



BUSINESS OF THE CITY COUNCIL CITY OF SNOQUALMIE

AB23-005
January 9, 2023
Committee Report

AGENDA BILL INFORMATION

TITLE:	AB23-005: Draft Ordinance amending SMC Chapters 14.30, 14.40, 17.35 and 17.80	<input type="checkbox"/> Discussion Only
PROPOSED ACTION:	Adopt Ordinance xxxx, Amending SMC Chapters 14.30, 14.40, 17.35 and 17.80	<input checked="" type="checkbox"/> Action Needed: <input type="checkbox"/> Motion <input checked="" type="checkbox"/> Ordinance <input type="checkbox"/> Resolution

REVIEW:	Department Director/Peer	Emily Arteche	12/29/2022
	Finance	n/a	Click or tap to enter a date.
	Legal	Anna Astrakhan	12/29/2022
	City Administrator	Mike Sauerwein	Click or tap to enter a date.

DEPARTMENT:	Community Development		
STAFF:	Jason Rogers, Senior Planner		
COMMITTEE:	Community Development	COMMITTEE DATE: January 3, 2023	
MEMBERS:	Jo Johnson	Matthew Laase	James Mayhew
EXHIBITS:	1. Draft ordinance 2. Planning Commission Recommendation 12/5/22 3. AB23-005 x3 SMC CH 14.30, 17.35 and 17.80 Table of Changes		

AMOUNT OF EXPENDITURE \$ n/a

AMOUNT BUDGETED \$ n/a

APPROPRIATION REQUESTED \$ n/a

SUMMARY

INTRODUCTION

Several draft code amendments were introduced at the Planning Commission beginning in the Fall of 2021 identifying opportunities in the Snoqualmie Municipal Code, SMC to clarify, simplify, and enhance permit processing specifically in the areas of historic design review and landmarks, and design review.

The draft SMC amendments include project permit processing procedures for all permit types, Snoqualmie landmark designation criteria, nomination procedures as well as related definitions, thresholds for historic design review and a new permit type, "Site Plan Permit". Other draft code amendments set a time and day for receiving an appeal within the Department.

LEGISLATIVE HISTORY

Previously adopted ordinances include:

744 § 2	1995
768 § 2	1996
874 § 2	2001
960 § 2	2004
1120 § 1	2013
1198 § 22 (Exh. D)	2017
1203 § 2	2018
1234 § 2	2020
1262 § 1	2022

BACKGROUND

Some sections of Snoqualmie Municipal Code, SMC are outdated and have not been amended since as early as 1995 with the most recent amendments related to adopted Ordinance 1262, which added provisions for fences and trash containers. Various sections Chapter 17.35 reference King County (KC) development codes and procedures. Some existing code language requires city coordination with an KC office that no longer exists, i.e., Cultural Office.

The city's current permits lacks an established comprehensive site plan design review process. Site plan permits guide applicants early in the permit review process and assures that quality physical development occurs in compliance with the development code. Municipal Research Service Center, MRSC describes a site plan permit as *a general site plan review typically involves physical details that relate to the site and the type of use proposed and addresses such things as landscaping, design, parking location, and other site-specific issues. Site plan review typically applies to commercial and industrial development and multifamily projects of a certain size - not single-family residential development. Site plan review may be required before or concurrent with a building permit, a conditional use approval, or other type of land use review process.* More information about site plan permit processes is available at <https://mrsc.org/explore-topics/planning/development-regulations/site-plans-and-binding-site-plans>

The Planning Commission reviewed the draft code amendments in meetings on: 9/6/22, 10/3/22, 10/17/22, 11/14/22, 11/21/22 (Public Hearing) and 12/5/22 (continued Public Hearing from 11/21/22). A Planning Commission recommendation to the City Council is attached as Exhibit 2. A State Environmental Policy Act, SEPA review and SEPA Determination of Non-Significance, (DNS) was completed on 12/2/2022.

ANALYSIS

The draft code amendments provide opportunities in the SMC to clarify, simplify, and enhance permit processing specifically in the areas of historic design review and landmarks, and design review by:

- Clarifying the initial decision maker, appeal body and other requirements applicable to each category of permit in category of permits table [SMC 14.30.020]. Appeals of all historic design review decisions would be processed by the City Hearing Examiner),
- Clarifying the deadline for filing appeals [SMC 14.40.010],
- Enhancing how the Historic Design Review Board operates [SMC 17.35],
- Simplifying the code with the deletion of KC development code references [SMC 17.35],
- Enhancing the code with the addition of KC development codes including Snoqualmie landmark designation criteria and nomination procedures and related definitions, [SMC 17.35],
- Clarifying the parameters of Type thru Type III historic design review projects, [SMC 17.35], and,
- Enhancing the code with the addition of a Site Plan Permit and permit criteria, [SMC 17.80].

PLEASE NOTE: after the Planning Commission recommendation on December 5, 2022, (see Exhibit 2) Staff identified one additional recommended draft code amendment for CDC consideration noted on the draft ordinance (Exhibit 1, p. 13) which provides consistency with the existing code (SMC 17.75.050) by deleting a reference to temporary signs for less than 60 days from Historic Design Review Board reviews.

A table summarizing the changes is included, (see Exhibit 3).

BUDGET IMPACTS

None.

NEXT STEPS

The proposed ordinance is for first reading/introduction on January 9, 2023, and City Council action on January 23, 2023.

PROPOSED ACTION

[For January 9, 2023] None; for introduction only

[For January 23, 2023]: Move to approve Ordinance No. xxxx adopting amendments to SMC Chapters 14.30, 14.40, 17.35 and 17.80.