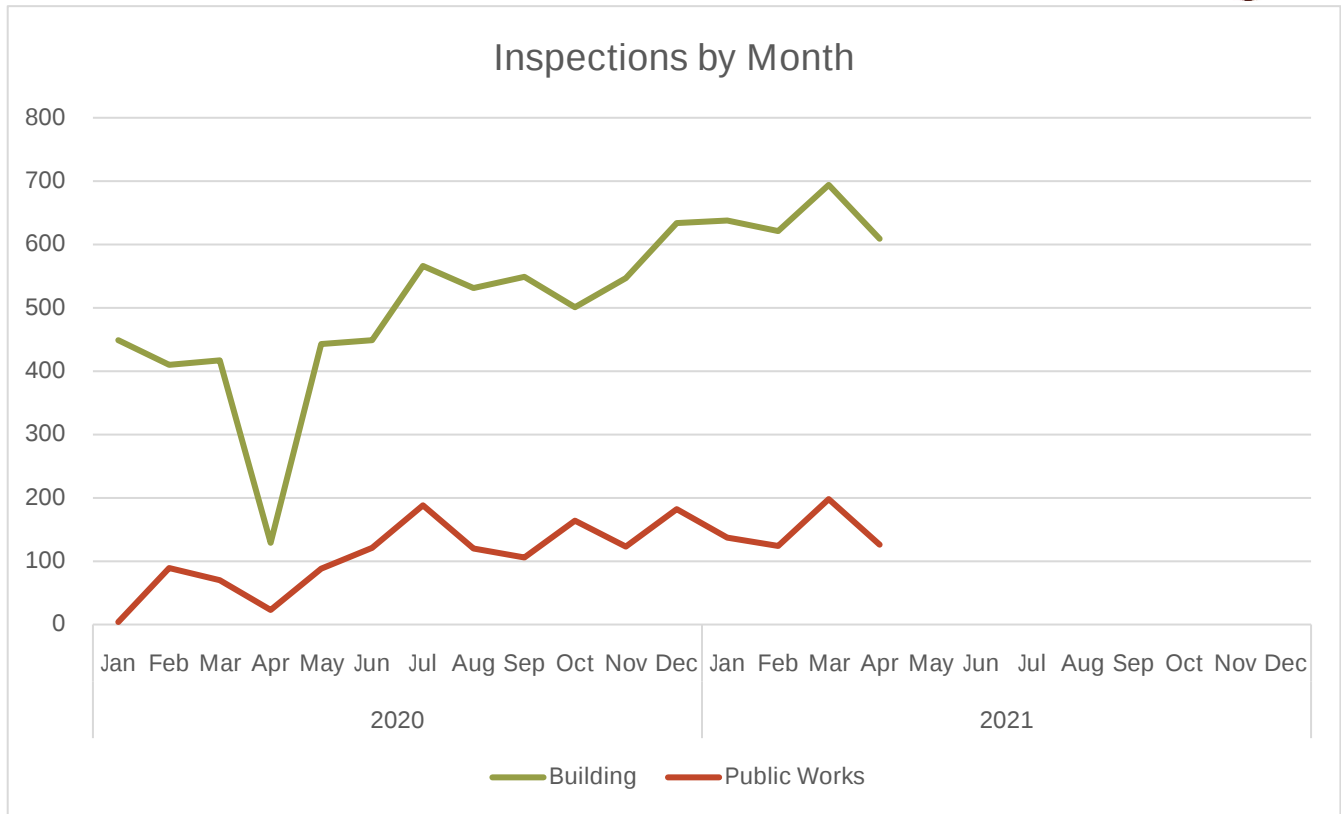
Monthly Development Report



Permits	Building		Planning		Public Works	
	Received	Issued	Received	Issued	Received	Issued
Apr 2021	28	38	6	1	10	10
Apr 2020	37	19	2	4	5	3
Average 2021	40	46	8	4	8	7
Average 2020	43	28	6	2	9	7
YTD 2021	158	182	32	14	31	28
YTD 2020	171	113	23	8	34	26
	Building		Planning		Public Works	
	Month	Received	Month	Received	Month	Received
Highest Month 2021	Jan	58	Feb	12	Mar	13
Highest Month 2020	Nov	63	Mar	12	Aug	21

Apr 2021

Monthly Development Report



<i>Inspections</i>	Building		Public Works	
Apr 2021	609		126	
Apr 2020	129		23	
Average 2021	641		146	
Average 2020	469		107	
YTD 2021	2562		585	
YTD 2020	1405		186	
	Building		Public Works	
	Month	Insp.	Month	Insp.
Highest Month 2021	Mar	694	Mar	198
Highest Month 2020	Dec	634	Jul	188

Plat Construction Tracking Report- May 2021

Preliminary Plat					Site Development	Final Plat		Buildout		
Submitted	Project	Address	Total Lots	Status	Status	Status	Lots Recorded	Completed Homes #	Completed Homes %	Completion Date
2020	HUNTINGTON SHORT PLAT	9605 18TH STCT E	3	APPROVED	APPLICATION					
	RUSEV SHORT PLAT	11516 8TH ST E	2	APPLICATION						
	CONNOLY SHORT PLAT	1711 122ND AV E	3	APPLICATION						
	TEBALDI SHORT PLAT	4625 126TH AV E	2	APPROVED	N/A					
	PADEN SHORT PLAT	1302 114TH ST E	2	APPROVED						
	HARRISON SHORT PLAT	12121 42ND ST E	2	APPROVED						
	PHILLIPS RIDGE SUBDIVISION	XXX 86TH AVCT E	14	APPROVED	APPLICATION					
	DODDS SHORT PLAT	4902 EDGEWOOD DR E	2	APPROVED	N/A	APPLICATION				
	SMITH SHORT PLAT	2506 117TH AV E	2	APPLICATION						
2019	BJERK SHORT PLAT	9815 31ST ST E	2	APPROVED	N/A	APPROVED	2	1	50%	
	ESTATES ON CALDWELL SUBDIVISION	XXX CALDWELL RD E	6	APPROVED	FINALED	APPLICATION				
	JENNA ACRES SHORT PLAT	1419 114TH AV E	4	APPROVED	APPLICATION					
	SELLERS SHORT PLAT	11215 13TH ST E	2	APPROVED						
	WAGNER SHORT PLAT	11226 18TH ST E	3	APPROVED	APPLICATION					
	RAMSAUR SHORT PLAT	9505 24TH ST E	4	APPROVED	N/A	APPROVED	4	1	25%	
	BECKER SHORT PLAT	4122 CALDWELL RD E	2	APPROVED	APPLICATION	APPROVED	2	1	50%	
2018	BARTH SUBDIVISION	XXX 96TH AV E	37	APPROVED	APPLICATION					
	T GARRETT SHORT PLAT	10412 36TH ST E	2	APPROVED	FINALED	APPROVED	2	1	50%	
	GRUBB SHORT PLAT	12325 48TH ST E	3	APPROVED						
	HEART & SOUL SHORT PLAT	9725 18TH STCT E	4	APPROVED	FINALED	APPROVED	4	1	25%	
	MICKELSON SUBDIVISION	2804 90TH AV E	10	APPROVED	APPLICATION					
	CHUMAKIN SHORT PLAT	2005 112TH AV E	4	APPROVED	FINALED	APPROVED	4	1	25%	
	BEREZNYOV SHORT PLAT	8904 20TH ST E	4	APPROVED	APPLICATION					
2017	ABEL SHORT PLAT	12321 16TH ST E	6	APPROVED	ISSUED					
	CIRILIUM (RESERVE AT HILLCREST) SUBDIVISION	12311 31ST ST E	18	APPROVED	FINALED	APPROVED	18	0		
	WOLF POINT SUBDIVISION	XXX MERIDIAN AV E	56	APPROVED	APPLICATION					
2016	GAGNON SHORT PLAT	2620 110TH AV E	2	APPROVED	FINALED	APPROVED	2	1	50%	
	VOLENTE SUBDIVISION	8626 33RD ST E	15	APPROVED	ISSUED	APPROVED	15	0		
	DOMUS TOWNHOMES PRD (THE WOODLANDS)	10525 11TH ST E	55	APPROVED	FINALED	APPROVED	55	17	31%	
	EDGEWOOD VIEW ESTATES SUBDIVISION PHASE 2	8224 20TH ST E	67	APPROVED	FINALED	APPROVED	67	22	33%	
	GERVAIS SHORT PLAT	1607 112TH AVE E	3	APPROVED	APPROVED					
	NORTHWOOD ESTATES WEST SUBDIVISION- PHASE 2	9623 24TH ST E	41	APPROVED	APPLICATION					
	PASCOLO ESTATES SUBDIVISION	2806 117TH AVE CT E	19	APPROVED	FINALED	APPROVED	19	1	5%	
2015	EDGEWOOD TERRACE SUBDIVISION	2907 122ND AVE E	28	APPROVED						
	NICKLAUS (ASTER POINT) SUBDIVISION	2305-2307 94TH AVE CT E	38	APPROVED	FINALED	APPROVED	38	12	32%	
	CALIBER SHORT PLAT	3312 106TH AVE E	6	APPROVED	FINALED	APPROVED	6	2	33%	
	EDGEWOOD ESTATES SUBDIVISION	12220 12TH ST E	14	APPROVED	ISSUED	APPLICATION				
	VIEW POINTE SUBDIVISION	10413 13TH ST E	44	APPROVED	FINALED	APPROVED	44	43	98%	
	MAPLE GROVE SUBDIVISION	2613 87TH AVE CT E	8	APPROVED	FINALED	APPROVED	8	6	75%	
2014	CURRAN ESTATES SUBDIVISION	412 114TH AVE E	9	APPROVED	FINALED	APPROVED	9	3	33%	
2013	LISITSYN SHORT PLAT	11120 COUNTY LINE RD E	6	APPROVED	FINALED	APPROVED	6	1	17%	
	WESTRIDGE SUBDIVISION	FREEMAN RD	360	APPROVED	FINALED	APPROVED	284	247	87%	



CITY OF EDGEWOOD

STAFF REPORT

PLANNING COMMISSION AGENDA ITEM

Date: June 14, 2021

Title: Traffic Concurrency Management Code Amendment

Attachments: 1) DRAFT Ordinance 21-0xxx
2) Commerce Acknowledgement Letter

Submitted By: Jeremy Metzler, Public Works Director

Background:

Staff reviewed the Annual Concurrency Report, prepared in accordance with Edgewood Municipal Code (EMC) 18.105.220, with the council at the April 6, 2021 study session. In said report, the city's on-call transportation engineering consultant, the Transpo Group, recommended the city update the concurrency review threshold prescribed in EMC 18.105.030, stating:

The Edgewood Municipal Code (EMC) currently requires that all developments be tested for concurrency, even small, short-plats that generate few new vehicle trips. The concurrency report has demonstrated that there is generally sufficient capacity in the transportation system to accommodate the City's land use plan. In the past 5 years, only one development has not met concurrency. In that specific case, the development generated more than 300 PM peak hour trips, and the primary access was a two-way stop-controlled intersection along Meridian Avenue.

We recommend that the language in the EMC 18.105 be revised to exempt developments generating fewer than 15 PM peak hour trips from the concurrency process, consistent with the City's current traffic study guidelines. Developments that generate fewer than 15 PM peak hour trips are typically 'captured' in the annual growth rate applied to traffic counts and have negligible impact on the transportation system. Developments still may be reviewed under the State Environmental Policy Act (SEPA) and the City's development review process to evaluate impacts and potential mitigation to address site access and safety issues.

Following the above recommendation, staff presented the attached draft ordinance for discussion at the April 20, 2021 council study session. In that discussion, Council asked for more information regarding the review threshold used in other cities. Here is a summary of staff's findings:

- Sumner, Algona, Auburn – N/A
- Pacific – Any new peak hour trips (*same as current Edgewood code*)
- Black Diamond, Buckley, Burien, Covington, Federal Way, Fircrest, Lakewood, Puyallup, Tacoma, University Place – Any new peak hour trips (*same threshold, different model code*)
- Enumclaw – 5 or more peak hour trips
- Bonney Lake, Kent – 10 or more peak hour trips
- Maple Valley, Orting – 15 or more peak hour trips

As this ordinance relates to an existing development regulation, this must first be considered by the Planning Commission and undergo a 60-day noticing period through the Department of Commerce. Also attached for reference is the Department of Commerce's acknowledgement letter, noting this period ends on June 28, 2021. No action will be taken by Council prior to this date.

Discussion:

Following public input at tonight's public hearing, staff is looking for the Planning Commission's recommendation to the Council on whether or not to change the concurrency review threshold, and if so, what that threshold should be set at.

ORDINANCE NO. 21-xxxx

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF EDGEWOOD, PIERCE COUNTY, WASHINGTON, AMENDING EDGEWOOD MUNICIPAL CODE (EMC) CHAPTER 18.105, CONCURRENCY MANAGEMENT, PROVIDING FOR SEVERABILITY; AND ESTABLISHING AN EFFECTIVE DATE

WHEREAS, the City's on-call transportation engineering consultant, Transpo Group, issued their 2021 Annual Transportation Concurrency Report on March 26, 2021; and

WHEREAS, one of Transpo Group's recommendations was to update the trip threshold for concurrency evaluation listed in Edgewood Municipal Code (EMC) Chapter 18.105, revising the code to exempt developments generating fewer than 15 PM peak hour trips from the concurrency process, consistent with the City's current traffic study guidelines; and

WHEREAS, the City Council was briefed on the Annual Transportation Concurrency report at their April 6, 2021 study session, and acknowledged the recommendation; and

WHEREAS, the Planning Commission held a Public Hearing at their June 14, 2021 meeting and made a recommendation to the City Council; and

WHEREAS, the City Council considered amending said code at their July 6, 2021 study session and July 13, 2021 regular meeting;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF EDGEWOOD, WASHINGTON, DO ORDAIN AS FOLLOWS:

Section 1. EMC Section 18.105.030 Amended. Section 18.105.030, "Exempt development," of the EMC is hereby amended to read as shown in Exhibit A, attached hereto and incorporated herein by this reference.

Section 2. Severability. If any section, sentence, clause or phrase of this ordinance should be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of any other section, sentence, clause or phrase of this ordinance.

Section 3. Effective Date. A summary of this Ordinance consisting of its title shall be published in the official newspaper of the City, and shall take effect and be in full force five (5) days after the date of publication. The full text of this Ordinance shall be mailed without charge, upon request.

PASSED BY THE CITY COUNCIL ON THE 13TH DAY OF JULY, 2021

Mayor Daryl Eidinger

ATTEST/AUTHENTICATED:

Rachel Pitzel, CMC
City Clerk

APPROVED AS TO FORM:

City Attorney, Ann Marie J. Soto

Date of Publication:

Effective Date:

DRAFT

Exhibit A
Amendments to EMC 18.105.030

18.105.030 Exempt development.

A. No development activity (as defined in EMC 18.20.070) shall be exempt from the requirements of this chapter, unless the permit is listed below. The following types of permits are not subject to the capacity reservation certificate (CRC) process because they do not create additional long-term impacts on transportation facilities:

...

Notwithstanding the above, if any of the above permit applications will ~~generate any new p.m. peak hour trips, require additional sewer capacity, or increase water consumption~~ exceed the thresholds identified in Subsection B below, such application shall not be exempt from the requirements of this chapter.

B. Transportation. This chapter shall apply to all applications for development or redevelopment, excluding an individual single-family residence, if the proposal or use will generate ~~any one or more new projected vehicle trips that will pass through an intersection or roadway section identified with a level of service below the acceptable level noted in the transportation element of the city's comprehensive plan, and/or a total of fifteen (15) or more new p.m. peak-hour trips.~~ Every application for development exceeding these thresholds shall be accompanied by a concurrency application, requiring the city to prepare a traffic report as defined in EMC 18.105.090. ~~Developments or redevelopments, excluding an individual single-family residence, that will generate one or more new projected vehicle trips that will pass through an intersection or roadway section identified with a level of service below the acceptable level noted in the transportation element in the city's comprehensive plan, or that will generate 15 or more new p.m. peak hour trips, shall also be required to have the city prepare a traffic report as defined in EMC 18.105.090.~~



STATE OF WASHINGTON
DEPARTMENT OF COMMERCE
1011 Plum Street SE • PO Box 42525 • Olympia, Washington 98504-2525 • (360) 725-4000
www.commerce.wa.gov

05/03/2021

Mr. Jeremy Metzler
Senior Engineer / Surface Water Program Manager
City of Edgewood
2224 104th Avenue East
Edgewood, WA 98372

Sent Via Electronic Mail

Re: City of Edgewood--2021-S-2619--60-day Notice of Intent to Adopt Amendment

Dear Mr. Metzler:

Thank you for sending the Washington State Department of Commerce (Commerce) the 60-day Notice of Intent to Adopt Amendment as required under [RCW 36.70A.106](#). We received your submittal with the following description.

An amendment to the Edgewood Municipal Code (EMC) Chapter 18.105 to revise the trip threshold for concurrency evaluation to exempt developments generating fewer than 15 PM peak hour trips from the concurrency process, consistent with the City's current traffic study guidelines.

We received your submittal on 04/29/2021 and processed it with the Submittal ID 2021-S-2619. Please keep this letter as documentation that you have met this procedural requirement. Your 60-day notice period ends on 06/28/2021.

We have forwarded a copy of this notice to other state agencies for comment.

Please remember to submit the final adopted amendment to Commerce within ten days of adoption.

If you have any questions, please contact Growth Management Services at reviewteam@commerce.wa.gov, or call Anne Fritz, (360) 725-3064.

Sincerely,

Review Team
Growth Management Services



CITY OF EDGEWOOD

STAFF REPORT

PLANNING COMMISSION AGENDA ITEM

Date: June 14, 2021

Title: Traffic Impact Fees (TIF) Code Amendment

Attachments: 1) DRAFT Ordinance 21-xxxx
2) DRAFT Exhibit A – TIF Chapter

Submitted By: Jeremy Metzler, Public Works Director

Background:

As currently codified, Traffic Impact Fees are established and regulated under Edgewood Municipal Code (EMC) Chapter 4.30. This section of code specifically references “*the City of Edgewood Transportation Impact Fee Program Report dated October 2016, attached hereto as Exhibit A*”. Due to this very direct reference, any updates to the City’s Transportation Impact Fee (TIF) program and/or fee would require an amendment to EMC. With this chapter of code qualifying as a development regulation under GMA, amendments to this chapter require consideration by the Planning Commission and appropriate notice to the Department of Commerce. However, the TIF program and fee are not in and of themselves considered to be development regulations. Attached is a draft code amendment that would remove this specific reference, allowing the Council to update the TIF program and fee by resolution in the future.

Discussion:

Following public input at tonight’s public hearing, staff is looking for the Planning Commission’s recommendation to the Council on whether or not to update the municipal code as recommended herein, allowing the Council to review and update the TIF as needed by Resolution.

ORDINANCE NO. 21-xxxx

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF
EDGEWOOD, PIERCE COUNTY, WASHINGTON, AMENDING
CHAPTER 4.30 OF THE EDGEWOOD MUNICIPAL CODE
RELATED TO TRANSPORTATION IMPACT FEES;
PROVIDING FOR SEVERABILITY; AND ESTABLISHING AN
EFFECTIVE DATE**

WHEREAS, the City of Edgewood imposes a transportation impact fee, as authorized by Chapters 36.70A and 82.02 RCW, to ensure that public facilities and services necessary to support development are adequate and that new development pays a proportionate share of the costs or new facilities and services; and

WHEREAS, Chapter 4.30 of the Edgewood Municipal Code (“EMC”) establishes the standards, procedures, projects, and fees that apply to transportation impacts; and

WHEREAS, the EMC, as currently written, requires an amendment to the code whenever updates to the project list and/or fees are necessary; and

WHEREAS, the City Council has determined that amendments to the EMC would provide the City with greater flexibility whenever updates are needed;

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF EDGEWOOD,
WASHINGTON, DO ORDAIN AS FOLLOWS:**

Section 1. EMC Section 4.30.075, Project list, Amended. EMC Section 4.30.075, Project list, is hereby amended to read as shown in Exhibit A, attached hereto and incorporated herein by this reference.

Section 2. EMC Section 4.30.090, Impact fee adjustments, independent calculations, Amended. EMC Section 4.30.090, Impact fee adjustments, independent calculations, is hereby amended to read as shown in Exhibit A, attached hereto and incorporated herein by this reference.

Section 3. EMC Section 4.30.100, Impact fee credits, Amended. EMC Section 4.30.100, Impact fee credits, is hereby amended to read as shown in Exhibit A, attached hereto and incorporated herein by this reference.

Section 4. EMC Section 4.30.130, Council review of impact fees, Amended. EMC Section 4.30.130, Council review of impact fees, is hereby amended to read as shown in Exhibit A, attached hereto and incorporated herein by this reference.

Section 5. EMC Section 4.30.150, Impact fee calculations, Amended. EMC Section 4.30.150, Impact fee calculations, is hereby amended to read as shown in Exhibit A, attached hereto and incorporated herein by this reference.

Section 6. EMC Section 4.30.160, Schedule of fees, Amended. EMC Section 4.30.160, Schedule of fees, is hereby amended to read as shown in Exhibit A, attached hereto and incorporated herein by this reference.

Section 7. EMC Section 4.30.190, Repealed. EMC Section 4.30.190 is hereby repealed in its entirety, as shown in Exhibit A, attached hereto and incorporated herein by this reference.

Section 8. Severability. If any section, sentence, clause, or phrase of this ordinance should be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of any other section, sentence, clause or phrase of this ordinance.

Section 9. Effective Date. A summary of this Ordinance consisting of its title shall be published in the official newspaper of the City, and shall take effect and be in full force five (5) days after the date of publication. The full text of this Ordinance shall be mailed without charge, upon request.

PASSED BY THE CITY COUNCIL ON THE ____ DAY OF _____, 2021

Mayor Daryl Eiding

ATTEST/AUTHENTICATED:

Rachel Pitzel, CMC
City Clerk

APPROVED AS TO FORM:

City Attorney, Ann Marie J. Soto

Date of Publication:
Effective Date:

DRAFT

4.30.075 Project list.

A. The director shall annually review the city's six-year road plan and shall:

1. Identify each project in the comprehensive plan that is growth-related and the proportion of each such project that is growth-related;
2. Forecast the total money available from taxes and other public sources for transportation improvements for the next six years;
3. Update the population, building activity and demand and supply data for transportation facilities and the impact fee schedule for the next six-year period;
4. Calculate the amount of impact fees already paid;
5. Identify those comprehensive plan projects that have been or are being built but whose performance capacity has not been fully utilized.

B. The director shall use this information to prepare an annual draft amendment to the project list and to the fee schedule ~~in Exhibit A attached to the ordinance codified adopted pursuant to~~ in this chapter, which shall comprise:

1. The projects in the comprehensive plan that are growth-related and that should be funded with forecast public monies and the impact fees already paid; and
2. The projects in the comprehensive plan that are growth-related and that should be funded with forecast public monies and the impact fees already paid; and
3. The projects already built or funded pursuant to this chapter whose performance capacity has not been fully utilized.

C. The city council, at the same time that it adopts the annual budget and appropriates funds for capital improvement projects, shall, by separate ordinance, establish the annual project list by adopting, with or without modification, the director's draft amendment.

D. Once a project is integrated into the project list and fee schedule ~~in Exhibit A~~, a fee shall be imposed on every development until the project is removed from the project list by one of the following means:

1. The city council by ordinance removes the project from the project list, in which case the fees already collected will be refunded if necessary to ensure that impact fees remain reasonably related to transportation impacts of development that have paid an impact fee; provided, that a refund shall not be necessary if the council transfers the fees to the budget of another project that the council determines will mitigate essentially the same transportation impacts; or
2. The capacity created by the project has been fully utilized, in which case the director shall remove the project from the project list. (Ord. 17-491 § 4).

4.30.090 Impact fee adjustments, independent calculations.

An applicant may request an adjustment to the impact fees determined, in accordance with RCW [82.02.060](#)(6), according to the fee schedule adopted ~~by the ordinance codified in~~ pursuant to this chapter, by preparing and submitting to the mayor or designee an independent fee calculation for the development activity for which a building permit is sought. The documentation submitted shall show the basis upon which the independent fee calculation was made. Independent fee calculations for traffic impact fees shall use the same formulas and methodology used to establish the impact fees in this chapter and shall be limited to adjustments in trip generation rates used in the traffic impact fee study, and shall not include travel demand forecasts, trip distribution, traffic assignment, transportation service areas, costs of road projects, or cost allocation procedures.

A. If the mayor or designee agrees with the independent fee calculation, a written agreement to accept such amount shall be transmitted to the applicant who shall, in turn, present it to the city upon impact fee collection.

B. If the mayor or designee does not agree with the independent fee calculation, the fee payer may appeal this decision to the hearing examiner through procedures outlined in Chapter [2.40](#) EMC. (Ord. 17-491 § 6; Ord. 15-447 § 1 (Exh. A); Ord. 07-282 § 1).

4.30.100 Impact fee credits.

A. An applicant shall be entitled to a credit against the applicable traffic impact fee collected, in accordance with RCW [82.02.060](#)(4), under the fee schedule adopted ~~by the ordinance codified in~~ pursuant to this chapter for the value of any dedication of land for, improvement to, or new construction of, any system improvements provided by the applicant, to facilities that are:

1. Included within the six-year transportation improvement program and identified as system improvements that are to be funded in part by traffic impact fees; and
2. At suitable sites and constructed at an acceptable quality as determined by the city; and
3. Completed, dedicated, or otherwise transferred to the city prior to the determination and award of a credit as set forth in this section.

B. No credit shall be given for project improvements.

C. The value of a credit for improvements shall be established by original receipts provided by the applicant for one or more of the same system improvements for which the impact fee is charged.

D. The value of a credit for land shall be established on a case-by-case basis by an appraiser selected by, or acceptable to, the city. The appraiser must be licensed and in good standing with the state of Washington for the category of the property appraised. The appraisal shall be in accordance with the most recent version of the Uniform Standards of Professional Appraisal Practice and shall be subject to review and acceptance by the city. The appraisal and review shall be at the expense of the applicant.

E. Whenever a development is granted approval subject to a condition the system improvements that are identified in the six-year transportation improvement program be constructed or provided, or whenever the applicant has agreed, pursuant to the terms of a voluntary agreement with the city of Edgewood, to donate or dedicate land for road facilities that are identified in the six-year transportation improvement program, and which are included in the list of road projects that are used to determine the traffic impact fee, as listed in the traffic impact fee study, the applicant shall be entitled to a credit for the value of the land or actual costs of capital facility construction against the fee that would be chargeable under the formula provided. The land value or costs of construction shall be determined pursuant to this section.

F. This subsection applies only to residential developments and the residential portion of a mixed use development. In cases where a developer would be entitled to a credit under this section, but the amount of the credit has yet to be determined on a per dwelling unit basis, the city shall take the total credit amount available to the entire plat or project, calculated by applying subsections (A) through (E) of this section, and divide that amount by the number of dwelling units approved for that plat or project. The impact fee and credit may then be calculated and collected on a per dwelling unit basis as building permits are issued for those dwelling units. Where building permits for some, but not all, of the dwelling units within a plat or project have already been obtained at the time the ordinance codified in this chapter becomes effective, the credit for the unpermitted dwelling units will be calculated to arrive at a per dwelling unit amount in the same manner. For example, if a plat has been approved for 20 dwelling units, and building permits have only been issued for 10 of those units, the per dwelling unit credit for the remaining 10 units will equal the total credit amount divided by 20 dwelling units.

G. This subsection applies to nonresidential developments, or the nonresidential portion of a mixed use development. In cases where a developer would be entitled to a credit under this section, but the amount of the credit has yet to be determined on a per square foot basis, the city shall take the total credit amount available to the entire plat or project, calculated by applying subsections (A) through (C) of this section, and divide that amount by the number of square feet approved for that plat or project. The impact fee and credit may then be calculated and collected on a per square foot basis as building permits are issued for that square footage. Where building permits for some, but not all, of the dwelling units within a plat or project have already been obtained at the time the ordinance codified in this chapter becomes effective, the credit for the unpermitted square footage will be calculated to arrive at a per square footage amount in the same manner. For example, if a 20,000 square foot commercial project has been approved, and building permits have only been issued for 10,000 square feet of the project, the per square foot credit for the remaining 10,000 square feet will equal the total credit amount divided by 20,000 square feet.

H. Pursuant to and consistent with the requirements of RCW [82.02.060\(1\)\(b\)](#), impact fee schedules have been adjusted for future taxes and other revenue sources to be paid by the new development which are earmarked or proratable to the same new public facilities which will serve the new development.

I. After receiving the receipts for improvements, the appraisal of land value, the receipts and calculations of prior payments earmarked or pro-ratable to the same system improvements for which the impact fee is imposed, the mayor or designee shall provide the applicant with a letter setting forth the dollar amount of the credit, the reason for the credit, the legal description of the site donated where applicable, and the legal description or other adequate description of the project or development to which the credit may be applied. The applicant must sign and date a duplicate copy of such letter indicating their agreement to the terms of the letter and return such signed document to the city before the impact fee credit will be awarded. The failure of the applicant to sign, date, and return such document within 60 calendar days shall nullify the credit.

J. If the amount of the credit is less than the calculated fee amount, the difference remaining shall be chargeable as an impact fee and paid at the time of application for the building permit. In the event the amount of the credit is calculated to be greater than the amount of the impact fee due, no further sums shall be due from the applicant.

K. A claim for credit will be processed by the city using whichever of the following options is selected by the applicant:

1. Claims for credits that are submitted prior to, or with, an application for a building permit for which an impact fee will be due will be processed by the city before payment of the impact fee is due in order to allow any credit authorized by the city to reduce the amount of the impact fee; or

2. Claims for credits that are submitted no later than 30 days after the issuance of a building permit for which an impact fee is due shall be processed by the city after the impact fee is paid in full, and any credit authorized by the city will be refunded to the applicant within 90 days of receipt of the claim for credit.

L. Claims for credits that are submitted more than six months after the issuance of a building permit for which an impact fee is due are deemed to be waived and shall be denied.

M. Determinations made by the mayor or designee pursuant to this section shall be subject to appeal to the examiner subject to the procedures set forth in Chapter [2.40](#) EMC. (Ord. 17-491 § 7; Ord. 15-447 § 1 (Exh. A); Ord. 07-282 § 1).

4.30.130 Council review of impact fees.

The impact fee schedule adopted ~~by the ordinance codified in~~ pursuant to this chapter shall be reviewed by the city council, as it deems necessary and appropriate, in conjunction with the update of the city's transportation improvement program. Amendments or updates to the impact fee schedule may be adopted by resolution. (Ord. 17-491 § 8; Ord. 07-282 § 1).

4.30.150 Impact fee calculations.

The traffic impact fee shall be calculated using a schedule that identifies a particular fee amount for a particular type of development, as supported by and consistent with the City of Edgewood Transportation Impact Fee Program Report dated October 2016, and any adopted updates or amendments thereto, attached hereto as Exhibit A, and incorporated herein by this reference as if set forth in full. Accessory dwelling units shall be calculated using ITE number 220, Apartment customer type. (Ord. 17-491 § 10; Ord. 16-469 § 2 (Exh. A); Ord. 13-391 § 3; Ord. 07-282 § 1).

4.30.160 Schedule of fees.

A traffic impact fee shall be assessed against all new development ~~as set forth in Exhibit A, in the Transportation Impact Fee Schedule, attached to the ordinance codified in~~ adopted pursuant to this chapter ~~and incorporated herein by reference as if set forth in full.~~ This fee schedule represents the city's determination of the appropriate share of system improvement costs to be paid by new growth and development. (Ord. 17-491 § 11; Ord. 07-282 § 1).

~~4.30.190 Effective date.~~

~~The ordinance codified in this chapter or a summary thereof consisting of the title shall be published in the official newspaper of the city, and shall take effect and be in full force five days after publication. (Ord. 07-282 § 1).~~



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

Date: June 14, 2021

Title: Traffic Concurrency Management Code Amendment

Attachments: 1. Planning Commission Recommendation

Submitted By: Jeremy Metzler, Public Works Director

Discussion:

On June 14, 2021, the Planning Commission held a public hearing to solicit public input on proposed changes to the Edgewood Municipal Code (EMC), specifically germane to Traffic Concurrency Management regulations pertaining to trip thresholds. This agenda item is to allow the Planning Commission to make their recommendation to City Council for discussion, public hearing, further discussion, and final action.

Recommendation:

After the public hearing, make a recommendation on the proposed Concurrency Management code amendments to City Council.



**CITY OF EDGEWOOD
PLANNING COMMISSION
RECOMMENDATION**

The Planning Commission voted X-X to recommend APPROVAL of the proposed code amendment to the Edgewood Municipal Code (EMC) pertaining to Traffic Concurrency Management thresholds, and to send their recommendation to the City Council for consideration.

It is the recommendation of the City of Edgewood Planning Commission to approve the drafted EMC amendments as presented in the staff report and attachments submitted by Public Works Director Jeremy Metzler for the June 14, 2021 Planning Commission agenda.

**RECOMMENDED BY THE CITY OF EDGEWOOD PLANNING COMMISSION
ON THE 14TH DAY OF JUNE 2021.**

Planning Commission Chair

Attest by:

Evan Hietpas
Associate Planner



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

Date: June 14, 2021

Title: Traffic Impact Fees (TIF) Code Amendment

Attachments: 1. Planning Commission Recommendation

Submitted By: Jeremy Metzler, Public Works Director

Discussion:

On June 14, 2021, the Planning Commission held a public hearing to solicit public input on proposed changes to the Edgewood Municipal Code (EMC), specifically germane to the Traffic Impact Fees (TIF) program. This agenda item is to allow the Planning Commission to make their recommendation to City Council for discussion, public hearing, further discussion, and final action.

Recommendation:

After the public hearing, make a recommendation on the proposed Traffic Impact Fees code amendments to City Council.



**CITY OF EDGEWOOD
PLANNING COMMISSION
RECOMMENDATION**

The Planning Commission voted X-X to recommend APPROVAL of the proposed code amendment to the Edgewood Municipal Code (EMC) pertaining to the Traffic Impact Fees (TIF) program, and to send their recommendation to the City Council for consideration.

It is the recommendation of the City of Edgewood Planning Commission to approve the drafted EMC amendments as presented in the staff report and attachments submitted by Public Works Director Jeremy Metzler for the June 14, 2021 Planning Commission agenda.

**RECOMMENDED BY THE CITY OF EDGEWOOD PLANNING COMMISSION
ON THE 14TH DAY OF JUNE 2021.**

Planning Commission Chair

Attest by:

Evan Hietpas
Associate Planner



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

Date: June 14, 2021

Title: Town Center (TC)

Attachments:

- 1) April 12th Planning Commission Recommendation
- 2) Town Center Public Engagement Calendar
- 3) Town Center Public Engagement Timeline

Submitted By: Evan Hietpas, Associate Planner

Prior Actions:

December 14, 2020- March 8, 2021: Commission held discussions for four months about previous and current Town Center Studies, including the Meridian Avenue Corridor Master Plans and recent 2020 Berk Report.

Key discussion points are listed below:

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

April 12, 2021: Commission recommended three actions and City Council authorized the Commission to proceed forward. (see attachment 1).

Discussion:

Hold a discussion on the major components involved with the development of a Town Center Subarea Plan including timeframes for public involvement, the legislative processes, and the SEPA review process. A large portion of the development will revolve around a robust public involvement program in the coming months (see attachments 2 and 3). This process will provide opportunities for public participation as the City develops a Town Center subarea plan.



CITY OF EDGEWOOD PLANNING COMMISSION RECOMMENDATION

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

Action 1. Establish meaningful relationships with diverse stakeholders

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

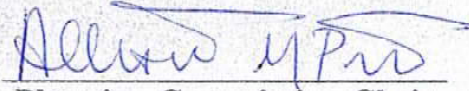
Action 2. Create a Town Center subarea plan

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

Action 3. Resolve development regulation recommendations presented by Berk

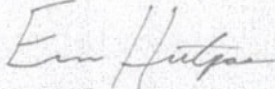
- Allow flexibility in land uses that can be regulated through strategic site planning, such as local craft manufacturing and commercial uses. (EMC 18.70.050)
- Encourage appropriate mixed-use development (ratio, scale, building and site design) (EMC 18.80.080.D.Table 1)
- Incentivize site features that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

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



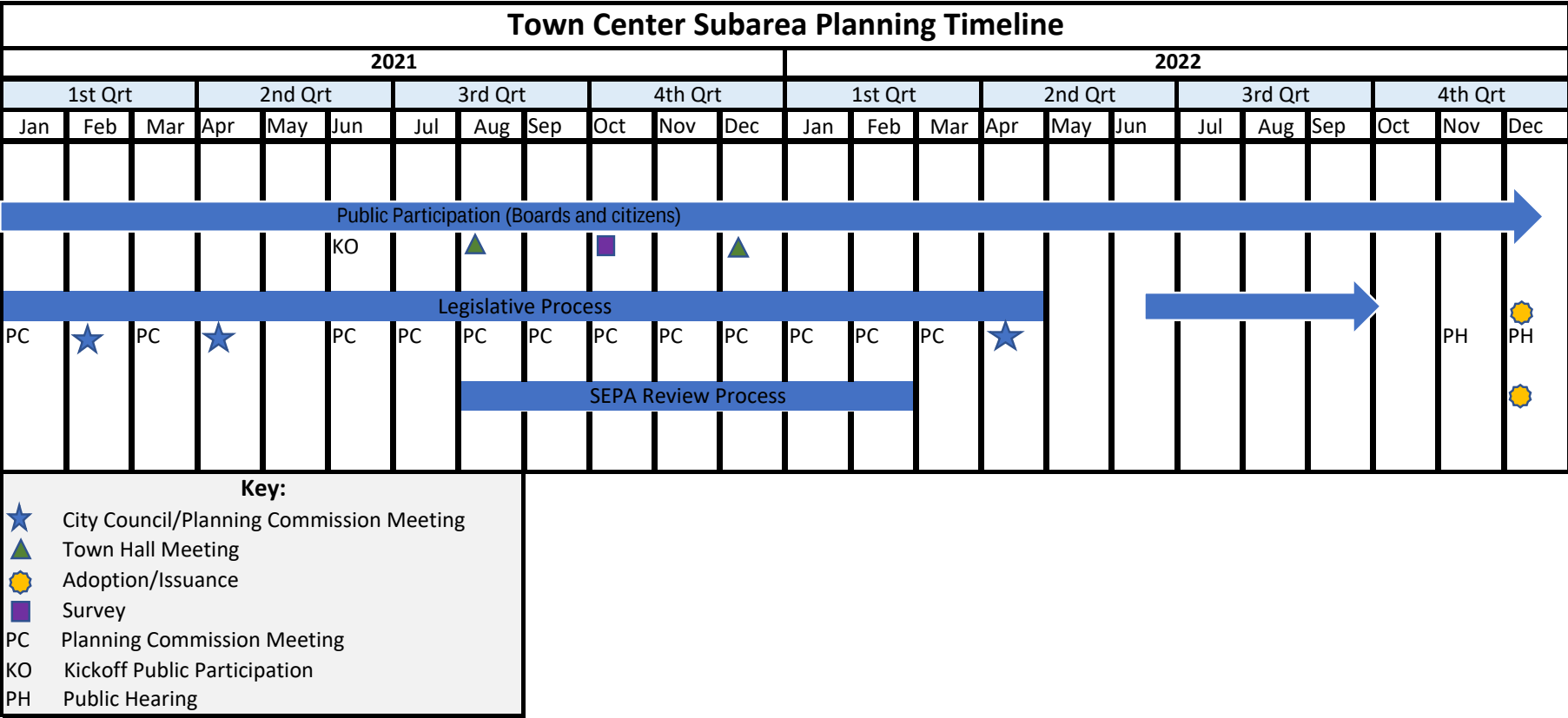
**Planning Commission Chair
(Vice-Chair Allison Pincas)**

Attest by:



**Evan Hietpas
Associate Planner**

Town Center Public Engagement and Outreach Calendar					
	Public Engagement	Planning Commission	EDAB	PRAB	City of Milton
June 2021	Community Magazine	Discussion	Discussion	Discussion	
July 2021	TC Story Map	Discussion			
August 2021	High School Program August 31 Town Hall	Discussion			Discussion
September 2021	Community Magazine Article Write Town Hall Summary Investor Stakeholder Meeting	Discussion			
October 2021	Public Survey	Discussion	Discussion	Discussion	
November 2021	November 30 Town Hall	Discussion			Discussion
December 2021	Community Magazine Article Write Town Hall Summary	Discussion	Discussion	Discussion	
January 2022	Public Survey	Discussion			
February 2022		Recommendation			Discussion



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CITY OF EDGEWOOD STAFF REPORT PLANNING COMMISSION AGENDA ITEM

Date: June 14, 2021

Title: Street Light Standards

Attachments: 1) April 12, 2021 Recommendation

Submitted By: Evan Hietpas, Associate Planner

Background:

At the December 9, 2019 Planning Commission meeting, this item was added to the proposed 2020 Work Plan. The Planning Commission's discussions included topics such as: uniformity, height, angle, shielding, color, and spacing of street lights. Additionally, surveys were completed in June and October of 2020 to garner public input on street light temperature preference. The timeline below details the progress that has been made in the past several months.

- September 14, 2020- Planning Commission provided an initial recommendation to City Council on how to move forward with the establishment of street light standards
- December 14, 2020 and January 11, 2021- Discussed neighborhood compatibility and the City's Comprehensive Plan goals
- February 8, 2021- Discussed street light temperature and shielding requirements
- March 8, 2021- Discussed uniformity (design, height, spacing) and street light installation on existing utility poles
- April 12, 2021- Planning Commission provided a recommendation to City Council that a code amendment should be pursued and should incorporate eight key elements (see attachment 1)

Discussion:

City staff is currently drafting new street light regulations based on the Planning Commission's recommendation. The adoption of these new regulations closely relates to the establishment of a new Public Works manual. This process requires thoughtful coordination efforts. City staff anticipates having an initial draft prepared for discussion at the July 12, 2021 Planning Commission meeting.

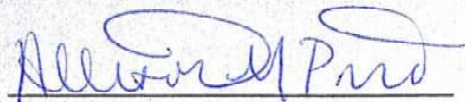


CITY OF EDGEWOOD PLANNING COMMISSION RECOMMENDATION

The Planning Commission believes that Edgewood should adopt city-wide street light standards. If the City Council agrees, the Planning Commission will move forward with a code amendment process involving: further discussion, a public hearing, and a final recommendation. The Planning Commission voted 6-0 to recommend to City Council that the City should incorporate the following eight (8) elements into an amendment to Edgewood Municipal Code (EMC) 18.90.170: Streetscapes.

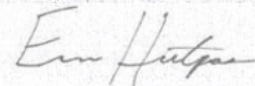
1. Include a purpose statement based on applicable City Comprehensive Plan Goals.
 - Utility Goal 1: Encourage the design of utilities in a manner that: mitigates negative impacts to adjacent land uses, mitigates negative aesthetic impacts to the community, is environmentally sensitive, and provides opportunities for public participation.
 - Land Use Goal 8: 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.
2. Clearly outline the installation process through Puget Sound Energy and SouthCoast Lighting.
3. Establish spacing and height standards based on:
 - Edgewood zoning districts (Single Family, Mixed Use, Commercial)
 - Edgewood road classifications (Major and Minor Arterials, Collectors, private)
 - Development type (residential, commercial, industrial)
 - Currently adopted Pierce County's *Manual on Design Guidelines and Specifications (MDGS)*
4. Require 3K LED light temperature.
 - Informed through public surveys
 - Puget Sound Energy recommended 3K as the "best practice"
 - Edgewood currently uses 4K, which is cooler/ brighter
5. Require shielding on all new street lights to reduce negative impacts of light trespass.
6. Require the current "prairie" pedestrian-scale light design.
7. Require the current vehicular-scale light design.
8. Allow the City to install street lights on existing utility poles for temporary safety concerns, as determined by the Mayor. These installations should attempt to follow all other applicable street light standards. The City should seek to install a new street light pole as time and costs permit. These installations should be cataloged or mapped to ensure that a permanent solution is found.

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



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

Attest by:



**Evan Hietpas
Associate Planner**



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

Date: June 14, 2021

Title: Public Works Standards/ Development Standards (Streetscapes)

Attachments: 1) EMC 18.90.090 G(2) Landscaping Types.

Submitted By: Emily Arteche, Planning Manager

Background:

On February 8, 2020, the Planning Commission was briefed by Jeremy Metzler, Director of Public Works on the City's use of Pierce County Code (PCC) Public Works Standards, which have been adopted by reference through the Edgewood Municipal Code (EMC). These standards have gone through a formal code review to ensure that they are compatible with the Comprehensive Plan and EMC Title 18. As part of the recent development process improvements, City Staff has recognized the importance of adopting local Public Works Standards that are specific to the City of Edgewood and consistency with EMC Title 18 Development Standards, especially those standards that related to the public right-of way, including Type II Streetscapes. When development occurs, EMC 18.90.090 (H) Landscaping requires the planting of street trees along with other required local street improvements required in the Public Works standards, i.e., curb, gutter, sidewalks, and planter strips. This standard is currently applied to only arterial streets (EMC 18.90.090(H)(1)).

Discussion:

The stated goal of Type II (Streetscapes) Landscaping is to create "*a unifying theme of canopy type trees along a public or private street with a landscaping strip and sidewalk*" (EMC 18.90.090(G)(2)). This item has been included to hold an initial discussion on a proposed minor code amendment to eliminate conflicting information in implementing EMC 18.90.090(H), Landscaping Regulations by Zoning Districts:

1. Type II, streetscapes, shall apply to all zones and shall be applied to all proposed developments, other than a single-family dwelling that front on **arterial** streets.

Finally, upon completion of the Public Works Standards, further amendments to EMC 18.90.090(G)(2) (attached) will be needed. Several of the subitems in this section refer to public works and dimensional features, such as a, b, g, and h.

EMC 18.90.090 Landscaping.

G. Landscaping Types. The landscaping types are intended to provide a basic list of landscaping standards that may be applied within a proposed project as necessary to provide for the intent of the comprehensive plan.

2. Type II, Streetscapes. A unifying theme of canopy type trees along a public or private street with a landscaping strip and sidewalk. The following standards shall be applied:

- a. Curb, gutter, and sidewalk/trail;
- b. Landscaping strip of vegetative groundcover a minimum eight feet, which shall be increased to 15 feet in width where retail buildings are connected, located between the curb and the sidewalk;
- c. Deciduous street trees are required along the entire street frontage at a spacing of 40 feet on center or as required to continue the existing pattern of street, whichever is less distance;
- d. Tree wells, four-foot in diameter, circle in shape, are required when trees are placed within the sidewalk. Trees not located on the sidewalk shall be centered on the landscaping strip;
- e. All utilities Level 1 shall be placed underground as appropriate;
- f. Street lights as directed by the community development director or designee;
- g. Landscaped medians within the roadway may be required at the discretion of the community development director or designee to provide for pedestrian refuge:
 - i. Curb, gutter, and four- to 12-foot-wide landscaping strip within the roadway with a length determined by the community development director or designee;
 - ii. One street tree at each end of the median, plus one street tree per 30 feet of median;
 - iii. Vegetative groundcover;
 - iv. Shrubs shall be placed within the landscaping strip so as to cover 30 percent of the strip, with a maximum bush height of three feet, and provide year-round screening;
- h. Bus stop(s), benches and/or bus shelter(s) as deemed necessary by Pierce Transit and the city;
- i. Landscaping shall incorporate LID systems to the maximum extent feasible (per Minimum Requirement No. 5 of the PCM), with design, installation, and maintenance following standards outlined in the PCM and associated reference documents.



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

Date: June 14, 2021

Title: Sewer Topics – Phase 1 Boundaries

Attachments: 1) Map of Proposed Updates to the General Sewer Plan

Submitted By: CED Director, Darren Groth, AICP, CPM

Background:

In August 2019, under Resolution 19-0470, the City contracted with Gray & Osborne, Inc. (G&O) to update the City's General Sewer Plan (GSP). Staff has been working with G&O since that date to collect data, analyze tributary basins, and evaluate the existing system's capacity. We have recently confirmed the existing system has ample capacity to serve all the Phase 1 area, as well as portions of Phase 2.

During the process of updating the GSP, staff also discovered several parcels adjacent to the Phase 1 service area have been rezoned since the service area map was originally generated. On May 4, 2021, City Council discussed the proposed amendments to the Phase 1 service area map to include these parcels as depicted on the attached exhibit.

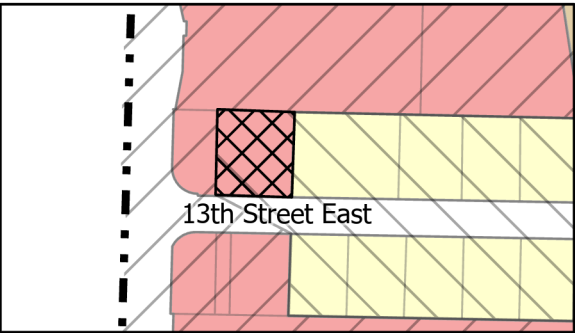
Recommendation:

Presentation only to inform the Planning Commission on the status of the GSP updates and recent actions regarding specific topics germane to the Commission's on-going discussion of sewers.

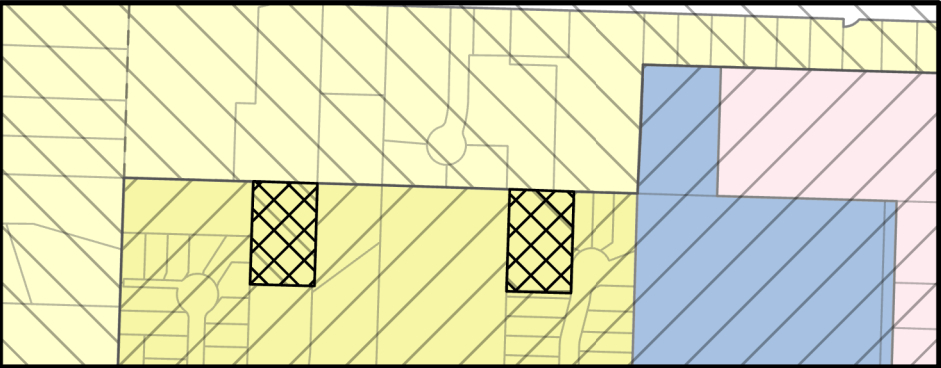


General Sewer Plan
Proposed Phase Map Updates

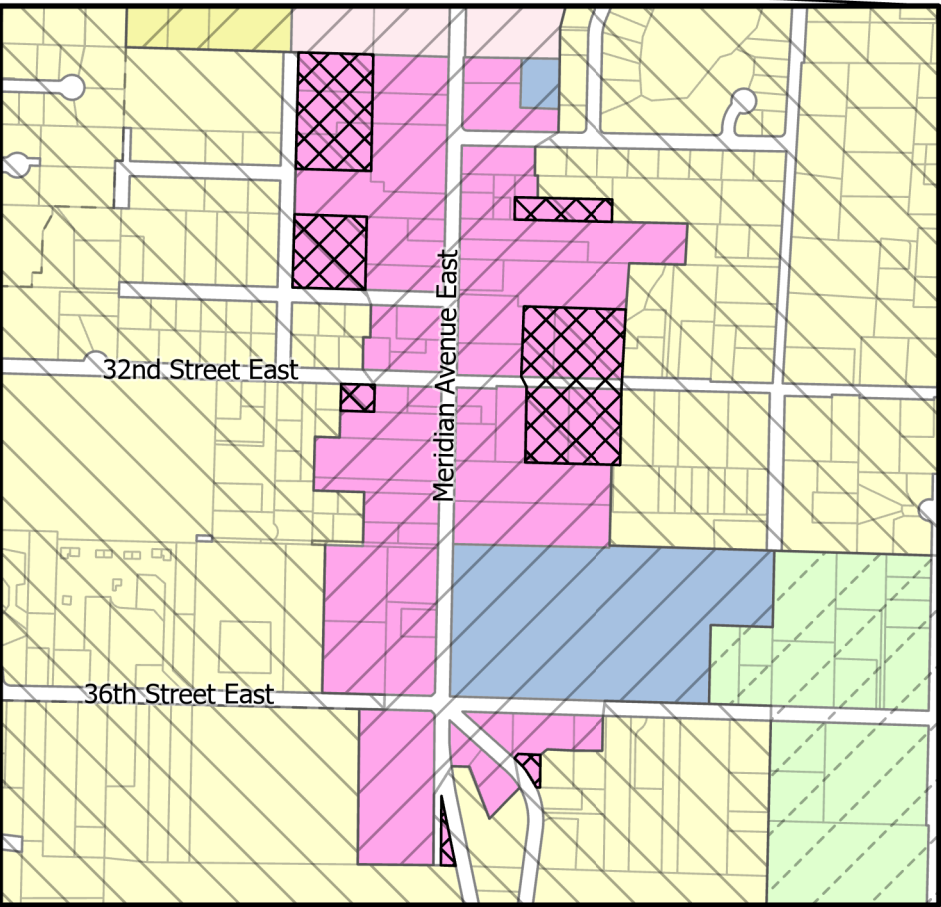
- Sewer Phase
- Phase 1
 - Phase 2
 - Phase 3
- Current Zoning
- Single Family 2
 - Single Family 3
 - Single Family 5
 - Commercial
 - Mixed Residential 1
 - Mixed Residential 2
 - Mixed Use Residential
 - Town Center
 - Business Park
 - Industrial
 - Public



New Areas to Include in Phase1



New Areas to Include in Phase1



New Areas to Include in Phase1



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

Date: June 14, 2021

Title: Reappointments

Attachments: None

Submitted By: Evan Hietpas, Associate Planner

Discussion:

Edgewood Municipal Code (EMC) 2.30 establishes the general rules and procedures for the City's Planning Commission. The code states that Planning Commissioners shall serve two-year terms, in accordance the City's Council Rules of Procedure.

The following four Planning Commission positions are set to expire on June 30, 2021:

- Position 4 - Sarah Wagner
- Position 5 - Jason Ramirez
- Position 6 – Allison Pincas (Vice Chair)
- Position 7- Karla Slate

Recommendation:

City staff recommends that the four Commissioners listed above should be re-appointed to serve another two-year term, lasting until June 30, 2023. This recommendation is based on the fact that the four Commissioners have had consistent attendance and contributions to important Planning Commission discussions and actions. Furthermore, City staff recommends that Allison Pincas continues serving the role of Vice-Chair, due to her experience and leadership skills. These four Commissioners may choose to serve another two-year term if they so choose. City staff would like these Commissioners to confirm that they are willing to continue serving this important role.



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

Date: June 14, 2021

Title: Planning Commission Handbook

Attachments: None

Submitted By: Evan Hietpas, Associate Planner

Discussion:

City of Edgewood staff has created a new Planning Commission handbook. This handbook will be published on the City's Planning Commission webpage. The handbook was created to provide helpful information for current Commissioners and the general public on the following topics:

- Municipal government classification systems
- Edgewood's incorporation history
- Edgewood's organizational chart and department summaries
- History of establishing cities and the birth of modern city planning
- Washington state planning regulations
- Planning Commissions' role
- Additional information and resources, and frequently asked questions

City staff will present the new Planning Commission handbook at this meeting.



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

Date: June 14, 2021

Title: 2021 Work Plan

Attachments: 1) 2021 Future Agenda Calendar

Submitted By: Evan Hietpas, Associate Planner

Discussion:

On February 16, 2021 the Planning Commission proposed the 2021 Work Plan to City Council at a Special Joint Study Session. On February 23, 2021 the City Council voted 7-0 to approve the adoption of the 2021 Planning Commission Work Plan.

2021 Work Plan Items:

1. Town Center;
2. Street Light Standards;
3. Development Standards and Public Works Standards;
4. Sewer Connection Requirements;
5. Tree Preservation (Code Update and 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

2021 Objectives:

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

This is a standing item for the remainder of 2021 to allow the Planning Commission to discuss items and plan future agendas as necessary.

Edgewood Planning Commision 2021 Future Agenda Calendar

Work Plan Items	11-Jan	8-Feb	8-Mar	12-Apr	10-May	14-Jun	12-Jul	9-Aug	13-Sep	11-Oct	8-Nov	13-Dec
Town Center (Evan, Emily and Darren)	Discussion	Discussion	Discussion	Action	WA Dept. of Commerce: Short Course in Local Planning	Discussion	Discussion	Discussion	Discussion	Discussion	Discussion	Discussion
Street Light Standards (Evan)	Discussion	Discussion	Discussion	Action		Discussion	Discussion	PH and Action	None	None	None	None
Public Works Standards (Jeremy)	None	Discussion	Discussion	Discussion		Discussion (Streetscapes)	Discussion	PH and Action	None	None	None	None
Sewer Connection Requirements (Darren and Jeremy)	None	Discussion	Discussion	Action		Discussion	Discussion	Discussion	PH and Action	None	None	None
Tree Preservation (Evan)	Discussion (Code)	Discussion (Code)	PH and Action (Code)	None		None	None	None	None	Discussion (Goals)	None	Discussion (Goals)
Public Zoning (Emily and Evan)	None	None	None	None		None	None	None	None	None	Discussion	Discussion
Create EMC Title 17 (Emily)	None	None	None	None		None	None	Discussion	Discussion	Discussion	Discussion	PH and Action
Various Code Updates (All staff)	Discussion 1. Sign Code	Discussion 1. Sign Code	PH and Action 1. Sign Code	None		PH and Action 1. Traffic Concurency Management 2. Traffic Impact Fees	None	None	None	None	None	None
Comp. Plan Amendments (Emily)	Discussion (2021)	None	None	None		None	None	None	None	None	Discussion (2021 City-initiated)	Action (2021 City-initiated)
2021 Work Plan	Discussion	Discussion	Discussion	Discussion		Discussion	Discussion	Discussion	Discussion	Discussion	Discussion	Discussion
2022 Work Plan	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 Update	None	None	1. Traffic Concurency Management 2. Traffic Impact Fees	None	1. Street Light Standards 2. Public Works Standards	1. Sewer Connection Reqs.	None	None	1. EMC Title 17
Action	None	None	1. Tree Preservation 2. Sign Code Update	1. Town Center 2. Street Light Standards 3. Sewer Connection Reqs.		1. Traffic Concurency Management 2. Traffic Impact Fees	None	1. Street Light Standards 2. Public Works Standards	1. Sewer Connection Reqs.	None	None	1. EMC Title 17 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. Street Light Standards 3. Public Works Standards 4. Sewer Connection Reqs. 5. Tree Preservation Code 6. Sign Code Update 7. 2021 Work Plan	1. Town Center 2. Street Light Standards 3. Public Works Standards 4. Sewer Connection Reqs. 5. 2021 Work Plan	1. Public Works Standards 2. 2021 Work Plan		1. Town Center 2. Street Light Standards 3. Public Works Standards 4. Sewer Connection Reqs. 5. Reappointments 6. PC Handbook 7. 2021 Work Plan	1. Town Center 2. Street Light Standards 3. Public Works Standards 4. Sewer Connection Reqs. 5. 2021 Work Plan	1. Town Center 2. Sewer Connection Reqs. 3. EMC Title 17 4. 2021 Work Plan	1. Town Center 2. EMC Title 17 3. 2021 Work Plan	1. Town Center 2. Tree Preservation Goals 3. EMC Title 17 4. 2021 Work Plan	1. Town Center 2. Public Zoning 3. EMC Title 17 4. City Comp. Plan Amend. 5. 2022 Work Plan 6. 2021 Work Plan	1. Town Center 2. Tree Preservation Goals 3. Public Zoning 4. 2022 Work Plan 5. 2021 Work Plan

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