1. **Call to Order**
   a. Pledge of Allegiance
   b. Attendance (by presence, not roll call—unless hearing scheduled)
      i. Position 1: Carly Guillory
      ii. Position 2: JoAnn Overfield
      iii. Position 3: Niomi Montes de Oca
      iv. Position 4: Sarah Wagner
      v. Position 5: Jason Ramirez
      vi. Position 6: Allison Pincas
      vii. Position 7: Karla Slate

2. **Consent Agenda:** All matters listed under Item 2, Consent Agenda, are considered routine in nature and will be enacted by one motion. Individual discussion of these items is not planned. A member, however, may remove any item to discuss as an item for separate consideration under New Business.
   a. Agenda Approval or Modifications
   b. Approve Minutes for September 9, 2019
   c. Review Minutes for EDAB Minutes from August 5, 2019

3. **Citizen Comment Period:** This portion of the agenda is reserved for the public to comment on items not on the agenda. The Planning Commission may invite additional public comment on agenda items noted for discussion later in the meeting.

4. **Public Hearings**
   a. Sign Code Text Revision

5. **New Business- None**
   a. Action Item(s)
      i. Recommendation for Sign Code Text Revision
   b. Discussion Item(s)
      i. Interim Zoning– Request for Proposal (RFP)
      ii. 2018 Comprehensive Plan Amendments
      iii. 2020 Comprehensive Plan/ Future Land Use Map (FLUM)
      iv. 2020 Work Plan
      v. 2019 Work Plan

6. **Staff Comments**

7. **Commissioner Updates**

8. **Adjourn**
1. **CALL TO ORDER:** Chair Overfield called meeting to order at 6:00 p.m.

   A. **Commissioners Present:** Guillory; Overfield; Zinn (6:08); Wagner; Ramirez; Pincas; Slate

   B. **Commissioners Absent:** None

   C. **Staff Member(s) Present:** Darren Groth, Community Development Director
      Evan Hietpas, Planning Technician

   D. **Others Present:** Councilmember Tomyn

2. **CONSENT AGENDA:** Pincas moved to APPROVE as presented, Guillory seconded.
   Commission voted 6-0 to approve the Consent Agenda. (Zinn arrived at 6:08)

3. **CITIZEN COMMENTS:** None

4. **PUBLIC HEARINGS:** None

5. **NEW BUSINESS:**
   A. **Action Items:** None

   B. **Discussion Item(s):**
      i. **Sign Code Text Revision**
         a. Groth opened the discussion.
         b. Overfield moved to schedule a Public Hearing for October 14th.
      ii. **Interim Zoning- RFP**
         a. Groth opened the discussion.
         b. Discussion ensued.
      iii. **Historic Reports and Studies**
         a. Groth opened the discussion.
         b. Discussion ensued.
      iv. **Future Agendas List**
         a. Hietpas introduced the two revised versions of the Future Agendas List document to Commissioners and asked for feedback.
         b. Conclusion was to move forward with “Version 2” of the F.A.L. document.
         Hietpas will send out F.A.L. document every month to Commissioners.
      v. **Work Plan**
         a. Groth asked for any questions, comments, or concerns in regards to current work plan items. No further discussion occurred.

6. **STAFF COMMENTS:** Groth announced that the City has posted a job opening for an
   Associate/ Senior Planner to serve in a project management role.

7. **COMMISSIONER UPDATES:** None

8. **ADJOURN:** Chair Overfield adjourned the meeting at 6:56 p.m.
1. **CALL TO ORDER:** Chair Butterfield called the meeting to order at 5:32 p.m.

   A. **Members Present:** Kilmer; Wiesenfeld; Butterfield; Southard; Carter; Neil

   B. **Commissioners Absent:** Larson

   C. **Staff Member(s) Present:** Darren Groth, Community Development Director

   D. **Others Present:** Mayor Eidinger

2. **CONSENT AGENDA**
   A. **Agenda Approval or Modifications**
   B. **Approval of Meeting Minutes for June 3, 2019**
      i. Wiesenfeld moved to add Agenda Item 4.b.v regarding Revisiting a Survey Option and to approve the minutes as presented.
      ii. Kilmer seconded.
      iii. The Board voted 6-0 to approve the Consent Agenda, as moved and seconded.

3. **CITIZEN COMMENT PERIOD:** None

4. **NEW BUSINESS**
   A. **Action Item(s)**
      i. None
   B. **Discussion Item(s)**
      i. **Interim Zoning**
      a. Groth opened discussion and briefed the board on the status of the Interim Zoning Ordinance
      ii. **Buxton Update**
      a. Groth explained the relationship with Buxton and the status of the contract renewal for the second year
      b. Discussion ensued
      iii. **Partnering with Non-Profit Organizations**
      a. Wiesenfeld opened discussion and mentioned his affiliation with the Rotarians
      b. Discussion ensued
      iv. **2019 Work Plan**
      c. Butterfield introduced the item and asked to add it as a standing item to all future agendas
      d. Groth indicated that the version in their back-up materials was not the final version
      e. Butterfield asked about having a guest speaker from Pierce County at the next meeting
      v. **Revisit a Survey**
      f. Wiesenfeld sought input on whether he could do outreach to the business community
      g. Kilmer asked what can we do now for business retention
      h. The board discussed how they can each conduct business outreach

5. **STAFF COMMENTS:** Groth asked if the Board wanted a special meeting in September, due to the Labor Day holiday, or if they wanted to wait until October to meet (October was the answer)
   Groth also gave an update on the City’s plan to work with McKissen

6. **BOARD MEMBER UPDATES:** Wiesenfeld mentioned the Rotary club may provide park equipment

7. **ADJOURN:** Chair Butterfield adjourned the meeting at 6:57 p.m.

These meetings are accessible to persons with disabilities. For individuals who may require special accommodations, please contact City Hall at (253)952-3299, 24 hours in advance.
Date: October 14, 2019

Title: Sign Code Modification

Attachments: 1) Draft Ordinance with Exhibit A

Submitted By: Darren Groth, Community Development Director

Discussion
On July 9, 2019, City Council adopted Ordinance 19-0552, which repealed Edgewood Municipal Code (EMC) Section 18.90.160 and added a new Chapter 18.97 to the EMC. During the coming months, staff identified an inconsistency with the approach to signs in the City’s rights-of-way (ROW)—specifically for temporary signs. Permanent signs are thoroughly addressed regarding ROW placement; however, the language proposed under this amendment would allow enforcement of ROW signage consistently regardless of sign type. As such, the proposed change will clarify specific locations for any temporary sign. In addition, the proposal to remove language pertaining to dilapidated or nuisance signs (EMC Subsection 18.97.240.G.4) will reduce a redundancy within the code because dilapidated and nuisance signs are already regulated under EMC Subsection 18.97.240.B. The remaining stipulations under Subsection G are also proposed to be renumbered in accordance with the removal of the current Number 4.

Recommendation
Hold a public hearing on the Sign Code.
ORDINANCE NO. 19-0XXX

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF EDGEWOOD, WASHINGTON, RELATING TO LAND USE AND ZONING, ADOPTING A MODIFICATION TO THE CITY’S SIGN CODE IN SECTION 18.97.240.G, WHICH REGULATES TEMPORARY SIGNS IN THE CITY’S RIGHTS-OF-WAY, AND PROVIDING FOR ENFORCEMENT.

WHEREAS, on July 9, 2019, the City repealed Section 18.90.160 of the Edgewood Municipal Code (EMC) and adopted a new EMC Chapter 18.97, entitled Sign Code; and

WHEREAS, in the Sign Code Section 18.97.240, the City regulates temporary signs; and

WHEREAS, EMC Section 18.97.240, Subsection G, Paragraph 1 describes the locational requirements for temporary signs placed within the City’s Right-of-Way; and

WHEREAS, EMC Section 18.97.240, Subsection G, Paragraph 4 redundantly stipulates dilapidated or nuisance signs to be removed, which is already required in accordance with EMC Subsection 18.97.240.B; and

WHEREAS, the City of Edgewood seeks to modify allowable locations for temporary signs placed within the City’s Right-of-Way; and

WHEREAS, the City’s Responsible Official has determined that this Ordinance is categorically exempt from SEPA under WAC 197-11-800(19); and

WHEREAS, the City sent a draft of this Ordinance to the Washington State Department of Commerce, as required by RCW 36.70A.106; and

WHEREAS, the City Planning Commission held a public hearing on this Ordinance on October 14, 2019, and sent its recommendation to the City Council; and

WHEREAS, City Council considered this Ordinance during its October 15, 2019 study session; and

WHEREAS, City Council held a public hearing on this Ordinance on October 22, 2019; and

WHEREAS, City Council discussed this Ordinance during its October 29, 2019 study session; and
WHEREAS, City Council considered this Ordinance during its regular City Council meeting of November 12, 2019;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF EDGEWOOD, WASHINGTON, HEREBY ORDAINS AS FOLLOWS:

Section 1. The City Council does hereby modify EMC Section 18.97.240.G, as amended in Exhibit A, which is attached hereto and incorporated herein by reference.

Section 2. Severability. If any section, sentence, clause or phrase of this Ordinance should be held to be unconstitutional or unlawful by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of any other section, sentence, clause or phrase of this Ordinance.

Section 3. Publication. This Ordinance shall be published by an approved summary consisting of the title.

Section 4. Effective Date. This Ordinance shall take effect and be in full force and effect five days after publication, as provided by law.

ADOPTED THIS ___th day of __________, 2019.

Daryl Eidinger, Mayor

ATTEST:

____________________________
Rachel Pitzel, City Clerk

APPROVED AS TO FORM:

____________________________
City Attorney
Exhibit A

CHAPTER 18.97
SIGN CODE

Part III. Sign Types.

18.97.240 Temporary Signs.

Section 18.97.240 Temporary Signs.

G. City Right-of-Way. Temporary signs are prohibited in the Roadway. Temporary signs on City Right-of-Way (placed outside of the Roadway), must comply with the following requirements:

1. Location. Allowed only between the property line and the back edge of the nearest curb, sidewalk, or where no sidewalk curb exists, between the property line and a line five feet away from the nearest edge of the roadway pavement. Signs may not be placed on sidewalks, driveways, or other paved areas designed for pedestrian or vehicular use; in planter strips; or as conditioned in a Street Use permit. Approval of the abutting owner is recommended.

2. Type. Signs on stakes that can be manually pushed or hammered into the ground are allowed. All other signs are prohibited, unless specifically allowed by a Street Use permit.

3. Size and height. Limited to four (4) square feet, and three (3) feet in height.

4. Dilapidated or Nuisance signs. Any temporary sign in the right-of-way that is dilapidated or a nuisance, shall be removed by the person responsible for placement of the sign.

5. Other signs. The City may allow other signs in the City right-of-way with a Street Use permit.

6. Attachments. Signs in the right-of-way may not include attachments such as balloons, streamers, or other attention-getting devices.
**Date:** October 14, 2019  
**Title:** Sign Code Modification  
**Attachments:**  
1) Draft Ordinance with Exhibit A  
2) Planning Commission Recommendation  
**Submitted By:** Darren Groth, Community Development Director  

**Discussion**  
On July 9, 2019, City Council adopted Ordinance 19-0552, which repealed Edgewood Municipal Code (EMC) Section 18.90.160 and added a new Chapter 18.97 to the EMC. During the coming months, staff identified an inconsistency with the approach to signs in the City’s rights-of-way (ROW)—specifically for temporary signs. Permanent signs are thoroughly addressed regarding ROW placement; however, the language proposed under this amendment would allow enforcement of ROW signage consistently regardless of sign type. As such, the proposed change will clarify specific locations for any temporary sign. In addition, the proposal to remove language pertaining to dilapidated or nuisance signs (EMC Subsection 18.97.240.G.4) will reduce a redundancy within the code because dilapidated and nuisance signs are already regulated under EMC Subsection 18.97.240.B. The remaining stipulations under Subsection G are also proposed to be renumbered in accordance with the removal of the current Number 4.

**Recommendation**  
After the public hearing, make a recommendation on the Sign Code to City Council.
ORDINANCE NO. 19-0XXX

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF EDGEWOOD, WASHINGTON, RELATING TO LAND USE AND ZONING, ADOPTING A MODIFICATION TO THE CITY’S SIGN CODE IN SECTION 18.97.240.G, WHICH REGULATES TEMPORARY SIGNS IN THE CITY’S RIGHTS-OF-WAY, AND PROVIDING FOR ENFORCEMENT.

WHEREAS, on July 9, 2019, the City repealed Section 18.90.160 of the Edgewood Municipal Code (EMC) and adopted a new EMC Chapter 18.97, entitled Sign Code; and

WHEREAS, in the Sign Code Section 18.97.240, the City regulates temporary signs; and

WHEREAS, EMC Section 18.97.240, Subsection G, Paragraph 1 describes the locational requirements for temporary signs placed within the City’s Right-of-Way; and

WHEREAS, EMC Section 18.97.240, Subsection G, Paragraph 4 redundantly stipulates dilapidated or nuisance signs to be removed, which is already required in accordance with EMC Subsection 18.97.240.B; and

WHEREAS, the City of Edgewood seeks to modify allowable locations for temporary signs placed within the City’s Right-of-Way; and

WHEREAS, the City’s Responsible Official has determined that this Ordinance is categorically exempt from SEPA under WAC 197-11-800(19); and

WHEREAS, the City sent a draft of this Ordinance to the Washington State Department of Commerce, as required by RCW 36.70A.106; and

WHEREAS, the City Planning Commission held a public hearing on this Ordinance on October 14, 2019, and sent its recommendation to the City Council; and

WHEREAS, City Council considered this Ordinance during its October 15, 2019 study session; and

WHEREAS, City Council held a public hearing on this Ordinance on October 22, 2019; and

WHEREAS, City Council discussed this Ordinance during its October 29, 2019 study session; and
WHEREAS, City Council considered this Ordinance during its regular City Council meeting of November 12, 2019;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF EDGEWOOD, WASHINGTON, HEREBY ORDAINS AS FOLLOWS:

Section 1. The City Council does hereby modify EMC Section 18.97.240.G, as amended in Exhibit A, which is attached hereto and incorporated herein by reference.

Section 2. Severability. If any section, sentence, clause or phrase of this Ordinance should be held to be unconstitutional or unlawful by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of any other section, sentence, clause or phrase of this Ordinance.

Section 3. Publication. This Ordinance shall be published by an approved summary consisting of the title.

Section 4. Effective Date. This Ordinance shall take effect and be in full force and effect five days after publication, as provided by law.

ADOPTED THIS __th day of __________, 2019.

________________________________________
Daryl Eidinger, Mayor

ATTEST:

________________________________________
Rachel Pitzel, City Clerk

APPROVED AS TO FORM:

________________________________________
City Attorney
Exhibit A

CHAPTER 18.97
SIGN CODE

Part III. Sign Types.

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3. Size and height. Limited to four (4) square feet, and three (3) feet in height.

4. Dilapidated or Nuisance signs. Any temporary sign in the right-of-way that is dilapidated or a nuisance, shall be removed by the person responsible for placement of the sign.

54. Other signs. The City may allow other signs in the City right-of-way with a Street Use permit.

65. Attachments. Signs in the right-of-way may not include attachments such as balloons, streamers, or other attention-getting devices.
The Planning Commission voted \textbf{X-X} to recommend APPROVAL of the proposed modifications to Subsection 18.97.240.G of the Edgewood Municipal Code (EMC) and to send their recommendation to the City Council for consideration.

It is the recommendation of the City of Edgewood Planning Commission to approve the drafted sign code amendment as presented in the staff report and attachments from Community Development Director Darren Groth for the October 14, 2019 Planning Commission agenda.

\textbf{RECOMMENDED BY THE CITY OF EDGEWOOD PLANNING COMMISSION ON THE 14\textsuperscript{TH} DAY OF OCTOBER 2019.}

Attest by:

\underline{Darren Groth, AICP, CPM}
Community Development Director
Date: October 14, 2019

Title: Interim Zoning- Request for Proposal (RFP)

Attachments:
1) Ordinance No. 19-0560
2) Resolution No. 19-0474
3) BERK Proposal Packet

Submitted By: Darren Groth, Community Development Director

Discussion
On October 8, 2019, City Council adopted Ordinance, No. 19-0560, extending the Interim Zoning Ordinance No. 19-0558 for six months until the Town Center and Mixed Use Residential Planning Study is completed. On October 8, 2019, City Council adopted Resolution No. 19-0474, authorizing the Mayor to execute a contract with BERK Consulting, Inc. as a result of the Request for Proposal.

Recommendation
Review and discuss, as needed.
ORDINANCE NO. 19-0560

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF EDGEWOOD, PIERCE COUNTY, WASHINGTON, RELATING TO LAND USE AND ZONING, EXTENDING INTERIM ZONING ORDINANCE NO. 19-0558, ADOPTED ON SEPTEMBER 10, 2019, WHICH AMENDED INTERIM ZONING ORDINANCE NO. 19-0547, AS PREVIOUSLY AMENDED BY ORDINANCE NO. 19-0553, ON THE ACCEPTANCE OR PROCESSING OF NEW APPLICATIONS FOR RESIDENTIAL/MULTI-FAMILY DEVELOPMENTS IN THE MUR ZONE ON THE EAST SIDE OF MERIDIAN AVENUE AND IN THE TC ZONE ON THE EAST SIDE OF MERIDIAN SOUTH OF 22ND STREET EAST, AS SHOWN IN THE ATTACHED MAP AS EXHIBIT A, FOR A PERIOD OF SIX MONTHS

WHEREAS, the City of Edgewood plans under the Growth Management Act (Chapter 36.70A RCW); and

WHEREAS, pursuant to Chapter 35A.63 RCW and Chapter 36.70A RCW, the City of Edgewood has established various zoning districts to ensure orderly and appropriate land use development consistent with the City’s Comprehensive Plan; and

WHEREAS, except in special circumstances (RCW 36.70A.130(2)(a)), the City may consider amendments to the City’s Comprehensive Land Use Plan once a year; and

WHEREAS, the City has adopted procedures for the amendment of the City’s Comprehensive Plan in Chapter 18.60 of the Edgewood Municipal Code, which limit the consideration of amendments to once a year, and establishes a deadline for application submittal of December 31st of the current calendar year (EMC 18.60.130(D); and

WHEREAS, the City received two Comprehensive Plan Amendments and Rezones, one entitled Uchida Farms (received December 27, 2017) and another entitled Lake Chalet (received December 27, 2017); and

WHEREAS, the City issued a Determination of Nonsignificance on September 27, 2018, which was not appealed; and

WHEREAS, on April 8, 2019, the City Council considered and approved the Interim Zoning Ordinance, No. 19-0547, during the Council’s regular meeting of April 8, 2019; and

WHEREAS, on May 7, 2019, the City Council held a study session and discussed the scope of Interim Zoning Ordinance No. 19-0547; and
WHEREAS, on May 14, 2019, the City Council heard staff presentations and public testimony on the issue whether Interim Zoning Ordinance No. 19-0547 should be terminated, modified or continued; and

WHEREAS, on May 28, 2019, the City Council adopted Resolution No. 19-0458, adopting findings of fact to support the continued maintenance of Interim Zoning Ordinance No. 19-0547; and

WHEREAS, on June 11, 2019, June 18, 2019, June 25, 2019, July 2, 2019, July 9, 2019, and July 16, 2019, the City Council added continued discussions for Interim Zoning Ordinance No. 19-0547 on each agenda; and

WHEREAS, on July 23, 2019, City Council voted 6-1 to modify the Interim Zoning Ordinance by limiting the geographic scope to the Mixed Use Residential (MUR) zone on the east side of Meridian Avenue and a portion of the Town Center (TC) zoning district, which is located only on the east side of Meridian Avenue south of 22nd Street East. City Council also provided direction to City staff regarding the next steps necessary under the Interim Ordinance; and

WHEREAS, on July 23, 2019, City Council voted 6-1 to modify the Interim Zoning Ordinance by limiting the geographic scope to the Mixed Use Residential (MUR) zone on the east side of Meridian Avenue and a portion of the Town Center (TC) zoning district, which is located only on the east side of Meridian Avenue south of 22nd Street East. City Council also provided direction to City staff regarding the next steps necessary under the Interim Ordinance; and

WHEREAS, on September 10, 2019, City Council approved the two Comprehensive Plan Amendments and Rezones for “Uchida Farms” and “Lake Chalet;” and

WHEREAS, the action by City Council to approve the Comprehensive Plan Amendments results in the need to perform the housekeeping measure of modifying the Interim Zoning Ordinance to remove an approximate 1.36-acre piece of property within the “Lake Chalet” project to allow the approved Comprehensive Plan Amendments and Rezones to be developed in accordance with the vision of the City Council and the proposal of the project; and

WHEREAS, on July 30, 2019, City Council directed staff to prepare a Request for Proposals (RFP) to conduct a study of the Town Center (TC) and Mixed Use Residential (MUR) zoning districts, which will include a review of uses, appropriateness of commercial integration with residential project, where a [minimum] 3/1 development would be feasible in Edgewood, and if any additional modifications to the EMC are necessary. Since this RFP is being presented on August 20, 2019 to City Council for their additional direction, the subsequent study will likely commence in early September; and

WHEREAS, on August 20, 2019, City Council reviewed the Request for Proposals (RFP) to conduct a study of the Town Center (TC) and Mixed Use Residential (MUR) zoning districts and recommended staff bring forward for a motion to approve publication at the next regular council meeting; and
WHEREAS, on October 1, 2019, City Council accepted the submitted proposal with the highest score in the ranking matrix and agreed to move forward with a contract that states Berk Consulting, Inc. will perform the TC and MUR study over the next five months; and

WHEREAS, a six-month extension of the Interim Zoning Ordinance will allow completion of the Berk study and an assessment of the next steps before the Interim Zoning Ordinance expires; and

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF EDGEWOOD, WASHINGTON, HEREBY ORDAINS AS FOLLOWS:

Section 1. Extension of Edgewood Ordinance No. 19-0547, as amended by Ordinance Nos. 19-0553 and 19-0558, which adopted an Interim Zoning Ordinance on the acceptance and processing of new applications for residential/multi-family developments in the MUR zone on the east side of Meridian Avenue and in the TC zone on the east side of Meridian south of 22nd street east, as shown on Exhibit A of Ordinance No. 19-0558.

Section 2. Declaration of Emergency. This amendment to Interim Zoning Ordinance Nos. 19-0553 and 19-0547 must be adopted to be effective immediately in order to preserve the status quo while the City reviews and revises, as appropriate, its current development regulations and comprehensive plan relating to residential and multi-family residential development on the properties on the east side of Meridian Avenue within the MUR zoning district and on the majority of properties on the east side of Meridian Avenue south of 22nd Street East within the TC zoning district, as shown in Exhibit A as the “Affected Properties,” and to prevent new residential/multi-family residential permit applicants from potentially establishing vested rights inconsistent with the City’s future regulatory framework to be considered and adopted while the Interim Zoning Ordinance is effective. The findings and conclusions above are adopted by the City Council in support of the designation of this ordinance as a public emergency necessary for the protection of the public health, public safety, public property and public welfare. This ordinance shall take effect immediately upon adoption by the Council, by a vote of a majority of the Council plus one, and shall remain effective for six months unless earlier terminated by the City Council.

Section 3. Severability. If any section, sentence, clause or phrase of this Ordinance is held to be unconstitutional or invalid by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or unconstitutionality of any other section, sentence, clause or phrase of this Ordinance.

Section 4. Publication. This Ordinance will be published by an approved summary consisting of the title.

Section 5. Effective Date. This Ordinance has been passed by a majority plus one vote of the whole membership of the City Council, and shall take effect and be in force immediately upon passage.
PASSED BY THE EDGEWOOD CITY COUNCIL ON THIS  
8TH DAY OF OCTOBER, 2019. 

____________________________ 
Daryl Eidinger, Mayor 

ATTEST: 

____________________________ 
Rachel Pitzel, CMC 
City Clerk 

APPROVED AS TO FORM: 

____________________________ 
Ann Marie Soto, Interim City Attorney 

Date of Publication: October 10, 2019 
Effective Date: October 15, 2019
RESOLUTION NO. 19-0474

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EDGEWOOD, PIERCE COUNTY, WASHINGTON AUTHORIZING THE MAYOR TO EXECUTE A PERSONAL SERVICES CONTRACT FOR A PLANNING/ECONOMIC DEVELOPMENT STUDY WITH BERK CONSULTING, INC.

WHEREAS, on April 9, 2019, City Council adopted an Emergency Interim Zoning Ordinance No. 19-0547, on the acceptance of applications for new residential/multi-family development in the TC, C, MUR, and BP zones for a period of six-months; and

WHEREAS, on July 23, 2019, the City Council voted 6-1 to modify the interim zoning ordinance by limiting the geographic scope to the Mixed Use Residential (MUR) zone on the east side of Meridian Avenue and a portion of the Town Center (TC) zoning district, which is located only on the east side of Meridian Avenue south of 22nd Street East; and

WHEREAS, on July 30, 2019 the City Council directed staff to prepare a request for proposals (RFP) to conduct a study of the Town Center (TC) and Mixed Use Residential (MUR) zoning districts, which will include a review of uses, appropriateness of commercial integration with residential project, where a [minimum] 3/1 development would be feasible in Edgewood, and if any additional modifications to the EMC are necessary; and

WHEREAS, on August 20, 2019 City Council reviewed the request for proposals (RFP) to conduct a study of the Town Center (TC) and Mixed Use Residential (MUR) zoning districts and recommended staff bring forward for a motion to approve publication at the next regular council meeting, which was approved for publication on August 27, 2019;

WHEREAS, on September 20, 2019 City staff reviewed and scored the four proposals that were received, it was determined out of the 600 points possible; the submittal by Berk Consulting, Inc. was scored as the clear top candidate;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF EDGEWOOD, WASHINGTON, DOES RESOLVE AS FOLLOWS:

Section 1. The Mayor is hereby authorized to execute a Personal Services Contract, attached hereto and incorporated herein with Berk Consulting, Inc.


Daryl Eidinger, Mayor
ATTEST:

__________________________________
Rachel Pitzel, CMC
City Clerk
City of Edgewood

TOWN CENTER AND MIXED USE RESIDENTIAL PLANNING, ZONING, AND ECONOMIC DEVELOPMENT STUDY

PROPOSAL
September 18, 2019

Attn: Darren Groth, Community & Economic Development Director
City of Edgewood

SENT VIA EMAIL

RE: Edgewood TC and MUR Planning, Zoning, and Economic Development Study | PROPOSAL

Dear Darren and the Consultant Selection Panel:

BERK Consulting, Inc. (BERK) is pleased to submit our proposal and qualifications to support the City of Edgewood with a Planning, Zoning, and Economic Development Study. Our expertise in market analysis, economic development, and land use planning make us ideally suited to support the City with this project.

As requested in the RFP, we have included the following information:

Statement of Interest and Availability. The BERK team has had the opportunity to work with Edgewood in the past, and counts Pierce County, Puyallup, Tacoma, and Lakewood as current clients. We are passionate about helping communities create their best futures. This study will support the City Planning Commission and staff with decision making related to growth and economic development, particularly in the Town Center. We confirm that the staff included in this proposal are available to complete this scope of work by the project deadline.

Insurance Coverage. BERK carries professional liability coverage of up to $2,000,000 per occurrence and up to $4,000,000 in aggregate. We would be happy to provide additional insurance information if requested.

Project Manager Contact Information. Andrew Bjorn, Ph.D., AICP will serve as Project Manager for the duration of this project. He can be reached at andrew@berkconsulting.com or 206-324-8760. Andrew will serve as both the day-to-day point of contact and the primary analyst and planner.

We look forward to discussing this project with you in detail. In the interim, more information about our firm, approach, team, and client satisfaction can be found on our website: www.berkconsulting.com.

Sincerely,

Brian Murphy, Principal
BERK Consulting, Inc.

Andrew Bjorn, Ph.D., AICP, Project Manager
BERK Consulting, Inc.
PROJECT APPROACH & SCOPE CONSIDERATION

PROJECT UNDERSTANDING

The City of Edgewood is a community of 11,390 residents (as of April 2019) located in Pierce County, Washington. Incorporated in 1996, the City has increased significantly in size over the past two decades, with much of this growth occurring within the past few years. Since 2016, the City’s population has increased by about 5.4% per year on average, with almost 1,800 new residents coming into the community over the past three years.

There are concerns in the community about the effects of this rapid growth, ranging from the impacts on infrastructure and roadways to the changes in the scale and extent of development found in the city. One main element of concern is with ongoing development to support retail and service businesses. Commercial development since 2016 has been limited in commercial and mixed-use districts with only a coffee shop (Starbucks), a fast food restaurant (Taco Time), and a self-storage facility. This lack of development is despite dramatic recent increases in taxable retail sales, which experienced an 11% increase from 2017 to 2018 and an 18% increase from Q1 2018 to Q1 2019.

This situation with commercial development is a concern for the City for different reasons:

- If multifamily development “crowds out” local commercial growth, this would reduce the retail and service offerings that could be offered in the community.
- Without new commercial growth, residents may continue to visit surrounding communities to meet basic needs. This is inconvenient for local residents, given the city population could be large enough to support local shopping options.
- If limited options mean that Edgewood residents will go elsewhere for shopping, the benefits of new local retail spending will be received elsewhere, such as with the increases in City revenue from local sales tax receipts.

Edgewood adopted an emergency zoning ordinance in April 2019 to temporarily pause development in the City’s Town Center (TC), Commercial (C), Mixed Use Residential (MUR), and Business Park (BP) zones. During this hiatus, there was ongoing dialogue in the community about the vision for future growth and residential development in Edgewood. The ordinance was modified in July 2019 to limit the scope of this ordinance to the MUR zone on the east side of Meridian Ave and a portion of the TC zoning district located on the east side of Meridian Ave south of 22nd St E. This ordinance is set to expire in October.
To guide future action on the area currently covered under the ordinance, the City is working to review the viability of commercial uses in the area, the appropriateness of mixed-use projects to meet ongoing commercial needs, and the need for additional changes to address other obstacles to new commercial development. The final product of this process is envisioned to be a report highlighting current market conditions, the viability of local commercial development (standalone and as part of mixed-use development), and potential policy directions and Municipal Code changes to promote new local-serving commercial development.

There have been several studies examining the viability and expected amount of commercial development in Edgewood since incorporation. This previous work will be leveraged through this process both to provide a retrospective on previous policy guidance and to help identify obstacles to future commercial development in the city.

WORKPLAN

We envision that the work of this project will be conducted over five tasks.

Task 1: Project Kick-off

At the initiation of the project, we will coordinate a kick-off meeting with City of Edgewood staff to discuss the project plan and schedule. This meeting will include:

- Discussing overall expectations for the project, including perspectives on needs for adjustment to the City’s land use regulations
- Finalizing the project workplan, schedule, and communications protocols
- Reviewing project data needs, including possible interview subjects
- Confirming the content and format of deliverables

We will schedule regular phone meetings with City staff at this meeting to provide updates about the progress of the project. We will coordinate with the City to compile the required data needed to support the assessment, including electronic copies of all previous reports.
Task 2: Review of Existing Studies

For the initial step of the assessment, we will take a fresh and objective look at past work, evaluating and summarizing previous studies involving the Meridian Ave corridor, city-wide economic development in Edgewood, local development activity, and other related subjects. From a critical review and meta-analysis of these sources, we will demonstrate how earlier reports have aligned on major topics related to retail demand and commercial development that are relevant for this study. These findings will highlight important elements of the local development vision, indicate key findings from previous studies that should be critically evaluated as part of this work, and show how these findings have changed over time.

Our review will be focused on the following questions across the available sources:

- Have employment and development projections for Edgewood been consistent over time? How do they compare with historical and current trends with employment and development?
- What types of commercial space will likely be in demand in Edgewood?
- What are the typical spending patterns of Edgewood residents and customers of local businesses? What is the impact on local retail demand?
- What obstacles to new commercial development have been previously identified? What has been their likely impact in the Edgewood market?
- What recommendations were made to address identified issues overall? How were these recommendations implemented? Were they successful?

Compiled summaries of these findings will be provided by topic and integrated into the final report. The focus of these outputs will be on issues strongly related to new commercial and mixed-use development in the city.

Task 3: Research on Barriers to Development Potential

Drawing from the review and analysis of existing studies in Task 2, we will develop an assessment of the commercial development potential available in Edgewood, as well as barriers to development of these areas for commercial and mixed uses.

This task will incorporate:

- A review of the development vision from the City’s Comprehensive Plan and other policy documents
- A description of major barriers identified as part of previous reports and studies, as well as previous actions taken by the City to address these barriers
Interviews with 4–6 representatives of the development community (both local and regional) to identify and discuss current barriers to commercial and mixed-use development in Edgewood

An assessment of local spending patterns by consumers in Edgewood, including the potential role of online shopping in reducing the demand for brick-and-mortar development

An updated regional economic market analysis reviewing current trends in commercial development, local indicators of demand for commercial real estate, and projections of future demand for new space

A review of regional commercial development capacity based on the most recent County Buildable Lands Report and supplemented with recent development data

An evaluation of the current Edgewood Municipal Code to identify potential land use regulations that may impact the feasibility of commercial and mixed-use development

This assessment will check and update conclusions from previous studies by highlighting how earlier projections have aligned with current data trends, and confirming and reinforcing the conclusions from existing reports with updated information. The results will be integrated with the summaries of findings in Task 2 in the final report.

Task 4: Development of Recommendations

Based on the findings from Task 3 on potential barriers to commercial and mixed-use development, we will develop two distinct categories of recommendations for the final report: 1) targeted recommendations to encourage vertical mixed-use development in a specific geographic area; and 2) broader recommendations to the Comprehensive Plan and Municipal Code to reduce obstacles to commercial growth along the Meridian Ave corridor overall.

**Targeted recommendations.** To examine the prescriptive changes to the Municipal Code necessary to support vertical mixed-use, we will develop prototypical pro forma models to evaluate and describe the general feasibility of retail-residential development in Edgewood. For this exercise, we will select 3–4 general locations based on the availability of developable land and ideal site and locational factors for mixed-use, and test different changes in regulations and incentives that would allow for the feasible development of these types of projects. We will use the outputs of these models to develop recommendations for specific changes to development and land use regulations that apply to these areas to encourage new commercial development for the city.

**Broader recommendations.** We will also work to develop broader recommendations for changes to facilitate commercial and mixed-use development and remove obstacles to
new projects overall along the Meridian Ave corridor. These adjustments are intended to address the issues identified from previous studies in Task 2, as well as those described by the stakeholder interviews and other elements of the analysis conducted in Task 3. We will review the current Municipal Code and Comprehensive Plan to determine potential changes to address commercial space needs in Edgewood, with consideration of efforts indicated in previous studies.

A rationale and an implementation strategy for the recommendations will be incorporated as part of the final report. This will include a clear narrative that describes the reasoning for the changes, their intended effects, potential considerations during implementation, and a general timeline for actions.

**Task 5: Project Report and Close-Out**

For the final task in this project, we will develop a concise and readable report to summarize our research and findings for busy policymakers. This will include:

- A review of the objectives and intended outcomes of the study
- An overview of the current context in the City of Edgewood, including the status of the emergency zoning ordinance and recent development activity
- A compilation of findings from previous studies, categorized by topic area
- Summaries of the interviews conducted with local and regional developers
- An economic market analysis highlighting current trends and commercial real estate demand
- An evaluation of current barriers to commercial development in the city
- The methodology and results of the pro forma analysis of mixed-use development feasibility
- Recommended actions, including both targeted and general recommendations, and a proposed timeline

This report will be submitted for review to the City of Edgewood. Feedback received from this review will be incorporated in a round of edits to address any outstanding questions and additional information provided.

At the project close-out, we will coordinate with City staff to review the project as delivered, confirm the receipt of all project deliverables, and provide project data and materials for ongoing use.
## PROJECT SCHEDULE

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<td>Project Report and Close-Out</td>
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### 2019 Activities:
- Project Kick-off Meeting
- Ongoing Project Coordination & Communication
- Evaluate and summarize prior studies
- Summary of Findings
- Assessment of commercial development potential
- Developer interviews (4-6)
- Economic assessment
- Code evaluation
- Pro forma analysis
- Targeted Recommendations
- Broader Recommendations
- Draft Report
- Revisions
- Final Report

### 2020 Activities:
- Draft Report
- Revisions
- Final Report
**COST SUMMARY**

We anticipate a total cost not to exceed $49,280. We have based this initial cost proposal on our proposed scope of work and would be happy to further refine this estimate after conversation with the City.

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$7,750

Total Estimated Hours | 90              | 22               | 68                         | 124      | 304                                   |

Cost (Hours*Rate)     | $14,850         | $5,500           | $11,220                    | $16,740  | $48,310                               |

Subtotal Consultant Cost | $48,310
Project Expenses @ ~2% of project budget | $970
Estimated Project Total | $49,280
PROJECT TEAM

TEAM OVERVIEW

About BERK. BERK is an interdisciplinary consultancy integrating strategy, planning, and policy development; financial and economic analysis; and facilitation, design, and communications. Founded in 1988, our passion is working in the public interest, helping public and nonprofit agencies address complex challenges and position themselves for success.

Team Organization. The BERK team will be led by Andrew Bjorn, Ph.D., AICP. He has a focus in planning and land economics. He will serve as the day to day project manager and primary point of contact for this project. Brian Murphy is a Principal at BERK who specializes in economic development and strategic planning. He will provide strategic expertise to this project and have authority over the final project deliverables. Radhika Nair will serve as a Senior Analyst and Lisa Johnson will provide additional planning and analytic support.

More information about each individual is below and full resumes are included in Appendix A of this proposal.

STAFF QUALIFICATIONS

Andrew Bjorn, Ph.D., AICP (Project Manager) has a background in urban land economics and development planning. He has expertise in civil engineering and policy development, and has worked with communities and organizations across western Canada and the Pacific Northwest. Andrew has extensive experience in growth planning and management, and has worked with clients to address a range of complex urban and regional planning issues. Recent project experience includes market analysis for the cities of Bremorton, Lake Stevens, and Puyallup, and Pierce County.

Individual References:

- Tom Utterback, AICP, Planning Services Director, City of Puyallup, (253) 841-5502, tomu@ci.puyallup.wa.us
- Russell Wright, Community Development Director, City of Lake Stevens, (425) 622-9424, rwright@lakestevenswa.gov
Brian Murphy (Strategic Advisor) is a Principal at BERK. His expertise includes strategic and business planning, facilitation, economic development and market analysis, and management consulting. Brian is a skilled manager of complex analytic and planning projects with many moving pieces and nuanced policy choices. He has led economic development studies for the cities of Lakewood, Tumwater, Puyallup, Stanwood, Carnation, Woodinville, Normandy Park, and University Place.

Individual References:
- Becky Newton, Economic Development Manager, City of Lakewood, (253) 983-7738, BNewton@cityoflakewood.us
- Mark Hoppen, City Manager, City of Normandy Park, (206) 248-8246, mhoppen@normandyparkwa.gov

Radhika Nair (Economic Development Lead) has a background in urban planning and architecture. She focuses on neighborhood planning and design, policy development and the integration of technical analysis with community planning. She has experience working with local government to develop recommendations on complex issues. Radhika is currently working with the communities of Puyallup, Carnation, and Normandy Park on economic development strategies. She is also supporting the community engagement efforts around new library locations for the Pierce County Library System.

Individual References:
- Tom Utterback, AICP, Planning Services Director, City of Puyallup, (253) 841-5502, tomu@ci.puyallup.wa.us
- Andrea Spencer, Director of Community Development, City of Bremerton, (360) 473-5283, Andrea.spencer@ci.bremerton.wa.us

Lisa Johnson (Planning & Analytic Support) specializes in urban planning and data analysis and has experience in outreach and facilitation with diverse groups of stakeholders. She has a background in real estate, economic development, and transit. Her experience includes work for both private and public sector agencies focused on building stronger communities. Prior to joining BERK, Lisa worked as a project manager for a development group in New York, NY and as a Community Development Advisor for the Peace Corps.

Individual References:
- Lawrence Ellis, Parks, Community Programs, & Services Director, City of SeaTac, (206) 973-4800, lellis@seatacwa.gov
RELEVANT EXPERIENCE

City of Lake Stevens Market and Economic Evaluation of Lake Stevens Center and 20th St SE Subarea Plans (Lake Stevens, WA)

The City of Lake Stevens and its surrounding areas are slated to expand to a community of about 46,380 residents by 2035, accounting for about 6% of the total growth in Snohomish County. Lake Stevens Center and 20th Street SE Corridor are the two main districts for commercial activity in the city. The nature of development in these areas is distinctly different, with distinct opportunities for future growth. As part of our work, we provided policy guidance regarding the long-term management of commercial and residential growth in these two areas. As new growth in employment and economic activity in the city will be directed here, it is essential that land use regulations in these areas support the scale and format of commercial real estate that is currently in demand in the local market. We provided recommendations about adjustments in the existing Subarea Plans to account for discrepancies between local supply and demand, to reduce regulatory and planning constraints on meeting local needs for retail and service commercial uses.

- Project team: Andrew Bjorn (Project Manager)
- Year completed: Current
- Client contact information: PO Box 257 Lake Stevens, WA 98258
- Project reference: Russell Wright, Community Development Director, City of Lake Stevens, (425) 622-9424, rwright@lakestevenswa.gov
- Project elements similar to scope of work: Analysis of current market conditions, strategic planning to attract new commercial development, and action-oriented strategies to reduce barriers to new development in the community

City of Puyallup Downtown Economic Development Strategy 2019 (Puyallup, WA)

BERK developed an action-oriented, holistic, and locally supported Downtown Economic Development Plan that builds on the City’s Comprehensive Plan vision, identifies the market trends and competitive advantages, and outlines short- and longer-term actions to leverage the City’s resources, community partnerships and in-house expertise to drive economic growth and improve quality of life. BERK synthesized information and input from a variety of sources and conducted a robust stakeholder engagement process to come up with recommended actions. Engagement activities included interviews, discussion groups, a strategy summit and public open house and reached a diverse pool of stakeholders, including local property owners, businesses, community partners, real estate experts, and developers.

- Project team: Radhika Nair (Project Manager), Andrew Bjorn, Brian Murphy
- Year completed: 2019
- Client contact information: 333 S. Meridian Puyallup, WA 98371
Project Reference: Tom Utterback, AICP, Planning Services Director, City of Puyallup, (253) 841-5502, tomu@ci.puyallup.wa.us

Project elements similar to scope of work: Analysis of current market conditions, strategies to attract mixed-use development, and action-oriented strategies to attract new residential and commercial development.

City of Bremerton Eastside Employment Center Market Analysis, Redevelopment & Subarea Plan, Planned Action EIS (Bremerton, WA)

As part of an integrated Subarea Plan and EIS, BERK is working on an economic and market analysis for the Eastside Employment Center in Bremerton. Our work synthesizes the following quantitative and qualitative information:

- Overall trends in development in Bremerton and the region, expected demand across development types, construction costs, and identified opportunities for growth across Bremerton.
- A site market analysis evaluating the current site configuration, demand drivers for space after a key anchor of the area, the Harrison Medical Center, relocates. This includes local residential and commercial rents, and potential opportunities and challenges with site reuse/redevelopment.
- An entitlements analysis, that assesses the current uses on the site, possible alternative uses/development types under current City regulations, and potential alternative development that could be allowed through changes.
- Case studies highlighting comparable situations where the departure of a major anchor activity entailed a realignment of local uses and potential redevelopment to accommodate new types of uses.

The analysis has produced initial strategic recommendations, including possible actions that can help to address regulatory, market, and financial limitations, and attract capital investment and achieve potential development visions for the site.

- Project team: Radhika Nair (Daily Project Manager and Plan Lead), Andrew Bjorn
- Year completed: Ongoing
- Client contact information: 345 6th. Street Suite 600 Bremerton, WA 98337
- Project reference: Andrea Spencer, Director of Community Development, City of Bremerton, (360) 473-5283, andrea.spencer@ci.bremerton.wa.us
- Project elements similar to scope of work: Market analysis and synthesis, stakeholder engagement, and report development
City of Normandy Park Economic Development Element 2018 (Normandy Park, WA)

For the City of Normandy Park, BERK prepared an Economic Development Element of the Comprehensive Plan. BERK worked closely with city staff, and an Economic Development Committee (EDC), to develop a vision and implementing goals and policies for economic development. As part of the analytic foundation for the vision, goals and policies, BERK evaluated local market and economic trends, key business sectors, opportunities for growth, and the challenges facing the city’s economy. This quantitative analysis was supplemented with interviews with local property owners, and real estate experts. A key focus of the work was on planning for emerging land uses, such as lodging and/or co-working, that could fit in with the city’s character, leverage its competitive advantages and generate tax revenue. BERK also developed an action-oriented matrix to guide the EDC as it works to implement the Element’s goals and policies.

- **Project team:** Radhika Nair (Project Manager) Andrew Bjorn, Brian Murphy
- **Year completed:** Ongoing
- **Client contact information:** 801 SW 174th St. Normandy Park, WA 98166
- **Project Reference:** Mark Hoppen, City Manager, City of Normandy Park, (206) 248-8246, mhoppen@normandyparkwa.gov
- **Project elements similar to scope of work:** Assessed local conditions, viability of lodging development, and potential policy changes to promote economic growth.

City of Lakewood Central Business District Assessment (Lakewood, WA)

BERK helped the City of Lakewood understand the market potential for the City’s Central Business District in preparation for doing a full subarea master plan. The purpose of this project was to ascertain a reasonable range of potential futures, including revitalization of the Lakewood Towne Center—a suburban style shopping center. BERK assessed market opportunities for retail, restaurant, and services, as well as residential development and community uses. BERK conducted a detailed market study of the area, assessed the CBD’s public spaces, and researched comparable redevelopment stories from other communities. The final product was used to inform a subsequent subarea planning project that delved further into how the City will facilitate desirable investment in the area. The subarea plan for Towne Center was development by the BERK team and included community engagement, strategy development, and land use planning expertise to revitalize this neighborhood.

- **Project team:** Brian Murphy (Project Manager)
- **Year completed:** 2017
- **Client contact information:** 6000 Main St. SW Lakewood, WA 98499
- **Project Reference:** Becky Newton, Economic Development Manager, City of Lakewood, (253) 983-7738, BNewton@cityoflakewood.us
- **Project elements similar to scope of work:** Assessed retail market opportunities in advance of larger, focused economic development and planning effort.
Andrew has a background in urban land economics and development planning. He has expertise in civil engineering and policy development, and has worked with communities and organizations across Western Canada and the Pacific Northwest. Andrew has extensive experience in growth planning and management, and has worked with clients to address a range of complex urban and regional planning issues.

Andrew is currently working with the City of Lake Stevens on an economic evaluation of two subarea planning efforts which were completed more than seven years prior. He is also working with the City of Bremerton on an economic impact study of the pending relocation of a major employment center.

Prior to joining BERK, Andrew served as a Senior Planner/Economist for a consulting firm in Calgary, Alberta working on regional planning and policy development. He has a Ph.D. in Urban Design and Planning from the University of Washington. Andrew is a certified Planner in the State of Washington.

**Education & Certification**

- PhD., Urban Design and Planning/Urban Ecology, University of Washington
- M.S., Planning, Environmental Planning concentration, University of Toronto
- M.S., Civil Engineering, University of Toronto
- B.S., Civil and Environmental Engineering, Environmental Engineering Concentration, University of Massachusetts

**Additional Information**

- Years of Experience: 10
- Office location: Seattle, WA

**Relevant Project Experience**

- City of Lake Stevens Market and Economic Evaluation of Lake Stevens Center and 20th St SE Subarea Plans
- City of Puyallup Downtown Economic Development Strategy
- City of Bremerton Eastside Employment Center Market Analysis, Redevelopment & Subarea Plan, Planned Action EIS
- Washington State Department of Transportation Puget Sound Gateway Economic Benefits Study
- Pierce County Affordable Housing Study
- Port of Chelan Commercial & Industrial Lands Market Analysis
- City of Bonney Lake Subarea Plans - Economic Analysis
- City of Bremerton Parks & Recreation Pendergast Regional Park Upgrades Economic Impacts Analysis
Brian’s expertise includes strategic and business planning, facilitation, economic development and market analysis, and management consulting. Brian has led economic development strategies for communities throughout the region, including the cities of Lakewood, Tumwater, Puyallup, Bonney Lake, Stanwood, Carnation, Woodinville, Normandy Park, and University Place. Currently, Brian is working with the City of Normandy Park on a hotel siting study related to the recent update to the Economic Development Element.

Brian joined the firm in 2002 and is a skilled manager of complex analytic and planning projects with many moving pieces and nuanced policy choices. Brian received a BA with Honors from UC Santa Cruz and an M.B.A. from the University of Washington. He is a 2003 graduate of Leadership Tomorrow.

Education & Certification
- M.B.A., University of Washington, selected for Beta Gamma Sigma Honor Society
- B.A., Politics, University of California at Santa Cruz, graduated with honors

Additional Information
- Years of Experience: 15
- Office location: Seattle, WA

Relevant Project Experience
- City of Normandy Park Economic Development Element Update
- City of Normandy Park Hotel Study
- City of Puyallup Downtown Economic Development Strategy
- City of Carnation Economic Development Strategy
- Deschutes Public Library Community Assessment
- City of Newcastle Market Analysis and Assessment of CBC Master Plan
- City of Bonney Lake Economic Development Plan and Marketing Materials
- City of Bellevue Economic Development Strategic Plan
- City of Tumwater Economic Development Strategic Action Plan
- City of Woodinville Economic Development Strategy
- City of Stanwood Economic Development Strategy
- City of University Plan Economic Development Strategy + Update
Radhika Nair (Senior Planner) has a background in urban planning and architecture. She focuses on neighborhood planning and design, policy development and the integration of technical analysis with community planning. She has experience working with local government to develop recommendations on complex issues.

Radhika’s recent economic development projects include studies for Carnation, Normandy Park, and Bremerton. She has special expertise in economic analysis and planning related to manufacturing and industrial areas. She has also supported subarea planning efforts for the cities of Bellevue, Seattle, Lakewood, and Bremerton.

Radhika holds a Master of Urban Planning from Harvard University and a Bachelor of Architecture from the University of Kerala. A former Seattle Planning Commissioner, Radhika is a 2017 graduate of Leadership Tomorrow.

**Education & Certification**

- Master of Urban Planning, Harvard University
- Bachelor of Architecture, University of Kerala

**Additional Information**

- Years of Experience: 8
- Office location: Seattle, WA

**Relevant Project Experience**

- City of Lakewood Downtown Plan Subarea Plan EIS
- City of Bremerton Eastside Employment Center Market Analysis, Redevelopment & Subarea Plan, Planned Action EIS
- City of Normandy Park Economic Development Element Update
- City of Normandy Park Hotel Study
- City of Puyallup Downtown Economic Development Strategy
- City of Carnation Economic Development Strategy
- Deschutes Public Library Community Assessment
- Cities of Arlington and Marysville, Manufacturing Industrial Center Subarea Plan
- Cities of Sumner and Pacific, Manufacturing Industrial Center Subarea Plan
- City of Bellevue Wilburton Commercial Area Land Use and Transportation Project Environmental Impact Statement
Lisa John (Analyst & Planner) specializes in urban planning and data analysis and has experience in outreach and facilitation with diverse groups of stakeholders. She has a background in real estate, economic development, and transit. Her experience includes work for both private and public sector agencies focused on building stronger communities.

Lisa is currently working with the City of Normandy Park on a hotel study, a direct follow up to the Economic Development Element completed in 2018. She is also supporting the SeaTac Parks, Recreation, and Open Space Plan Update.

Prior to joining BERK, Lisa worked as a project manager for a development group in New York, NY and as a Community Development Advisor for the Peace Corps. Lisa earned her Master of Urban Planning from the University of Washington and a Bachelor of Arts in Economics from Wake Forest University. She has studied and worked in countries around the world such as New Zealand, South Korea, Benin, and Costa Rica.

Education & Certification
- B.A., Economics, Wake Forest University
- Master of Urban Planning, University of Washington

Additional Information
- Years of Experience: 3
- Office location: Seattle, WA

Relevant Project Experience
- City of SeaTac Parks, Recreation, and Open Space Plan Update
- City of Normandy Park Economic Development Element 2018
- City of Normandy Park Hotel Study 2019
- Pierce County Affordable Housing Study 2019
- City of Issaquah Healthy Community Strategy
- Lummi Tribe Community Vision and Strategic Action Plan
Date: October 14, 2019

Title: 2018 Comprehensive Plan Amendments

Attachments: 1) Ordinance No. 19-0557

Submitted By: Darren Groth, Community Development Director

Discussion
On September 10, 2019, City Council adopted Ordinance No 19-0557, 2018 Comprehensive Plan Amendments.

Recommendation
Review and discuss, as needed.
ORDINANCE NO. 19-0557

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF EDGECWOOD, WASHINGTON RELATING TO LAND USE AND ZONING, AMENDING THE COMPREHENSIVE PLAN MAP AND ZONING MAP IN ACCORDANCE WITH CHAPTER 18.60 OF THE EDGECWOOD MUNICIPAL CODE (EMC) AND SECTION 36.70A.130 OF THE GROWTH MANAGEMENT ACT (GMA) UNDER THE REVISED CODE OF WASHINGTON (RCW)

WHEREAS, RCW 36.70A.130 of the Growth Management Act generally allows cities and counties to consider comprehensive plan amendments no more frequently than once every year; and

WHEREAS, except in special circumstances (RCW 36.70A.130(2)(a)), the City may consider amendments to the City’s Comprehensive Plan once a year; and

WHEREAS, the City of Edgewood City Council has established a process and criteria for making modifications to the City’s Comprehensive Plan in EMC Chapter 18.60, including text and map amendments in accordance with the Growth Management Act and State Law; and

WHEREAS, the City received applications for two comprehensive plan amendments and rezones, one entitled “Uchida Farms” (received December 27, 2017) and another entitled “Lake Chalet” (received December 27, 2017); and

WHEREAS, in accordance with the State Environmental Policy Act (SEPA), the City’s responsible SEPA Official issued a Determination of Nonsignificance (DNS) on September 27, 2018, and this threshold determination was not appealed; and

WHEREAS, the City held a neighborhood meeting on the proposed comprehensive plan amendments and rezones on September 25, 2018; and

WHEREAS, on November 8, 2018, the Planning Commission held a public hearing on the proposed comprehensive plan amendments and rezones, and recommended approval of both applications; and

WHEREAS, pursuant to RCW 36.70A.106, the City sent its notice of intent to adopt the proposed comprehensive plan amendments and rezones to Department of Commerce on November 7, 2018, which is at least sixty (60) days prior to the adoption date of this Ordinance; and

WHEREAS, the City Council considered the proposed comprehensive plan amendments and rezones in their regular study session meeting held on November 20, 2018; and

WHEREAS, the City Council held a public hearing on the proposed comprehensive plan amendments during their regular meeting held on November 27, 2018; and

WHEREAS, the City Council considered the proposed comprehensive plan amendments and rezones in their regular study session meeting held on December 4, 2018 and directed City
staff to pursue an option, possibly and probably a development agreement, to ensure all of the concerns expressed in the public hearing would be alleviated with any proposed development; and

WHEREAS, City staff and the City’s consultant planning firm AHBL have pursued since, December 4, 2018, Development Agreements with each applicant; and

WHEREAS, during the process of negotiations for the respective Development Agreements, City staff, AHBL, and the applicants found the existing City Codes and standards addressed the majority of citizen concerns and any project specific proposal would have to coincide with the City performing a project specific SEPA analysis; and

WHEREAS, the results of the negotiations and discussions between City staff, AHBL, and the applicants concluded with the plan to reissue a revised SEPA checklist and new threshold determination, which was issued on August 23, 2019, and present an update to City Council during their study session on September 3, 2019; and

WHEREAS, the proposed amendments to the Edgewood Comprehensive Plan Land Use map are consistent with the City’s planning goals and objectives; and

WHEREAS, the Comprehensive Plan is implemented by the rezones;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF EDGEWOOD, WASHINGTON, HEREBY ORDAINS AS FOLLOWS:

Section 1. Adoption Comprehensive Plan Land Use Map Amendments and Zoning Map Amendments. The City Council evaluated the applications and reviewed them under the criteria in EMC Section 18.60.220, in support of their decision. The findings and conclusions related to the applications are included in the September 6, 2019 Staff Report prepared by AHBL and included as an attachment to the agenda bill item for the City Council’s Regular Council Meeting dated September 10, 2019. These findings and conclusions are adopted by the City Council and the proposed amendments to the Comprehensive Plan Land Use Map and Zoning Map are approved. The amendments are adopted as provided in the attached and incorporated as Exhibits A-F.

Section 2. Severability. If any section, sentence, clause or phrase of this ordinance should be held invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of any other section, sentence, clause or phrase of this ordinance.

Section 3. Effective Date. This Ordinance will take effect five days after publication as required by law.

PASSED BY THE EDGEWOOD CITY COUNCIL ON THIS 10TH DAY OF SEPTEMBER, 2019.

____________________________
Daryl Eidinger, Mayor

ATTEST:
Rachel Pitzel, CMC
City Clerk

APPROVED AS TO FORM:

Ann Marie Soto, Interim City Attorney

Date of Publication:  September 12, 2019
Effective Date: September 17, 2019
Date: October 14, 2019

Title: 2020 Comprehensive Plan/ Future Land Use Map (FLUM)

Attachments: 1) Current Zoning Map
               2) Future Land Use Map
               3) Sketch of possible Transportation Plan changes

Submitted By: Darren Groth, Community Development Director

Discussion
The City may consider amendments to its Comprehensive Plan once every year. Applications for Comprehensive Plan amendments are submitted before December 31st in order to be considered during the following year’s amendment process. The City can also initiate comprehensive plan amendments to revise standards and regulations. One issue that has been identified is that the Current Zoning Map shows inconsistencies with the Future Land Use Map. Updating the Current Zoning map to reflect these changes may be worth further consideration. Also, on October 1, 2019, the City’s Public Works Director presented City Council with a sketch outlining possible transportation-related changes to the Comprehensive Plan.

Recommendation
Review and discuss, as needed.
City of Edgewood
Official Zoning Map

Disclaimer: The City of Edgewood makes no claims concerning the accuracy of this map nor assumes any liability from the use of the information herein.

Amended by Ordinance 19-0557
Effective September 15, 2019

Legend
- Single Family 2
- Single Family 3
- Single Family 5
- Commercial
- Mixed Residential 1
- Mixed Residential 2
- Mixed Use Residential
- Town Center
- Business Park
- Industrial
- Public

0 0.25 0.5 1 Miles
City of Edgewood
Future Land Use Map

Disclaimer: The City of Edgewood makes no claims concerning the accuracy of this map nor assumes any liability from the use of the information herein.

Amended by Ordinance 19-0557
Effective September 15, 2019

Legend
- Single Family Low
- Single Family Moderate
- Single Family High
- Commercial
- Mixed Residential Low
- Mixed Residential Moderate
- Mixed Use Residential
- Town Center
- Business Park
- Industrial
- Public
- Economic Study Overlay

0 0.25 0.5 1 Miles
Discussion
On January 29, 2019, the Planning Commission held a joint meeting with City Council to strategize the Planning Commission’s work plan for 2019. The City Council offered general direction to the members present for the discussion and recommended that the Planning Commission could spend their next meeting(s) compiling their ideal work plan and presenting back to City Council for adoption. As a result, once the Planning Commission finalizes their recommended 2019 Work Plan, various board members, e.g., selected representatives, the chair, or the entire board, will present their objectives to the City Council and seek adoption of the Planning Commission 2019 Work Plan. The Planning Commission winnowed their work plan down to three primary goals during their April 8, 2019 meeting. On April 23, 2019, City Council approved the Planning Commission’s 2019 Work Plan. This discussion item is intended to allow the Planning Commission to start preparing for setting their Work Plan for 2020.

Recommendation
Discuss a plan to create a work plan for 2020.
Date: October 14, 2019
Title: 2019 Work Plan
Attachments: None
Submitted By: Darren Groth, Community Development Director

Discussion
On April 8, 2019, the Planning Commission finalized their recommended 2019 Work Plan to forward to City Council. On April 23, 2019, City Council approved the 2019 Planning Commission Work Plan, as presented. The work plan consists of the follow eight items and may be amended during the year, as necessary.

1. Update Sign Code;
2. Revise Use Charts;
3. Rewrite Subdivision Code;
4. Review Future Land Use Map (FLUM);
5. Town Center;
6. Special Land Use Study Overlay;
7. Create Edgewood Municipal Code (EMC) Title 17 – Land Development Code; and
8. Review City plans to identify other City initiated Comprehensive Plan amendments.

This is a standing item for the remainder of 2019 to allow the Planning Commission to discuss items and plan future agendas as necessary. As the Commission works through their plan, requests for information, agenda items, code amendments, or City Council briefings may all be necessary to support the work needed to address these topics.

Recommendation
Review and discuss the work plan, as needed.