

# City of Sammamish Planning Commission and Parks and Recreation Commission



## **Special Joint Meeting**

February 1, 2018

5:00 – 6:30 pm

### **Location:**

Special Joint Commission meetings are held at City Hall in Council Chambers unless otherwise posted.

### **Public Access:**

All meetings are open to the public and include opportunities for public comment.



**PLANNING COMMISSION AND PARKS AND RECREATION COMMISSION  
SPECIAL JOINT MEETING**

February 1, 2018 5:00 – 6:30 PM

**SAMMAMISH CITY HALL 801-228<sup>TH</sup> AVE SE**

**AGENDA**

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	<i>Approx. start time</i>
<b>CALL TO ORDER</b>	<b>5:00 pm</b>
<b>ROLL CALL</b>	
<b>APPROVAL OF THE AGENDA</b>	
<b>PUBLIC COMMENT:</b> Non Agenda (3 minutes per person / 5 minutes if representing an organization)	
<b><u>DISCUSSION</u></b>	
Urban Forest Management Plan	<b>5:10 pm</b>
• Work Session	
<b>PUBLIC COMMENT:</b> Agenda (7 minutes per person)	
<b>ADJOURN</b>	<b>6:25 pm</b>

Note: This is an opportunity for the public to address the Planning Commission. For non-agenda items, three (3) minutes are granted per person, or five (5) minutes if representing the official position of a recognized community organization. Seven (7) minutes are granted per person for agenda items.

If you are submitting written material, please supply 8 copies (7 for Planning Commission; 1 for the record). If you would like to show a video or PowerPoint, it must be submitted or emailed by 5pm the day of the meeting to Kevin Johnson at [kjohnson@sammamish.us](mailto:kjohnson@sammamish.us). Please be aware that Planning Commission meetings are videotaped and available to the public.

The City of Sammamish Planning Commission is appointed and is the advisory board to the City Council on the preparation and amendment of land use plans and implementing ordinances such as zoning. Planning Commissioners are selected to represent all areas of the City and as many "walks of life" as possible. The actions of the Planning Commission are not final decisions; they are in the form of recommendations to City Council who must ultimately make the final decision.

***THE COMMISSION MAY ADD OR TAKE ACTIONS ON ITEMS NOT LISTED ON THIS AGENDA.***

Planning Commission meetings are wheelchair accessible. American Sign Language (ASL) interpretation is available upon request.

Please phone (425) 295-0500 at least 48 hours in advance. Assisted Listening Devices are also available upon request.



## PLANNING COMMISSION AGENDA ITEM

February 1, 2018

### SUBJECT

Urban Forest Management Plan Kick-Off Meeting

### STAFF CONTACTS

David Goodman, Management Analyst, Community Development  
425-295-0534, [dgoodman@sammamish.us](mailto:dgoodman@sammamish.us)

### DIRECTION NEEDED FROM PLANNING COMMISSION

- Action
- Discussion
- Information

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### SUMMARY STATEMENT

Over the course of several work sessions during 2016 and 2017, the City Council and Commission members worked to develop a draft mission and vision statement and a preferred consultant scope of work for the City's Urban Forest Management Plan (UFMP). On October 3, 2017, City Council approved a consultant contract with Davey Resource Group (DRG), which will lead the planning effort throughout 2018 and into 2019. The purpose of this project kick-off is to allow DRG to introduce themselves, provide an overview of the services they will be providing, share the results of their Sammamish stakeholder interviews, review other planning processes they have led in cities similar to Sammamish, and facilitate a general discussion of the Commissioners' priorities for the UFMP.

### PROCESS AND BACKGROUND

The purpose of the UFMP is to establish the City's priorities for the management, protection, and promotion of the urban forest. The planning process, which is expected to last throughout 2018 and conclude in early 2019, will include the following elements:

- Multiple opportunities for public input and participation
- A canopy cover assessment to determine the status of the urban forest
- A strategic planning process that will identify City-wide goals for the urban forest
- Consultation with experts in urban forestry to determine the most effective methods to help the City reach its urban forest goals
- A set of priorities for future City programs and regulations based on the latest science and best management practices
- Uniting urban forest management-related activities across City departments within an overarching set of goals and priorities

Since the City Council approved their contract in October 2017, DRG has engaged in the following activities:

- Reviewed all City documents related to urban forest management
- Conducted interviews with over 30 stakeholders, including City staff, Planning and Parks Commissioners, members of the business community, utility companies, and members of HOAs
- Held a Public Education Workshop about urban forest planning on January 31

#### **NEXT STEPS**

Over the next few months, Davey Resource Group will continue working on the following items:

- Complete canopy cover study initiated by University of Washington team
- Public outreach and engagement, including traditional and “pop-up” events and an online survey
- Begin drafting the UFMP document

The next scheduled project update for the Planning Commission and Parks & Recreation Commissions is Thursday, June 21, when DRG will present the Commissions with initial results of their public engagement activities, provide a summary of the canopy cover study, and confirm the Planning and Parks Commissioners’ priorities for the remainder of the planning process.

Following these project update meetings, staff and DRG will likely return to the Commission with an initial draft of the full UFMP in late 2018.

#### **EXHIBITS**

None.