



# PLANNING COMMISSION REGULAR MEETING MINUTES

## November 4, 2024

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*This meeting was conducted in person at Snoqualmie City Hall and remotely using Zoom.*

**CALL TO ORDER & ROLL CALL:** Chair Marusiak called the meeting to order at 7:00 p.m.

**Commissioners:**

Chair Luke Marusiak, Vice Chair Andre Testman (remote), Ashleigh Kilcup (remote), Steve Smith (remote), and Dan Murphy were present.

Commissioner Michael Krohn was absent.

Darrell Lambert (remote) joined at 7:19 p.m.

Councilmember liaison Johnson was present.

Andrew Levins (remote), Land Use Planning Consultant from Van Ness Feldman, was present.

Jeff Gray (remote), Senior Wetland Biologist from Otak, was present.

**City Staff:**

Emily Arteche, Community Development Director; Mona Davis, Community Development Senior Planner; Gretchen Garrett, Deputy City Clerk; and Jimmie Betts, IT Support Systems.

**PUBLIC COMMENT**

Mona Davis, the new Community Development Senior Planner, introduced herself to the Commissioners and briefly discussed her previous experience.

**AGENDA APPROVAL**

The agenda was unanimously approved as presented.

**MINUTES**

1. The minutes dated October 21, 2024, were unanimously approved.

**COUNCIL LIASION UPDATE**

Councilmember Johnson had nothing specific to discuss. He opened the floor to questions and there were none.

**DESIGN REVIEW BOARD**

## LEGISLATIVE/POLICY ITEMS/ REGULATIONS

### 2. **Historic Downtown Retail District Overlay Code Amendments.**

The Commissioners thanked the citizens who attended and commented at the public hearing. They also thanked staff for compiling the public comments and staff responses. The comments and responses were read and a redlined version of code changes for the retail waiver was presented.

Commissioner discussion followed:

- Proposed amendments will not impact the non-conforming use exemption of the residential homes in the retail zone
- What kind of outreach did the City do with tenants with frosted windows on Center Street?
- At what point would the retail requirement will come into play?
- If a single-family home is not used as a home for two years, would it lose its non-conforming status and be subject to the ground floor retail requirement? Is the 2-year rule in place today?
- Is an Airbnb considered a residential use? Staff will research this topic and get back to Commission.
- Does the 90%-10% ratio calculation include or exclude non-conforming uses? Previous discussions included non-conforming uses in the ratio calculation. Staff will examine how this can be incorporated into the strike through of the code.

Commission is waiting for further clarification from staff on the questions raised between now and the next meeting.

### 3. **Critical Areas Ordinance Update Presentation.**

Senior Wetland Biologist Jeff Gray presented two maps showing what properties in Snoqualmie are impacted by the increase in RMZ around fish bearing streams; 150+ structures will be impacted by increased RMZ. Commissioner discussion followed:

- Will this restrict homeowners from expanding their home?
- How will this be communicated to owners of impacted residences and/or buildings?
- Is this restriction something that will be disclosed during the home buying process?
- Will a raised deck or a paver patio be subject to the buffer restriction?
- Does Municipal Research and Services Center (MRSC) have a best practice for communicating this type of change?
- Is there another community that has faced this issue? Are there lessons learned?
- How will the materials used to build a retaining wall impact a stream?
- Should we promote an awareness of construction materials that discourage runoff? Should we consider restrictions on construction materials used?
- Will building be allowed if the property line is in the buffer?
- Will there be a waiver process? Is there some kind of allowance/threshold, such as a percentage of overall footage, that we can offer to not overly restrict homeowners?
- Will the golf course be restricted?

Staff will reach out to Snoqualmie Ridge Residential Owners Association (ROA) and communicate the change in buffers. The discussion on the Critical Areas Ordinance update will be continued at the November 18, 2024 meeting.

4. **Comprehensive Plan: Housing Element Policy Review.** Puget Sound Regional Government (PSEG) suggested the City have a displacement policy that will mitigate the loss of low-income housing. PSEG would like this policy in-place prior to certification.

**MOTION** by Commissioner Marusiak, **SECONDED** by Commissioner Kilcup to:

**Include the displacement policy language as presented in the Comprehensive Plan.**

PASSED: 6-0 (Marusiak, Testman, Kilcup, Smith, Lambert, Murphy)

## OTHER BUSINESS

### Items of Planning Commission Interest

- Commissioner Testman has not been contacted by the Climate Change Committee yet.
- Update on when repairs will be complete on 384<sup>th</sup>.
- Last commission meeting for the year will be on December 2<sup>nd</sup>.
- In-person potluck was suggested for the December 2<sup>nd</sup> meeting.
- Discuss new meeting day and time at the next meeting.

### Upcoming Schedule

5. Future Agenda List.

Climate change committee update, introduction to wireless code, and continued discussion on critical areas code at the November 18, 2024, meeting. The Historic Downtown Retail District Overlay Code Amendments discussion will be carried on to November 18<sup>th</sup> and possibly December 2<sup>nd</sup> meetings.

6. Work Program.

## ADJOURNMENT

**MOTION** by Commissioner Marusiak, **SECONDED** by Commissioner Murphy to adjourn the meeting at 8:41 p.m. Motion was unanimously approved.

*Minutes by Gretchen Garrett, Deputy City Clerk.*

*Recorded meeting audio is available on the City website after the meeting.*

*Minutes approved at the November 18, 2024 Planning Commission Meeting.*