



PLANNING COMMISSION REGULAR HYBRID MEETING

Monday, March 18, 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

PUBLIC COMMENT - *Public comment will be accepted by in-person attendees. Remote attendees may submit written comments to the staff liaison.*

AGENDA APPROVAL

COUNCIL LIAISON REPORT

MINUTES

1. Approval of the minutes dated February, 20, 2024.

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. Environment Element

3. SB 5290

OTHER BUSINESS

Planning Commission Regular Hybrid Meeting
March 18, 2024

Items of Planning Commissioner Interest

Upcoming Schedule

[4.](#) Future Agenda List

[5.](#) Work Program

ADJOURNMENT



PLANNING COMMISSION MINUTES REGULAR HYBRID MEETING February 20, 2024

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 7:05 PM

Commissioners:

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

Commissioners Ashleigh Kilcup and Steve Smith were excused.

Mayor Ross and Councilmember Johnson were also in attendance.

City Staff:

Emily Arteche, Community Development Director; Ashley Wragge, Planning Technician; Jimmie Betts, IT Support Systems; Mike Chambless, City Administrator.

PUBLIC COMMENT

No comments.

AGENDA APPROVAL

Agenda approved unanimously.

MINUTES

February 5, 2024 minutes were amended to change an item of commission interest and approved unanimously.

COUNCIL LIASION UPDATE

On February 24th there will be local events related to Twin Peaks. AB24-021 growth target adjustments were approved by Council and they are requesting that revision with the state. New solid waste contract is out for bid, a significant increase to cost of service is expected.

DESIGN REVIEW BOARD

DRB2024-0001 Community Center Design Review

This project is a proposed expansion of a building constructed in 2011 and will triple the current size of the building. The project proposes amenities such as pool, increased fitness area and outside improvements. Staff recommends approval based on code compliance. The applicant team gave an overview of the project to demonstrate compliance with the design board criteria. Topics covered were relationship of structure to site, adjoining area, landscaping, building design, and miscellaneous structures. Move to approve as submitted by Chair Marusiak and seconded by Krohn. Approved unanimously.

LEGISLATIVE/POLICY ITEMS/ REGULATIONS

Comprehensive Plan- Environment

Staff provided more information on proposed language alteration. Debate ensued on the use of Free and Prior and Informed Consent. A vote of 3 to 1 to maintain previous language of "establish and maintain".

Comprehensive Plan Update Briefing

Staff updated the Commission how the Comprehensive Plan is going now that the elements are through the Planning Commission.

OTHER BUSINESS

Planning Commission Interest

Wires still down

Local news on deadly car accident

Upcoming Schedule

Future Agenda List

Work Program

The next meeting will be on Monday, March 18, 2024.

ADJOURNMENT

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

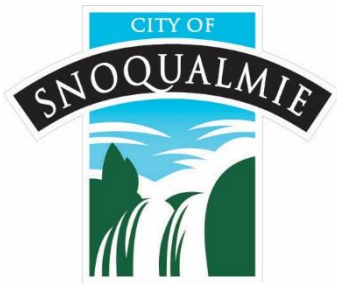
Motion carried unanimously.

The meeting adjourned at 8:27 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.



Ashley Wragge, Planning Technician
38624 SE River St. | P.O. Box 987
Snoqualmie, Washington 98065
(425) 888-5337 | awragge@snoqualmiewa.gov

MEMORANDUM

To: Planning Commission
From: Ashley Wragge
Date: March 18, 2024
Subject: Comprehensive Plan – Environment Element Policy Review Including WDFW Comments

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. 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.

Background

At the December 4, 2023 meeting Staff and consultants presented an overview of the environment chapter, and its requirements under the Growth Management Act, GMA. On January 16, 2024, environmental policies were presented to the Planning Commission including Environmental Protection and Climate Planning and Resiliency. The Planning Commission did not have any recommended changes to the Environmental Protection policies; but did request staff and consultants review the Washington State Department of Commerce Climate Element Planning Guidance, issued on January 16, 2023 and discern whether it was appropriate to consider draft climate change goals and policies as part of the Environmental Element.

The new guidance requires Resilience and Green House Emissions Reductions sub-elements. Over 200 policies are offered for local jurisdiction review and inclusion. The Climate Change Element is not required to be completed as part of the 2024 periodic update. Based on a review of the Climate Element Planning Guidance, staff decided to postpone further review of draft climate change goals and policies until work on the Climate Element begins.

Analysis

On January 16th, and February 5th, 2024, Environment Draft Goals and Policies were presented to the Planning Commission on Environmental Protection, Climate Planning and Resiliency, Water Resources, Aquifers and Critical Recharge Areas; Snoqualmie River, Stream Corridors and Wetlands; Geologic and Flood Hazard Areas as well Snoqualmie Tribal consultation comments. The Commissions requested changes to the policy: regarding pursue strategies to lower the City's classification rating in the federal FEMA program by adding a period to the end of program.

On February 20th, the Commission rereviewed draft policy edits provided by the Snoqualmie Tribe once additional background information was provided to Commission. A current version of the draft environment goals and policies is provided (Attachment 2: Draft Environmental Goals and Policies with Planning Commission edits as of 2/20/2024).

Since that time, the draft environmental goals and policies were reviewed by the Washington State Department of Fish and Wildlife (WDFW). A review letter dated February 23, 2024 from Morgan Krueger, Regional Land Use Planner was received, (see Attachment 1). WDFW comments are intended to help streamline terminology to be used in the critical area ordinance update and associated Climate Change Plan. WDFW comments requested additional consideration for the following areas listed below.

WDFW Overview of Comments
Consideration for High Wildlife Movement
Planning for Culvert Upgrades and Utility Crossings
Reference “Riparian Management Zones” instead of stream buffers.
Reference “Best Available Science”.
Increasing Flood Prevention Measures

Staff recommended edits are:

- Consider areas of high wildlife movement and mortality and the needs of all roadway users when designing and building neighborhood traffic safety projects.
- Coordinate with WSDOT, King County, and neighboring jurisdictions to plan and prioritize culvert upgrades and utility crossings to ensure fish passage barrier removal, adequate projected stormwater passage, and continued climate-related adaptations to handle water passage into the future throughout Snoqualmie, especially where terrestrial species connectivity can be restored simultaneously (i.e., with wider bridges).
- Restore and maintain previously disturbed wetlands and stream buffers riparian management zones and their buffers where feasible; using the correct mitigation sequencing and maintain restored buffers for optimal ecosystem services.
- Ensure minimal adverse impacts and no net loss of ecological values and functions occur riparian management zones.
- Protect properties and ecological functions in the floodplain with development regulations guided by standards established by FEMA, and the Department of Ecology, and Best Available Science that incorporates climate change projections.
- Support the implementation of the City’s Hazard Mitigation Plan to reduce risks associated with floods, erosion, damages to property owners, and other observed hazards and improve development regulations.

Next Steps

Discuss WDFW policy recommendations and make a motion to move the Draft Environment Element Goals and Polices to the April 1, 2024, Community Development Committee meeting for review.

Attachments:

Attachment 1: WDFW Letter Dated 2/23/2024 Policy Discussion

Attachment 2: Draft Environmental Goals and Policies with Planning Commission edits as of 2/20/2024



State of Washington
Department of Fish and Wildlife, Region 4
 Region 4 information: 16018 Mill Creek Blvd, Mill Creek, WA 98012 | phone: (425)-775-1311

February 23, 2024

City of Snoqualmie
 Emily Arteche, AICP | Community Development Director
 425-888-8007
 EArteche@snoqualmiewa.gov

Dear Emily and Planning Commissioners,

On behalf of the Washington State Department of Fish and Wildlife (WDFW), thank you for the opportunity to comment on the draft Environmental Element of your Comprehensive Plan. WDFW provides our comments and recommendations in keeping with our legislative mandate to preserve, protect, and perpetuate fish and wildlife and their habitats for the benefit of future generations – a mission we can only accomplish in partnership with local governments. Specific comments on the proposed draft are provided in the table below.

Additionally, we suggest utilizing the [Sound Choices Checklist](#) in further review of all Comprehensive Plan elements. This checklist utilized broad priorities that are applicable to all jurisdictions.

Table 1. Recommended changes to the draft Environmental Element.

Policy Number	Draft Policy Language (WDFW Suggestions in Red)	WDFW Comment and/or Explanation
Goal 1 New Suggested Policy	Consider areas of high wildlife movement and mortality and the needs of all roadway users when designing and building neighborhood traffic safety projects.	We suggest keeping wildlife movement in mind when designing any transportation project in order to prioritize the minimization of wildlife mortality and hazards to motorists.
Goal 2 New Suggested Policy	Coordinate with WSDOT, King County, and neighboring jurisdictions to plan and prioritize culvert upgrades and utility crossings to ensure fish passage barrier removal, adequate projected stormwater passage, and continued climate-related adaptations to handle water passage into the future throughout Snoqualmie, especially where terrestrial species connectivity can be restored	We suggest incorporating more specific fish passage measures within your Plan in order to prepare for future climate related conditions. Fish passage intersects with terrestrial wildlife habitat connectivity, storm water conveyance, and more. Planning for all of these at the same time saves time, money, and better prepares these systems for the future. For more information, see WDFW’s Incorporating Climate Change into the Design of Water Crossing Structures: Final Project Report , and DOT’s Wildlife Habitat Connectivity Considerations in Fish Barrier Removal Projects .

	simultaneously (i.e., with wider bridges).	
Goal 2 Park K	Participate in regional species protection efforts, including salmon habitat enhancement and restoration. Identify, prioritize, and eliminate physical barriers (such as fish blocking culverts), and other impediments to anadromous fish spawning and rearing habitat.	We suggest identifying specific plans under this goal, such as the Snohomish Basin Protection Plan , which outlines the importance of specific sections of the Snoqualmie River. It is also important to highlight the ecological values and functions the Snoqualmie River offers to aquatic and terrestrial wildlife, below and <i>above</i> the falls.
Goal 2 Part N	Restore previously disturbed wetlands and stream buffers riparian management zones and their buffers where feasible and maintain restored buffers for their ecosystem services. Similarly, ensure no net loss of ecological values and functions occur in these areas while also following the correct mitigation sequencing.	We suggest using WDFW’s best available science (BAS) (Chapter 365-195 WAC) terminology within Comprehensive Plan policy. This includes replacing “stream buffer” with riparian management zones (RMZs). We suggest RMZs be designated as critical areas (not buffers to critical areas). Additionally, no net loss principles must be followed (WAC 365-196-830), as well as the correct mitigation sequencing (WAC 197-11-768). We suggest review of WDFW’s BAS, Vol. 1 , and Management Recommendations, Vol. 2 .
Goal 3, Part B	Protect properties and ecological functions in the floodplain with development regulations guided by standards established by FEMA, and the Department of Ecology, and Best Available Science that incorporates climate change projections.	We suggest supplementing FEMA and Ecology information with BAS, as FEMA and Ecology often do not take climate change projections into account. We recommend going beyond the FEMA 100-year flood minimums.
Goal 3, New Suggested Policy	Establish a flood risk monitoring plan to evaluate how well current regulations are performing. Monitoring shall involve collecting data on floods, erosion, damages to property owners, and other observed hazards.	We suggest establishing a monitoring plan in order to gather baseline information concerning flood risk in Snoqualmie.
Goal 3, New Suggested Policy	Develop a long-term strategy to phase out development in flood prone areas to avoid long-term hardships for landowners, with the intention of restoring these areas.	We suggest thinking about plans to phase out development in flood prone areas. Phasing out development is a long-term strategy that usually takes years, if not decades, but is important for the health and safety of citizens and the environment into the future.

We appreciate the efforts the City of Snoqualmie is undertaking to protect and improve habitat and ecosystem conditions while balancing human need. We look forward to working with you during the review and implementation of this Plan and related regulations.

If you have any questions, please call me at (425)-537-1354.

Sincerely,

Morgan Krueger
Regional Land Use Planner, WDFW Region 4

CC:

Kara Whittaker, Land Use Conservation and Policy Section Manager (Kara.Whittaker@dfw.wa.gov)

Marian Berejikian, Environmental Planner (Marian.Berejikian@dfw.wa.gov)

Tim Stapleton, Regional Habitat Program Manager (Timothy.Stapleton@dfw.wa.gov)

Kirk Lakey, Assistant Regional Habitat Program Manager (Kirk.Lakey@dfw.wa.gov)

Kevin Lee, Habitat Biologist (Kevin.Lee@dfw.wa.gov)

Ted Vanegas, WA Department of Commerce (ted.vanegas@commerce.wa.gov)

The Planning Commission unanimously recommends that the Community Development Committee APPROVE the proposed vision, goals, and policies for the Environment Element of the 2044 Snoqualmie Comprehensive Plan and transmit them to the City Council for consideration.

It is the recommendation of the Planning Commission to approve proposed vision, goals, and policies for the Environment Element as presented in Attachment A.

RECOMMENDED BY THE CITY OF SNOQUALMIE PLANNING COMMISSION ON THE 5TH OF FEBRUARY 2024.

_____ Date _____
Luke Marusiak
Commission Chair

Attest by:

Ashley Wragge
Planning Technician

1) The health, wildlife and ecosystem services and functions provided by the City's natural environment are protected and enhanced, and potential hazards to citizen health, welfare and property are minimized.

- a. 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.
- b. 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 and consultation with affected Tribes.
- c. Ensure the protection and recovery of ecosystems to provide healthy habitat and support fish, wildlife, and plant populations in a changing climate. This includes actively managing lands through controlling noxious weeds, restoring native vegetation, and monitoring project results.
- d. 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.
- e. Establish and maintain relations with Native American tribes for the preservation of archaeological sites and traditional cultural properties that are vulnerable to climate change.
- f. 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.
- g. Apply Best Available Science, including Traditional Ecological Knowledge, to protect critical areas, such as wetlands, landslide hazard and erosion-prone areas, and maintain these areas in their natural condition, including native vegetation preservation.
- h. 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.
- i. Support integrated and interdisciplinary approaches for environmental planning and assessment
- j. Promote innovative and environmentally sensitive practices in site planning, design, materials selection, construction and maintenance.
- k. 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.
- l. Support programs that ensure that 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.

2) Rivers, streams aquifer recharge areas and other water resources within the City are protected and managed for multiple beneficial uses.

- a. Preserve and protect natural surface water storage sites, such as wetlands, aquifers, streams, and water bodies as these are critical features that support hydrological functions, water quality, regulate surface flows and recharge groundwater.
- b. Coordinate the management and restoration Snoqualmie watershed through participation in the Snoqualmie Watershed Forum and the implementation of the Puget Sound Action Agenda.

- c. Ensure that local regulations for surface and stormwater management allow for and encourage Low-Impact Development (LID) and Natural Drainage practices. Support retrofitting basins to improve stormwater management and quality.
- d. Encourage building construction that uses alternative techniques to minimize impervious surfaces and reduce harmful impacts to the natural environment and proximate waterways.
- e. Actively investigate and promote water conservation strategies to efficiently use the City's legal access to water, and to reduce the amount of wastewater to be treated, through such measures as rotating irrigation schedules, and by incentivizing or requiring installation of water-wise landscaping throughout the City.
- f. Work with the State Department of Ecology, King County, Tribes and other stakeholders to reduce or eliminate pollution sources and protect public health.
- g. Work in conjunction with King County to take corrective action to remove contaminant loading due to failing septic systems and stormwater runoff in susceptible recharge areas.
- h. Seek funding to support stormwater retrofitting and green technologies in areas where water quality is impacted by stormwater.
- i. Natural hydraulic, hydrologic and habitat functions, and scenic and recreational values of rivers, streams, wetlands and natural drainage courses are protected.
- j. Minimize stream crossings, utilizing bridges rather than culverts whenever feasible, and minimize new utility crossing impacts, when possible, by using techniques such as bridges, tunneling, or other innovative methods.
- k. Participate in regional species protection efforts, including salmon habitat enhancement and restoration. Identify, prioritize, and eliminate physical barriers (such as fish blocking culverts), and other impediments to anadromous fish spawning and rearing habitat.
- l. Maintain infrastructure located within stream corridors in accordance with Best Management Practices that minimize water quality impacts and pursue design modifications or alternative siting options for when significant alterations are undertaken.
- m. Protect wetlands areas, functions and values within the City and urban growth area, and allow the creation of wetlands where feasible and appropriate.
- n. Restore previously disturbed wetland and stream buffers where feasible and maintain restored buffers.
- o. Ensure wetland regulations allow for conservation easements and other techniques to preserve their health and existence.

3) Public health and property damage risk associated with flood and geologic hazard areas have been reduced, while preventing irreparable harm to regionally significant ecological resources.

- a. Pursue strategies to lower the City's classification rating in the federal FEMA program.
- b. Protect properties and ecological functions in the floodplain with development regulations guided by standards established by FEMA and the Department of Ecology.
- c. Pursue the reduction of accelerated erosion and sedimentation due to construction and construction-related activities.
- d. Protect areas with severe geologic hazard potential, limiting development in hazard areas or requiring development to minimize grading and enhance native vegetation to the greatest extent possible.
- e. Seek to restore natural vegetative cover and natural drainage features on degraded sites, including the removal of invasive weeds as necessary.



Community Development Department

Item 3.

Emily Arteche, AICP, Director
38624 SE River St. | P.O. Box 987
Snoqualmie, Washington 98065
(425) 888-5337 | earteche@snoqualmiewa.gov

MEMORANDUM

To: Planning Commission
From: Emily Arteche, Director
Date: March 18, 2024
Subject: Concerning consolidating local permit review processes and amending the SMC

INTRODUCTION:

The purpose of this memo is to introduce a forthcoming Snoqualmie Municipal Code, SMC amendment, relating to consolidating local permit review processes in response to recently amended sections of the Revised Code of Washington (RCW) including: RCW 36.70B.140, 36.70B.020, 36.70B.070, 36.70B.080, and 36.70B.160; reenacting and amending RCW 36.70B.110. New sections were added to chapter 36.70B RCW.

BACKGROUND:

The Growth Management Act, GMA directs fully planning jurisdictions to adopt internally consistent comprehensive land use plans. Comprehensive plans are implemented through locally adopted development regulations. Development regulations include zoning ordinances, official controls, subdivision ordinances, and other regulations. State regulations controlling permit review timeframes date back to the mid 1990’s; and required permit decisions to be issued within 120 days.

During its 2023 session, the Washington State Legislature passed and the Governor signed [SB 5290](#) which intends to provide prompt and coordinated reviews for project permit applications. The bill specially is designed to decrease permit processing review times by standardizing processing timeframes, i.e., days by permit type. The bill also requires that some cities over 20,000 conduct an annual performance report, by collecting certain data.

ANALYSIS:

City’s project permit application time periods are regulated under SMC 14.30.120 -Time limitation for issuance of notice of decision, which states a standard 120 days requirement for issuance of a notice of decision. The new legislation requires local governments to establish and implement time periods for each type of project permit application in their development regulations. Although, there is some flexibility in adjusting the specific number of processing days for each permit type, these timeframes may not exceed the processing timeframes established in SB 5290 unless specifically modified by the local government. A summary of the new timeframes is listed below.

Summary of New Permit Processing Timeframes
65 days for permits which do not require public notice;

100 days for permits which require public notice; and
170 days for permits which require public notice and a public hearing.

Other components to the new legislation include, establishing for the temporary suspension of a permit application, initially collection of only 80 percent of a permit fee, and refunding a portion of the permit fee if the permitting time periods are breached. At this time, the City does not have any established permit fees, with the expectation of Wireless Community Facility permit fee.

Other provision of the bill requires the establishment of a digital permitting process at the Department of Commerce.

The provisions of SB 5290 this act takes effect 7 January 1, 2025.

NEXT STEPS:

Discussion only. Staff will prepare amendments to the SMC, include a crosswalk (matrix) showcasing the existing code and proposed revisions necessary to bring the development code into compliance at a future meeting.

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
Comprehensive Plan Review											
Environment		Environment Goals and Policies	Environment Goals and Policies	Environment Goals and Policies		Environment Goals and Policies					
Capital Facilities and Utilities		Capital Facilities and Utilities									
Climate Change											Climate Change Intro
Design Review / Historic Design Review				Community Center							
Training									Historic Preservation		
Other		Commission Elections					Mixed Use Final Plan				
Staff/Chair comment items							River Trail Design				
Code Amendments			Emergency Housing Intro			SB 5290 Intro	Emergency Housing	Emergency Housing, Historic Downtown			



Planning Commission Work Program

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

2024 WORK PROGRAM ITEMS		
TOPIC	DATE	STAFF
Comprehensive Plan Update	2024	Emily
Snoqualmie Ridge Mixed Use Final Plan Amend – Center Blvd Retail Uses	Q1	Andrew
Code Amendment Temporary & Emergency Housing	Q1	Andrew
Code Amendment Permit process codes and procedures-Senate Bill 5290	Q1	TBD
Code Amendment Wireless	Q3	TBD
Climate Change Element	Q3	Emily
Design Review Board, Community Center	Q1	Andrew
Historic Design Review Board Training	Q1	
Code Amendment Historic Preservation		

FUTURE WORK PROGRAM ITEMS		
TOPIC	DATE	STAFF
Snoqualmie Mill Design Standards	TBD	TBD
FEMA and Flood Improvement Permit, 2 feet elevations	TBD	TBD
Code Amendment Sign Code update	TBD	TBD
Code Amendment Critical Areas Ordinance	TBD	TBD
Climate Change Element	1 st	TBD