

COMMUNITY DEVELOPMENT DEPARTMENT

Monthly Report for February - 2019

March 5, 2019

CURRENT PLANNING:

1. Salish Expansion

Update: The City Council approved the PR/PCI Master Plan on October 29, 2018 and a 21-day judicial appeal period ensued through November 19, 2018. The City Attorney subsequently represented the City in January on an attempt to appeal. The Court ruled in the City's favor, denying the appeal. The City refiled a motion requesting payment of attorney's fees and a decision in the City's favor was issued on February 27, 2019. The Muckleshoot Indian Tribe submitted their Planned Residential/Planned Commercial & Industrial Master Plan application on April 2, 2018. The application was determined completed by the Community Development Director on April 30, 2018. The Planning Commission recommended the City Council approve the Master Plan and adopted Findings, Conclusions, and Recommended Conditions in support of its recommendation. The project was introduced to the City Council on August 27, 2018, and City Council review is anticipated to last through to the end of October.

2. Snoqualmie Mill Planned Commercial/Industrial Master Plan

The preliminary draft EIS document has not yet been submitted to the City. The applicant continues with preparation of an environmental impact statement (EIS) to address and mitigate potential impacts. Community Development staff have recently discussed the progress of the Draft EIS with the applicant and found that work is substantially complete and final formatting is taking place. The Draft EIS is now anticipated to be available for initial city review only in March 2019. Public review and comment on the EIS are anticipated for spring 2019.

3. Panorama Apartments

Update: The project is currently being rough graded, and a soil exportation and safety plan is in place and proceeding well without disruption or impact. The significant retaining walls at the mid and lower portion of the site are being constructed. Final requirements for issuance of building permits are being reviewed with the applicant. The applicant submitted their civil review package in late March. The New Construction Committee (NCC) for SRII approved the design in June (revised approval in November 2018). After several rounds of corrections, the civil plans were approved on August 31, 2018. The Department subsequently issued a Clear & Grade Permit for the site and rough grading, logging, and site preparation has commenced. A ground breaking ceremony was held on site celebrating the beginning of project implementation. Mixed Use Consistency Review is anticipated to be complete this winter for the full architectural design and detail. The site preparation and rough grading is likely to last 3-4 months, leading toward full construction of the project in 2019.

4. Hotel – Lot 20 Business Park

Construction is proceeding on the main hotel structure and the two-story office element. The Hotel portion of the BSIP obtained a temporary certificate of occupancy mid-January 2019 and rooms are now available to the public. The snow delay resulted in a couple of more weeks in construction timing for the two-story element. Further site landscaping will occur. The exterior is now being constructed and the roof elements, windows, etc. are beginning to close the structure in. The two-story commercial office building located closer to the Center St. intersection is substantially erected and is awaiting installation of exterior elements. Staff continues to inspect and monitor construction progress and ensure the site is maintained in a safe, clean, and orderly fashion as may be required by codes.

5. King Street Lot/Sigillo

Sigillo Cellars closed officially on the purchase of the property on Friday, November 30, 2018, in accordance with the provisions of the Purchase and Sale Agreement. The City completed a

lease back agreement with the new owner for public parking on the site until such time as construction begins. Geotechnical exploration is currently being performed by the owner of the site. Sigillo exercised the Option on Friday, June 29, 2018 by submitting a Notice of Election to Exercise Option from King Street Properties, LLC. The City Council approved an extension of the closing on the property transfer through September 30, 2018. Subsequently, City Council additionally extended the closing two months, to the end of November 2018. Development of the site will ensue, leading to construction of a wine processing facility, tasting rooms, and wedding venue use in the future.

6. Mt Si High School
The main building permit was issued in May 2017, and Phase I of the project is well under way and nearing completion. Student occupancy is anticipated for late July/early August, 2019. Phase II is anticipated to begin Summer, 2019.
7. Pre-application Review
There were two PAR meetings in the month of February. One for potential homes on lots owned by Mark Randleman and one for the potential expansion of Brewed Awakening coffee drive thru.
8. Sign Permits
There were no sign permit applications submitted in February.
9. Design Review
There were no applications for Design Review Board approval submitted in February.
10. Building Permits reviewed
There were no building permits submitted for Planning Department review in the month of February.
11. Business Licenses
There were 4 business licenses submitted for review in February.

New Business- 3 total

- Atlantic Pacific Manufacturing- 4 employees- Manufacturing consultants
- Freedom Wellness- 3 employees- Health and wellness products
- Olympic Attention Deficit Center- 5 employees- Pediatric medication management

Location Change- 1 total

- Sebronsen LLC- 2 employees- Web design

12. HO Motion Water Sports
UPDATE- Planning staff and the contract arborist have completed final review of installed tree, shrub and ground cover plants in the required areas along the Parkway. These plantings complete the remaining landscape work required under the performance bond. Consultants will continue to monitor maintenance with the applicant and ensure the plantings remain viable and flourish. Follow up calls were placed in August by the Community Development Director to the building owner and the business representative to obtain an update on the status. The owner stated that he would follow up with the landscaper to get staff a plan by the third week of August. The landscape plan is expected to be submitted to the City for review, leading toward October seasonal completion of the required plantings. Community Development Department staff reviewed the maintenance bond remaining in place and at some point will consider exercising the provisions of the bond to achieve full conformance for landscaping on the project site but no such action is currently anticipated. Staff will reach out in the first week of September to ensure October seasonal results.
13. King & Silva
Demolition and site cleanup were completed in full in July 2018 after extensive efforts at remediation by the Building Official. The owner is attempting to sell the property and obtain civil and site approvals. Huber Architects submitted plans for a 6-unit townhome redevelopment to

undergo permitting. Staff has issued conditional design review approval to the applicant. Originally, the applicant stated that a Spring, 2017 construction start was planned, which turned out not to be the case. Collection of past due invoices for project review has been satisfied and the applicant submitted additional funds under a new MOU. Additional money is due for past due utilities. Once the finance issue is fully addressed, the City can work toward issuance of civil drawing and building permit approvals.

14. PSE/Nuprecon Building

This project is complete and the staffing of the space continues each week. The tenant improvements are completed and the transfer of 150 to 175 PSE employees full time to the site has begun and will continue through 2018 and into the beginning of 2019.

15. Lot 7 Warehouse Development

A Clear & Grade Permit is expected to be issued the first week of March and site preparation will ensue. A new commercial structure is being designed for construction on existing, vacant Lot 7 of the Business Park. Permit applications were submitted and review continues. The site was previously know as Zetec Phase II, but was not constructed as part of the Lot 16 improvements that house Zetec currently.

16. Snoqualmie Ridge II Parcel S22

The City anticipates a resubmittal from Murray Franklyn in March. Murray Franklyn submitted a 14-lot single family residential preliminary plat application on October 2, 2017, for development of the remaining portion of Parcel S22. The applicant submitted revised plans and documents in response to City comments in August. The City recently provided additional comments to Murray Franklyn and is working to resolve stormwater design questions.

17. Snoqualmie Ridge II Parcel S11A

The owner of Parcel S-11A, just east of the Montessori School at Snoqualmie Parkway and SE Swenson Drive, submitted an application to construct a 4,999 square foot office building with associated parking and site improvements. Access will be via the existing driveway used by the Montessori School. Construction commenced in mid-August 2018 for completion and occupancy in early 2019. Construction is continuing with major sitework complete and the building construction underway. No update for February.

18. Scates Short Plat

The short plat was recorded in Spring 2018. **The applicant recently resolved civil design questions and construction of site improvements including stormwater facilities, utilities, and driveways is anticipated to begin the first week or March.** The new owners have also applied for building permits for 3 of the 4 homes.

19. Sprint Wireless Pole

This application was determined incomplete and the applicant has not subsequently submitted required materials. A certified letter was mailed to the applicant by the City requesting the additional information to be submitted within 21 days or the application will be considered abandoned. A wireless facility application and a conditional use permit application were submitted by Sprint for replacement of an existing power transmission pole with a taller wireless monopole on City owned property located at the city limit between Snoqualmie Parkway and Alice Lake. The applications were determined incomplete and staff is working with the applicant to complete the required materials. The applications will require a public hearing with the Hearing Examiner at an undetermined date.

20. Church on the Ridge Building

Church on the Ridge is constructing a new church facility on Lot 4 of the Business Park. Proper erosion control measures are in place to address winter conditions and construction is proceeding diligently. The City met with the applicant's team in June to coordinate ongoing reviews and submittals. Building and civil reviews were completed, and a Clear & Grade Permit was issued in September 2018. The applicant is pursuing buffer averaging to see if the design can be amended to include an exterior terrace feature at the rear of the site. Site grading and utility work began October, with building construction beginning later in 2018 through 2019. Church on the Ridge held a groundbreaking in June.

LONG RANGE (ADVANCE) PLANNING:

1. Shoreline Master Program (SMP) Update

Staff is working with the Department of Ecology (Ecology) and city consultants on final Shoreline Master Program (SMP) edits and to implement guidance for the required periodic SMP update due June 30, 2019. The Planning Commission reviewed the draft SMP and held a public hearing in Fall 2017. Staff is updating the SMP and supporting documents in response to citizen and Planning Commission comments. Further review is anticipated to commence this spring with the City Shoreline Hearing Board. The Shoreline Hearing Board was refreshed in January 2019 to ensure the SMP update can conclude. **Staff is finalizing draft documents for Shoreline Hearing Board and public review, and anticipates bringing these documents forward in late March or early April.**

2. Buildable Lands Report

Under the 1997 Growth Management Act (GMA) the City is required to periodically update the Review and Evaluation Report, commonly referred to as the Buildable Lands Program. Buildable Lands Reports inventory available land, measuring housing and employment land development that has occurred since the last inventory, and review the resulting population densities against forecast growth. Department of Commerce has released new Guidelines to help local governments complete buildable lands reports. Staff met in mid-January to begin the administrative portion of the jurisdictional review and data collection. The timeline for the Buildable Lands Program runs through 2019/2020. Information from the Report will inform the upcoming regular update of the City's Comprehensive Plan. No update for February.

3. Community Rating System

Update: The City needs to include language in our flood ordinance that mechanical equipment is also required to be one foot above the base flood elevation and achieve credit for our Flood Warning and Response plan. Staff plans to work with King County CRS coordinators and the technical reviewer for the Flood Plan on how we can achieve credit for this activity. Staff had a CRS Users Group quarterly meeting February 20, 2019 at King County Offices. The County is starting to update the regional Hazard Mitigation Plan. Staff is preparing to work with the County to help update the sections specific to City of Snoqualmie.

The Community Rating System (CRS) recognizes and encourages community floodplain management activities that exceed the minimum NFIP standards. Depending upon the level of participation, flood insurance premium rates for policyholders can be reduced up to 45%. Besides the benefit of reduced insurance rates, CRS floodplain management activities enhance public safety, reduce damages to property and public infrastructure, avoid economic disruption and losses, reduce human suffering, and protect the environment. Technical assistance on designing and implementing some activities is available at no charge. Participating in the CRS provides an incentive to maintaining and improving a community's floodplain management program over the years. Implementing some CRS activities can help projects qualify for certain other Federal assistance programs. The City is currently at a class 5, which means that our residents enjoy a 25% reduction in their flood insurance premiums. The City has met the point requirements to be a class 4 however, two items need to be updated in order to achieve that status.

4. Meadowbrook Farm

The City of Snoqualmie approved an increase of annual support to \$20,000 for 2019 and 2020, up from the long-standing annual amount of \$10,000. Additionally, the Board received LTAC funding support for 2019 to be used for additional marketing and website support. Beckwith Consulting attempted to develop the final Meadowbrook Farm Business Plan, but only a draft was completed due to remaining issues. The draft was presented to City Council in a joint session with North Bend in October 2015. It was directed that the Business Plan was to be revisited by a City Council subcommittee of both Snoqualmie (CD Committee) and North Bend. Subsequent meetings were ill attended by representatives of North Bend. The Community Development Director brought forth and administered a process to include the draft materials from Beckwith into an organized effort by graduate

level interns from UW in January through March of 2018. A Business Plan was produced and reviewed by both Cities and the MFPA in March, 2018. Additional information was requested from Mt Si Recreation District regarding potential for their organization to further assist with Meadowbrook Farm operations. This effort will inform City budgeting for 2019/2020 and lead toward formalizing a revised and newly adopted Interlocal Agreement with the City of North Bend by 2020, or soon thereafter. The Community Development Committee will be tasked with this effort.

5. NFIP Biological Opinion

No update for February, as this item is pending completion of the SMP update. Following a lawsuit in 2004, FEMA, the agency that administers the National Flood Insurance Program, began consultations with the National Marine Fisheries Service about potential impacts to listed (e.g. threatened or endangered) species under the Endangered Species Act. The result of this consultation was issuance of a Biological Opinion (Bi-Op) in 2008 that, among other things, requires adjustment to FEMA's minimum development criteria for floodplains. To accomplish this, FEMA has offered three "doors" for local governments to ensure compliance with the Bi-Op. Door 1 is adoption of FEMA's model ordinance. Door 2 is adoption of a programmatic approach, and Door 3 is project-by-project determination of compliance. The default is Door 3, under which Snoqualmie currently operates. The City has been working with FEMA to elect Door 2. FEMA provided comments regarding the City's Door 2 proposal last summer. Staff is working with FEMA to respond to those comments and identify changes to City code necessary to enter Door 2, and met with FEMA staff in August. Staff anticipates conditional approval in 2019, after adoption of the updated Shoreline Master Program.

6. Letter of Map Revision (LOMR) with FEMA

City staff met with the contract consultant, NHC, in February. NHC showed the potential for improvements (reductions) to the areas designated floodplain and floodway, and the City is preparing to move forward with the next steps in the LOMR process.

7. Snoqualmie Art Commission (SAC)

In February, SAC welcomed two new appointments, and met to review draft street light banner designs and discuss 2019 programming. In March SAC will discuss Finally Friday Art & Wine Walks preparations.

8. SAVOR Snoqualmie

City staff is currently evaluating continuing efforts involving SAVOR Snoqualmie and will coordinate with Mountains to Sound Greenway on further efforts. **Staff met with MTSG staff in February to identify potential projects and initiatives for 2019.**

9. Snoqualmie Watershed Forum

Staff supported a Mountains to Sound Greenway (Greenway) application for Meadowbrook Slough restoration that went un-awarded in 2018. CD staff consulted with the Greenway and City Urban Forestry staff on the new 2019 Conservation Watershed Management grant round. It was determined that deferring applying until 2020 was prudent, to allow project ideas to mature and hence become more competitive.

10. Sustainability Strategy

The City Sustainability Strategy has guided multiple initiatives, including 45 Valley solar installations in 2016; 15-years of wind power for City facilities starting in 2019; and 63 Home Energy Audits in 2018. The senior climate & long-range planner acts as the K4C (King-County Cities Climate Collaboration) co-chair. Staff have paused climate plan development. Monitoring for the 2018 City Hall 31.25 kw solar project will continue through 2021. A commercial compost outreach program is in discussion with Waste Management for 2019.

CODES & ORDINANCES:

1. SMC Code Penalties Review

Following Council direction over the summer, staff presented preliminary information to the Planning Commission about penalties for code violations under the Snoqualmie Municipal Code in December. Efforts

are presently focused on continued information gathering and integrating any potential changes to penalties with upcoming requirements under the City's municipal stormwater permit. No update for February due to department workload.

2. Relook at Downtown Ordinances- Landmark District
The Planning Commission received several presentations and heard from individual relevant persons representing interests Downtown in late 2018. **The Commission began to review and discuss existing ordinances and regulation in January 2019 and further discussion will occur after the Mainstreet America conference in Seattle in late March. In April, the Commission will review existing ordinances and hear from similar cities that rethought their ordinances in similar fashion.** The City Council directed the Planning Commission to perform a relook at existing codes and ordinances pertaining to the Landmark District. The Commission will review existing conditions and regulations and form a recommendation to the City Council for possible changes.
3. Plat Procedures code amendment
Staff presented preliminary information to the Planning Commission about the plat approval procedures of other cities in the region and the requirements of state law. Snoqualmie currently requires preliminary and final plats be approved by the City Council. Other cities use different bodies, such as the Hearing Examiner, for preliminary plat approval, and state law allows for final plats to be approved by the City administration or the Hearing Examiner. The Planning Commission began its review in November and continued in January and February. The Planning Commission will hold a public hearing on Monday, March 4, 2019, to take public input on this proposed code amendment. Following the public hearing, the Planning Commission will make a recommendation to the City Council.

GRANTS & PROJECTS:

1. Riverwalk Ph I Design & Commerce Appropriation
Work with the Berger Partnership on Phase I Riverwalk began in 2016 to develop bid-ready designs with construction slated for 2019. City Council approved a Berger contract extension in July 2018. A \$1.5 million State appropriation for the project approved in 2015 is handled under the Dept. of Commerce. Grant contracting will follow project acquisitions, Cultural Resources (CR) and SEPA. In August the CR report was finalized, and staff requested initiation of CR consultation with the Department of Archeology & Historic Preservation (DAHP) and affected parties under Executive Order 05-05. No February updates.
2. Riverfront Acquisitions
To date the City has acquired 12 out of 20 potential riverfront properties. The City has access to multiple funds for riverfront acquisitions, up to \$3 million FCD funds, FEMA and past Conservation Futures Tax (CFT) funds. The City has been recommended for \$525,000 CFT funds in 2019 (see **Grants**). In February staff consulted with City Council on Relocation Assistance for tenants in acquired homes.
3. Record Office Revetment
In February the kickoff meeting was held for the Record Office Revetment project at SE River and SE Park Street, and staff set up a system for billing to the project. The project will be reimbursed by King County per a signed project agreement. CD staff provide project management; PW staff will provide design review.
4. Sandy Cove
In February City Council approved NHC Task Order 38 to provide 100% design of Sandy Cove bank improvements and the River St. Outfall, and 30% design of the King St outfall and Meadowbrook Lift Station bank stabilization. Task Order 38 has been executed, and NHC is now scheduling data collection.
5. Sandy Cove, ALEA/Appropriation Request
A 2017 Senator Mullet appropriation request for Sandy Cove bank stabilization led to a 2018 state budget \$360,000 allocation out of the original \$500,000 application. After extensive communication, CD staff were notified the amount would be reinstated to the full \$500,000. CD staff are anticipating the RCO contract will be issued in March for City Council evaluation.

6. FEMA Hazard Mitigation Grant Program (HMGP)/State Military Dept. Grant
Council approved a FEMA grant to acquire 3 homes in 2017; in December, purchase of the last of the three houses was completed. Staff issued a reimbursement request in January. In February CD staff provided an additional form requested by the Military Department to authorize reimbursement to the City.
7. Inclusive Park Grant (RCO)
A \$500,000 Recreation Conservation Office (RCO) grant for the Centennial Inclusive Playground in 2018 was not recommended for award. Staff are tracking potential legislative appropriation in 2019. No updates.
8. Inclusive Park Grant (YASG)
In January, CD staff submitted a Letter of Interest for \$220,000 Youth and Amateur Sports grant (YASG) funds for the Centennial Inclusive Playground. Invitations to apply will be issued by March 1, 2019.
9. Port of Seattle Economic Development Partnership Program (2017)
The Port of Seattle approved a \$15,000 grant request in October 2017 to continue funding Snoqualmie Valley-wide marketing programs (Savor Snoqualmie) by the cities of Snoqualmie, North Bend, Carnation, Duvall and the community of Fall City, continuing Valley-wide efforts currently underway. Staff submitted the final report to the Port for this grant round. The next grant cycle kicked off in December and staff is working to identify suitable grant projects and coordinating with other cities on potential joint efforts. In February, staff met with Mountains to Sound Greenway staff to discuss possible projects and initiatives for 2019.
10. Northern St. Culvert Ph. II, FCD-FR grant 2018
This is a \$20,000 Flood Control District Flood Reduction (FCD-FR) grant for Northern St. Culvert Ph. II pre-design. In November 2018, City Council approved the grant and NHC Task Order to proceed. No updates.
11. RCO Skate Park Grants
The City was awarded \$175,000 RCO grant funds towards the Snoqualmie Skate Park. RCO requested revisions to Billing#2 and the final report, which were re-submitted in January. In February these final submissions were accepted, and the City received its final reimbursement for the Skate Park project. This item is complete, and will be removed from future staff reports.
12. 4 Culture
In October, staff submitted for a 2019-2020 \$4,500 annual 4Culture grant for arts commission activities; notice is pending on whether award is recommended. Staff will email 4Culture staff in March to request an update.
13. Cooperative Watershed Management (CWM), 2015 & 2016
Two Flood Control District CWM grants are being executed with Mountains to Sound Greenway: \$50,000 for Sandy Cove (2015 award; ends 2019), and \$78,023 in Kimball Creek (ends 2021). No February updates.
14. CDBG Koinonia grant, 2016
This \$75,000 CDBG grant is for Koinonia Park. The August 2018 bid opening received no submittals; in January 2019 the project was re-bid. Parks staff are project leads; CD helps manage the grant.
15. Snoqualmie Riverwalk Grants
Staff is currently tracking **2** active Riverwalk grants (see next page); see grants acronyms below.

Grant Acronyms

Acronym	Name	Notes
CFT	Conservation Futures Tax	State-authorized program, run through King County
Commerce	Department of Commerce	State-level

CWM	Cooperative Watershed Management Grant	Program of the Flood Control District
FBD	Floodplains by Design	Dept. of Ecology program (requires Legislative approval)
FCD	Flood Control District	King County extent, though District is its own entity
FEMA	Federal Emergency Management Administration	Federal
HMGP	Hazard Mitigation Grant Program	FEMA grant program
KCD	King Conservation District	Separate public district; not under County management
RCO	Recreation Conservation Office	State Office. Runs multiple grant programs
SROF	Sub-Regional Opportunity Fund	FCD program; set-aside funds for each city
YSFG	Youth Sports Facility Grant	King County grant; now Youth & Amateur Sports Program

RIVERWALK GRANTS

Funder	Grantor	Application Description	Amount	Match	Status/Updates	App. Status
Acquisition Grants						
FCD	Acquisition Agreement	Funds up to 20 acquisitions at \$150,000 per parcel	3,000,000	None	City has acquired <u>12</u> of the 20 designated parcels (60%).	Council-Approved; IP
CFT				50%	<i>Acquisition only, no demolition</i>	
2017 -		Application for ~3 acq.	\$450,000		City Council approved funding award in March, 2018 (Amendment H).	Council approved in March 2018
2018 -		Application to fund ~3 acq.	\$525,000 <i>recommended</i>		In 2018 Staff were notified the project is recommended for award.	Recommended; pending approval
FEMA	HMGP	Application to fund ~ 3 acq.	\$849,317	12.5%	Three purchases complete; Staff will issue a FEMA reimbursement request in January.	Council-Approved; IP
Restoration & Demolition Grants						
FCD	CWM	Restoration along the river parallel to SR 202.	\$50,000	None	Project with Mountains to Sound Greenway near Sandy Cove Park. Project work initiated	Project In-Progress (IP)
FCD	SROF	Project to fund 2 demolitions.	\$58,224	None	Funding towards future demolitions.	Project approved
Combination Grants						
Commerce	Project Appropriation	Acquire 5 properties; \$1.5 mil. construction/restoration	\$1,474,400	--	Approved in State budget; will contract with Department of Commerce.	Awaiting contract
RCO: State Leg/ Mullet	Appropriation Request	Sandy Cove park entrance and Bank Stabilization.	\$500,000	--	Feb. staff notification: partial project funding could awarded in 2018 State budget.	In Review by RCO staff