



Supplemental MEMORANDUM

Date: April 22, 2025

From: Wynstan Larsen, Senior Planner
Chris Pasinetti, Community Development Director

To: Honorable Mayor & City Council

RE: Quarterra Mixed Use/Multifamily Project (LUA2025-0003; LUA2025-0004; LDA2025-0001)

The City of Enumclaw received a SEPA checklist, Design Review, Land Disturbing Activity Permit, and Building Permits for a proposed mixed-use development on the subject property. The proposed project will include 216 apartments across 9 three-story buildings, a central clubhouse and amenities area, 41 townhome units across 8 three-story buildings, and approximately 15,000 sq ft of retail/commercial space across 3 buildings. The proposed project will also include parking, open and recreation space, street and utility extension/improvements on approximately 13.97 acres. The property is located within the General Office District (GO) zoning district and the Mixed Use Overlay District.

Local planning and development permitting processes include several steps:

A) Zoning and land use requirements:

The City reviews the proposed use to verify if it is a permitted use under the City's zoning code.

“Multifamily Development (3+ units per structure), subject to Enumclaw Municipal Code (EMC) 19.40” is a permitted use in the General Office zoning district. In addition, mixed use development in the GO zoning district is defined as “mixed use developments where residential uses are horizontally separated from nonresidential uses and where nonresidential uses is adjacent to primary street frontage (EMC 19.38, Article III).”

In terms of proposed use, horizontal mixed use (apartments and commercial uses) is a permitted use within the city's GO zoning and falls under the mixed use definition per the above provision. However, the project is still subject to a number of development requirements including but not limited to engineering/public works requirements, landscape regulations, recycling collection requirements, mixed use development and design standards, and multifamily development and design standards. Applicable standards are reviewed at different stages of the development described below.

B) Environmental review

Per the State Environmental Policy Act (SEPA), project proposals that meet a certain threshold (e.g., size or number of residential units), are required environmental review in order to maintain and improve environmental quality. During this time, the City ensures proper consideration regarding environmental matters such as impacts on any existing critical areas, cultural resources, traffic impacts, geologically hazardous areas, etc. The SEPA review process can inform the civil site design review process.

As part of the SEPA review process, a notice of application (NOA) is posted so that interested parties and the public can submit comments. Public comments are provided back to the applicant so they can address questions and concerns. The City also reviews public comments so that it may inform the review performed by staff. Based on the numerous comments received for the project, the applicant and city staff will prepare a matrix and mailing list (pending emails and or mailing address have been provided) to address the comments.

Per EMC 15.14.050, the city may attach conditions to permits incorporated in a mitigated determination of nonsignificance (MDNS). The mitigation measures shall be deemed conditions of approval of the pertinent permit decision which may include e.g., hours of construction, traffic mitigation, erosion and sediment control measures, critical area buffer mitigation and enhancement plan, etc. The administrator shall issue a notice of decision per EMC 15.20.060.

C) Civil site design review:

At the engineering phase of development, the City reviews proposed civil site improvements such as clearing and grading, installment of utilities, roadways, landscaping, lighting, etc. Review is performed under a land disturbing activity (LDA) permit submitted by the applicant. Details such as proposed access, stormwater management systems, water and sewer connections must comply with applicable codes and engineering design standards.

D) Building Permit:

Following approval (typically) of land use and land disturbing activity permits, the City reviews a proposed development's compliance with local and international building codes through the building permit process. This includes review of structural integrity, fire protection requirements, accessibility, and energy efficiency.

E) Construction Phase:

Once the applicant has received approved permits, they can proceed with the construction phase of development.

The City reviews and grants these permits based on adopted code of ordinances, local and international building and fire codes, etc. which is overseen by different departments.

Per EMC 15.20.060, the administrator shall determine whether the application is consistent with these development regulations, act on the application accordingly, and issue a notice of decision.

All procedures listed above do not require a decision by the City Council based on permit type and the project does not require a public hearing.

Per EMC 15.20.070, any decision of the administrator may be appealed to the hearing examiner in accordance with EMC 15.06.070. For Type II appeals to the hearing examiner (such as SEPA decisions, clearing and grading permits, etc.), all notices of appeal to the hearing examiner shall be filed with the city clerk, submitted together with the required appeal fee, and shall be filed within 21 calendar days from the date of issuance of the decision being appealed.