



AGENDA

Planning Commission

6:30 PM - Thursday, October 18, 2018

City Hall Council Chambers, Sammamish, WA

Page		Estimated Time
	CALL TO ORDER	6:30 pm
	ROLL CALL	
	APPROVAL OF AGENDA	
	APPROVAL OF THE MINUTES	
3 - 4	1. October 4, 2018 Meeting Minutes View Meeting Minutes	
	PUBLIC COMMENT - NON AGENDA <i>3 minutes per person / 5 minutes if representing an organization</i>	
	NEW BUSINESS	
5 - 9	2. Work Session: 2019 Comprehensive Plan Docket Applications View Agenda Item	
	PUBLIC COMMENT - AGENDA <i>7 minutes per person</i>	
	ADJOURNMENT	8:30 pm
	LONG TERM CALENDAR	
10	3. View Calendar	

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. 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.

Draft



MINUTES

Planning Commission

6:30 PM - October 4, 2018

City Hall Council Chambers, Sammamish, WA

Commissioners Present:

Chair Shanna Collins, Planning Commissioner, Position 3
Vice Chair Larry Crandall, Planning Commissioner, Position 4
Eric Brooks, Planning Commissioner, Position 1
Roisin O'Farrell, Planning Commissioner, Position 2
Jane Garrison, Planning Commissioner, Position 5
Mark Baughman, Planning Commissioner, Position 6
Rituja Indapure, Planning Commissioner, Position 7

Commissioners Absent:

Staff Present:

Director of Community Development Jeff Thomas
Deputy Director of Community Development David Pyle
Management Analyst Sara Estiri
Permit Technician Kevin Johnson

CALL TO ORDER

Chair Collins called the Sammamish Planning Commission meeting to order at 6:30 PM.

ROLL CALL

Roll was called.

APPROVAL OF AGENDA

MOTION: Jane Garrison moved to approve the October, 04, 2018 meeting agenda as distributed. Mark Baughman seconded. Motion carried unanimously 7-0.

APPROVAL OF THE MINUTES

September 20, 2018 Meeting Minutes

MOTION: Jane Garrison moved to approve the September, 20, 2018 as distributed. Eric Brooks seconded. Motion carried unanimously 7-0.

PUBLIC COMMENT - NON AGENDA

Draft

James Eastman - 196th Ave NE

Topic: Caution in approving rules and regulations without additional studies

Paul Stickney - 22626 NE Inglewood Hill Road

Topic: Housing Strategy

Karen Herring - 23684 SE 32nd Street

Topic: Improve development regulations to focus on safety and the citizens

NEW BUSINESS

Interim Development Regulations

David Pyle, Deputy Director of Community Development and Sara Estiri, Management Analyst presented.

On Tuesday September 18, 2018, the City Council voted unanimously to adopt an emergency Ordinance (O2018- 468) providing Interim Development Regulations associated with building setbacks, building height, building facade, mass grading, parking, fences, street frontage, and density. This Ordinance includes changes to the rules that largely affect how we see development built-out in the City, particularly with regard to subdivision and new development of single family homes in R-Zone areas.

MOTION: Eric Brooks moved to extend the meeting to 8:45 pm. Mark Baughman seconded. Motion carried unanimously 7-0.

MOTION: Vice Chair Larry Crandall moved to extend the meeting to 9:00 pm. Mark Baughman seconded. Motion carried unanimously 7-0.

PUBLIC COMMENT - AGENDA

Mary Wictor – 408 208th Ave NE

Topic: Interim Regulations

Paul Stickney – 22626 NE Inglewood Hill Road

Topic: Interim Regulations

James Eastman –196th Ave NE

Topic – Interim Regulations

ADJOURNMENT

MOTION: Roisin O'Farrell moved to to adjourn. Eric Brooks seconded. Motion carried unanimously 7-0.

The meeting adjourned at 8:54 pm

Agenda Bill

Planning Commission Regular Meeting
October 18, 2018



SUBJECT:	A work session with the Planning Commission to discuss the 2019 Comprehensive Plan Docket Applications	
DATE SUBMITTED:	October 05, 2018	
DEPARTMENT:	Community Development	
NEEDED FROM COMMISSION:	<input type="checkbox"/> Action <input type="checkbox"/> Direction <input checked="" type="checkbox"/> Informational	
RECOMMENDATION:	Review proposed applications received for the 2019 Comprehensive Plan Docket	
EXHIBITS:	Exhibit 1 - Docket Proposal Overviews	
BUDGET:		
Total dollar amount	N/A	<input type="checkbox"/> Approved in budget
Fund(s)	N/A	<input type="checkbox"/> Budget reallocation required
		<input checked="" type="checkbox"/> No budgetary impact
WORK PLAN FOCUS AREAS:		
<input type="checkbox"/> Transportation	<input type="checkbox"/> Community Safety	
<input type="checkbox"/> Communication & Engagement	<input type="checkbox"/> Community Livability	
<input checked="" type="checkbox"/> High Performing Government	<input type="checkbox"/> Culture & Recreation	
<input type="checkbox"/> Environmental Health & Protection	<input type="checkbox"/> Financial Sustainability	

NEEDED FROM COMMISSION:
2019 Comprehensive Plan Docket Applications

KEY FACTS AND INFORMATION SUMMARY:
Summary Statement

The Sammamish Municipal Code, in accordance with the Growth Management Act, allows the City to consider certain types of amendments to the Comprehensive Plan on an annual basis. These amendments fall into two categories:

- 1) Text Amendments that address technical updates and don't require substantive changes to policy language; and

2) Site-Specific Land Use Map Amendments that seek to change the future land use map zoning designation of an individual's or group of individuals' property.

On October 18, 2018, the Planning Commission will hold a work session on 3 submitted applications for the 2019 docket. To support this work session, staff will present information on the comprehensive plan amendment process, process timeline, and an overview of the applications submitted for the 2019 docket.

Process and Background

The first step in the Comprehensive Plan Amendment process is setting the docket. During this step, the Planning Commission and City Council will identify the proposals that will move forward to a legislative review the following year.

Three proposals were submitted for consideration in the 2019 docket; two from the City's Department of Community Development and one from a citizen. All proposals received are for text amendments. More details on each proposal can be found in Exhibit 1.

Next Steps

On November 1, 2018, the Planning Commission will hold a public hearing and vote on a recommendation to the City Council regarding the 2019 docket. After closing the public hearing, Planning Commission will consider the proposals, deliberate, and vote on a recommendation to City Council.

FINANCIAL IMPACT:

N/A

OTHER ALTERNATIVES CONSIDERED:

N/A

RELATED CITY GOALS, POLICIES, AND MASTER PLANS:

Sammamish Municipal Code ([SMC Chapter 24.25](#)) guides our annual docket process.

The proposed amendments may impact many of the chapters of the [Sammamish Comprehensive Plan](#), with one impacting the [Town Center Subarea Plan](#). As Commissioners consider the proposed amendment related to Town Center, it may also be helpful to review the additional [Town Center Documents](#) as well.



Department of Community Development

801 228th Avenue SE ■ Sammamish, WA 98075 ■ phone: 425-295-0500 ■ fax: 295-295-0600 ■ web: www.sammamish.us

2019 COMPREHENSIVE PLAN DOCKET PROPOSAL #1 Text Amendment Proposal: Urban Forest Management Plan Integration

Applicant

City of Sammamish – Department of Community Development

Description of Proposed Amendment

The City is developing an Urban Forest Management Plan that is currently under review by the Planning Commission and City Council. The Urban Forest Management Plan is a long-term planning effort to set a vision for the City's urban forest resource and establish goals and policies to help achieve it.

The proposed amendment will update goals, policies, and data in the Comprehensive Plan to reflect the contents of the Urban Forest Management Plan, which is scheduled to be adopted in early 2019. The exact content of the proposed changes will not be determined until the final adoption of the Urban Forest Management Plan in 2019. If docketed, specific text changes will be determined prior to the legislative review of this proposal.

Summary of Applicant Justification

Policy EC.10.10 of the Sammamish Comprehensive Plan instructs the City to "Create and support a robust and comprehensive Urban Forestry Management Plan starting in 2016." The Department has been developing the Urban Forest Management Plan for over a year, and the City Council is expected to adopt a Plan in early 2019.

The proposed change is consistent with the Growth Management Act in that it is supportive of "protect[ing] the environment and enhance[ing] the state's high quality of life" (RCW 36.70A.020(10)). Additionally, these amendments will ensure that the content of the Comprehensive Plan is consistent with the Urban Forest Management Plan.



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2019 COMPREHENSIVE PLAN DOCKET PROPOSAL #2

Text Amendment Proposal: Errata Sheet

Applicant

Mary Wictor

Description of Proposed Amendment

This application proposes the creation of a system for tracking and updating errors and updates to the Comprehensive Plan. Citizens would report errors to a staff member throughout the year who would track these and then create an Errata Sheet that would be added to the Comprehensive Plan annually during the docket process.

The proposed Errata Sheet for Sammamish's Comprehensive Plan could be used to address the following errors/updates:

- Adding the missing map legend to figure LU-1 on LU.5 in Volume II
- Correcting the lines on the map in figure EC-4 on EC.15 in Volume II
- Updating "TBP Plan" on page iv in the Table of Contents, Acronyms, & Glossary to reflect that this was changed to the "Non-Motorized Plan"

Summary of Applicant Justification

The Errata Sheet will help ensure the City's Comprehensive Plan reflects current City terms and conditions. Without an Errata Sheet, errors may not be addressed, maps or tables are confusing, and readers of the Comprehensive Plan will not be familiar with changed terms.

The Errata sheet appended to the City's Comprehensive Plan can indicate errors, changes, and reflect City or location conditions and priorities, county planning policies, and state law, as there may be changes within 7-20-year planning periods for mandated or optional elements under the GMA.



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2019 COMPREHENSIVE PLAN DOCKET PROPOSAL #3 Text Amendment Proposal: Town Center Quality of Life Update

Applicant

City of Sammamish – Department of Community Development

Description of Proposed Amendment

The Department of Community Development proposes to amend the goals and policies of the Town Center Subarea Plan and Comprehensive Plan to address “quality of life” areas that improve community livability. This could include the Green Spine, the Urban Forest Canopy, Public Transportation, Regional Storm Water, Solar Generation, and other areas.

If docketed, the City will engage community members, the Planning Commission, and the City Council in discussions about these concepts to explore if text changes to the Comprehensive Plan and Town Center Subarea Plan or code updates are needed. The City’s goal is to ensure that there is a clear guiding vision for these areas that provides more consistency and uniformity throughout Sammamish.

Summary of Applicant Justification

The proposed amendment would strengthen and update existing goals in the Comprehensive Plan and Town Center Subarea Plan to be more reflective of current conditions and priorities. The proposal falls within the scope of annual amendments to the Comprehensive Plan authorized by the Growth Management Act and would be supported by the City’s existing functional plans and capital improvement programs.

PLANNING COMMISSION AGENDA CALENDAR

Date	Time	Type	Staff	Topics
October 18	6:30 PM	Regular Meeting	David Goodman Miryam Laytner	Work Session: 2019 Comprehensive Plan Amendments – Docket Requests
November 1	6:30 PM	Regular Meeting	David Goodman Miryam Laytner	Public Hearing / Deliberation: 2019 Comprehensive Plan Amendments – Docket Requests
November 15	6:30 PM	Regular Meeting	Kellye Hilde	Presentation: Town Center Implementation Strategies
December 6	6:30 PM	Regular Meeting	David Goodman	Work Session: Urban Forest Management Plan
December 13	6:30 PM	Regular Meeting		HOLD
December 20	Cancelled	Regular Meeting		