



PLANNING COMMISSION

MINUTES OF THE MEETING

MEETING SUMMARY

Regular bi-monthly meeting
Thursday, October 20, 2016, 6:30pm
City of Sammamish Council Chambers

COMMISSIONERS PRESENT

Frank Blau, *Pos. 6, Chair*
Shanna Collins, *Pos. 3, Vice-Chair*
Eric Brooks, *Pos. 1*
Larry Crandall, *Pos. 4*
Nancy Anderson, *Pos. 7*

Absent:

STAFF PRESENT

Cheryl Paston, Deputy Director – Public Works
Tawni Dalziel, Senior Stormwater Program Manager
Doug McIntyre, Senior Planner
David Goodman, Management Analyst
Tammy Mueller, Administrative Research Assistant

CONSULTANTS PRESENT

Wayne Carlson, AHBL
Art Sullivan, ARCH

CALL TO ORDER

Chair Frank Blau called the Sammamish Planning Commission meeting to order at 6:30 pm.

APPROVAL OF AGENDA: Nancy Anderson motioned; seconded – **Approved 5:0**

The Agenda was approved as read.

APPROVAL OF MINUTES: Larry Crandall motioned; seconded – **Approved 5:0**

09/15/2016 and 10/06/2016 minutes approved as distributed.

Public Comment: Non-Agenda: (3 Min Individual / 5 Min Representative)

[Bookmarked Video Link](#)

- Mary Wictor, 408 208th Ave. NE, Sammamish, WA Time: 6:32pm
 - Topic: Comp plan amendments, neighborhood character

Documents submitted: Housing Legacy and Stewardship, Housing Balance and Growth

Public Comment Closed

OLD BUSINESS

Low Impact Development (LID) Code Amendments – Work Session

Tawni Dalziel, Senior Stormwater Program Manager and Wayne Carlson, AHBL presented a powerpoint presentation ([link](#)) informing the Commission of proposed changes to the Sammamish Municipal Code (SMC) pertaining to LID. Proposed changes are referenced in the packet material ([link](#)).

Staff and Commission commenced discussion:

- **Overview:** An overview of the presentation was provided, including the NPDES Permit Requirements for Low Impact Development and steps to integrate LID into the Sammamish Municipal Code (SMC).

- **BMPs vs Principles:** LID BMPs to be achieved via adoption of the King County Surface Water Design Manual (KCSWDM) and the Sammamish Addendum to the KCSWDM. LID Principles to be achieved via adoption of SMC 21A.37 and 21A.85, the upcoming Public Works Standards, and various other codes. Currently, all have been taken into account with the exception of the amendments to SMC 21A.85 and other codes which will be discussed tonight.
- **LID Principles:** The intent of the LID Principles is to make LID the preferred and commonly-used approach to site development by addressing impervious surface coverage, native vegetation loss, and stormwater runoff.
- **Integrating LID into Sammamish's Codes & Standards – Challenges with Existing Code**
 - SMC 21A.85: Low Impact Development: chapter is too complicated, LID techniques too difficult to achieve, incentives too low, all or nothing approach. Specific changes to code to correct these issues was discussed.
 - Commission gave the following comment:
 - Questioned what has changed to make the code less complicated to small developments.
 - Consultant stated that they tried to allow for graduated point accumulation and use percentages rather than whole numbers. This would balance technique points to make it more achievable for all sized projects.
 - LID approaches eligible for incentives: methods were discussed, including retention of existing forested condition, restoration of vegetated area, restoration of critical area buffer, increased critical area buffer width, and others.
 - LID techniques no longer eligible for incentives: removed requirements under KCSWDM and techniques not supported by science including vegetated roofs, drought tolerant landscaping, and others.
 - Commission gave the following comment:
 - Gave appreciated that feedback to remove incentives for required elements from the Commission to the Staff was taken into account.
 - LID Incentives: Increased density, building height increase, and attached signage were a few of the added incentives.
 - Graduated scale: An all or nothing approach limits the use of techniques while adding a graduated scale of points awarded for some techniques is more likely to encourage usage.
 - Example: several slides show the change of 20 acres pre-development through the development cycle.
 - Commission gave the following comment:
 - Requested clarity of whether the lots were smaller with the LID BMP usage example.
 - Consultant replied that they were smaller due to the usage of the BMPs
 - Regarding pg 11/15 of 21A.85 in the packet, requested clarification for whether Hollywood Driveways are worth 6 or 8 points.
 - Consultant clarified that the example shows a joint-use driveway, not a Hollywood Driveway, thus the example and allocated points are correct.
 - Concern regarding whether, instead of development combining existing lots, developers may instead incrementally develop short plats. Also requested clarity regarding the difference in stormwater requirements between the two for the purpose of ensuring that small and large developments are treated the same, especially as there is no more room in the City for large developments.
 - Staff responded that short plats and a subdivision would have the same stormwater requirements under the proposed LID BMPs.

- **Other Proposed Code Amendments:** proposed amendments to the SMC are briefly discussed for each chapter and section.
 - SMC 16.15: Clearing and Grading
 - Commission gave the following comment:
 - Regarding the limits of volume of earth removed from a site, requested whether anything had changed.
 - Requested clarity regarding whether the Commission was referring to mass clear-cutting and grading of large developments. Commission confirmed. Staff responded that SMC 21A.85 does address this by providing technique for points and possible incentives that would limit site disturbance.
 - Requested that the City monitor the usage of the proposed incentives to determine whether they are strong enough to result in the desired change or whether stronger measures are necessary, such as altering certain incentivized items to be requirements instead.
 - Staff stated that they will need to take vested projects into account in any analytics they perform as vested projects are exempt from the new standards. Analytics may be delayed for several years until non-vested projects are complete.
 - Inquired as to whether there was a way to retroactively incentivize LID BMPs on vested projects.
 - Staff responded that vesting law requirements seem to prohibit this but they would consult with the DCD Director for confirmation.
 - SMC 21A.15 & 21B.15: Technical Terms and Land Use Definitions
 - SMC 21A.30: Development Standards – Design Requirements
 - Commission gave the following comment:
 - Requested clarity on cluster development.
 - Staff stated that when cluster development is used, open space is not to be disturbed. The change is that open space should be located where existing native vegetation exists.
 - Stated their appreciation of the strength of the incentives and their potential benefit to the City.
 - SMC 21A.35: Development Standards – Landscaping and Irrigation
 - Commission gave the following comment:
 - Requested Staff to provide an example of a Type 2 along with the intention of the 3:1 ratio.
 - Consultant responded that the intent is to create aesthetically pleasing ponds.
 - Regarding parking, whether it is necessary to offer a non-LID option and the purpose of keeping the old options from sections A-E.
 - The consultant responded that the intention of keeping A-E was in case of an instance where bio-retention is not necessary yet they still want to have design parameters for landscape parameters in parking lots.
 - Requested that limits be set regarding water usage, though admitted that this may not be LID-related.
 - Requested that the parking option be eliminated.
 - SMC 21A.40: Development Standards – Parking and Circulation
 - SMC 21B.25: Development Standards – Density and Dimensions
 - SMC 21B.30: Development Standards – Design Requirements
 - SMC 21B.35: Development Standards – Landscaping and Irrigation
 - Commission gave the following comment:

- Stated concern with the practical application, stating that if 21A.37 will not be synchronized, it should be amended as the Commission does not want conflicting regulations in the code.
 - Requested clarification between the requirements for replacement of trees in parking lots vs. elsewhere.
 - Consultant stated that this section deals with the replacement of trees that have been removed. Parking requires the addition of specific trees for shade purposes, not replacement.
 - SMC 21B.85: Development Standards – Interim Stormwater Standards
- **Proposed Schedule:**
 - October 20: Planning Commission Work Session
 - October 27: Planning Commission Public Hearing and Deliberation
 - November 8: Planning Commission handoff to City Council
 - November 15: City Council Study Session
 - December 6: City Council Public Hearing – 1st Reading
 - December 13: City Council Public Hearing – 2nd Reading

Chair called for a short recess at 6:44pm. Session called back to order at 7:50pm.

NEW BUSINESS

Comprehensive Plan Amendments – Housing Element – Work Session

Doug McIntyre, Senior Planner and David Goodman, Management Analyst presented a PowerPoint presentation ([link](#)) informing the Commission of the proposed amendments to the Housing Element of the Comprehensive Plan. Copies of the proposed amendments are located in the packet ([link](#)).

Staff and Commission commenced discussion:

- **Background:** the Growth Management Hearings Board determined that the Comprehensive Plan fails to make adequate provisions for existing and projected needs for all economic segments of the community, thus the Housing Element must be amended to comply by December 9, 2016.
- **Compliance:** Recommendations to comply include adding a summary of the 2012 KCCPPs guidance regarding the role of cities in helping to meet the countrywide need for affordable housing, an estimate of countrywide affordable housing need proportional to the City of Sammamish’s growth targets, and amending the goals and policies to clarify and strengthen the City’s commitment to meeting its responsibilities in helping to meet countrywide affordable housing needs.
 - Commission gave the following comment:
 - Clarification for whether these were regulatory changes.
 - Staff replied that they were not.
- **Content:** Proposed changes include measures to ensure that the countrywide need is addressed, support for regional coordination, and provisions for monitoring.
- **Proposed Schedule:**
 - October 20: Planning Commission Work Session
 - October 27: Planning Commission Public Hearing
 - November 8: City Council Study Session
 - November 15: City Council Public Hearing, First Reading
 - December 6: City Council Second Reading, Adoption
 - December 9: Deadline to comply with GMHB order
 - January 2017: GMHB to assess compliance with order
- Commission gave the following comment:
 - Stated that the policy is straight-forward but that there are actions needed including data collection.

- Staff accepted this but stated that this agenda item is not a policy exercise. Policy will set the groundwork which is informed by data collection but this item is to comply with the HGMA Order.
- Requested that Staff provide the dates of the City Council meetings where the Comprehensive Plans were first discussed, along with a summary of the discussions, starting from November 21, 2013.
- Requested general information from ARCH including agreements with them.
 - Staff responded that the City has an interlocal agreement with ARCH which operates as the City's housing department.
 - Consultant provided a more detailed overview of ARCH's role with the City and region.
- Requested that Staff provide the numbers for affordable housing, how it has changed in recent years, and speculation for what is reasonable for Sammamish's affordable housing number projections.
 - Staff responded that pg 78 of the packet attempts to capture this.
- Regarding pg 79, requested that Staff provide the data used to create the pie chart
 - Staff provided explanation as to the data utilized.
- Requested what the pie chart look like today.
 - Consultant listed the baselines as 1% for very low income, 1% for low income and 4% for moderate income with the goals being 12%, 12%, and 16% respectively.
- Requested what tools would be utilized to increase the housing goals. Requested that more realistic goals be worked toward rather than the current ones.
 - Consultant responded that there is a 20-year timeframe with which to develop and implement plans to work toward these goals, insisting that they are not completely unrealistic and should be aimed for.

Motion to extend the meeting: Larry Crandall motioned to extend the meeting until 9:02pm; seconded. Approved 5:0

- Stated that the fact that there are few rental options in Sammamish contributes to the low income housing percentages.
- Suggested that a focus be to create public transport options in anticipation for additional low income housing residents.
 - Consultant stated that many who live in low income housing do not require public transportation.
- Stated that the Comprehensive Plan's language change does not change the SMC, thus no changes are likely to occur.
 - Consultant stated that the purpose of the proposed amendments is to comply with the GMHB Order in timely fashion; how to implement the changes will require additional research. Explained that the Comprehensive Plan is an evolving document and implementation changes will be taken into account but these changes must be prioritized as the main focus now is meeting compliance with the GMBH Order.
- Requested that additional Comprehensive Plan work sessions be scheduled for the Planning Commission in the near future.
- Stated concern that the Comprehensive Plan's Section 6 language is not clear enough to allow for public input.

Public Comment – Agenda (7 Minutes)

[Bookmarked Video Link](#)

- Richard Johnson, 20035 SE 27th Pl., Sammamish, WA Time: 9:00pm
 - Topic: Comp Plan revisions, Housing Affordability
- Paul Stickney, 504 228th Ave. SE, Sammamish, WA Time: 9:03pm

- Topic: Growth targets, Town Center density and affordable housing reanalysis, Transportation Master Plan
Documents submitted: Community Character and Balances, Sustainable Housing flow chart, Economic and Demographic Housing Needs Analyses sheet
- Mary Wictor, 408 208th Ave. NE, Sammamish, WA Time: 9:11pm
 - Topic: LID and compaction, impervious surface and weed barriers, clear & grade permit restrictions, recording LID during M&D period

Public Comment Closed

Motion to Adjourn: Shanna Collins motioned to adjourn; seconded. **Approved 5:0**
Meeting adjourned at 9:15pm.

Chair: Frank Blau

PC Coordinator: Tammy Mueller

[Video Audio Record 10/20/2016](#)

Roberts Rules of Order applied: [RONR (10TH ed.), p. 451, 1. 25-28]