

COMMUNITY DEVELOPMENT DEPARTMENT

Monthly Report for July - 2019

August 6, 2019

CURRENT PLANNING:

1. City Council Goals & Objectives

Looking toward August 5 or 19 CD Committee meeting for further discussion and direction to staff. 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 Comprehensive Plan.

2. City-Wide Tourism Plan

Looking toward August 5 CD Committee meeting for further discussion and policy direction to staff. The Community Development Council Committee reviewed and accepted a timeline for the effort to complete a city-wide tourism plan. The CD Director reviewed past studies and reports related in general ways to tourism and forwarded the materials to the CD Committee at the Meeting of June 3, 2019. A project page on the City website was also produced and the related background materials and studies are posted there for review by the Cd Committee and any other interested party or stakeholder.

3. Lot 5 Business Park

Applications for Clear & Grade Permit, Foundation and retaining wall building permits, Civil review, and Mixed Use Consistency Review under Snoqualmie Ridge I Business Park Standards are all submitted for City review and nearly all issued/approved. Permits for the MUCR II and overall building permit for the shell building are expected to be issued in mid-August, 2019. Rough grading and erosion control are nearly completed on site and areas to be preserved are delineated and cordoned off with silt fencing for protection. Completion in 2020 is anticipated. 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.

4. Salish Expansion

An application for a Binding Site Improvement Plan (BSIP) was submitted to the City as required by June 1, 2019 in accordance with the required milestones in the Amended and Restated Development Agreement for the Salish Expansion. Staff will process the BSIP application and work towards a working group in the Fall for discussions on intersection design and function on SR 202 at the Salish Lodge/Falls parking lots. 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 April update.

5. Snoqualmie Mill Planned Commercial/Industrial Master Plan
The City received the preliminary draft EIS document in early April. Staff is reviewing the working document with the applicant to determine whether it appropriately identifies impacts and potential mitigation before public circulation and comment. Draft EIS public/agency review and comment are anticipated for Fall 2019.
6. Panorama Apartments
The project site was rough graded and foundations and framing have begun for the apartment buildings. All required building permits have been issued by the City. 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 permits remain active for the two-story office element. The applicant is working with contractors to complete site work and interior improvements. Work is anticipated to recommence in August. 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. Staff continues to work with the applicant and owners on site landscaping and civil punch list items.
8. King Street Lot/Sigillo
Sigillo Cellars closed officially on the property purchase on Friday, November 30, 2018, in accordance with the Purchase and Sale Agreement provisions. 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 site owner, and initial design is underway. Site development 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 Phase I portion is anticipated to be open and occupied on time in August, 2019. The main building permit was issued in May 2017, and Phase I of the project is well under way and nearing completion in July/August, 2019. Student occupancy is anticipated for late July/early August, 2019. Phase II is anticipated to begin Summer, 2019. No new update for May.
10. Pre-application Review
There was one PAR meeting in the month of July for a coffee shop on Meadowbrook Way.
11. Sign Permits
No Boat Brewing Company submitted for a permit in May with action in July.
12. Design Review
There were no Design Review applications submitted in July.
13. Building Permits reviewed
There were five building permits submitted for Planning Department review in the month of July.

14. Business Licenses

There were six business licenses submitted for review in July.

New Business- 2 total

- Carousel- 4 employees- Gift shop
- Pineapple Life- 38 employees- Yoga studio

Home Occupation- 2 total

- J&R Rockscapes- 1 employee- landscaper
- Aedvanza- 1 employee- Advertising
- Snoqualmie Nature Preschool- 1 employee- Nature studies

Temporary Use Permit- 2 total

- Jose Gomez- 1 employee- seasonal produce stand

15. King and Silva

A weed abatement letter was mailed registered mail to the property owner for the extensive, tall weeds now present on the site. Only about 20 feet around the site perimeter was abated and a second letter is being prepared by the Parks and Public Works Department notifying the owner of the need for further abatement. 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

Site work and construction continues on pace; concrete walls are anticipated to go up next. 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 known 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 staff and consultants provided comments on June 3. The applicant is working through stormwater and roadway design issues in August. 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 site and building work is nearing completion and has temporary occupancy. 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. The deed for the critical area tract has been delivered to the City. **Clearing of the site and installation of utilities began in mid-March, and foundation excavation for homes began in April. Foundation work is currently underway along with framing for one of the homes.**

21. Church on the Ridge Building

Construction of the new Church on the Ridge facility on Lot 4 of the Business Park continues. The applicant is currently again exploring the addition of an exterior terrace to the rear portion of the building. 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 updated the SMP and supporting documents in response to comments. Further review continued in 2019 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. The Shoreline Hearing Board held public hearing on Wednesday, May 29. Following the public hearing, the Board forwarded the draft Shoreline Master Program to the City Council. **City Council review began in May toward a June 30 deadline with the Dept. of Ecology. The Community Development Committee is continuing to review the draft SMP.**

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. In March, King County requested phase I data from the City on land development since the last inventory, due July 1st. In June CD Staff issued its responsive data report. It is anticipated a second phase will begin this summer though, as of the end of July, City Staff have not yet been informed of the proposed schedule for next steps.

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 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 July, 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 in 2018. Staff is working with FEMA to respond to those comments and identify changes to City code necessary to enter Door 2. Staff anticipates conditional approval after adoption of the updated Shoreline Master Program.

6. Letter of Map Revision (LOMR) with FEMA

In February City staff met with contract consultant NHC to review potential improvements (reductions) to the designated floodplain and floodway areas, and to review next steps in the LOMR process. 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. In June City Council approved Conditional Letter of Map Revision be processed for these two revetment projects, with City Staff continuing to work with NHC. A subsequent, final LOMR effort in 2021-2022 will capture map changes at FEMA overall.

7. Snoqualmie Art Commission (SAC)
In June, SAC and the Mt. St Artists Guild (MSAG) held their third 2019 Finally Friday Art & Wine Walk (FFAAWW) with 149 guests attending. The Arts Commission meeting in June reviewed FFAAWW preparations, and discussed preparations for Railroad Days.
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. **The City Council authorized grant acceptance in July.**
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 were discussed at the Forum's May 15, 2019, meeting. **The Forum's annual tour was conducted on July 17 and highlighted a major floodplain restoration project along with ongoing forest management activities.**
10. Sustainability Strategy
The City Sustainability Strategy has guided multiple initiatives, including 45 Valley solar installations in 2016; 63 Home Energy Audits in 2018; and 15-years of wind power for City facilities starting in 2019. 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 June, City Council approved a commercial compost outreach program agreement with Waste Management (WM); staff met with WM in early July to review the project schedule and initiate program toolkit development

CODES & ORDINANCES:

1. Relook at Downtown Ordinances- Landmark District
The Commission began to review six comparison cities in June and discussed a preliminary recommendation in July. The draft recommendation will be formatted in relation to existing Code in August and forwarded to the City Council in September or October, 2019. 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.
2. Plat Procedures code amendment
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. After discussion, the City Council referred the ordinance back to the Community Development Committee for further review. Following this review, the CDC sent the ordinance back to the Council for action on June 10. **The City Council adopted Ordinance 1215 on June 10.**

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. In July, City Council approved a one-year extension of the Berger Partnership design contract.
2. Riverfront Acquisitions
To date the City has acquired 12 out of 20 potential riverfront properties. The City has access to multiple acquisition funds, including up to \$3 million Flood Control District (FCD) funds and Conservation Futures Tax (CFT) funds. No July updates.
3. Record Office Revetment
In June, City and King County staff met with the staff of various permitting agencies to review riverbank stabilization concepts for the Record Office and for Sandy Cove (See below). In August staff anticipate initiating 30% design development. 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. Sandy Cove designs were reviewed alongside Record office designs (above) at the permitting agencies meeting in June to solicit project feedback. No July updates.
5. Sandy Cove, ALEA/Appropriation Request
In June City Council approved a \$560,000 RCO-ALEA grant to improve the lower and upper banks of Sandy Cove Park. In July CD staff initiated design scope development.
6. FEMA Hazard Mitigation Grant Program (HMGP)/State Military Dept. Grant
This FEMA grant is to acquire and demolish 3 homes. All three houses were acquired by December 2018, and all tenants completed premises vacation by July. In June CD staff issued a request for small work proposals for the deconstruction and demolition of 5 riverfront homes, including the 3 homes covered under this FEMA grant. In August staff anticipate bringing a deconstruction contract for Council consideration.
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. 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. **The City Council authorized grant acceptance in July.**
9. 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 conducted with City on-call consultants NHC. In May consultants met with the Department of Fish and Wildlife for permitting considerations; in June conceptual design was initiated. No July updates.

10. 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 July updates.

11. CDBG Koinonia grant, 2016

This \$75,000 CDBG grant is for Koinonia Park. In June the project opened for a new bid. In July City Council approved the project construction bid. Parks staff are project leads; CD helps manage the grant.

12. Snoqualmie Riverwalk Grants

Staff is currently tracking **8** 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		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 July, staff received small works demolition bids.	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.	\$560,000	--	In June City Council approved the RCO grant contract.	Council-Approved; IP

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