



# COMMUNITY DEVELOPMENT COMMITTEE MEETING MINUTES February 17, 2025

---

*This meeting was conducted in person at Snoqualmie City Hall and remotely using Zoom.*

**CALL TO ORDER & ROLL CALL:** Chair Washington called the meeting to order at 6:01 pm.

**Committee Members:**

Councilmembers Louis Washington (remote), Jo Johnson, and Dan Murphy were present.

Mayor James Mayhew was also present.

**City Staff:**

Mike Chambless, City Administrator; Dena Burke, City Attorney; Mona Davis, Community Development Director; Robert Thrall, Interim City Clerk; Rebecca Solem, Temp. Executive Assistant; and Andrew Jongekryg, IT Support.

**AGENDA APPROVAL** – The agenda was approved as presented.

**PUBLIC COMMENTS** – There were no public comments.

**MINUTES** – The minutes dated February 02, 2025, were approved as presented.

**DISCUSSION ITEMS** –

1. Community Development Priorities – Discussion led by Director Davis for The Committee to refine and rank their priorities for the year (2026), as well as give clarity and direction to the CD Department for 2026. CM Murphy asked what the state was requiring The City to do. CM Washington asked what resources would be needed as the department is quite small. The Mayor notified the committee that the city is losing affordable housing and zoning alone won't solve the cause. Director Davis is concerned regarding the Comprehensive Plan Amendment and the Conditional Certification, as the timing is short and The City must complete the full certification of the "comp plan" or The City's ability to receive state grant funding for capital improvements could be affected. She clarified that the Climate Update is not due until 2029, but the Conditional Certification must be completed by December 31, 2026. PSRC requires The City to complete the re-zoning first. The Mayor updated the committee on the status of the associate planner role that The City currently has open. He also informed The Committee that there will be a need to bring in outside firms, to support some of the CD department work. CM Murphy stated that The City needs to think creatively regarding affordable housing, particularly in terms of retainment and incentivization. The Mayor reminded The Committee that The City already has a development agreement in place providing some new affordable housing units, he mentioned that The City should do whatever it can to ensure the project moves forward smoothly. The CD Department will bring the committee additional information regarding affordable housing. CM Johnson encouraged the administration to start the process to find the zoning-consultant and that process should be thoughtful and involve the public. The Committee will discuss a contract and evaluate applications at a future meeting. CM Murphy said that other items on the list discussed that night can be reprioritized in 2027. Director Davis clarified that the Comprehensive Plan Amendment must be adopted first before The City audits the current Code and considers making any necessary amendments. CM Johnson stated his view that zoning is the highest priority of The Committee due to the Conditional Certification. He also brought to The Committee's

attention that local businesses have been running into issues with parking minimums and the lack of a process to reserve parking spaces for retail or restaurant use. He wondered if The City could create those processes. The Mayor told The Committee the CD Department will bring the full action list once a quarter to the Committee to ensure other priorities don't get lost and that the two additional items CM Johnson mentioned would be added to the list. The Committee unanimously agreed to proceed with the plan as discussed. CM Washington gave permission to combine Bullets 1&2 of the list. CM Johnson asked if the council would be able to give input regarding the zoning process and City Attorney Burke confirmed that yes, input will be sought from by The Committee. Director Davis stated that the zoning consultant would be able to give direction on that process.

#### **ITEMS FOR FUTURE DISCUSSION –**

2. Zoning Update
3. Comprehensive Plan Amendment

**ADJOURNMENT** - The meeting was adjourned at 6:51 pm.

*Minutes prepared by Rebecca Solem, Temp Executive Assistant.  
Recorded meeting audio is available on the city website after the meeting.  
Minutes approved at the \_\_\_\_\_ Community Development Committee Meeting.*