



## MINUTES OF THE MEETING

### **MEETING SUMMARY**

Regular Bi-monthly Meeting  
Thursday, July 20, 2017, 6:30 pm  
City of Sammamish Council Chambers

### **COMMISSIONERS PRESENT**

Roisin O'Farrell, Pos. 2  
Shanna Collins, Pos. 3, Chair  
Larry Crandall, Pos. 4, Vice-Chair  
Jane Garrison, Pos. 5  
Matthew Petrich, Pos. 6  
Nancy Anderson, Pos. 7

### **COMMISSIONERS ABSENT**

Eric Brooks, Pos. 1

### **STAFF PRESENT**

Kellye Hilde, Planning Manager  
Doug McIntyre, Senior Planner  
Cheryl Paston, Deputy Director, Department of Public Works  
Kevin Johnson, Permit Technician

### **CALL TO ORDER**

Chair Collins called the Sammamish Planning Commission meeting to order at 6:30 pm.

**APPROVAL OF AGENDA:** Commissioner Petrich moved to approve the agenda; seconded. Chair Collins moved to remove the second public comment following the Public Hearing. Commissioner Anderson moved to amend the agenda to change the name of the old business to "Comprehensive Plan Amendments – Environment and Conservation, Utilities, and Capital Facilities Elements" and to add a new item to discuss the Comprehensive Plan text amendment process. Chair Collins rescinds her previous motion. **Approved 6:0** The Agenda was approved as amended.

**APPROVAL OF THE MINUTES:** Commissioner Garrison moved to amend the minutes to include a statement that developers also have the option of using storm water vaults. Commissioner Petrich moved to approve; seconded – **Approved 6:0** The minutes were approved as amended.

**Public Comment: Non-Agenda:** (3 Min Individual / 5 Min Representative)  
No Non-Agenda Public Comment

**Public Comment Closed**

**Comprehensive Plan Amendments – Environmental and Conservation, Utilities, Capital Facilities, & Transportation Element– Public Hearing**

Staff commenced presentation:

**Overview:**

City of Sammamish Department of Public Works – Amend the Sammamish Comprehensive Plan to be consistent with revised Storm and Surface Water Management Comprehensive Plan, Surface Water Design Manual and Sammamish Addendum, Public Works Standards, and Low Impact Development regulations, among other minor edits. The proposal will specifically amend the Environment and Conservation Element, the Utilities Element, and the Capital Facilities Element.

**Commission and Staff began discussion:**

Commissioner Anderson asked staff for the definition of storm water, surface water, and to clarify what is a storm water facility.

Staff responded that storm water is rain runoff where surface water is referring to lakes, streams, wetlands and each has a different form of management practice. Surface water facilities refer to retention ponds, vaults and similar constructed facilities that focus on storm water retention and detention.

Commissioner Anderson asked about the differences in the list of projects and why the total costs and timeframes do not correspond with the Transportation Improvement Projects (TIP). It was then asked why the TIP, recently passed by City Council, was not included in the amended document.

Staff responded that the changes in costs were attributable to the fact that the current Comprehensive Plan figures were from 2015 while the new numbers are from the TIP that was approved by City Council. The project list is the same however the projects are not in the same order. The list that is in the packet should be the approved project list that was approved by City Council in 2017.

Commissioner Anderson stated that the City Council just passed the 2018 – 2023 TIP and believes that it should be referenced in the Transportation Element as it is the most current plan.

Staff responded that the 2018 TIP will be presented to the Planning Commission next year.

Commissioner Anderson asked about the inconsistency associated with costs on page T-10 and that with this inconsistency as well as others, it seems that this updated proposal is not ready to move forward.

Staff responded that the City Council is currently discussing transportation issues as they also deliberate approving an amendment to the Transportation Element.

Commissioner Anderson expressed that the Planning Commission's review and recommendation should then be put on hold until City Council completes their discussion.

Staff responded that the Commission could make a recommendation to City Council that the Commissions' concerns are addressed as part of the City Council's deliberation of approving an amendment to the Transportation Element.

Commissioner Garrison requested that the stormwater facility inventory located on pages UT-10 and CF-10 include the three vaults located near Town Center.

Staff clarified that the vaults are included in the numbers for the publicly owned surface water facilities.

Commissioner Garrison asked why bullets were not used for outlining traffic facilities as it would be more consistent with the way that the facility inventories in other sections of the Capital Facilities Element.

Commissioner Garrison noted on page CF-13, that Table CF-7 indicates if a project is needed to meet level of service and whether or not there is a concurrency failure; in instances where the Table shows that the project is not needed to meet the level of service and there is no failure then why is money being spent on it?

Staff clarified that Table CF-7 on page CF-13 lists projects that are being done for a variety of reasons, including safety or better connectivity to encourage walking to schools.

**Commission Opened Public Hearing – 7:25 PM**

Jim Stanton – 22533 SE 47<sup>th</sup> Place  
Topic: Capital Facilities Plans

Paul Stickney – 504 228<sup>th</sup> AVE SE  
Topic: Capital Facilities Update

Denise Steel Darnell – 2121 200<sup>th</sup> AVE  
Topic: Non-Agenda Comments, Tree retention

James Eastman – Emailed in comments

**Commission Closed Public Testimony – 8:01 PM**

**Commission began deliberation on the Comprehensive Plan Amendment to Environment and Conservation, Utilities, and Capital Facilities Elements**

Vice Chair Crandall moved to recommend that the City Council adopt the Docketed 2017 Comprehensive Plan Amendment to the Environment and Conservation, Utilities, and Capital Facilities Elements as presented to the Commission, Commissioner O'Farrell seconds. Commission began deliberation.

Chair Collins moved to amend the main motion to include the transportation improvement projects list (TIP) for the 2018 – 2023 plan be included in the Capital Facilities Element, Vice Chair Crandall Seconds.

Commissioner Anderson wants the TIP in the Capital Facilities Element to be accurate and include the most updated information that has been approved by the Council.

Staff clarified that the twenty-year list of projects can be added immediately after the TIP in the Capital Facilities Element to provide the full, GMA-compliant, list of projects over a twenty-year period.

Chair Collins called to question the amendment as well as including the 20-year outlook, **APPROVED 6:0**

Commissioner Garrison moved to amend the Transportation Element Inventory to be bulleted, Commissioner Petrich seconds. **APPROVED 6:0**

Chair Collins called to question the main motion as amended. **APPROVED 6:0**

**NEW BUSINESS 8:13 PM ([Bookmarked Video Link](#))**  
**Comprehensive Plan Text Amendment Process – Discussion**

Commission asked for staff to explain the process for text amendments and also asked why current documents cannot be added to keep the Comprehensive Plan up to date.

Staff responded that the Comprehensive Plan is a policy document to help guide the City towards where it wants to be and its inherent complex nature creates problems with annual amendments that the City is currently trying to review and adopt. It is almost impossible to keep the plan constantly up to date and that is why the Growth Management Act requires that every eight years there is a full update of the plan. The annual process is used for more minor updates.

Staff asked for the Commission to please send any comments they have on how the process could be improved for the year to come so that both staff and Commission are able to work through the topics smoothly and on the same page.

Vice Chair Crandall moved to extend the meeting from 8:30 PM to 8:40 PM, Seconded, **APPROVED 6:0**

Chair Collins asked staff for clarification on how much can really be changed when these amendments are brought to the Commission.

Staff clarified that these questions will be addressed in the upcoming 2018 Docket, including more specific attention given toward what the proposals are and what the Commission should be reviewing and revising.

Commissioner Petrich asked what is the role of the Commission and is it their responsibility to be editors. Commissioner Petrich asked that the Commission should be focusing on specific amendments and not so much on grammar and numerical discrepancies.

Staff responded that the past few items reviewed by the Commission have been very distinct in comparison to the other work items that the Commission handles on a more regular basis.

Commissioner Anderson moved to extend the meeting to 8:45 PM, seconded, **APPROVED 6:0**

Commissioner Anderson stated that the Comprehensive Plan does not have to be so confusing and that annual amendments should be straightforward, predictable, and supported by source documents. There seems to be a lot of detail that most other cities' Comprehensive Plans do not include.

Staff responded that they agree that the Comprehensive Plan is too specific and that does create confusion as some of the data is constantly becoming outdated.

Commission Garrison asked where they would go to see the process for amending the Comprehensive Plan?

Staff responded that the process is in Title 24 of the [Sammamish Municipal Code](#) and that September 30<sup>th</sup> is the annual deadline for applications.

**Public Comment: Agenda:** (7 Min) – 8:46 PM

No Agenda Public Comment

**Public Comment Closed**

**Motion to Adjourn:** Vice Chair Crandall motioned to adjourn; seconded. **Approved 6:0**

Meeting adjourned at 8:48 pm.

Chair: Shanna Collins

PC Coordinator: Kevin Johnson

[Video Audio Record 7/20/17](#)

*Roberts Rules of Order applied: [RONR (10<sup>TH</sup> ed.), p. 451, 1. 25-28]*

DRAFT