



## PLANNING COMMISSION REGULAR HYBRID MEETING

Monday, December 04, 2023, at 7:00 PM

Snoqualmie City Hall, 38624 SE River Street & Zoom

### COMMISSIONERS

Chair: Luke Marusiak

Vice Chair: Andre Testman

Commissioners: Chris Alef, Ashleigh Kilcup, Michael Krohn, Darrell Lambert, and Steve Smith.

**Join by Telephone at 7:00 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 7:00 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.

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

### CALL TO ORDER & ROLL CALL

### AGENDA APPROVAL

### PUBLIC COMMENTS

### COUNCIL LIAISON REPORT

### MINUTES

- [1.](#) Approval of the minutes dated November 20, 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.*

### 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 replated policy items referred by the City Council.*

- [2.](#) Capital Facilities Element

- [3.](#) Environment Element

### OTHER BUSINESS

4. Potluck

## Items of Planning Commissioner Interest

### Upcoming Schedule

[5.](#) Future Agenda List

[6.](#) Work Program

## ADJOURNMENT



## PLANNING COMMISSION MINUTES REGULAR HYBRID MEETING NOVEMBER 20, 2023

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*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 7:03 PM

**Commissioners:**

Chair Luke Marusiak, Vice- Chair Testman, Michael Krohn, Darrell Lambert, Steve Smith, and Ashleigh Kilcup, and were present.

Chris Alef was absent (excused).

Councilmember Johnson was also in attendance.

**City Staff:**

Emily Arteche, Community Development Director; Jeff Hamlin, Interim Parks and Public Works Director; Ashley Wragge, Planning Technician; Andy Lathum, IT Support Systems.

**PUBLIC COMMENT**

No comments.

**AGENDA APPROVAL**

Agenda approved unanimously.

**MINUTES**

November 6, 2023 were approved unanimously.

**COUNCIL LIASION UPDATE**

Community Development Committee reviewed the Land Use and Economic Development Elements and recommended them to Council. Mid-biennium budget was updated; cutting Community Development staff. Transferring the parkway was delayed.

**HISTORIC DESIGN REVIEW BOARD**

No review.

**LEGISLATIVE/POLICY ITEMS/ REGULATIONS**

**Comprehensive Plan- Transportation**

Reviewed final revisions from previous meetings. Goals for the chapter were also reviewed.

**Comprehensive Plan- Capital Facilities**

Began the process of reviewing draft goals and policies. Themes of draft policies reviewed were infrastructure maintenance, regional coordination, utility reliability, and capital facilities maintenance.

**OTHER BUSINESS**

**Planning Commission Interest**

Potluck on December 4<sup>th</sup> meeting.

**Upcoming Schedule**

Future Agenda List

Work Program

The next meeting will be on Monday December 4, 2023.

**ADJOURNMENT**

**MOTION** by Commissioner Marusiak, **SECONDED** by Commissioner Krohn to adjourn the meeting.

Motion carried unanimously.

The meeting adjourned at 8:22 pm.

*Minutes by Ashley Wragge, Planning Technician*

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

*Minutes approved at the \_\_\_\_\_ Planning Commission Meeting.*



**Emily Arteche, Director**  
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## MEMORANDUM

To: Planning Commission  
From: Emily Arteche, Director  
Todd Chase, Principal, FCS GROUP  
Martin Chaw, Sr. Project Manager, FCS GROUP  
Date: December 04, 2023  
Subject: Comprehensive Plan Update – Proposed Policies Capital Facilities and Utilities Element

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. The capital facilities and utilities chapter (sometimes referred to as an “element”) is a required element under RCW 36.70A.070(3) and mandates the inclusion of the following components: inventory of existing capital facilities, forecast of future capital facility needs; locations and capacities of new capital facilities; six year funding plan; and to reassess the land use element (RCW 36.70A.070(1)) if funding falls short. An overarching GMA goal of this chapter is to provide for a comprehensive identification of the public facilities needed to accommodate forecasted growth and identifies those projects which have secured funding as well as a list of projects which have not yet been funded.

As you recall, the Commission reviewed and discussed the Capital Facilities element as follows:

- At the **November 6, 2023** Planning Commission meeting, staff and Martin Chaw, Sr. Project Manager, from FCS GROUP presented an overview of the capital facilities chapter and its requirements under GMA.
- At the **November 20, 2023** Planning Commission meeting, staff and Martin Chaw, Sr. Project Manager, from FCS GROUP presented proposed policies for the Capital Facilities and Utilities elements. Planning Commissioners discussed and suggested edits to several proposed policies.

As a followup to the November 20, 2023 meeting, on **December 4, 2023**, staff and Martin Chaw, Sr. Project Manager from FCS GROUP will present edited proposed policies reflecting the discussion and suggestions from the Commissioners.

## Followup from 11/20 Planning Commission Meeting

- Review and approve edits
- Other questions/edits from Commissioners

# Proposed Edits



*Participate in inter-jurisdictional efforts, including the Snoqualmie Tribe, to site essential capital facilities and pursue agreements among jurisdictions to mitigate against the disproportionate burden that may fall on the jurisdiction which becomes the site of a facility. [\[Regional Coordination Policy\]](#)*

*Plan for ~~the general locations for~~ major or “trunk” utility facility locations and consider designating routes ~~and locations~~ suitable for facility improvements, subject to development regulations. [\[Utility Reliability Policy\]](#)*

*Require the joint use or co-location of utility trenches, conduits and poles to minimize ~~poles and~~ aboveground structures, and to provide for the expansion, maintenance and upgrading facilities with the least amount of service disruption. [\[Utility Reliability Policy\]](#)*

*Provide residents with access to high quality drinking water that ~~meets or is better than~~ meets or exceeds state and federal requirements. [\[Utility Reliability Policy\]](#)*



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## MEMORANDUM

To: Planning Commission  
From: Emily Arteche, Director  
Karla Boughton, Perteet  
Date: December 4, 2023  
Subject: Comprehensive Plan Update – Introduction to Environment Element

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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. The environment chapter (sometimes referred to as an “element”) is not a required element but provides the policy framework for the critical areas ordinance and is an important element to the City.

At the December 4, 2023 meeting, staff and consultant Perteet will present an overview of the environment chapter, and its requirements under GMA.

The Environment Goals and Policies are expected to be first presented at the Commission’s January 2, 2024 meeting.



## *Planning Commission Meeting December 4, 2023*

# Introduction to the Environmental Element



An optional  
Element



Not required  
under the GMA



Highly valued  
Element for  
Snoqualmie



# The City of Snoqualmie Comprehensive Plan 2024 Update - Environment Element



RCW 36.70A.030(5) defines five types of critical areas:

- Wetlands.
- Areas with a critical recharging effect on aquifers used for potable water.
- Frequently flooded areas.
- Geologically hazardous areas.
- Fish and wildlife habitat conservation areas

Other policy topics anticipated to be covered: climate change, air quality and urban forestry

# The City of Snoqualmie Comprehensive Plan 2024 Update - Environment Element



## *Critical Areas*

All critical areas must be designated and their functions and values protected using the best available scientific information – known as best available science or BAS.

Salmonids play an extremely important role in the ecosystem and are vital cultural and economic resources, therefore jurisdictions must also “give special consideration to conservation and protection measures necessary to preserve or enhance anadromous fisheries.”

# The City of Snoqualmie Comprehensive Plan 2024 Update - Environment Element



Protecting critical areas has a nexus in several federal and state laws:

- Federal Clean Water Act
- Safe Drinking Water Act
- Endangered Species Act
- National Environmental Policy Act
- National Floodplain Insurance Program (administered by FEMA);
- Washington State Environmental Policy Act (SEPA),
- Shoreline Management Act,
- Watershed Planning Act,
- Salmon Recovery Act,
- Municipal Water Law
- GMA

Additionally, the federal and state governments have a responsibility to ensure that tribal treaty rights are upheld, which in part requires that fish habitat is protected and improved.



# The City of Snoqualmie Comprehensive Plan 2024 Update - Environment Element



## *Wetlands*

Wetlands are fragile ecosystems that serve a number of important beneficial functions. Wetlands assist in the reduction of erosion, siltation, flooding, ground and surface water pollution, and provide wildlife, plant, and fisheries habitats. Wetlands destruction or impairment may result in increased public and private costs or property losses.

In designating wetlands for regulatory purposes, counties and cities are required to use the definition of wetlands in RCW 36.70A.030(20).

# The City of Snoqualmie Comprehensive Plan 2024 Update - Environment Element



## *Critical Aquifer Recharge Areas*

Much of Washington's drinking water comes from ground water supplies. Once ground water is contaminated it is difficult, costly, and sometimes impossible to clean up.

Preventing contamination is necessary to avoid exorbitant costs, hardships, and potential physical harm to people.

The quality of ground water in an aquifer is inextricably linked to its recharge area.

# The City of Snoqualmie Comprehensive Plan 2024 Update - Environment Element



## *Frequently Flooded Areas*

Floodplains and other areas subject to flooding perform important hydrologic functions and may present a risk to persons and property.

Classifications of frequently flooded areas should include, at a minimum, the 100-year floodplain designations of the Federal Emergency Management Agency and the National Flood Insurance Program.

Historic losses to salmon habitat have occurred as a result of development encroaching into floodplains. In addition to minimizing adverse effects to human health, safety and infrastructure, floodplains are ideal locations for salmon habitat restoration.



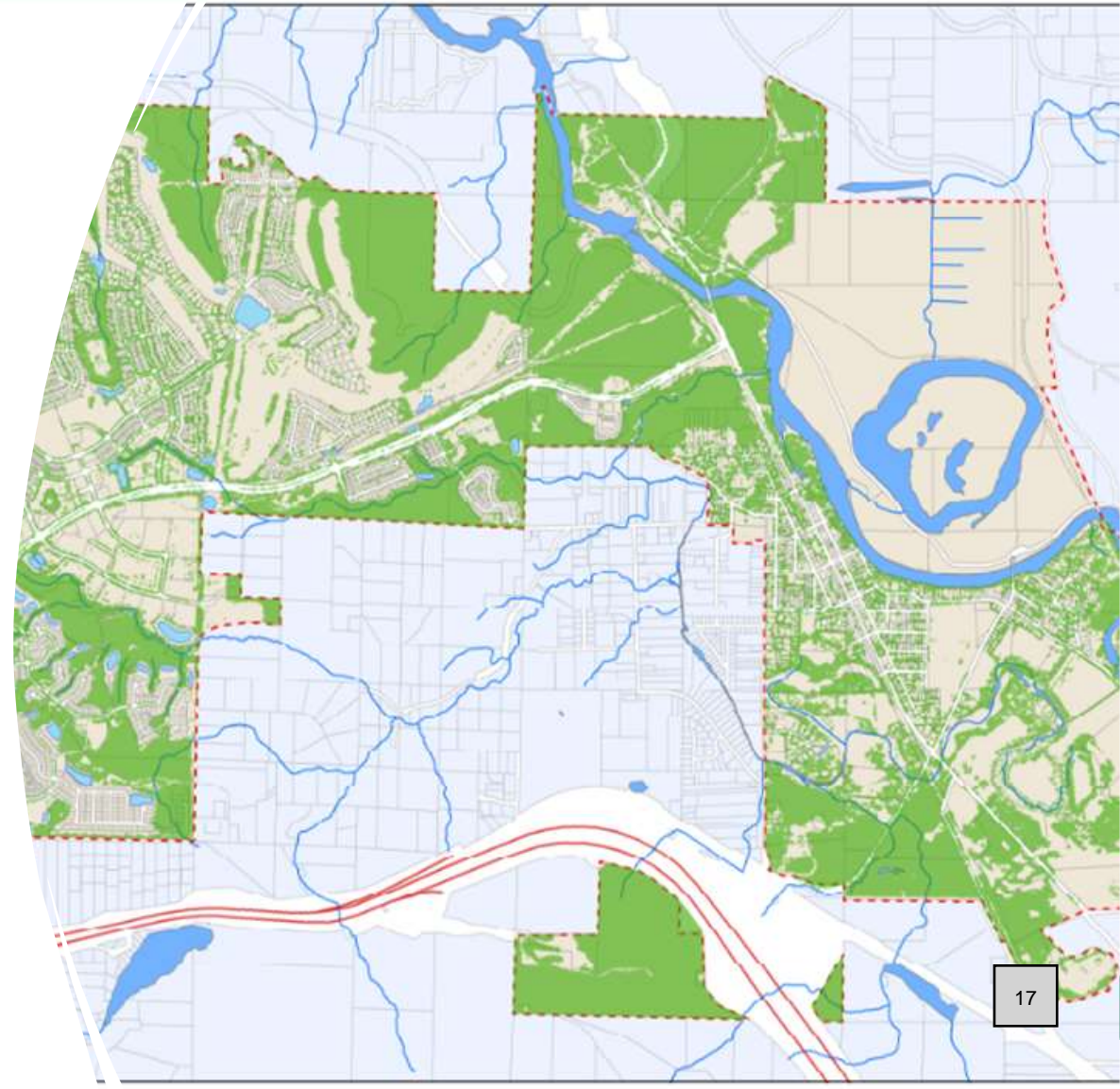


# The City of Snoqualmie Comprehensive Plan 2024 Update - Environment Element



## *Urban Forestry*

- Preserves open space and serves as wildlife corridors
- Tree cover contributes as important strategy for climate planning
- Tree Canopy map in current element; update based on Urban Forestry Strategic Plan



# The City of Snoqualmie Comprehensive Plan 2024 Update - Environment Element



## *Geological Hazardous Areas*

Geologically hazardous areas include areas susceptible to erosion, sliding, earthquake, or other geological events. They pose a threat to the health and safety of citizens, fish, and wildlife, when incompatible commercial, residential, or industrial development is sited in areas of significant hazard.

Some geological hazards can be reduced or mitigated by engineering, design, or modified construction or mining practices so that risks to health and safety are acceptable.

# The City of Snoqualmie Comprehensive Plan 2024 Update - Environment Element



## *Fish and Wildlife Habitat Conservation Areas*

Fish and wildlife habitat conservation is the management of land for maintaining species in suitable habitats within their natural geographic distribution so that isolated subpopulations are not created.

This does not mean that all individuals of all species must be maintained at all times, but it does mean cooperative and coordinated land use planning is critically important among counties and cities in a region.

# The City of Snoqualmie Comprehensive Plan 2024 Update - Environment Element



## *Climate Planning*

*PSRC VISION 2050 Climate Goal:* The region substantially reduces emissions of greenhouse gases that contribute to climate change in accordance with the goals of the Puget Sound Clean Air Agency (50% below 1990 levels by 2030 and 80% below 1990 levels by 2050) and prepares for climate change impacts.

### *Growth Management Act: New Climate Element*

Adds two sub-elements:

- Greenhouse Gas Emission Reduction
- Resilience mandatory for all fully planning jurisdictions
- Due by 2029

# The City of Snoqualmie Comprehensive Plan 2024 Update - Environment Element



## *Public Comment Received*

- Please consider the climate crisis in all decisions going forward.
- Would love to see housing start to level out and the focus to shift to maximizing the natural environment and creating and maintaining spaces to recreate in nature. This is such a beautiful area!

# Draft Environment Policies Review



## *Next Steps:*

January 2, 2024 - First review Environment Policies

Expected topic areas:

- Environmental protection
- Critical Areas
- Shorelines
- Climate Planning
- Urban Forestry

## FUTURE AGENDA LIST

Agenda Items	2023										
	17-Jul	7-Aug	21-Aug	5-Sep	18-Sep	2-Oct	16-Oct	6-Nov	20-Nov	4-Dec	18-Dec
<b>Comprehensive Plan Review</b>											
Housing			Introduction Housing	Housing Goals and Policies	Housing Goals and Policies	Final Draft Recommendation for Housing					
Land Use	Land Use Goals and Policies	Land Use Goals and Policies	Land Use Goals and Policies								
Enviroment										Intro to Enviroment	
Capital Facilities								Intro to Capital Facilities and Utilites	Capital Facilites and Utilities	Capital Facilites and Utilities	
Transportation						Intro to Transportation Element	Transportation Goal & Policies	Transportation Goal & Policies			
Community Character											
Parks and Open Space											
Economic Development		Economic Development Goals and Polices	Economic Development Goals and Polices			ED Comm recommendation of approval of Econ Dev Elem					
<b>Design Review / Historic Design Review</b>											
<b>Training</b>											
<b>Other</b>										Potluck	
<b>Staff/Chair comment items</b>											
<b>Code Amendments</b>	Accessory Dwelling Units (ADUs)	ADUs (Public Hearing)	ADUs (cont Public Hearing)					Mixed-Use Final Plan Amendment			
Key											
Public Hearing/Action											
Discussion											
Training											



## FUTURE AGENDA LIST

Agenda Items	2024										
	2-Jan	16-Jan	5-Feb	20-Feb	4-Mar	18-Mar	1-Apr	15-Apr	6-May	20-May	3-Jun
<b>Comprehensive Plan Review</b>											
Housing											
Land Use											
Environment	Environment Goals and Policies	Environment Goals and Policies									
Capital Facilities	Capital Facilities and Utilities										
Transportation											
Community Character											
Parks and Open Space											
Economic Development											
<b>Design Review / Historic Design Review</b>											
Training											
Other	Commission Elections										
Staff/Chair comment items											
Code Amendments											
Key											
Public Hearing/Action											
Discussion											
Training											





# Planning Commission Work Program

Items are not listed in any order. Updated periodically.

2023 WORK PROGRAM ITEMS		
TOPIC	DATE	STAFF
Comprehensive Plan Update	Throughout 2023	Various
Snoqualmie Ridge Mixed Use Final Plan Amend – Center Blvd Retail Uses	Beginning Nov 2023	J. Kesler

2024 WORK PROGRAM ITEMS		
TOPIC	DATE	STAFF
Comprehensive Plan Update	Throughout 2024	Various
Snoqualmie Ridge Mixed Use Final Plan Amend – Center Blvd Retail Uses	Cont. in 1 <sup>st</sup> ¼ of 2024	Various
Historic Preservation Code Revisions	Early 2024	Various
Snoqualmie Mill Design Standards	TBD	Various
Wireless Code update	TBD	Various
Sign Code update	2 <sup>nd</sup> ½ of 2024	Various
Updates to Code RE: Temp & Emergency Housing	Early 2024	Various