



## PLANNING COMMISSION REGULAR HYBRID MEETING

Tuesday, January 16, 2024, 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 December 4, 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 related policy items referred by the City Council.*

2. Chair Election

### OTHER BUSINESS

- [3.](#) Capital Facilities and Utilities Element

[4.](#) Environment Element

### **Items of Planning Commissioner Interest**

### **Upcoming Schedule**

[5.](#) Work Program

[6.](#) Future Agenda List

### **ADJOURNMENT**



## PLANNING COMMISSION MINUTES REGULAR HYBRID MEETING December 4, 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 7:07 PM

**Commissioners:**

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

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; Jimmie Betts, IT Support Systems.

**PUBLIC COMMENT**

No comments.

**AGENDA APPROVAL**

Agenda approved unanimously.

**MINUTES**

November 20, 2023 were approved unanimously.

**COUNCIL LIASION UPDATE**

Positions are being filled, among them is the Police Chief. Community Center Expansion is still being discussed regarding how to finance with the top consideration is to do it in phases. Location of the train museum is being moved to another undetermined lot.

**HISTORIC DESIGN REVIEW BOARD**

No review.

**LEGISLATIVE/POLICY ITEMS/ REGULATIONS**

**Comprehensive Plan- Capital Facilities**

Final re-drafted policies presented. Draft goals and policies will be signed and forwarded to Parks and Public Works Committee.

**Comprehensive Plan- Environment**

Introduction to Environment Element, an optional element. Topics discussed are likely to include critical areas, environmental protection, shorelines, climate planning, and urban forestry.

**OTHER BUSINESS**

**Planning Commission Interest**

Project and economic development discussion  
Communication poles by Meadowbrook

### **Upcoming Schedule**

Future Agenda List

Work Program

The next meeting will be on Tuesday, January 16, 2023.

### **ADJOURNMENT**

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

The meeting adjourned at 8:13 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.*



## Community Development Department

Item 3.

**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  
Tim Wood, Assistant Project Manager, FCS GROUP  
Date: January 02, 2024  
Subject: Comprehensive Plan Update – Proposed Goals 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.
- At the **December 4, 2023** Planning Commission meeting, staff and Martin Chaw, Sr. Project Manager, from FCS GROUP presented revised policies for the Capital Facilities and Utilities elements. Planning Commissioners discussed and approved the revised policies as presented.

**On January 2, 2024**, staff and Martin Chaw, Sr. Project Manager from FCS GROUP will present proposed goals and the proposed alignment to approved policies (as previously presented December 4, 2023). During this meeting, we will seek Planning Commission feedback and direction as to the proposed goals and any requested changes thereto.

## **Review and provide feedback on:**

- Proposed Goals
- Alignment of approved Policies to Goals

## **Other questions/edits from Commissioners**

# Proposed Goals



## City of Snoqualmie Capital Facilities Planning

### PUBLIC POLICY OBJECTIVES

#### QUALITY INFRASTRUCTURE

#### CONTINUITY OF PUBLIC SERVICES

#### LONG-TERM FINANCIAL SUSTAINABILITY

#### INTRA-CITY AND REGIONAL COORDINATION

#### PROTECTION AND PRESERVATION OF EXISTING CITY INFRASTRUCTURE

### PROPOSED GOAL

Provide quality infrastructure to serve current and future residents and businesses.

Invest in the timely replacement of aging infrastructure to ensure continuity and delivery of vital public services.

Provide long-term financial plans by identifying resources for the future maintenance, repair, and replacement of capital facilities citywide.

Provide long-term capital facility plans that consider and complements land use objectives and capital facility planning efforts and objectives of neighboring jurisdictions.

Protect and preserve its significant investment in infrastructure by adequately funding regular and ongoing maintenance needs of critical infrastructure.

# Alignment of Goals to Infrastructure Maintenance Policies



PROPOSED GOAL (To review with PC on 01.02.2024)->	QUALITY INFRASTRUCTURE	CONTINUITY OF PUBLIC SERVICES	LONG-TERM FINANCIAL SUSTAINABILITY	INTRA-CITY AND REGIONAL COORDINATION	PROTECTION AND PRESERVATION OF EXISTING CITY INFRASTRUCTURE
<b>PROPOSED POLICIES (Approved by PC on 12.04.2023)</b>					
Adopt level of service standards to accommodate growth concurrent with development.	✓	✓			
Seek grants to fund capital improvements whenever feasible, and plan for available funding to support the City's share of planned improvements.			✓		
Manage City debt to effectively while maintaining reserves for emergencies.			✓		
Allocate City sewer and water connection fees primarily for capital improvements related to facility expansion.	✓		✓		
Size essential capital facilities to meet the long-term demands of the community, and when feasible, phase facility development to match capital investments with actual community needs.	✓		✓		
Evaluate new and existing sources of funding for services, maintenance and infrastructure.			✓		
Ensure parks facility users are paying a reasonable share of the costs of operating and maintaining the facilities.			✓		
Provide adequate infrastructure in applicable areas to support the development of regional centers.	✓			✓	
Avoid growth in areas that cannot be adequately served by utilities.	✓			✓	
Define essential public facilities, consistent with the Revised Code of Washington and the Growth Management Act.	✓	✓			

# Alignment of Goals to Regional Coordination Policies

PROPOSED GOAL (To review with PC on 01.02.2024)->	QUALITY INFRASTRUCTURE	CONTINUITY OF PUBLIC SERVICES	LONG-TERM FINANCIAL SUSTAINABILITY	INTRA-CITY AND REGIONAL COORDINATION	PROTECTION AND PRESERVATION OF EXISTING CITY INFRASTRUCTURE
<b>PROPOSED POLICIES (Approved by PC on 12.04.2023)</b>					
Annually adopt by reference the Snoqualmie Valley School District Six-Year Capital Facility Plan and update school impact fees on new residential units to ensure that school facilities will be provided to meet projected growth.	✓		✓		
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.	✓			✓	
If the City is selected as a state or regional capital facility site, or is otherwise impacted by such a facility, ensure appropriate mitigation for local impacts is provided.	✓			✓	
Coordinate with neighboring jurisdictions on infrastructure projects that cross city boundaries in planning, development, and design.	✓		✓		
Work with Snoqualmie Valley School District to meet existing and future community needs, including safe, walkable schools.	✓	✓		✓	

# Alignment of Goals to Utility Reliability Policies

PROPOSED GOAL (To review with PC on 01.02.2024)->	QUALITY INFRASTRUCTURE	CONTINUITY OF PUBLIC SERVICES	LONG-TERM FINANCIAL SUSTAINABILITY	INTRA-CITY AND REGIONAL COORDINATION	PROTECTION AND PRESERVATION OF EXISTING CITY INFRASTRUCTURE
<b>PROPOSED POLICIES (Approved by PC on 12.04.2023)</b>					
Plan for major or “trunk” utility facility locations and consider designating routes suitable for facility improvements, subject to development regulations.	✓			✓	
Coordinate with other jurisdictions to implement multi-jurisdictional facility improvements, and attempt to coordinate land use procedures for consistent decision making.	✓	✓		✓	
Ensure that utility improvements minimize neighborhood impacts, are environmentally sensitive, aesthetically pleasing, safe and provided in a timely manner to serve planned growth.	✓			✓	
To the maximum extent feasible, require the undergrounding of all new electrical and communication lines, the undergrounding of existing lines during road and utility improvements, and/or architectural compatibility of all new above-ground facilities.	✓			✓	
Encourage the joint use of utility corridors for agriculture or passive recreation uses, provided that such uses are consistent with prudent legal and utility practice.	✓			✓	
Require the joint use or co-location of utility trenches, conduits and poles to minimize aboveground structures, and to provide for the expansion, maintenance and upgrading facilities with the least amount of service disruption.	✓			✓	✓
Increase the resilience of utilities and infrastructure by preparing for disasters and planning for system recovery.		✓			✓
Provide residents with access to high quality drinking water that meets or exceeds state and federal requirements.		✓			✓
Reduce per capita rate of water consumption through conservation, efficiency, reclamation, and reuse.					✓
Replace failing septic systems within the urban growth area with sanitary sewers or alternative technology that is comparable or better.				✓	✓
Allow natural boundaries to help determine the routes and placement of infrastructure connections and improvements.				✓	

# Alignment of Goals to Capital Facilities Maintenance Policies

PROPOSED GOAL (To review with PC on 01.02.2024)->	QUALITY INFRASTRUCTURE	CONTINUITY OF PUBLIC SERVICES	LONG-TERM FINANCIAL SUSTAINABILITY	INTRA-CITY AND REGIONAL COORDINATION	PROTECTION AND PRESERVATION OF EXISTING CITY INFRASTRUCTURE
<b>PROPOSED POLICIES (Approved by PC on 12.04.2023)</b>					
Establish level of service standards to guide delivery of quality services to current and future residents and businesses.		✓			
Consider the impacts of climate change, economic, and health impacts when siting and building essential capital facilities.			✓	✓	
Site or expand capital facilities in a manner that considers impacts on historically marginalized communities.				✓	
Do not locate capital facilities outside the urban growth area unless it is demonstrated that non-urban sites are the most appropriate location.				✓	
Reduce and mitigate noise and light pollution caused by capital facilities.				✓	
Design capital facilities to achieve community development objectives and improve neighborhoods.				✓	
Plan for the long-term renewal or replacement of aging capital facilities as needed to maintain target service levels.		✓			✓
Coordinate capital investment projects and programs across departments.			✓	✓	



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## MEMORANDUM

To: Planning Commission  
From: Emily Arteche, Director  
Karla Boughton, Perteet  
Date: January 2, 2024  
Subject: Comprehensive Plan Update – Environment Element Policies #1

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 presented an overview of the environment chapter, and its requirements under GMA.

The first set of environmental policies will be presented to the Planning Commission at their January 2, 2024 for their review and comments. The topics to be covered are Environmental Protection and Climate Planning.

# Environmental Element Policy Discussion



Planning Commission  
Meeting  
January 2, 2024



## Organized by following topics:

- Environmental Protection
- Climate Planning and Resiliency



January 2, 2024

- Water Resources, Aquifers and Critical Recharge Areas
- Snoqualmie River, Stream Corridors and Wetlands
- Geologic and Flood Hazard Areas
- Goals

January 16, 2024

# Draft Environmental Policies

## Environmental Protection



- Incorporate and utilize applicable best available science for purposes of designating and protecting all regulated critical areas and anadromous fisheries that need “special consideration” for their conservation and protection.
- Protect Snoqualmie's environmental critical areas, habitat, and the natural environment through land use plans, surface water management plans and programs, comprehensive park plans, development regulations and site-specific project review. **Vision 2050**
- Ensure the protection and recovery of ecosystems to provide healthy habitat and support fish, wildlife, and plant populations in a changing climate.

# Draft Environmental Policies

## Environmental Protection



- Coordinate with governmental agencies, non-profit organizations and Tribes to protect and enhance the environment through countywide and watershed planning, fish and wildlife resource management, and habitat protection networks across jurisdictional boundaries.
- Establish and maintain relations with Native American tribes for the preservation of archaeological sites and traditional cultural properties that are vulnerable to climate impacts.
- Actively manage city forest lands to decrease climate-exacerbated risks from severe wildfires, protect residents, and improve ecosystem health and habitat and encourage others to do so.

# Draft Environmental Policies

## Environmental Protection



- Control the spread of noxious weeds as identified by King County Noxious Weed Control Board from public properties, particularly in more fire-prone areas like roadsides and utility corridors and if possible educate citizens about the control of noxious weeds on private property.
- Support integrated and interdisciplinary approaches for environmental planning and assessment. Vision 2050
- Promote innovative and environmentally sensitive practices in site planning, design, materials selection, construction and maintenance. Vision 2050

# Draft Environmental Policies

## Environmental Protection



- Encourage environmental stewardship on private and public lands through partnerships and voluntary efforts that protect, restore and enhance the quality and functions of critical areas and associated buffers. Vision 2050
- Support programs that ensure all residents, regardless of race, social, or economic status, have clean air, clean water, and other elements of a healthy environment, and prioritize the reduction of impacts to vulnerable populations that have been disproportionately affected by climate change. Vision 2050

# Draft Environmental Policies

## Climate Planning and Resiliency



- Consider opportunities to address community greenhouse gas emissions reductions by 2050.
- Develop and implement a Climate Action Plan that includes greenhouse gas emission programs such as incorporating GHG assessments in SEPA review; carbon storage in the urban forest; and the impacts of climate change on the City's hydrological systems.
- Encourage lot layout and site design that allows for houses and other buildings to be oriented to optimize passive and active solar access and minimize shade on adjoining properties.

# Draft Environmental Policies

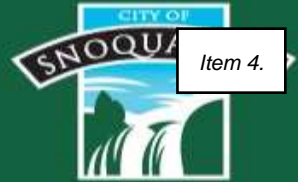
## Climate Planning and Resiliency



- Promote information to the public on energy-efficiency and conservation awareness programs.
- Promote energy efficiency and renewable energy sources in municipal buildings that lead to efficiency improvements; participating in energy-efficiency and conservation awareness programs.
- Support Climate Protection Agreement, the King-County Cities Climate Collaboration (K4C), and other multijurisdictional efforts to address climate change, sea-level rise, ocean acidification and other impacts from changing global conditions.

# Draft Environmental Policies

## Climate Planning and Resiliency



- Implement Best Management Practices to reduce the amount of air-borne particulates within the community to reduce exposure to wildfire smoke and particulate matter.
- Strive to convert public-owned fleets to zero-emission vehicles (e.g., electric or renewably produced hydrogen). Partner with local organizations to identify funding sources and opportunities to electrify heavy-duty vehicles.
- In future development account for climate change impacts when planning, siting, designing, and operating capital facility, utility, and infrastructure projects.
- Promote development that is recognized under the Leadership in Energy & Environmental Design (LEED), Built Green, Salmon-Safe, and the Living Building Challenge (LBC) programs.

# Draft Environmental Policies

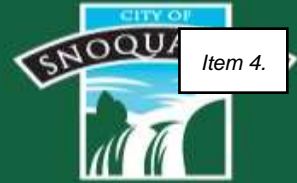
## Climate Planning and Resiliency



- Reduce landfilled solid waste by promoting recyclable and compostable packaging, commercial composting, recycling of construction-related debris, and reduction of single-use plastics.
- Cooperate with state, regional and countywide actions that support resilience by identifying and addressing the impacts of climate change and natural hazards on land, water, infrastructure, and health. Vision 2050
- Protect environmental critical areas and natural resources that sequester and store carbon such as wetlands, estuaries, stream buffers and urban tree canopy. Vision 2050

# Draft Environmental Policies

## Climate Planning and Resiliency



- Enhance the City's urban tree canopy to support community resilience, mitigate urban heat and stormwater runoff. This can be accomplished through tree planting in public areas, such as street trees, public parks, public open spaces and public facilities. Consider programs that create incentives for residents and business to plant trees on private property, in addition to any required applicable landscaping standards. Vision 2050
- Reduce building energy consumption through green building, and promote the adaptive reuse of existing buildings recognizing the emission-reduction of retaining existing buildings. Vision 2050
- Assess potential vulnerabilities of the City's infrastructure to climate change impacts, such as flooding, storm surge, sea-level rise, and land hazards. Support efforts to increase resilience of public services, utilities and infrastructure through coordinated planning. Vision 2050

# Draft Environmental Policies

## Climate Planning and Resiliency



- Address rising sea water by planning the siting of hazardous industries and essential public services away from the 500-year floodplain. **Vision 2050**
- Advocate and promote to alternatives to the single-occupancy vehicle, including expansion of transit, telecommuting/teleworking, car-sharing, cycling and walking, to limit or reduce vehicle trips as a strategy for reducing vehicle-related air pollution. **Vision 2050**
- Reduce vehicle miles traveled and driving alone through land use and transportation strategies that provide opportunities and access to walking, biking, and transit. Support regional and state efforts to electrify the transportation system. **Vision 2050**

# Next Steps:

January 16, 2024 - Continued review of Environment Policies



# Planning Commission Work Program

Items are not listed in any order. Subject to change.

2024 WORK PROGRAM ITEMS		
TOPIC	DATE	STAFF
Comprehensive Plan Update	Throughout 2024	
Snoqualmie Ridge Mixed Use Final Plan Amend – Center Blvd Retail Uses	Beginning Fall 2023	
Historic Preservation Code Revisions	Early 2024	
Temporary & Emergency Housing	Early 2024	
Wireless Code update	TBD	
Sign Code update	TBD	
Snoqualmie Mill Design Standards	TBD	
CAO	TBD	
FEMA and Flood Improvement Permit, 2 feet elevations	TBD	

2025 WORK PROGRAM ITEMS		
TOPIC	DATE	STAFF

## 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											
Enviroment		Enviroment Goals and Policies	Enviroment Goals and Policies								
Capital Facilities		Capital Facilites and Utilities									
Transportation											
Community Character											
Parks and Open Space											
Economic Development											
<b>Design Review / Historic Design Review</b>											
Training											
Other		Commission Elections									
<b>Staff/Chair comment items</b>											
<b>Code Amendments</b>											
Key											
<b>Public Hearing/Action</b>											
Discussion											
Training											