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AGENDA
ENUMCLAW PLANNING COMMISSION
CITY OF ENUMCLAW - COUNCIL CHAMBERS

February 23, 2017

*****7:00 p.m.*****

- I. CALL TO ORDER
- II. APPROVAL OF MINUTES – January 26, 2016
- III. COMMENTS FROM THE AUDIENCE
- IV. PUBLIC HEARING
 - A. NONE
- V. NEW BUSINESS
 - A. IMPACT FEE DEFERRAL
 - B. FRONTAGE CODE REQUIREMENTS
- VI. OLD BUSINESS
 - A. NONE
- VII. COMMUNICATIONS
 - A. FYI MATERIALS
- VIII. STAFF COMMENTS
- IX. COMMISSION COMMENTS
- X. COMMENTS FROM THE AUDIENCE
- XI. ADJOURNMENT

** Next Regular Scheduled Planning Commission Meeting: **March 23, 2017**

January 26, 2017

CALL TO ORDER: The Planning Commission met in a regular session on January 26, 2017 in the Council Chambers.

Chairperson Hancock called the meeting to order at 7:02 p.m.

ATTENDANCE:

Planning Commission Members present: David Hancock, Mike Kuffler, Fred Sears, Lee Blechschmidt, Lori McDonald, and Barbara Hull (new commissioner). Staff members present were Chris Pasinetti, Community Development Director, and Anita Koch, Department Secretary.

APPROVAL OF MINUTES:

Kuffler made a motion to approve the minutes of the September 22, 2016 meeting. McDonald seconded the motion, and the motion carried unanimously.

COMMENTS FROM AUDIENCE:

Lazarus had three comments:

1. To encourage solar and energy projects by the reduction of cost for a building permit.
2. How building permits are valued; what a willing seller charges a willing buyer should be the basis of the value.
3. The sewer regulation and the 200 foot rule. There is a difference in the way Enumclaw states the 200 foot rule and the County Plumbing Code states it and what can occur when a person applies for a project changing a septic system.

PUBLIC HEARING:

There was none.

NEW BUSINESS

A. Election of Chair and Vice Chair

Hancock was nominated as Chair. McDonald made a motion to elect Hancock as Chair, Kuffler seconded, all ayes motion passed. Sears was nominated as Vice Chair. Kuffler made a motion to elect Sears as Vice Chair, McDonald seconded, all ayes motion passed.

B. 2017 Planning Commission Work Plan

The 2017 Docket of Comprehensive Plan Amendment and CD Work Plan was reviewed and discussed.

Barbara Hull arrived to the meeting at 7:15 pm.

McDonald made a motion to recommend the 2017 Docket of Comprehensive Plan Amendments and the CD Work Plan to City Council, Sears seconded, all ayes and motion carries.

Discussion took place on whether we would amend the comp plan to be more specific on guidelines for solar power/alternative energy and is there any kind of exemption or reduction of the building permit fee if someone is improving their property with solar power/alternative energy source.

Kuffler made a motion to table the discussion on solar power/alternative energy until the next meeting, Blechschmidt seconded, all ayes motion passed.

January 26, 2017

OLD BUSINESS:**A. Proposed Impact Fee Discussion**

Staff reviewed and discussion took place on current and proposed impact fees and mitigation fees and the difference between them.

McDonald made a motion to recommend to City Council to adopt impact fees, Sears seconded, all ayes motion passed.

Randy Fehr, Fire Chief for Fire Department, reviewed the need for the requested Fire District impact fees. Ed Hatzenbeler, Enumclaw School District, reviewed the need for the requested School impact fees.

Staff reviewed and discussion took place on the proposed impact fee amounts for the Fire District and School District.

Sears made a motion to recommend that the City Council adopt impact fees for School and Fire Facilities, reviewing additional jurisdictions within the School District as part of the school impact fee review and adoption. Fire district fee as recommended by the Fire District and the Traffic Impact Fee as recommended. Kuffler seconded. The motion passed with four in favor (Sears, Kuffler, Blechschmidt, and Hull), one nay (McDonald), and one abstention (Hancock).

COMMUNICATIONS:

FYI Materials (included in packets)

There were no comments or discussion.

STAFF COMMENTS:

There were no comments

COMMISSION COMMENTS:

Hancock commented that he appreciated everyone respecting the other person who is speaking and waiting for the other person to finish their comment.

COMMENTS FROM THE AUDIENCE:

Lazarus had comments on all three items.

1. Commented on the cost basis for permits.
2. Commented on building permit fee reduction for solar.
3. Impact fees regarding senior citizen communities and impact fees as a way to bypass taxes by calling them fees.

ADJOURNMENT:

Kuffler made a motion to adjourn the meeting at 8:37 p.m. McDonald seconded the motion, and the motion carried unanimously. The meeting was adjourned at 8:37 p.m.

Respectfully submitted,
Anita Koch, Department Secretary



STAFF REPORT

DEPARTMENT OF COMMUNITY DEVELOPMENT

TO: Planning Commission
FROM: Chris Pasinetti, AICP, Community Development Director
DATE: For the February 23, 2017 Meeting
SUBJECT: Impact Fee Deferral – 2017 Work Plan

I. NEW BUSINESS

1. Impact Fee Deferrals

The City of Enumclaw Comprehensive Plan includes an Economic Development Element. The Element illustrates Enumclaw's existing economic patterns and potential economic opportunities. An assessment of today's business environment reveals where Enumclaw is hitting and missing in its industrial and service sectors. Identifying the gaps is an important first step in solidifying the community's economic foundation, and this plan provides policies and programs to help Enumclaw build a promising economic future. Economic development strategies can strengthen the community's position as a unique, established, and attractive place to reside and visit.

The goals and policies adopted as part of the Element give guidance to decision makers regarding economic development in Enumclaw. Goal ED-1 states:

"Promote Employment Growth in Retail/Services, Medical and Light Industrial Sectors"

Policy 1.4 states:

"Consider 'Impact Fee Deferral'. Implement an Impact Fee deferral project for Light Industrial and Medical developments. Impact fees would be deferred until Certificate of Occupancy or until the property is sold, whichever happens first."

In 2016 the City Council approved Ordinance No. 2586 which amended EMC chapter 19.24 (see attached). The ordinance created an impact fee deferral program for single-family detached and attached residential construction. The current process requires that an owner or applicant would be required to sign an Impact Fee Deferral Agreement. The agreement will require the applicant to record an impact fee lien prior to building permit issuance along with a \$200 administrative fee for administering the deferral agreement. In the event that fees are not paid, the city will commence with foreclosure proceedings as outlined in the RCW.

The proposed amendment would follow the same procedure, it would just allow retail/services, medical and light industrial sector businesses. The zoning code outlines retail, service uses and similar land uses, medical, manufacturing, construction, wholesale, transportation, communication and utilities (see EMC sections 18.05.060, .080 and .090).

The list below shows all of the uses that could be included as part of the deferral program:

Retail/Services:

1. Pawn Shop
2. Barber Shops, spa, beauty and nail salons, hair care, dry cleaners, laundromats.
3. Photographic processing, etc.
4. Retail sales: convenience goods, food, beverages, groceries other items not specifically addressed.
5. Solicitors and mobile vendors.
6. Upholstery – Automobile and furniture.
7. Bakery - retail
8. Bed & Breakfast
9. Catering Services
10. Cocktail lounge, tavern, bar, nightclub
11. Restaurants
12. Winery, brewery, distillery
13. Automobile, RV, boat and trailer sales, subject to EMC 19.32.150.
14. Automobile, RV, boat and trailer service or repair.
15. Automobile, RV, boat parts and accessories stores.
16. Car washes, coin-operated or mechanical.

Medical:

1. Laboratories, medical and dental.
2. Professional offices and clinics for practitioners licensed by the state to practice the healing arts.
3. Surgical, medical and dental supplies and equipment stores.
4. Veterinary clinics, animal hospitals.

Light Industrial:

1. Aerospace products and parts manufacturing.
2. Agricultural machinery, sales and services.
3. Manufacture of wood products.
4. Manufacturing, compounding, bottling, processing, packaging or treatment of food and beverage products not listed elsewhere.
5. Mini-storage facilities.
6. Research and development.
7. Plumbing shops, electricians, heating, air conditioning, sales or repair.
8. Equipment rental yards, subject to EMC 19.32.150.
9. Theatrical production services.
10. Wholesale, warehousing and storing not otherwise addressed.

The Comprehensive plan also outlines goals for employment. The plan states:

“Goal ED-1. Promote Employment Growth in Retail/Services, Medical and Light Industrial Sectors”

Giving a deferment for uses that have high employment growth would also accomplish Goal ED-1. Another metric could also include uses that employ a high number of people and/or are high paying jobs as well.

Recommendation: Staff suggests that the commission use the adopted policies in the comprehensive plan and create a list of uses that would could be included as part of the city’s impact fee deferment program. A formal recommendation will be made at a later date.

2. Frontage Improvement Amendments

As discussed with the commission during the formulation of the work plan, city staff felt it was important to make some code amendments regarding the thresholds for frontage improvements. The existing code EMC section 12.18.010 states:

“No building or structure shall be erected, relocated, expanded or altered in an amount exceeding \$50,000 and no building permit shall be issued therefor on any lot unless one-half of the street abutting thereon has been dedicated and improved with curb, gutter, sidewalk, drainage structure and street paveout for the full width of the lot in accordance with city standards, or such dedication and improvements have been assured to the satisfaction of the city engineer, subject to the following limitations:

A. The maximum area of land required to be so dedicated shall not exceed 25 percent of the area of any such lot nor shall such dedication reduce the lot between the required minimum lot sizes, widths and areas required, unless a variance for the same has been granted, and in no case shall such dedication be required if the remaining lot area has a width less than 50 feet or an area less than 5,000 square feet.

B. No such dedication may be required with respect to the portion of a lot occupied by a main building.

C. EMC 12.18.056(D) and (E) shall apply to the construction of a single-family dwelling or customary accessory building in the R-1, R-2 and R-3 zones.

D. The requirements of this section shall not apply to alterations that do not change the use of a building to a use with a higher average trip generation rate as defined in the most recent edition of the Trip Generation Manual published by the Institute of Transportation Engineers.

Because the \$50,000 threshold does not take into account the actual impacts from any project, staff feels that there should be discretion given within the code to the City Engineer and Community Development Director to treat frontage improvement requirements appropriately. Staff suggests that language be included within the above section that will give more flexibility with regard to requiring improvements when the scope of the project would not impact the street network, but the cost of the project would trigger requirements for street improvements.

Staff suggests the sections be revised as follows:

“No building or structure shall be erected, relocated, expanded or altered ~~in an amount exceeding \$50,000~~ and no building permit shall be issued therefor on any lot unless one-half of the street abutting thereon has been dedicated and improved with curb, gutter, sidewalk, drainage structure and street paveout for the full width of the lot in accordance with city standards, or such dedication and improvements have been assured to the satisfaction of the city engineer, subject to the following limitations:

A. The City Engineer and the Community Development Director may permit modification of streetscape improvements requirements and standards when development of the required improvement(s) is not, in the opinion of the City Engineer and the Community Development Director, practical due to physical limitations of the site which are no fault of the applicant.

B. The City Engineer and the Community Development Director may permit modification of streetscape improvement standards where the required streetscape is not, in the opinion of the City Engineer and the Community Development Director, roughly proportionate to the impact, type, scale, and cost of the proposed development action.

C. The streetscape design alternatives shall be documented as an administrative determination.

~~A~~ D. The maximum area of land required to be so dedicated shall not exceed 25 percent of the area of any such lot nor shall such dedication reduce the lot between the required minimum lot sizes, widths and areas required, unless a variance for the same has been granted, and in no case shall such dedication be required if the remaining lot area has a width less than 50 feet or an area less than 5,000 square feet.

~~B~~ E. No such dedication may be required with respect to the portion of a lot occupied by a main building.

~~C~~ F. EMC 12.18.056(D) and (E) shall apply to the construction of a single-family dwelling or customary accessory building in the R-1, R-2 and R-3 zones.

~~D~~ G. The requirements of this section shall not apply to alterations that do not change the use of a building to a use with a higher average trip generation rate as defined in the most recent edition of the Trip Generation Manual published by the Institute of Transportation Engineers.

Recommendation: The Planning Commission review to proposed amendments and give staff any comments. A formal recommendation will be made at a later date.



Status Report

2/16/2017 8:36:16 AM

ID #	SUB TYPE	CONTACT	ADDRESS	APPLIED	ISSUED	EXPIRES	FINALED
ACTIVE							
COD2017-0001	PROPERTY MAINTENANCE	MARY LEWIS	1980 MCKINLEY ST, ENUMCLAW	01/10/2017			01/10/2017
COD2017-0002	NUISANCE	PROPERTIES LLC FUGATE	526 ROOSEVELT AVE, ENUMCLAW	01/19/2017			
Total:							2
APPLIED							
BLD2017-0001	RESI-BUIL-ADDI	KEVIN COONS	2614 GRIFFIN AVE, ENUMCLAW	01/03/2017		07/02/2017	
BLD2017-0014	COMM-BUIL-ALTE	MARILYN NELSON	1522 COLE ST, ENUMCLAW	01/13/2017		07/12/2017	
BLD2017-0015	COMM-BUIL-ALTE	MACKENZIE - RYAN MCTAGUE	1009 MONROE AVE, ENUMCLAW	01/17/2017		07/16/2017	
BLD2017-0024	RESI-BUIL-ALTE	COREY ONEAL	1234 LINCOLN AVE, ENUMCLAW	01/24/2017		07/23/2017	
LUA2017-0001	SHORT PLAT	JOHN+MARLENE KOOPMAN	211 BLAKE ST, ENUMCLAW	01/05/2017			
LUA2017-0004	SEPA CHECKLIST	TRM - JOHN MORRIS	2000 BLOCK OF GARRETT STREET	01/18/2017			
LUA2017-0005	SHORT PLAT	WENDY A WALKER	1514 FLORENCE ST, ENUMCLAW	01/27/2017			
PRE2017-0001	RESIDENTIAL PRE APPLICATION	DOUGLAS W+WOLFF HEATH WOLF	1308 DAVIS AVE, ENUMCLAW	01/31/2017			
PWD2017-0001	RIGHT-OF-WAY CONSTRUCTION P	CITIES COUNSELING & VALLEY	1335 COLE ST, ENUMCLAW	01/19/2017		07/18/2017	
Total:							9
APPROVED							
LUA2017-0002	DRB SIGNS	MELISSA SANDERS	330 GRIFFIN AVE, ENUMCLAW	01/13/2017			02/02/2017
Total:							1
FINAL							
BLD2017-0007	RESI-RE-R-REPA	ACME ROOFING INC - SPENCER RC	2107 GRIFFIN AVE, ENUMCLAW	01/10/2017	01/10/2017	07/18/2017	01/19/2017
BLD2017-0018	RESI-MECH-REPA	AUBURN SHEETMETAL INC - DAVE	408 CHARWILA LN, ENUMCLAW	01/20/2017	01/20/2017	07/31/2017	02/01/2017
Total:							2
ISSUED							
BLD2017-0002	RESI-BUIL-ALTE	JACQUELINE L MCDONNELL	3427 PHILLIPS AVE, ENUMCLAW	01/04/2017	01/27/2017	07/30/2017	
BLD2017-0003	RESI-BUIL-ALTE	JACQUELINE L MCDONNELL	3444 LARSEN AVE, ENUMCLAW	01/04/2017	01/13/2017	07/12/2017	

ID #	SUB TYPE	CONTACT	ADDRESS	APPLIED	ISSUED	EXPIRES	FINALED
BLD2017-0004	RESI-MECH-REPA	AUBURN SHEET METAL	3561 WYNALDA DR, ENUMCLAW	01/05/2017	01/05/2017	07/04/2017	
BLD2017-0006	RESI-MECH-REPA	AUBURN SHEET METAL - DAVE TRE	1170 FLORENCE ST, ENUMCLAW	01/09/2017	01/09/2017	07/08/2017	
BLD2017-0008	RESI-BUIL-REPA	NORTHWEST PERMIT INC - NAIDA P	2227 GRIFFIN AVE, ENUMCLAW	01/10/2017	01/12/2017	07/11/2017	
BLD2017-0009	COMM-BUIL-ALTE	HARDING LLC - STEPHEN HARDING	1717 COLE ST, ENUMCLAW	01/10/2017	01/18/2017	08/14/2017	
BLD2017-0010	COMM-MECH-REPA	P S F MECHANICAL INC - AMANDA P	1455 BATTERSBY AVE, ENUMCLAW	01/10/2017	01/24/2017	07/23/2017	
BLD2017-0011	COMM-RE-R-REPA	JOHNSON EXTERIORS INC - CHRIS'	1666 GARRETT ST, ENUMCLAW	01/11/2017	01/13/2017	07/12/2017	
BLD2017-0012	COMM-BUIL-REPA	CITY ENERGY SYSTEMS - THOMAS	1324 ROOSEVELT AVE E, ENUMCLA	01/12/2017	01/13/2017	07/12/2017	
BLD2017-0013	RESI-BUIL-ALTE	LARRY L+TANIA D MCNEELY	1745 KIBLER AVE, ENUMCLAW	01/12/2017	01/23/2017	07/22/2017	
BLD2017-0016	RESI-BUIL-ADDI	RENEE & DOUG FLAJOLE	1759 MCKINLEY ST, ENUMCLAW	01/17/2017	01/31/2017	07/30/2017	
BLD2017-0017	RESI-MECH-REPA	LLOYD'S HEATING & SHEETMETAL	1001 FARRELLY ST, ENUMCLAW	01/20/2017	01/20/2017	07/19/2017	
BLD2017-0019	COMM-DEMO-ALTE	LIZ LEROY	226 SEMANSKI ST, ENUMCLAW	01/20/2017	01/23/2017	07/22/2017	
BLD2017-0020	COMM-DEMO-ALTE	LIZ LEROY	226 SEMANSKI ST, ENUMCLAW	01/20/2017	01/23/2017	07/22/2017	
BLD2017-0021	COMM-DEMO-ALTE	LIZ LEROY	226 SEMANSKI ST, ENUMCLAW	01/20/2017	01/23/2017	07/22/2017	
BLD2017-0022	COMM-BUIL-ALTE	ELITE COMMERCIAL CONTRACTING	152 ROOSEVELT AVE E, ENUMCLAV	01/23/2017	02/08/2017	08/07/2017	
BLD2017-0023	RESI-DEMO-ALTE	KEVIN COONS	2614 GRIFFIN AVE, ENUMCLAW	01/24/2017	01/24/2017	07/23/2017	
BLD2017-0025	RESI-MECH-REPA	AUBURN SHEETMETAL INC - DAVE	103 SEMANSKI ST, ENUMCLAW	01/31/2017	01/31/2017	07/30/2017	
BLD2017-0026	RESI-BUIL-ALTE	ARCADIA NW CONTRACTORS LLC -	1938 PORTER ST, ENUMCLAW	01/31/2017	02/02/2017	08/09/2017	
LUA2017-0003	SEPA CHECKLIST	CITY OF ENUMCLAW - DIANNE DOC	CITY WIDE	01/17/2017	01/25/2017		01/25/2017
PWD2017-0002	RIGHT-OF-WAY CONSTRUCTION P	ENUMCLAW MINT LLC - AMY LUNDE	1536 COLE ST, ENUMCLAW	01/20/2017	01/20/2017	07/19/2017	
						Total:	21
						Grand Total:	35

PermitTrax Report Filter Criteria:

Report Name: 001 - Status Report (1006)
Permit Status: ALL
Permit Type: ALL
Console Type: ALL
Console Version: ALL
Date Applied: *1 LAST MONTH
Date Issued: ALL
Date Final: ALL
Date Expires: ALL
Date A (Custom): ALL
Date B (Custom): ALL
Date C (Custom): ALL
Date D (Custom): ALL
Date Created: ALL
Created By: ALL
Report Display: SHOW ALL
Custom Data: ALL

SQL Statement:

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"SELECT * FROM Permit_Main WHERE IsTemp = 'N' AND ( (PERMIT_APPLIED >= '01/01/2017' AND PERMIT_APPLIED < '02/01/2017') )  
ORDER BY PERMIT_MAIN.PERMIT_STATUS, PERMIT_MAIN.PERMIT_ID"
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