



PLANNING COMMISSION REGULAR HYBRID MEETING

Monday, April 03, 2023, at 7:30 PM

Snoqualmie City Hall, 38624 SE River Street & Zoom

COMMISSIONERS

Chair: Luke Marusiak

Vice Chair: Andre Testman

Commissioners: Chris Alef, Darrell Lambert, Neeraj Mathur, and Steve Smith.

This meeting will be conducted in person and remotely using teleconferencing technology provided by Zoom.

Join by Telephone at 7:30 PM: To listen to the meeting via telephone, please call **253.215.8782** and enter Webinar ID **864 8750 2701** and Password **1900040121** if prompted.

Press *9 to raise your hand to speak. Raising your hand signals the meeting moderator that you have a comment.

Press *6 to mute and unmute.

Join by Internet at 7:30 PM: To watch the meeting over the internet via your computer, follow these steps:

- 1) Click this [link](#)
- 2) If the Zoom app is not installed on your computer, you will be prompted to download it.
- 3) If prompted for Webinar ID, enter **864 8750 2701**; Enter Password **1900040121**
- 4) Please confirm that your audio works prior to participating.

CALL TO ORDER & ROLL CALL

AGENDA APPROVAL

MINUTES

1. Approval of the minutes dated January 17, 2023

PERMIT REVIEW/DESIGN REVIEW BOARD

The Planning Commission, sitting as the Design Review Board or the Historic Design Review Board, reviews the design of certain development proposals in Snoqualmie. The Planning Commission also reviews certain development permits per the Snoqualmie Municipal Code. Public comment may be limited for some or all of these items due to the nature of the permit approval process.

2. Gere Automotive Design Review Colors

LEGISLATIVE/POLICY ITEMS/REGULATIONS

The Planning Commission reviews proposed legislation within its scope of authority, including Comprehensive Plan amendments and development regulation amendments, and planning and development related policy items referred by the City Council.

OTHER BUSINESS

3. Community Character Element

Items of Planning Commissioner Interest

Upcoming Schedule

ADJOURNMENT



PLANNING COMMISSION MINUTES REGULAR HYBRID MEETING January 17, 2023

This meeting was conducted in person and remotely using teleconferencing technology provided by Zoom.

CALL TO ORDER & ROLL CALL: Chair Marusiak called the meeting to order 7:35 PM

Commissioners:

Chair Luke Marusiak, Vice-Chair Andre Testman, Commissioners David Goodman, Darrell Lambert, and Chris Alef.

Councilmember Jo Johnson was also present.

Commissioners Neeraj Mathur, Steve Smith and were absent.

City Staff:

Emily Arteche, Community Development Director; Jason Rogers, Senior Planner.

AGENDA AMENMENT

MOTION by Chair Marusiak to add council liaison report; **SECONDED** by Commissioner Alef to approve the agenda.
Motion passed unanimously

MINUTES

MOTION by Chair Marusiak; **SECONDED** by Commissioner Alef to approve the minutes of December 5, 2022, with one correction to remove reference to potluck on 1/17/23.

Motion passed unanimously

Planning Commission Chair and Vice-Chair Elections

NOMINATION by Commissioner Goodman to re-elect Chair Marusiak as Chair.

3-0 (Marusiak abstained)

NOMINATION by Chair Marusiak to re-elect Vice-Chair Andre Testman Vice Chair.

4-0 (Testman abstained)

COUNCIL LIASION REPORT

A Middle Housing grant and associated buildable lands report was approved by Council. The housing grant will allow the city to analyze a range of multi-family or clustered housing types that are compatible in scale with single-family or transitional neighborhoods. Code Amendments are under consideration with a potential Council amendment.

Historic Design Review

Staff presented Buckshot Honey pergola historic design review staff report. The proposed design is a permanent nonattached open wood structure. The design would provide for outdoor seating. A building permit would be required.

MOTION by Chair Marusiak to approve Buckshot Honey Pergola; **SECONDED** by Commissioner Lambert.

Motion passed unanimously.

Comprehensive Plan Update

Staff provided a Puget Sound Regional Council 2050 Vision presentation. The PSRC regional housing strategy includes, supply, stability, and subsidy. Comprehensive Plans should be consistent with Vision 2050, through visioning, policy development and review and adoption. Commissioners inquired about population projections.

OTHER BUSINESS

Planning Commission Work Program

Staff presented a draft 2023 work program. The work program is an evolving document in response to the ongoing work of the Planning Commission. Commissioner Goodman asked about the role of the commission on Multi-family Tax Exemption. Staff also spoke on other possible code amendments, such as the mixed-use final plan amendment.

Planning Commission Interest

There were questions about how to help prevent power outages.

Upcoming Schedule

The next meeting will be on Monday February 6th, 2023 with the Community Development Committee.

ADJOURNMENT

MOTION by Commissioner Marusiak, **SECONDED** by Commissioner Testman to adjourn the meeting.
Motion carried unanimously.

The meeting adjourned at 8:56 pm.

Minutes taken by Ashley Wragge, Planning Technician

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

Minutes approved at the _____ Planning Commission Meeting.



Community Development Department

Item 2.

Emily Arteche, Director
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MEMORANDUM

To: Planning Commission
From: David Goodman, Senior Planner
Date: April 3, 2023
Subject: Gere Automotive Follow-Up

BACKGROUND

On October 17, 2022, the Planning Commission, acting as the Design Review Board, approved a change of use of an existing building at 9025 Meadowbrook Way SE from a bank/credit union to a vehicle service and repair shop, subject to four conditions (DRB22-0009). The final condition, which the Planning Commission added, required that the applicant "submit a subdued (Northwest) color scheme at a meeting of the Design Review Board for approval prior to painting the building." The applicant has submitted their proposed color scheme, which will be presented to the Planning Commission at this meeting.

Attachments:

Attachment 1: Gear Automotive Design Review Colors

Attachment 2: DRB22-0009 Staff Report to the Design Review Board

Item 2.





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COMMUNITY DEVELOPMENT DEPARTMENT STAFF REPORT TO THE DESIGN REVIEW BOARD

PROJECT: Design Review – Gere Automotive
FILE NO.: DRB22-0009
DATE: October 17, 2022

PROJECT DESCRIPTION:

The proposed development is located on parcel 3224089114, 9025 Meadowbrook Way SE, and is within the City's Business General (BG) zoning district.

The applicant proposes a change of use of an existing building that was formerly a bank/credit union to a vehicle service and repair shop. In accordance with Snoqualmie Municipal Code (SMC) 17.55.020, Table 1 section 2.7.3, Vehicle Service/Repair is a permitted use in the BG zoning district.

The proposed plan decreases the square footage of the existing building by removing the existing front vestibule. Additional changes include removing nine (9) parking spaces in the front where the five service bay doors will be located and creating a new storefront/waiting area for customers in the west corner. Gere Automotive plans to relocate the existing wall signage at their current location to the new building. The location on the building of the new signage is to be determined and will be under a separate review. There are no changes to the existing landscaping under this proposal.

OTHER PERMITS REQUIRED:

In addition to Design Review Board approval, the project requires:

1. Fire Marshall approval;
2. Building Permit;

SEPA COMPLIANCE

The City determined this project is categorically exempt from SEPA Threshold Determination requirements.

SCOPE OF AUTHORITY:

The Design Review Board's scope of authority is established by SMC 17.80.030 which states, in relevant part,

"B. The design review board shall review proposed development plans for the following described land use actions:

1. *All proposed developments, excluding single-family homes...."*

PURPOSE AND OBJECTIVE:

As specified in SMC 17.80.010, "It is the purpose of this chapter to provide for the review by public officials of land development and building design in order to promote the public health, safety and welfare. Specifically, the design review board shall encourage well-designed developments that are creative and harmonious with the natural and man-made environments."

REVIEW CRITERIA:

Design review for this proposal is considered relative to conformance with Chapter 17.80 SMC, *Design Review*. SMC 17.80.050 provides the criteria which shall guide the review of the Design Review Board. Discussion follows relating the proposal to those criteria.

FINDINGS**SMC 17.80.050 Design Review Guidelines****A. Relationship of the Structure to the site:****1. The site should be planned to accomplish a desirable transition with the streetscape and to provide for adequate landscaping and pedestrian movement.**

The project does not intend to change any streetscape or landscaping features. Impacts to pedestrian movement will be improved by adding a new public waiting room with an entrance from the parking lot.

Landscaping: The proposed project intends to retain the existing landscaping.

2. Parking and Service areas should be located, designed and screened to moderate the visual impact of large paved areas.

The existing parking lot has 41 spaces. In accordance with Chapter 17.65 SMC Table 1 Parking Requirements, retail sales and services uses requires 1 space per 250 g.s.f. The existing building is 3,557 square feet which would require 14 parking spaces. Nine spaces will be removed in the location next to the five bay garage doors. Two ADA accessible parking spaces will be added adjacent to the customer waiting area on the west end of the building which used to be a "drive through" for the credit union. The site plan shows approximately 25 parking spaces that will remain, therefore, complying with the parking standard.

3. The height and scale of each building should be considered in relation to its site.

The building height and scale will not change with this proposal.

B. Relationship of the Structure and Site to Adjoining Area.**1. Harmony in texture, lines, and masses is encouraged.**

The existing building was built in 1993 and is a wood frame structure with a gable roof. It replicates the abutting properties, Milk Barn, a single-family residence, and Jiffy Lube that are also wood frame structures. The proposed changes to the existing building will retain the gable roof and wood frame siding with new garage doors. According to the architectural plans submitted with the building permit the garage doors when closed appear to look like residential garage doors. The changes will continue to harmonize with the surrounding/abutting structures.

2. Appropriate landscape transition to adjoining properties should be provided.

The applicant does not propose changes to the existing landscaping. The perimeter of the parcel abuts the corner of SR 202 and Meadowbrook Way SE which has existing perimeter landscaping as required by SMC 17.70.060, Type 1 Full Screen. Most the trees are mature and function as a visual barrier between the use and the adjacent roadways. The rear of the building abuts a single-family residence to the north. An existing thick row of mature trees on both lots provide a visual barrier and an adequate buffer. The proposed project does not require additional landscaping.

3. Public buildings and structures should be consistent with the established neighborhood character.

The project site is within the area known as Maskrod's Corner which is a prominent intersection on the southern end of town (of SR 202/Railroad Avenue and Meadowbrook Way). Abutting the

subject parcel to the northwest is a Jiffy Lube, to the north is a single-family residence and across SR 202 is the Milk Barn. The front of the existing building will change to have five (5) bays for cars to pull in to. Changes to the architectural appearance of the building are minimal and will maintain a wood frame, gable roof appearance, which is consistent with the other commercial buildings on that corner.

4. *Compatibility of vehicular and pedestrian circulation patterns and loading facilities in terms of safety, efficiency, and convenience should be encouraged.*

The main access to the subject property is from Meadowbrook Way SE with an ample parking area. The property can also be accessed from SR 202 via the Jiffy Lube lot. The proposal includes creating a new accessible public entrance with a waiting room, with the front door accessible from the parking lot. Some vehicle disturbance should be expected during construction.

5. *Compatibility of on-site vehicular circulation with street circulation should be encouraged.*

Not applicable. The project will not impact street circulation as it will not alter the site access.

C. *Landscape and Site Treatment*

1. *Where existing topographic patterns contribute to beauty and utility of a development, they should be recognized and preserved and enhanced.*

Not Applicable. See above. (A)(1)

2. *Grades of walks, parking spaces, terraces and other paved areas should promote safety and provide an inviting and stable appearance.*

The existing vehicle circulation area is paved and will remain paved.

3. *Landscape treatment should enhance architectural features, provide buffers between incompatible land uses, and provide shade.*

Not Applicable. See above. (A)(1)

4. *In locations where plants will be susceptible to injury by pedestrian or motor traffic, mitigating steps should be taken.*

Not Applicable. See above.

5. *Where building sites limit planting, the placement of trees or shrub in paved areas is encouraged.*

Not Applicable. See above.

6. *Screening of service yards, and other places which tend to be unsightly, should be accomplished by use of walls, fencing, planting or combinations of these. Screening should be effective in winter and summer.*

No changes to service areas are proposed.

7. *In areas where general planting will not prosper, other materials such as fences, walls, and paving of wood, brick, stone, or gravel may be used.*

Not applicable.

8. *Exterior lighting, when used, should enhance the building design and the adjoining landscape. Lighting standards and fixtures should be of a design and size compatible with the building and adjacent area. Lighting should be shielded and restrained in design. Excessive brightness and brilliant colors should be avoided.*

The lighting features and fixtures are not presented at this time. All lighting will be reviewed by the Community Development Director for compliance with the above light fixture regulations.

D. Building Design

1. Architectural style is not restricted; evaluation of a project should be based on quality of its design and relationship to surroundings.

The changes to the existing building will be to add five (5) service bay doors that architecturally resemble a residential paneled garage door. The building will retain its wood frame façade and gable roof which is compatible with the abutting commercial and residential structures in the near vicinity.

2. Buildings should be to appropriate scale and be in harmony with permanent neighboring developments.

The proposed new service bay doors do not change the existing harmony or scale of the neighboring buildings.

3. Building components, such as windows, doors, eaves and parapets, should have good proportions and relationship to one another. Building components and ancillary parts shall be consistent with anticipated life of the structure.

No components are of a size or configuration that they are disproportionate or do not appropriately relate to the overall building design. The components have been designed to support function and durability for the new business.

4. Paint and material colors shall be selected to coordinate the entire facade and to be compatible with adjacent buildings. Bright or brilliant colors shall be used only for accent.

The paint and material colors shall be compatible, and no bright or brilliant colors are proposed. The wood frame façade and gable roof will blend in with the adjacent buildings.

5. Mechanical equipment or other utility hardware on roof, ground, or buildings should be screened from view.

No mechanical or utility equipment is proposed to change.

6. Exterior lighting should be part of the architectural concept. Fixtures, standards, and all exposed accessories should be harmonious with building design.

All lighting will be reviewed by the Community Development Director for compliance with the above light fixture regulations.

7. Monotony of design in single or multiple building projects should be avoided. Variety of detail, form, and siting should be used to provide visual interest.

According to the building plans, the new service bays at the front of the building are proposed to be paneled-style garage doors providing a variety to the architectural style.

E. Miscellaneous structures and Street Furniture

1. Miscellaneous structures and street furniture should be designed to be part of the architectural concept of design and landscape. Materials should be compatible with buildings, scale should be appropriate, colors should be in harmony with buildings and surroundings, and proportions should be to scale.

The project does not propose any miscellaneous structures or street furniture.

2. Lighting in connection with miscellaneous structures and street furniture should meet the guidelines applicable to the site, landscape, and buildings.

In accordance with SMC 17.80.040.D.6. Exterior lighting should be part of the architectural concept. Fixtures, standards, and all exposed accessories should be harmonious with building

design. All lighting will be reviewed by the Community Development Director for compliance with the above light fixture regulations.

STAFF COMMENTS/RECOMMENDATIONS

Staff recommends **approval** for DRB22-0009, Gere Automotive, at 9065 Railroad Ave SE, subject to the following conditions:

1. The applicant shall obtain a building permit prior to construction.
2. The applicant shall submit proposed lighting designs to the Community Development Director for approval prior to construction.
3. Signage requires separate permit.
4. The applicant shall submit a subdued (Northwest) color scheme at a meeting of the Design Review Board for approval prior to painting the building.

The design review board may approve or approve with conditions the proposed development. If approved with conditions, the Design Review Board may require that such conditions be fulfilled prior to the issuance of a building or occupancy permit, where appropriate. The design review board may deny the proposed development plans if they do not satisfy the guidelines of SMC 17.80.050. All decisions of the design review board shall be final unless appealed.

FINDINGS AND CONCLUSIONS

The Design Review Board adopts the staff report above as its findings and conclusions for this project, DRB22-0009.

 Luke Marusiak
 Commission Chair

Date October 17, 2022



Emily Arteche, Director
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MEMORANDUM

To: Planning Commission
From: David Goodman, Senior Planner
Date: April 3, 2023
Subject: Comprehensive Plan – Community Character Element

INTRODUCTION

The Washington Growth Management Act (GMA) requires King County and cities within King County to update their comprehensive plans on or before December 31, 2024. Mandatory elements (chapters) of Comprehensive Plans include land use, housing, capital facilities, utilities, and transportation; the City's existing Comprehensive Plan also includes optional community character, economic development, and parks elements. The Comprehensive Plan establishes goals and policies and for these areas of planning to guide future City actions. The 2024 Comprehensive Plan will have a "planning horizon" year of 2044.

BACKGROUND

The City is updating its Comprehensive Plan. The update process includes the review of existing goals and policies for their adherence to new state and regional guidance. The inclusion of a Community Character element is reflective of the value of Snoqualmie's unique natural and built environment to the community. The Community Character element is one of three optional elements in the City's Comprehensive Plan, along with the Parks and Economic Development elements.

Staff will review the goals and policies of the existing Community Character element, which addresses historic preservation, design standards, and protection of Snoqualmie's unique built and natural environment. There are several options for how Community Character goals and policies can fit into the Comprehensive Plan.

NEXT STEPS

In May, staff will present findings to the Planning Commission and receive guidance on next steps.

Attachments:

Attachment 1: Existing Policies - Community Character Element

COMMUNITY CHARACTER

Community character refers to the 'flavor' of a place, and includes diverse elements such as the architecture, landscape, community activities and the demographic mix of people. Community character resources include both natural and man-made features that contribute to the City's overall livability and positive sense of place. Local heritage, scenic beauty, a natural atmosphere and traditional design are important aspects of Snoqualmie's character.

Goal 5: *Snoqualmie's community character is preserved, protected and enhanced, and future growth has been sensitively integrated into the City through design and the protection of character-defining resources.*

1. DESIGN CHARACTER AND QUALITY

Objective:

5.1 The unique character and attractiveness of Snoqualmie has been maintained, with new development integrating smoothly with the existing built environment, helping it thrive as a rich tourist and commercial center while maintaining the natural and aesthetic quality of the Snoqualmie landscape.

Policies:

- 5.1.1 To maintain the natural character and quality of the Snoqualmie landscape, fully implement all policies of the Environment Element and the Parks, Open Space and Recreation Element.
- 5.1.2 Protect roadside views of the shoreline and other natural features from unnecessary clearing, signage and other visually degrading features or practices, and allow for the maintenance of existing view corridors through vegetation management that minimizes sensitive areas impacts.
- 5.1.3 Participate with the Mountains to Sound Greenway Trust and other such trusts to protect the scenic nature of the I-90 corridor and the upper Snoqualmie Valley.
- 5.1.4 Encourage all public and private projects to incorporate neighborhood profile design recommendations from Element 3 Community Character and incorporate pertinent sections of the 2006 Downtown Master Plan.
- 5.1.5 Employ zoning and development standards for site planning, building design, and landscaping that encourage appropriate infill development and maintain or enhance neighborhood character.
- 5.1.6 Maintain City historic district and, where eligible, King County landmark district designations for the downtown and Meadowbrook commercial districts and ensure site and building changes are consistent with historic character through appropriate design standards and other regulations.
- 5.1.7 Use a Design Review Board to oversee commercial and industrial development, including site planning, exterior features, parking, signage, landscaping, sidewalk design, lighting and related elements.
- 5.1.8 Maintain exterior lighting standards that promote dark-sky maintenance throughout the City.

For the more information on the Design Review Board, see Element 7 Land Use.

2. HISTORIC AND CULTURAL RESOURCES

Objective:

- 5.2 Buildings, districts and landscape features with historic value, as well as the story of Snoqualmie's history, have been preserved to support sustainable development and provide a focus of civic pride and identity.**

Policies:

- 5.2.1 Work individually and cooperatively to identify and evaluate important aspects of historical and cultural heritage and adopt appropriate regulations or other strategies to protect these resources.
- 5.2.2 Continue to support the downtown Snoqualmie historic district with urban design, streetscape and park improvements supporting the historic theme.
- 5.2.3 Support the preservation of Snoqualmie Valley history and culture by working with and supporting the efforts of heritage organizations and facilities such as the Snoqualmie Valley Historical Society and Museum, the Northwest Railway Museum, King County, Native American tribal organizations, and other local, state and national preservation agencies.
- 5.2.4 Consider local heritage when naming City streets and facilities.
- 5.2.5 Maintain an inter-local agreement with King County for historic preservation assistance and landmark designation purposes.
- 5.2.6 Maintain and update an inventory of historic sites, districts and buildings within the City.
- 5.2.7 Work with property owners and developers to implement best management practices and/or adaptive reuse strategies that will preserve the character and viability of our historic sites, buildings, districts, landscape features and neighborhoods.
- 5.2.8 Pursue grants and technical assistance as available to assist property owners with the preservation and rehabilitation of storefronts and buildings in the Downtown and Meadowbrook historic districts to preserve and restore their historic appearance and economic viability.

To assist with the preservation of local culture and history, and pursuant to State Law, the city requires property owners and developers to immediately stop work and notify the city and affected Indian tribes if anything of possible archaeological interest is uncovered during excavation. Advance permits are also required in areas known to contain archeological artifacts, requiring an archaeologist to perform an inspection or site evaluation in coordination with affected Native American tribes.