

**CITY OF REDMOND PLANNING COMMISSION  
MINUTES**

January 9, 2019

**COMMISSIONERS PRESENT:** Chairman Captain, Vice Chairman Miller, Commissioners East, Nichols, Rajpathak and Rodriguez

**STAFF PRESENT:** Kimberly Dietz and Cathy Beam, Planning Department

**EXCUSED ABSENCE:** Commissioner Kritzer

**RECORDING SECRETARY:** Carolyn Garza, LLC

**CALL TO ORDER:**

The meeting was called to order at 7:00 p.m. by Chairman Captain.

**APPROVAL OF THE AGENDA**

MOTION to approve the Agenda by Vice Chairman Miller. MOTION seconded by Commissioner Nichols. The MOTION passed unanimously.

**APPROVAL OF MEETING MINUTES**

MOTION to approve the December 12, 2018, Meeting Minutes by Vice Chairman Miller. MOTION seconded by Commissioner Nichols. The MOTION passed unanimously.

**ITEMS FROM THE AUDIENCE:** None

Chairman Captain stated that community participation was welcomed at the meetings.

**Continued Public Hearing and Study Session, Periodic Cleanup of Redmond Zoning Code, Kimberly Dietz, Redmond Planning**

Ms. Dietz introduced herself as part of the Planning Department's Strategic Initiatives Division. The recommended amendment package includes minor corrections. No additional information was presented but the December 12, 2018, presentation was ready to show for the benefit of the Public Hearing if needed. There were no new questions or comments from the community or Commissioners since the last meeting.

Vice Chairman Miller asked which, if any, changes proposed quantifiably or demonstrably effect the level of staff operations or level of effort in the completion of staff duties, as well as effect

timelines, cost, and level of effort of individuals or entities of those doing business with the City. Ms. Dietz replied that these were questions considered by staff in bringing the proposal to the Commission. A slide was displayed listing proposed amendments. Staff looked at substance compared to the intent of existing code versus how current staff operations would change in the way of potential or unintended impacts at the Development Services Center, or by way of private or public development. The recommended amendments are intended to be minor in substance, in that there would be no impacts as asked for by Vice Chairman Miller. The amendments are not intended to change existing operations of staff in their review or carrying out of code items. The amendments are not anticipated to have any impacts to change existing timelines or costs.

Ms. Dietz stated that some questions were initially received and had been directed to the packet of materials on the webpage. No further questions have been received after direction to the webpage.

### **Continued Public Hearing**

As there were no speakers and no further questions from the community or Commission, Chairman Captain closed the Public Hearing.

Ms. Dietz stated the recommendation of the Commission could be taken on the packet going forward to the City Council for action, to be incorporated into a Report to be reviewed by the Director of the Planning Department. The Report would then be routed to the Commission for signature at the next available meeting.

MOTION to approve the changes to the Redmond Zoning Code and direct staff to return with a Report for further action by Vice Chairman Miller. MOTION seconded by Commissioner Nichols. The MOTION passed unanimously.

Chairman Captain acknowledged the presence of Mr. Jae Hill, Manager of Long-Range Planning and Erika Vandenbrande, Planning Director.

Chairman Captain congratulated Commission Kritzer and newborn daughter, Fiona.

### **Study Session, Shoreline Master Program Periodic Update, Cathy Beam, Redmond Planning**

Ms. Beam stated having distributed a copy of the slide presentation to the Commissioners.

Freshwater shorelines such as Bear Creek, Evans Creek, the Sammamish River, and Lake Sammamish are included under the Shoreline Management Act. State Law pertains to lakes over 20 acres in size, and rivers and streams with a certain velocity flow.

The Shoreline Management Act was passed by the legislature in 1971 and adopted by voters in 1972. The goal is to prevent inherent harm in an uncoordinated or piece-meal development of the shorelines of the State. Policies include recognizing State-wide interests over local, long-term over short-term benefits, no net loss of shoreline ecological functions, public access both physically and visually, and how the shorelines are used.

Jurisdictions are required to have a Shoreline Master Program establishing requirements for what can occur in the shoreline jurisdiction. In Redmond, the jurisdiction is generally 200 feet landward from the freshwater shorelines mentioned previously.

The update involves no policy changes, therefore no changes related to the Comprehensive Plan. However, shoreline regulations in the Zoning Code are proposed for amendments. Critical Areas regulations are incorporated by reference into shoreline regulations; therefore, that chapter of the zoning code is also considered to be a part of shoreline regulations. There are updates to the wetland section of the Critical Areas regulations for consistency with Department of Ecology wetland guidance documents. Critical Areas regulations typically cover streams, wetlands, geologic hazards such as steep slopes, landslide and erosion hazards, critical aquifer recharge areas, fish and wildlife habitat and floodplains.

The Redmond Shoreline Master Program covers environment policies and designations, economic development and land use, criteria related to public access, a historic and cultural element, and design. The purpose is to ensure no net loss of shoreline ecological functions, protection of waters from adverse impacts, protection of the public right to access of shoreline areas, protection of aesthetic qualities, opportunities for restoration and to ensure appropriate uses of Shoreline. Single family residences or water related uses are encouraged.

A review of the Shoreline Management Act is periodically required. Adoption is anticipated by the end of June 2019. Rules need to be reviewed for consistency with several changes to State laws, as well as for consistency with Redmond City Plans and regulations due to updates. Being responsive to changes in circumstances and information also inform updates, such as recurring themes in setbacks. There are none in this update, however.

Key changes include: cost adjustments for permits exemptions; monetary thresholds on dock replacements; inclusion of exceptions by State statutes; and updating shoreline administration and procedures such as updating permit filing procedures and ADA retrofits. Further changes include updating wetland regulations through guidance documents from the State Department of Ecology and incorporating recent wellhead changes. There are minor renumbering changes to wireless regulations.

Exhibit D in Commissioner packets is a summary checklist of requirements.

As with all Comprehensive Plan or zoning code amendments, Redmond is required to file with the Department of Commerce and this was done in early November 2018. A SEPA determination of non-significance (DNS) was issued in November 2018, and a comment and appeal period occurred with no comments or appeals. A drop-in office hours event was hosted in early December 2018, and in late December postcards were issued to all property owners within the Shoreline jurisdiction, approximately 3,600, which included information about the Public Hearing and contact information. The required legal notice was also issued in anticipation of the Public Hearing in early January in the newspaper, City Hall and at the library.

The Public Hearing is scheduled for January 23, 2019. Up to two study sessions will be held in February 2019, with a Commission recommendation in early March. Council process and action then follows. Filing with the Department of Ecology would be early June 2019. The State deadline is June 30, 2019. The Department of Ecology will also be issuing a notice towards the end of the Planning Commission process. The Redmond contact at the Department of Ecology will be present at the hearing. Joint notice was discussed, but Redmond does not define a time period with an end date ahead of time for hearings, so separate processes will be followed.

Ms. Beam asked for questions, comments, and any items that should be included in the Hearing.

Chairman Captain commented that the January 23, 2019, meeting would not only be a Public Hearing but also a Study Session.

Vice Chairman Miller asked if any of the changes presented would quantifiably or demonstrably affect staff operations or level of effort in the completion of their tasks, or effect timelines, costs or level of effort of individuals or entities of those doing business with the City. Vice Chairman Miller suggested an additional column in Exhibit D to identify impacts to assist the Commission.

Ms. Beam replied understanding that a column or two on the edge of Exhibit D was requested. Vice Chairman Miller replied yes. Ms. Beam stated that this can be done.

Chairman Captain asked Vice Chairman Miller if the impact would be related to dollar or manpower impacts. Vice Chairman Miller replied dollar and effort in terms of securing permits. Knowing potential impacts will help voting to be informed.

Ms. Beam confirmed that what was requested was staff operations impacts and timelines, and costs to an individual proposing a project.

Commissioner Rodriguez asked if what the City of Redmond chooses to do above and beyond State regulation could be flagged; in example, if Redmond is attempting to enforce or recommend a change in policy because the practice is beneficial, beyond what is required for statutory compliance. Ms. Beam replied that the only item Redmond is proposing above and beyond statutory compliance is the consistency with the recent wireless and wellhead.

Commissioner Nichols asked for clarification regarding the difference between a floodway and a floodplain. Ms. Beam drew a graphic for the Commissioners showing water within a 100-year floodplain with a one percent per year chance there will be flooding. The fast-moving water of a floodplain is called the floodway portion. The backwater on either side is called the flood fringe. The floodway plus the flood fringe equals the floodplain.

Chairman Captain commented that a good example of a floodplain is the Sammamish River by Marymoor which is most of the year floodway, then beyond in winter.

Chairman Captain asked if, when stating the shoreline extends from the shoreline 200 feet landward, this is taken from the ordinary high-water mark. Ms. Beam replied yes.

Chairman Captain stated again that the next meeting would be a combination Public Hearing and Study Session. Ms. Beam stated that Exhibit D would be amended to include the requested columns.

**Reports/Scheduling/Topics for Next Meeting(s)**

Mr. Hill asked Commissioners to email availability for the January 23, 2019, meeting as well as February availability each week on Wednesdays so that there can be flexibility for scheduling for quorums. Chairman Captain stated being available for the January 23, 2019, meeting.

**Communication with Staff**

Mr. Hill reminded Commissioners to disclose living within a shoreline jurisdiction prior to deliberation if applicable. If the task was project specific a Commissioner could recuse, but this is not necessary for projects that affect such a large number of people. The Commission is self-policing.

**ADJOURNMENT:**

MOTION to adjourn by Commissioner Nichols. MOTION seconded by Vice Chairman Miller. The MOTION passed unanimously.

The meeting adjourned at 7:38 p.m.

Minutes Approved On:

Planning Commission Chair

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