



AGENDA

Planning Commission

6:30 PM - Thursday, March 5, 2020

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. February 20, 2020 Regular Meeting View Meeting Minutes	
	PUBLIC COMMENT - NON AGENDA <i>3 minutes per person / 5 minutes if representing an organization</i>	
	NEW BUSINESS	
5 - 6	2. Urban Forest Management Plan Implementation Strategies View Agenda Item	
	PUBLIC COMMENT - AGENDA <i>7 minutes per person</i>	
	ADJOURNMENT	8:30 pm
	LONG TERM CALENDAR	
7	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 Jackie Montañana at JMontanana@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.

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MINUTES

Planning Commission

6:30 PM - February 20, 2020

City Hall Council Chambers, Sammamish, WA

Commissioners Present:

Mark Baughman, Planning Commissioner, Position 6
Rituja Indapure, Planning Commissioner, Position 7
Karthik Seetharaman, Planning Commissioner, Position 1
Mike Bresko, Planning Commissioner, Position 2
Mark Lewis, Planning Commissioner, Position 3
Josh Amato, Planning Commissioner, Position 4
Larry Crandall, Planning Commissioner, Position 5

Commissioners Absent:

Staff Present:

Director of Community Development David Pyle
Office Assistant Jaclyn Montanana

CALL TO ORDER

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

ROLL CALL

Roll was called.

APPROVAL OF AGENDA

Motion to approve the February 20, 2020 agenda as distributed.

Motion carried with no objections.

APPROVAL OF THE MINUTES

Motion to approve the February 6, 2020 minutes as distributed.

Motion carried with no objections.

PUBLIC COMMENT - NON AGENDA

Mary Victor - 408 208th Ave NE Sammamish, WA 98074

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Topic: Urban Forestry Management Plan

NEW BUSINESS

Development Regulations Update Phase Two - Program Scope of Work

David Pyle, Director of Community Development, gave a presentation regarding the Development Regulations Update.

Larry Crandall moved to extend the end time of the meeting to 9:00 pm.

PUBLIC COMMENT - AGENDA

Mary Wictor - 408 208th Ave NE Sammamish, WA 98074
Topic: Development Regulations Update

Paul Stickney - 22626 NE Inglewood Hill Rd Sammamish, WA 98074
Topic: Development Regulations Update

ADJOURNMENT

MOTION: Rituja Indapure moved to adjourn. Mark Lewis seconded. Motion carried unanimously 7-0.

Meeting adjourned at 8:57 pm.

Agenda Bill

Planning Commission Regular Meeting
 March 05, 2020



SUBJECT:	Urban Forest Management Plan Implementation Strategies		
DATE SUBMITTED:	February 25, 2020		
DEPARTMENT:	Community Development		
NEEDED FROM COUNCIL:	<input type="checkbox"/> Action <input type="checkbox"/> Direction <input checked="" type="checkbox"/> Informational		
RECOMMENDATION:	Staff will provide an informational overview of the Urban Forest Management Plan Implementation Strategies. No actions are required from the Planning Commission at this time.		
EXHIBITS:			
BUDGET:			
Total dollar amount	\$11,250	<input checked="" type="checkbox"/>	Approved in budget
Fund(s)	001-058-558-60-41-00	<input type="checkbox"/>	Budget reallocation required
		<input type="checkbox"/>	No budgetary impact
WORK PLAN FOCUS AREAS:			
<input type="checkbox"/> Transportation	<input type="checkbox"/> Community Safety		
<input type="checkbox"/> Communication & Engagement	<input checked="" type="checkbox"/> Community Livability		
<input type="checkbox"/> High Performing Government	<input type="checkbox"/> Culture & Recreation		
<input checked="" type="checkbox"/> Environmental Health & Protection	<input type="checkbox"/> Financial Sustainability		

KEY FACTS AND INFORMATION SUMMARY:

Summary Statement

In November 2019, City Council adopted the [Urban Forest Management Plan](#) (UFMP) which is the City’s policy guide for managing, enhancing, and growing trees in Sammamish over the next 20 years. The UFMP includes goals and objectives around Urban Forest Sustainability, Efficiency in Municipal Operations, and Community Collaboration and Engagement.

The process of developing the 2019 UFMP revealed numerous opportunities to enhance the understanding of the City’s urban forest resources as well as improve efficiency in tree maintenance operations, community participation, and other avenues to advance urban forest health and vitality. The goals identified in the UFMP provide strategic direction for the city staff and community efforts. With the recent City Council adoption of the UFMP, it’s time to put the plan into action.

Strategic Implementation Actions

Staff, with support from Davey Resource Group, are developing a Strategic Implementation Plan (SIP). The SIP is a stand-alone document for implementing the goals identified by the UFMP and will serve as a tool to develop annual workplans that guide urban forestry work over the next 20 years. The SIP will include:

- A list of implementation actions for each of the objectives listed under the adopted UFMP's goals. These actions are concrete steps, that when added to and implemented as part of the City's work program, allow for measurable progress towards implementing the UFMP goals.
- A 2020 'Get the ball rolling' workplan, which focuses on steps staff can take in 2020, with no or minimal budgetary impact, to create the infrastructure necessary to implement the UFMP in future years.
- A framework for the development of annual staff work plans, constructed from the actions defined for each objective, and based on the budget and policy priorities of the City Council.

On March 5, 2020, staff will be present the following:

- An overview of the Urban Forest Management Plan and City Council's additions to the UFMP beyond Planning Commission's recommendation;
- An overview of the SIP, providing information on what it is, how it is being developed, how it is intended to function, and how the SIP and its implementation actions will be continually reviewed and updated;
- The anticipated role the Planning Commission and City Council will have in determining urban forest workplan priorities for the 2021 and future urban forest workplans;

Next Steps

Staff will present the SIP in detail to Planning Commission in a work session on April 2, 2020. Staff will be asking Planning Commission to provide feedback on the SIP and direction on which goals and objectives should be prioritized in the 2021-2022 workplans.

RELATED CITY GOALS, POLICIES, AND MASTER PLANS:

[Comprehensive Plan Policy EC.10.10](#) - Support and implement the Urban Forest Management Plan.
[Urban Forest Management Plan](#)

PLANNING COMMISSION AGENDA CALENDAR

Date	Time	Type	Staff	Topics
March 5	6:30 PM	Regular Meeting	Kellye Hilde Evan Fischer	Presentation: UFMP Implementation Strategies
March 19	6:30 PM	Regular Meeting	David Pyle Evan Fischer	Work Session: Flood Plain Ordinance Update
April 2	6:30 PM	Regular Meeting	Chris Hankins Doug McIntyre Kellye Hilde Evan Fischer	Public Hearing/Deliberation Site Specific Land Use Amendment – CWU Campus Work Session: UFMP Implementation Strategies
April 23	6:30 PM	Regular Meeting	David Pyle Evan Fischer David Pyle	Public Hearing/Deliberation: Flood Plain Ordinance Update Work Session: Phase II Development Regulations