

COMMUNITY DEVELOPMENT DEPARTMENT

Monthly Report for April - 2019

May 6, 2019

CURRENT PLANNING:

1. City Council Goals & Objectives

The Community Development Department completed applicable SMARTing of objectives for 2019 and 2020 and forwarded the information for compilation with other department responses, leading toward City Council acceptance in April or May. The two main areas of objectives, tourism plan and affordable housing plan, were extensively discussed with the Community Development Council (CD) Committee leading to specific timelines, phases, and deliverables. A detailed timeline for affordable housing objectives will be on the agenda at the CD Committee in May, 2019. Elements of these two goals and their associated objectives will pave the way for specific element updates of the required 2022 update of the City's Comprehensive Plan.

2. Lot 5 Business Park

Applications for Clear & Grade Permit and for Civil review have been submitted to the City. Mixed Use Consistency Review under Snoqualmie Ridge I Business Park Standards is also under way. The property owner of Lot 5 on Douglas St. is partnering a potential skating/hockey organization to construct a two-rink, indoor ice facility on the vacant site adjacent to Snoqualmie Ridge Storage and the new Church on the Ridge site. Final design is under way and the Community Development Department is leading the review and permitting to facilitate the applicant's goal of breaking ground by July, 2019. The project requires issuance of a clear and grade permit, civil review, stormwater review, landscape plan, mixed use consistency review I and II (design review), and building permits. The project is anticipated to obtain occupancy and begin indoor recreation use by September, 2020.

3. Persona Nutrition Appeal

The City Council held the appeal hearing on April 8, 2019 and denied the appeal application, thus upholding the land use determination from the Community Development Director. A land use determination was issued by the Community Development Director in November, 2018 that the proposed Persona Nutrition proportion of retail and non-retail commercial business with significant warehouse and distribution space is not consistent with the adopted allowable uses in the Snoqualmie Ridge Development Standards (SRDS). Persona timely appealed to the City Council. At the appellant's request, the City granted four requests for extensions of the appeal hearing. The appeal hearing is scheduled for April 8, 2019 at the regular meeting of the City Council. Alternative options with no land use issue with SRDS were discussed with the appellant and their broker, including sites in the existing Business Park which may become available later in 2019.

4. Salish Expansion

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 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 City's motion was granted. The appellant filed for reconsideration and was summarily denied. No update for April.

5. Snoqualmie Mill Planned Commercial/Industrial Master Plan
The City received the preliminary draft EIS document in early April. Staff is reviewing the document to determine whether it appropriately identifies impacts and potential mitigation. Public review and comment on the EIS are anticipated for spring 2019.
6. Panorama Apartments
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 first building permits were issued for the three carriage home structures at the north end of the site in April, 2019. 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.
7. 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. 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. No update for April.
8. 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, and initial design is underway. Development of the site will ensue, leading to construction of a wine processing facility, tasting rooms, and wedding venue use in the future.
9. 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. No update for April.
10. Pre-application Review
There were no PAR meetings in the month of April
11. Sign Permits
There were no sign permit applications submitted in April.
12. Design Review
There were no Design Review applications submitted in April.
13. Building Permits reviewed
There were seven building permits submitted for Planning Department review in the month of April.
14. Business Licenses
There were four business licenses submitted for review in April.

New Business- 2 total

- Elizabeth Viney Phd- 1 employee- Psychologist
- Bank of America- 0 employees- ATM machine

Home Occupation- 2 total

- Tea Olive- 2 employees- Asset management
- Oldham Landscaping- 1 employee- Dog walking and landscaping

15. 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.

16. 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.

17. Lot 7 Warehouse Development

A Clear & Grade Permit was issued the first week of March and site preparation began on April 1. Civil review was approved on April 15, 2019 and Mixed Use Consistency review I and II are also issued. 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.

18. Snoqualmie Ridge II Parcel S22

Murray Franklyn resubmitted materials at the end of April. City review is under way. 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.

19. 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. **The City finalized review of the landscape plan in April 2019.**

20. Scates Short Plat

The short plat was recorded in Spring 2018. **Clearing of the site and installation of utilities began in mid-March, and foundation excavation for homes began in April.**

21. Sprint Wireless Pole

The application is considered abandoned. 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.

22. Church on the Ridge Building

Construction of the new Church on the Ridge facility on Lot 4 of the Business Park continues. A Clear & Grade Permit was issued in September 2018. Site grading and utility work began October 2018, with building construction beginning later in 2018 through 2019. Church on the Ridge held a groundbreaking in June 2018.

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. The Shoreline Hearing Board met on April 17 to review the revised Shoreline Inventory and Characterization report and receive updates on the Shoreline Master Plan. **Staff is finalizing draft documents for Shoreline Hearing Board and public review. These will be available in mid-April, and a public hearing by the Shoreline Hearing Board is scheduled for Wednesday, May 29.**

2. Buildable Lands Report

Under the 1997 Growth Management Act (GMA) the City is required to periodically update the Buildable Lands Program Report. 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. King County is leading the regional reporting process, with the Buildable Lands Program timeline running through 2019/2020. CD staff met in early 2019 to begin the administrative portion of the jurisdictional review and data collection. In March, King County requested phase I data from the City for the report, due June 1st. In May CD Staff will begin responsive data collection. Report outcomes will inform the upcoming regular update of the City Comprehensive Plan.

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 attended the CRS Users Group quarterly meeting on April 17, 2019 at City of Redmond. 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 regional CRS Coordinator was present at the meeting and offered suggestions of how we can improve our Activity 610 in order to receive credit for this. Credit in Activity 610 is required in order to obtain a Class 4. Activity 610 pertains to emergency management and the effort includes work from the Fire Chief, GIS Analyst and Planning Department.

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 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 April, 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 with preparation of an agreeable scope and task order. The first step in the lengthy process now includes design and construction of revetment projects at River/Park and at Sandy Cove for bank restoration and protection. A Conditional Letter of Map Revision will be processed for these two revetment projects and then the LOMR effort will capture map changes at FEMA overall.

7. Snoqualmie Art Commission (SAC)

In April, SAC renewed the MSAG partnership for the 2019 Finally Friday Art & Wine Walks, and discussed a new concept for Railroad Days hosting interactive arts features to replace the Artists in Action area.

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 Mountains to Sound Greenway staff in February to identify potential projects and initiatives for 2019. **Staff is finalizing a grant application to the Port of Seattle in May.**

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 (CWM) grant round. It was determined that deferring applying until 2020 was prudent, to allow project ideas to mature and hence become more competitive. **In April, staff participated in scoring CWM grant applications; the grant awards will be discussed at the Forum's May 15, 2019, meeting. The Forum's 2020 draft budget and client survey results are also on the agenda.**

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. In May – June, staff will bring a commercial compost outreach program agreement with Waste Management to City Council for consideration.

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 April due to department workload.

2. Relook at Downtown Ordinances- Landmark District

The Commission began to review and discuss existing ordinances and regulations specifically on April 15, 2019 and will examine other City examples and their ordinances in the two May meetings. After that review, the Commission will frame and forward a recommendation to City Council. The Planning Commission received several presentations and heard from individual relevant persons representing interests Downtown in late 2018. 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 held a public hearing on Monday, March 4, 2019, to take public input on this proposed code amendment. Following the public hearing, the Planning Commission made a recommendation to the City Council. First reading of the proposed ordinance was April 22, 2019.**

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 to July 2019. A \$1.5 million State appropriation is handled under the Dept. of Commerce, with grant contracting to follow Cultural

Resources (CR) and SEPA. In August 2018 the CR report was finalized, and staff requested CR consultation with the Department of Archeology & Historic Preservation (DAHP) and affected parties. No April 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. In April City Council approved a relocation policy for tenants in past Riverfront acquisitions.

3. Record Office Revetment

In April staff participated in weekly project calls on the Record Office Revetment project at SE River and SE Park St, and set a meeting with project stakeholders in late May. CD staff provide project management; PW staff provide support and design review. This project is reimbursed by King County.

4. Sandy Cove

This project provides full design of the Sandy Cove bank stabilization and River St. Outfall, and 30% design of the King St outfall and Meadowbrook bank stabilization. In April initial review showed the Meadowbrook bank stabilization may be costlier than the alternative action of relocating a sewer line near the bank; as such, a second design phase of this feature was not authorized. In April staff were notified that a portion of contingency funds may be needed for additional project management support, typically 10% of a design projects cost. Sandy Cove designs will be collectively reviewed alongside Record office designs (above) at the project stakeholders meeting scheduled in late May to solicit project feedback.

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 \$560,000 application. After extensive communication, CD staff were notified funding would be reinstated to the full \$560,000. CD staff anticipate receiving the RCO contract in May, with Council contract review in June.

6. FEMA Hazard Mitigation Grant Program (HMGP)/State Military Dept. Grant

Council approved a FEMA grant to acquire 3 homes in 2017; all three houses were acquired by December 2018. Reimbursements from FEMA and King County for purchase costs were received in March. In April relocation assistance letters were issued to tenants. Next steps in the project steps include completing tenant relocation monitoring, and soliciting house demolition bids.

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. There is a potential State legislative appropriation for \$65,000 that CD is tracking, which could help cover design costs. CD is awaiting legislative notice of 2019 budget outcomes.

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. In April, CD staff completed the full application.

9. Port of Seattle Economic Development Partnership Program

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 Fall City community, 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 identifying 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 2019 projects and initiatives. **Staff anticipates submitting an application for further funding in May.**

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. 4 Culture

In 2018, staff applied for a 2019-2020 \$4,500 annual 4Culture grant for arts commission activities, subsequently approved in March 2019. As the grant award was budgeted and under \$10,000, in April staff facilitated completed processing of the 4Culture grant award agreements.

12. 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). In March restoration was conducted at the Sandy Cove site, planting 3,750 spruce, red cedar, and hemlock. No April updates.

13. CDBG Koinonia grant, 2016

This \$75,000 CDBG grant is for Koinonia Park. A second bid opening in January 2019 resulted in bid submittals exceeding the project budget. The project is undergoing re-design. Parks staff are project leads; CD helps manage the grant. No updates.

14. Snoqualmie Riverwalk Grants

Staff is currently tracking **Z** active Riverwalk grants (see next page for grants and grant acronyms).

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%).	Project In-Progress (IP)
CFT				50%	<i>Acquisition only, no demolition</i>	
2017 -		Application for ~3 acq.	\$450,000		City Council approved funding award in March, 2018.	Council approved; IP
2018 -		Application to fund ~2 acq.	\$525,000 <i>recommended</i>		City Council approved funding award in March, 2019 (Amendments J & K).	Council approved; IP
FEMA	HMGP	Application to fund ~ 3 acq.	\$849,317	12.5%	3 purchases complete; in May-June, staff will issue small works demolitions request	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	Council-Approved; 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: project funding awarded in 2018 State budget.	In Review by RCO staff

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
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
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

