



**CITY OF EDGEWOOD
PLANNING COMMISSION MEETING AGENDA**

Monday, July 12, 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 June 14, 2021
- c. Review Economic Development Advisory Board Minutes from June 7, 2021
- d. Review of Development Review Report- June 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: None

5. Old Business:

- a. Sewer Connection Requirements
- b. Streetscapes Code Amendment
- c. Town Center- *Public Involvement Process (PIP)*
- d. Planning Commission Handbook

6. New Business:

- a. Action Items:
 - i. Chair and Vice-Chair Appointments
- b. Discussion Items:
 - i. HB 1220
 - ii. Temporary Signs in the Right-of-Way (ROW)
 - iii. 2021 Work Plan

7. Staff Comments

8. Commissioner Updates

9. Adjourn

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



CITY OF EDGEWOOD

PLANNING COMMISSION MEETING MINUTES

Monday, June 14, 2021 – 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 6:03 PM
 - A. **Commissioners Present:** Guillory; Overfield; Greene; Wagner; Pincas; Ramirez; Slate
 - B. **Commissioners Absent:** None
 - C. **Staff Member(s) Present:** Emily Arteche, Planning Manager
Evan Hietpas, Associate Planner
Jeremy Metzler, Public Works Director
 - D. **Others Present:** Councilmember Tonym
Councilmember Wise
2. **CONSENT AGENDA:** Slate moved to APPROVE as presented, Guillory seconded.
Commission voted 7-0 to approve the Consent Agenda.
3. **CITIZEN COMMENTS:** None
4. **PUBLIC HEARINGS:**
 - A. Traffic Concurrency Management Code Amendment
 - i. Chair Overfield opened public hearing at 6:05.
 - ii. No public comment received.
 - iii. Chair Overfield closed public hearing at 6:06.
 - B. Traffic Impact Fees Code Amendment
 - i. Chair Overfield opened public hearing at 6:06.
 - ii. No public comment received.
 - iii. Chair Overfield closed public hearing at 6:08.
5. **NEW BUSINESS:**
 - A. **Action Items:**
 - i. Traffic Concurrency Management Code Amendment
 - a. Chair Overfield requested a motion to approve the code amendment, as presented.
 - b. Greene motioned to approve. Guillory seconded. Planning Commission voted 7-0 recommend approval of the code amendment, as presented.
 - ii. Traffic Impact Fees Code Amendment
 - a. Chair Overfield requested a motion to approve the code amendment, as presented.
 - b. Guillory motioned to approve. Pincas seconded. Planning Commission voted 7-0 recommend approval of the code amendment, as presented.

B. Discussion Items:

i. Town Center

- a. Hietpas opened the discussion.
- b. Commission and city staff discussed the anticipated efforts related to the development of a Town Center subarea plan in the coming months.

ii. Street Light Standards

- a. Hietpas briefed the Commission on city staff's efforts related to the adoption of street light standard regulations.

iii. Development and Public Works Standards

- a. Arteché and Metzler presented a proposed code modification related to streetscape requirements, to be adopted at a later date.
- b. Commission and city staff discussed the proposed code modification.

iv. Sewer Plan Update

- a. Metzler briefed the Commission that the City Council will be updating the City's Sewer Plan, related to higher density zoning boundaries.

v. Reappointments

- a. Hietpas and Arteché recommended that Positions 4-7 should be re-appointed to serve another two (2) year term on the City's Planning Commission.
- b. All four (4) Commissioners agreed to serving another term.
- c. Chair and Vice Chair selections will made at the July meeting.

vi. Planning Commission Handbook

- a. Hietpas and Arteché introduced the new "Planning Commission Handbook". The handbook includes important information to help Commissioners be successful in their role and educate the public on the importance of what the Planning Commission does.
- b. Discussion ensued.

vii. 2021 Work Plan

- a. Commission and city staff discussed various Work Plan items.

6. **STAFF COMMENTS:** Hietpas introduced the City's new public engagement program, the "Edgewood Experience". This program will allow five (5) local high students to work with city staff members for six weeks in the summer to learn about what local municipalities do to serve a community, explore careers in public service, and explain how to become active community leaders.

7. **COMMISSIONER COMMENTS:** None

8. **ADJOURN:** Chair Overfield adjourned meeting at 7:31 PM.



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

Monday, June 7, 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:** Clark; Position 5 VACANT; Neil
 - C. **Staff Member(s) Present:** Emily Arteche, Planning Manager
Evan Hietpas, Associate Planner
 - D. **Others Present:** Council Member Wise
Council Member Tomy
2. **CONSENT AGENDA**
 - A. **Agenda Approval or Modifications**
 - B. **Approval of Meeting Minutes for May 3, 2021**
 - C. **Review of May Development Review Reports**
 - i. Swanson moved to approve, as presented.
 - ii. Wiesenfeld seconded.
 - iii. The Board voted 4-0 to approve the Consent Agenda.
3. **CITIZEN COMMENT PERIOD:**
 - A. Jeanette Jorgensen spoke to the board regarding small businesses in Edgewood, specifically related to food trucks.
4. **NEW BUSINESS**
 - A. **Discussion Item(s)**
 - i. Town Center
 - a. Hietpas introduced Town Center and provided a presentation on the City's anticipated efforts to create a Town Center Subarea Plan.
 - b. Discussion ensued.

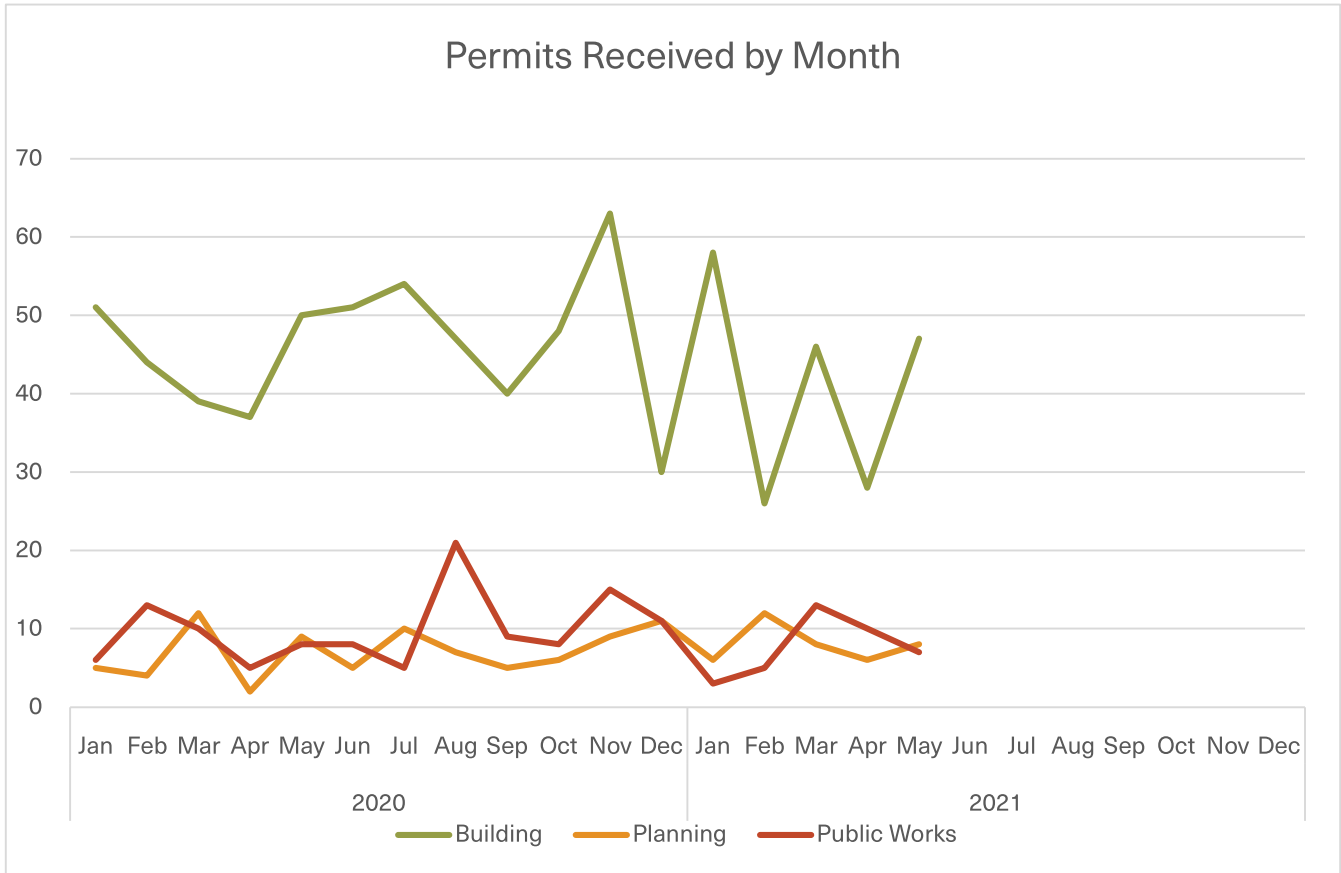
Board Member Swanson notified Chair Butterfield that she needed to leave the meeting. This would result in the EDAB no longer achieving a quorum. Chair Butterfield recommended deferring the remaining agenda items to the next meeting. The EDAB does not have a regular scheduled meeting in July due to a City-observed holiday on Monday July 5th. The Board requested a special meeting on Wednesday July 14th. The July meeting will include the same agenda items as the June meeting.

AGENDA ITEMS DEFERRED TO THE JULY MEETING

- A. **Discussion Item(s)**
 - i. *Edgewood Marketplace*
 - ii. *Edgewood Marketplace Flyer*
 - iii. *2021 Work Plan*
 - B. **Action Item(s)**
 - i. *Edgewood Marketplace Flyer*
6. **STAFF COMMENTS:** None
 7. **BOARD MEMBER UPDATES:** None
 8. **ADJOURN:** Chair Butterfield adjourned the meeting at 6:59 p.m.

May 2021

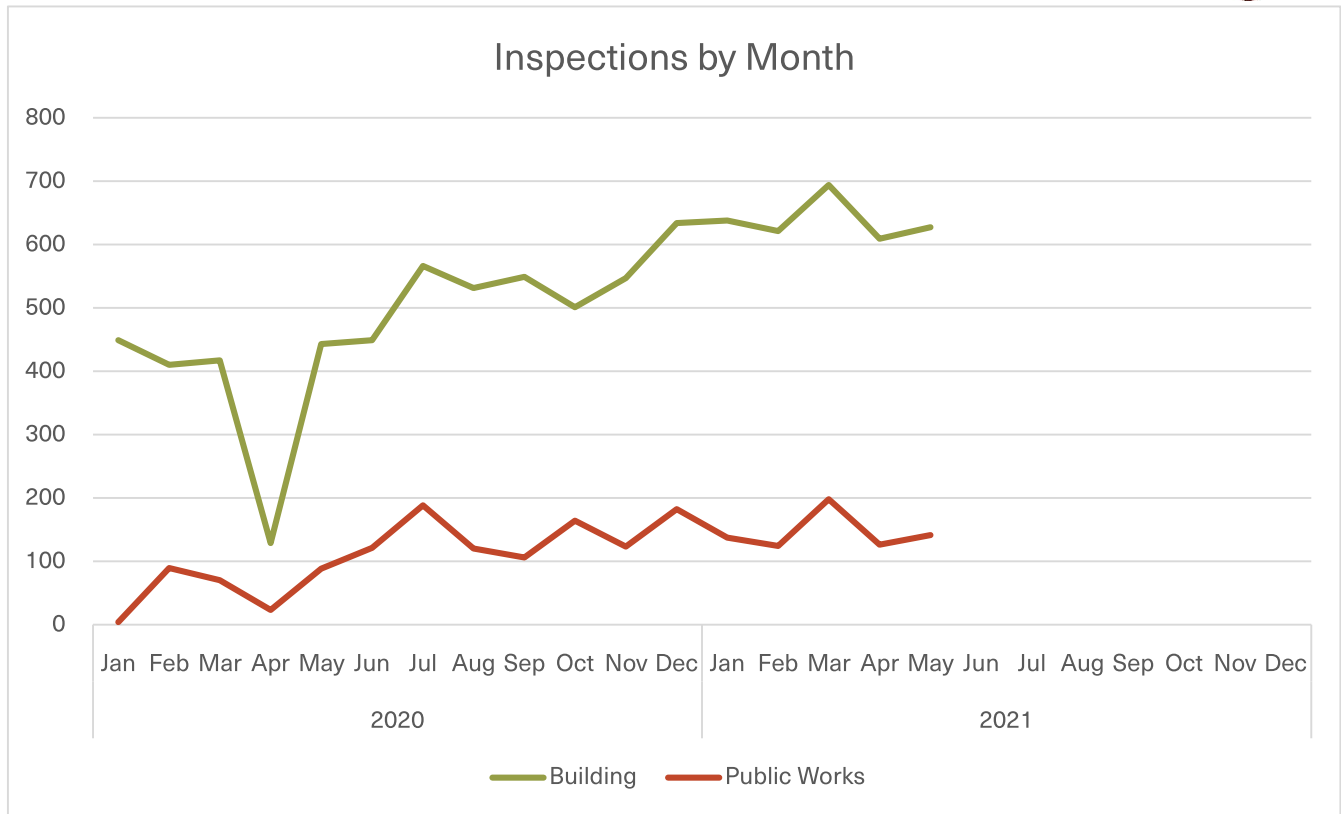
Monthly Development Report



Permits	Building		Planning		Public Works	
	Received	Issued	Received	Issued	Received	Issued
May 2021	47	32	8	1	7	7
May 2020	37	19	2	4	5	3
Average 2021	41	43	8	3	8	7
Average 2020	43	28	6	2	9	7
YTD 2021	205	214	40	15	38	35
YTD 2020	221	139	32	12	42	32
	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

May 2021

Monthly Development Report



<i>Inspections</i>	Building		Public Works	
May 2021	627		141	
May 2020	443		88	
Average 2021	638		145	
Average 2020	469		107	
YTD 2021	3189		726	
YTD 2020	1848		274	
	Building		Public Works	
	Month	Insp.	Month	Insp.
Highest Month 2021	Mar	694	Mar	198
Highest Month 2020	Dec	634	Jul	188

Pending Projects - Planning and Engineering Permits

36 Permits

Exported: 06/01/2021

Permit #	Project	Site Address	Parcel	Department	Type	Status	Submitted	Last Activity
BLA								
21-1144	PROLOGIS PARK BLA	4120 90TH AV E	420163702	PLANNING	BLA	UNDER REVIEW	03/24/2021	05/26/2021
CLEAR AND GRADE								
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	05/04/2021
21-1237	TRAFFIC IMPACT FEES CODE AMENDMENT			PLANNING	CODE UPDATES AND CHANGES	APPLICATION	05/24/2021	05/25/2021
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 TOWNHOMES NEIGHBORHOOD MEETING	3117 MERIDIAN AV E	420103072	PLANNING	NEIGHBORHOOD MEETING	APPLICATION	04/30/2021	05/27/2021
PRE APP								
21-1169	OLYMPIC ROCKERIES PRE-APPLICATION	12620 JOVITA BLVD E	420021022	PLANNING	PRE APP	INCOMPLETE	04/09/2021	05/05/2021
21-1248	WOOD SHORT PLAT PRE-APP	2504 TO 2508 112TH AVE E	420104043	PLANNING	PRE APP	APPLICATION	05/27/2021	05/27/2021
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	05/28/2021
21-1213	ABEL SHORT PLAT FINAL PLAT	12321 16TH ST E	420027027	PLANNING	SHORT PLAT - FINAL	INCOMPLETE	05/11/2021	05/28/2021
SHORT PLAT - PRELIMINARY								
20-1034	SMITH SHORT PLAT PRELIMINARY PLAT	2506 117TH AV E	420108013	PLANNING	SHORT PLAT - PRELIMINARY	UNDER REVIEW	01/23/2020	05/25/2021
20-1533	CONNOLLY SHORT PLAT PRELIMINARY SHORT PLAT	1711 122ND AV E	420112155	PLANNING	SHORT PLAT - PRELIMINARY	UNDER REVIEW	10/26/2020	05/31/2021
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	05/25/2021
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
20-1131	WAGNER SHORT PLAT SITE DEVELOPMENT	11226 18TH ST E	9770000069	ENGINEERING	SITE DEVELOPMENT	WAITING ON REVISIONS	03/18/2020	08/14/2020

Pending Projects - Planning and Engineering Permits

36 Permits

Exported: 06/01/2021

Permit #	Project	Site Address	Parcel	Department	Type	Status	Submitted	Last Activity
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 STATION 118 SITE DEVELOPMENT	10105 24TH ST E	420091025	ENGINEERING	SITE DEVELOPMENT	UNDER REVIEW	11/06/2020	05/05/2021
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
SITE PLAN REVIEW								
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	05/26/2021
21-1090	1315 MERIDIAN SITE PLAN REVIEW	1315 TO 1327 MERIDIAN AV E	7420000013	PLANNING	SITE PLAN REVIEW	WAITING ON REVISIONS	02/11/2021	05/04/2021
21-1129	NIGHTSIDE DISTILLERY SITE PLAN REVIEW	2908 MERIDIAN AV E	420094151	PLANNING	SITE PLAN REVIEW	UNDER REVIEW	03/17/2021	05/18/2021
SUBDIVISION - FINAL								
21-1051	ESTATES ON CALDWELL SUBDIVISION FINAL PLAT	4423 127TH AV E	6755000020	PLANNING	SUBDIVISION - FINAL	UNDER REVIEW	01/28/2021	05/27/2021
21-1159	EDGEWOOD ESTATES SUBDIVISION FINAL PLAT	12220 12TH ST E	420023062	PLANNING	SUBDIVISION - FINAL	UNDER REVIEW	03/31/2021	05/27/2021
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	05/26/2021
TRAFFIC CONCURRENCY								
21-1167	29TH ST APARTMENTS TRAFFIC CONCURRENCY	XXX 29TH ST E	3625000372	ENGINEERING	TRAFFIC CONCURRENCY	UNDER REVIEW	04/07/2021	05/21/2021
21-1192	BRIDGE POINT TRAFFIC CONCURRENCY	XXX 98TH AV E	420164096	ENGINEERING	TRAFFIC CONCURRENCY	UNDER REVIEW	04/29/2021	05/03/2021
21-1214	NWP MERIDIAN TRAFFIC CONCURRENCY	3117 MERIDIAN AV E	420103072	ENGINEERING	TRAFFIC CONCURRENCY	UNDER REVIEW	05/11/2021	05/21/2021
TUP								
21-1220	FIREFLY FIREWORKS TUP	909 MERIDIAN AV E	420033077	PLANNING	TUP	APPLICATION	05/14/2021	05/24/2021

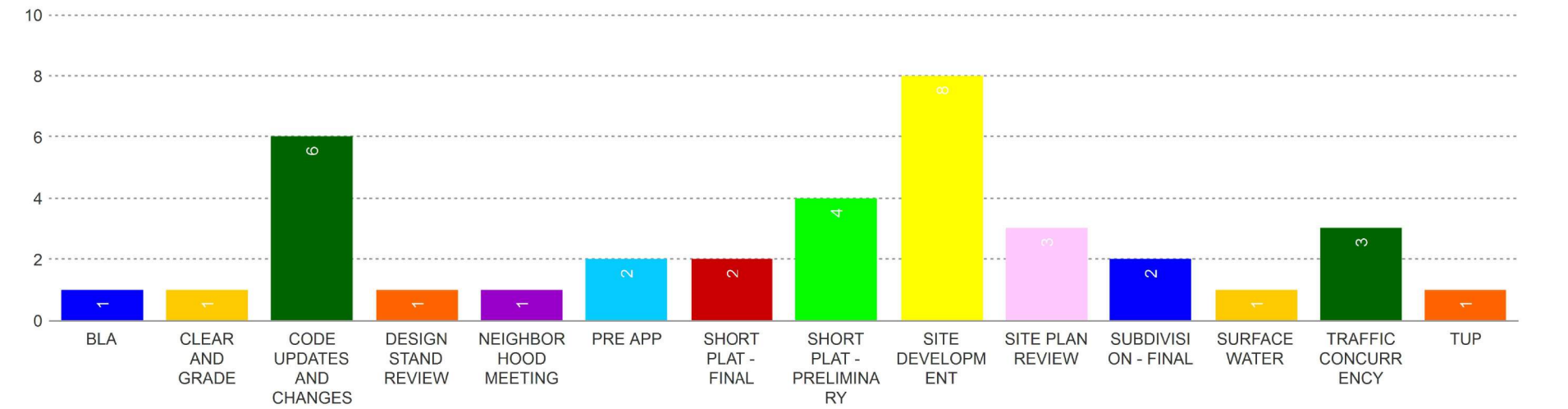
Pending Projects - Planning and Engineering Permits

36 Permits

Exported: 06/01/2021

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



Plat Construction Tracking Report- June 2021

Preliminary Plat					Site Development	Final Plat		Buildout		
Submitted	Project	Address	Total Lots	Status	Status	Status	Lots Recorded	Completed Homes #	Completed Homes %	Completion Date
2021	BREYER SHORT PLAT	2114 95TH AVCT E	5	APPLICATION						
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	ISSUED					
	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	ISSUED					
	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					
	ABEL SHORT PLAT	12321 16TH ST E	6	APPROVED	ISSUED	APPLICATION				
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	ISSUED					
	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	34	51%	
	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	13	34%	
	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%	
	CURRAN ESTATES SUBDIVISION	412 114TH AVE E	9	APPROVED	FINALED	APPROVED	9	2	22%	
2014	LISITSYN SHORT PLAT	11120 COUNTY LINE RD E	6	APPROVED	FINALED	APPROVED	6	3	50%	
2013	WESTRIDGE SUBDIVISION	FREEMAN RD	360	APPROVED	FINALED	APPROVED	284	250	88%	



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

Date: July 12, 2021

Title: Sewer Connection Requirements

Attachments: None

Submitted By: Evan Hietpas, Associate Planner

Recommendation:
Discuss work plan item as necessary.



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

Date: July 12, 2021

Title: Streetscapes Code Amendment (Development & PW Standards)

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

Submitted By: Emily Arteche, Planning Manager

Background:

At the June 14th, 2021, the Planning Commission was briefed by Emily Arteche, Planning Manager, on development code provision of street trees in EMC 18.90.090(H)(1). This standard currently applies to only arterial streets.

An initial discussion was held and the Commission agreed to move forward with a proposed minor code amendment to eliminate the word “arterial” so that the 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)) could be implemented along with other Public Works improvements.

Draft Code Amendment:

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.

Recommendation:

Staff recommends that the Planning Commission hold a public hearing on August 9, 2021 to solicit public input on proposed changes to the Edgewood Municipal Code (EMC), 18.90.090(H)(1) as shown above, and take action following the public hearing.

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: July 12, 2021

Title: Town Center Public Involvement (Edgewood Experience)

Attachments: 1) Edgewood Experience Planning Division Schedule
2) TC Subarea planning activity framework

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, as established in City's Comprehensive Plan
- Future of Edgewood City Hall property and development of a 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 business 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
- State Environmental Policy Act (SEPA)

April 12, 2021: Commission recommended three actions and City Council authorized the Commission to proceed forward.

June 7 and June 9, 2021: Staff kicked off the Town Center public involvement process with presentations to both the EDAB and PRAB. Staff will continue to work with the boards to gather input on the promotion of local craft manufacturing, business incubators and feedback on trails, greenspaces and public plazas.

Discussion:

There are three major components to the Town Center Subarea Plan including public involvement, the legislative processes, and the SEPA review process. A robust public involvement program (PIP) in the coming months will provide opportunities for public input as the City develops a Town Center subarea plan. With the onset of a new City sponsored program called the Edgewood Experience, starting on July 12th, staff would like to involve a group of high school students in the Town Center subarea planning effort (see attachment 1).

City planning staff will be spending two days with the students covering a variety of topics, including potential elements of a subarea plan. At the end of the second day, the students will participate in an activity learning more about Edgewood's Town Center (see attachment 2). By involving the group of students, the City will receive valuable input. City staff will present the input provided by the youth with the Planning Commission at a subsequent meeting.

Week 3: Wednesday July 28- Planning

AM	Topic		Facilitators	Time
	Check-in		Evan, Darren	15 min
	What is Planning?	<i>First civilizations, modern planning, Tour of American cities</i>	Darren	60 min
	The planning profession	<i>Why/ How we became Planners, Types of Planners, APA</i>	All Planning team	75 min
	Planning in Edgewood	<i>Historic and Current Comp. Plans, Zoning, EMC</i>	Emily, Darren	45 min
PM	Topic		Facilitators	
	Planning for growth in WA State (GMA)		Anne Fritzel, Emily	75 min
	Environmental planning	<i>SEPA, Critical Areas, Tree Protection, sustainability</i>	Morgan, Claire, Evan	60 min
	Multi-modal mobility	<i>How do students get around? biking, walking, micro-mobility</i>	Silas, Evan	45 min

Week 4: Monday August 2- Planning

AM	Topic		Facilitators	Time
	US History and Planning Policies/ Planning for Equity	<i>Racially Restrictive Covenants, Housing Loans, White Flight, Segregation, Urban Renewal- Lasting Impacts: Define equity, use an equity lens, measure successes</i>	Darren and Evan	75 min
	Puget Sound Regional Council planning- Vision 2050		Liz Underwood, Darren	75 min
	Tacoma Architecture Tour		Claire	30 min
PM	Topic		Facilitators	
	Architecture and Design Standards		Claire, Evan	30 min
	Edgewood’s Town Center	<i>Location, purpose, desires, design</i>	All Planners	30 min
	Purpose of neighborhood (sub-area) plans			30 min
	Town Center Activity			75 min
	Check-in		Evan	15 min

Review Town Center elements shown below to gain understanding and allow feedback to the planning process

Land Uses:

Eating and Drinking Establishments
Grocery Store
Health Care Facilities
Library
Local Manufacturing
Personal Services
Professional Services
Retail Shops
Small business incubator

Housing Types:

Affordable/ subsidized
Live/Work units
Luxury and market-rate
Multi-generational
Senior Living

Public Spaces:

Connected park system
Greenway system
Indoor gathering place
Pocket parks and plazas

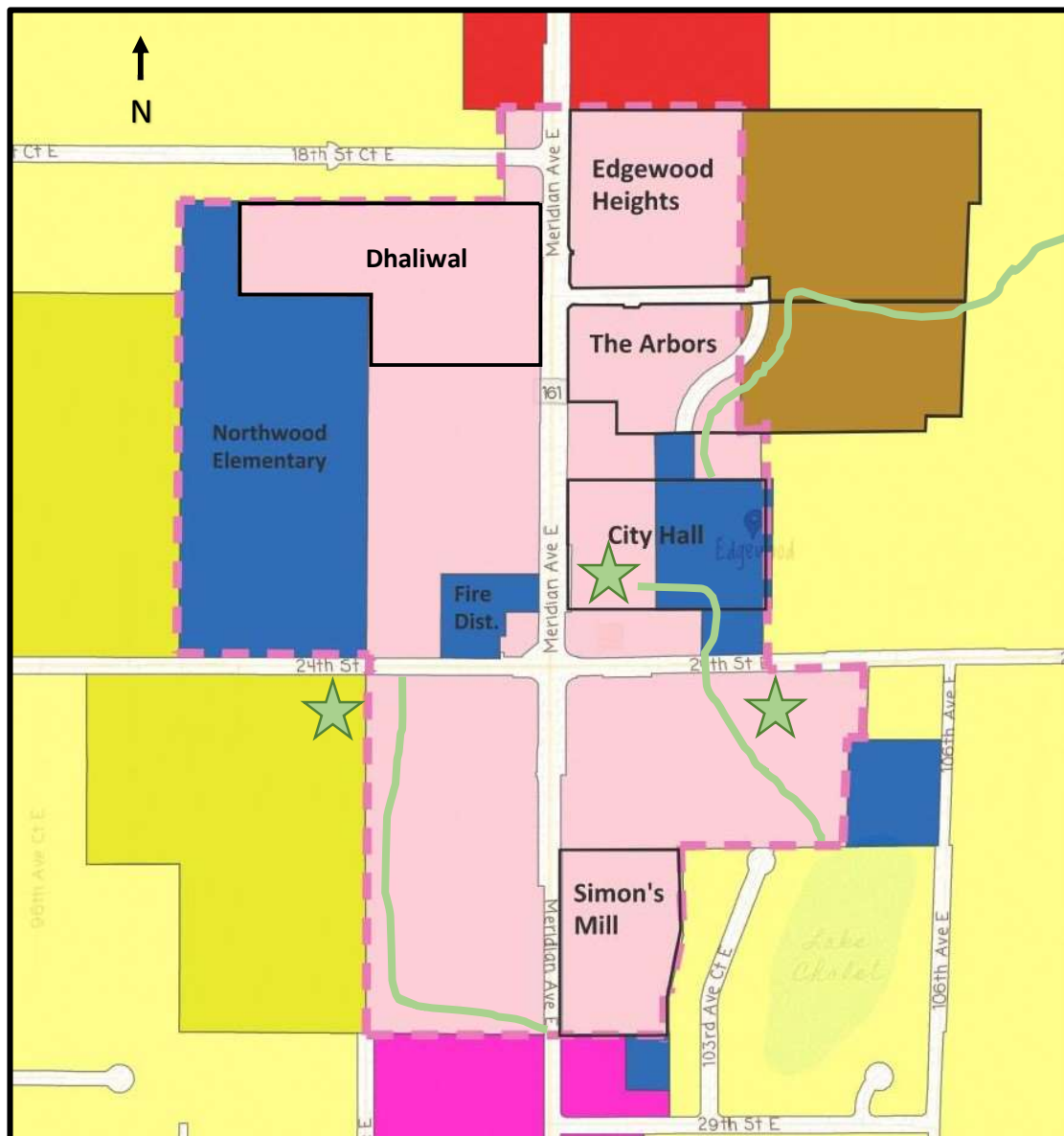
Mobility:

Bike Lanes on-street
Bike trails off-street
Parking
Bus stop improvements
Sidewalks
Street grid system

City initiatives:

Civic pride projects
Green infrastructure
Housing affordability and diversity
LEED certified buildings
Public transportation improvements
Renewable energy & efficiency
Social capital investments
Tree canopy goal
Wetland and creek enhancement

Identify locations for desired elements





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

Date: July 12, 2021

Title: Planning Commission Handbook

Attachments: None

Submitted By: Evan Hietpas, Associate Planner

Discussion:

City staff has created a new Planning Commission handbook. This handbook will be published on the City's Planning Commission webpage (<https://www.cityofedgewood.org/180/Planning-Commission>). 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 OF EDGEWOOD
STAFF REPORT
PLANNING COMMISSION AGENDA ITEM**

Date: July 12, 2021

Title: Chair and Vice Chair appointments

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 (4) positions were re-appointed to serve until June 30, 2023:

- Position 4 – Sarah Wagner
- Position 5 – Jason Ramirez
- Position 6 – Allison Pincas
- Position 7 – Karla Slate

The following three (3) positions will continue to serve until June 30, 2022:

- Position 1 – Carly Guillory
- Position 2 – JoAnn Overfield
- Position 3 – Tom Greene

Recommendation:

EMC 2.30.040 allows the Planning Commission to elect a chair and vice-chair on an annual basis. At this meeting, the Planning Commission shall discuss and take action on electing a chair and vice-chair to serve until July 1, 2022.



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

Date: July 12, 2021

Title: Transitional Housing and State of Washington House Bill: HB 1220

Attachments: 1) Washington State Legislature Webpage

Submitted By: Darren Groth, CED Director

Discussion:

Effective July 25, 2021, the City cannot prohibit transitional housing or permanent supportive housing in any zones in which residential dwelling units or hotels are allowed.

Transitional housing refers to a supportive, yet temporary type of accommodation that is meant to bridge the gap from homelessness to permanent housing by offering structure, supervision, support (for addictions and mental health, for instance), life skills, and in some cases, education and training.

In addition, effective September 30, 2021, the city cannot prohibit indoor emergency shelters and indoor emergency housing in any zones in which hotels are allowed, except in such cities that have adopted an ordinance authorizing indoor emergency shelters and indoor emergency housing in a majority of zones within a one-mile proximity to transit.

HB 1220 - 2021-22

Supporting emergency shelters and housing through local planning and development regulations.

Sponsors: **Peterson, Macri, Bateman, Ryu, Lekanoff, Fitzgibbon, Kloba, Davis, Lovick, Santos, Ortiz-Self, Simmons, Berg, Hackney, Chopp, Tharinger, Frame**

Bill History

2021 REGULAR SESSION

- Jan 15 First reading, referred to Local Government.
- Jan 27 Public hearing in the House Committee on Local Government at 10:00 AM.
- Feb 9 Executive action taken in the House Committee on Local Government at 10:00 AM.
LG - Majority; 1st substitute bill be substituted, do pass.
Minority; do not pass.
- Feb 11 Referred to Appropriations.
- Feb 17 Public hearing in the House Committee on Appropriations at 1:30 PM.
- Feb 18 Executive action taken in the House Committee on Appropriations at 1:30 PM.
APP - Majority; 2nd substitute bill be substituted, do pass.
Minority; do not pass.
Minority; without recommendation.
- Feb 22 Referred to Rules 2 Review.
- Feb 25 Rules Committee relieved of further consideration. Placed on second reading.
- Mar 3 **2nd substitute bill substituted (APP 21).**
Floor amendment(s) adopted.
Rules suspended. Placed on Third Reading.
Third reading, passed; yeas, 57; nays, 39; absent, 0; excused, 2.

IN THE SENATE

- Mar 6 First reading, referred to Housing & Local Government.
- Mar 18 Public hearing in the Senate Committee on Housing & Local Government at 8:00 AM.
- Mar 24 Executive session scheduled, but no action was taken in the Senate Committee on Housing & Local Government at 10:30 AM.
- Mar 25 Executive action taken in the Senate Committee on Housing & Local Government at 9:00 AM.
HLG - Majority; do pass with amendment(s).
Minority; do not pass.
And refer to Ways & Means.
- Mar 26 Referred to Ways & Means.
- Mar 31 Public hearing in the Senate Committee on Ways & Means at 1:30 PM.
- Apr 2 Executive action taken in the Senate Committee on Ways & Means at 9:00 AM.
WM - Majority; do pass with amendment(s).
Minority; do not pass.
Minority; without recommendation.
Passed to Rules Committee for second reading.

- Apr 6 Placed on second reading by Rules Committee.
 Apr 10 Committee amendment not adopted.
 Floor amendment(s) adopted.
 Rules suspended. Placed on Third Reading.
 Third reading, passed; yeas, 25; nays, 24; absent, 0; excused, 0.

IN THE HOUSE

- Apr 14 House concurred in Senate amendments.
 Passed final passage; yeas, 57; nays, 40; absent, 0; excused, 1.
 Apr 20 Speaker signed.

IN THE SENATE

- Apr 21 President signed.

OTHER THAN LEGISLATIVE ACTION

- Apr 22 Delivered to Governor.
 May 12 Governor partially vetoed.
 Chapter 254, 2021 Laws.
 Effective date 7/25/2021.





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

Date: July 12, 2021

Title: Temporary Signs in Rights-of-Way

Attachments: None

Submitted By: Darren Groth, CED Director

Discussion:

The City's Sign Code limits the placement of signs in the Right-of-Way. Per EMC Subsection 18.97.070.A, No permanent sign may be placed within the right-of-way. This agenda item is intended to learn whether the Planning Commission is interested in expanding this limitation to include temporary signs, which are currently regulated in EMC Section 18.97.240, Temporary Signs.

Per Subsection G, temporary signs on city right-of-way (placed outside of the roadway) must comply with the following requirements:

1. Location. Allowed only between the property line and the back edge of the nearest sidewalk, or where no sidewalk exists, between the property line and a line five feet away from the nearest edge of the roadway pavement. Signs may not be placed on sidewalks, driveways, or other paved areas designed for pedestrian or vehicular use; in planter strips; or as conditioned in a street use permit. Approval of the abutting owner is recommended.
2. Type. Signs on stakes that can be manually pushed or hammered into the ground are allowed. All other signs are prohibited, unless specifically allowed by a street use permit.
3. Size and Height. Limited to four square feet, and three feet in height.
4. Other Signs. The city may allow other signs in city right-of-way with a street use permit.
5. Attachments. Signs in the right-of-way may not include attachments such as balloons, streamers, or other attention-getting devices.



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

Date: July 12, 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- July 2021

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	None	Discussion	Discussion	PH and Action	None	None
Development & Public Works Standards (Jeremy)	None	Discussion	Discussion	Discussion		Discussion (Streetscapes)	None	Discussion	Discussion	PH and Action	None	None
Sewer Connection Requirements (Darren and Jeremy)	None	Discussion	Discussion	Action		Discussion	Discussion	None	Discussion	Discussion	PH and Action	None
Tree Preservation (Evan)	Discussion (Code)	Discussion (Code)	PH and Action (Code)	None		None	None	None	None	None	Discussion (Goals)	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	None	None	None	Discussion	None
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	Discussion 1. Streetscapes 2. Temp. Signs in ROW	PH and Action 1. Streetscapes Discussion 1. Temp. Signs in ROW	PH and Action 1. Temp. Signs in ROW	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. Streetscapes	1. Temp. Signs in ROW	1. Street Light Standards 2. PW Standards	1. Sewer Connection Reqs.	None
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	1. Chair and Vice Chair Appointments	1. Streetscapes	1. Temp. Signs in ROW	1. Street Light Standards 2. PW Standards	1. Sewer Connection Reqs.	1. 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. Sewer Connection Reqs. 2. Streetscapes 3. Town Center 4. PC Handbook 5. HB 1220 6. Temp. Signs in ROW 7. 2021 Work Plan	1. Town Center 2. Street Light Standards 3. PW Standards 4. Temp. Signs in ROW 5. 2021 Work Plan	1. Town Center 2. Street Light Standards 3. PW Standards 4. Sewer Connection Reqs. 5. 2021 Work Plan	1. Town Center 2. Sewer Connection Reqs. 3. 2021 Work Plan	1. Town Center 2. Tree Preservation Goals 3. Public Zoning 4. EMC Title 17 5. City Comp. Plan Amend. 6. 2022 Work Plan 7. 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.