



# CITY OF SNOHOMISH

*Founded 1859, Incorporated 1890*

116 UNION AVENUE □ SNOHOMISH, WASHINGTON 98290 □ TEL (360) 568-3115 FAX (360) 568-1375

## NOTICE OF REGULAR MEETING

### PLANNING COMMISSION

**NOTE TIME AND  
LOCATION**

In the  
George Gilbertson Boardroom  
Snohomish School District Resource Center  
1601 Avenue D

**WEDNESDAY  
August 3, 2016  
6:00 p.m.**

- 6:00 1. **CALL TO ORDER** – Roll Call
- 6:05 2. **APPROVE** the minutes of the June 1, 2016 regular meeting (*P. 1*)
- 6:10 3. **CITIZEN COMMENTS** on items not on the agenda
- 6:15 4. **DISCUSSION ITEM** – National Pollutant Discharge Elimination System (NPDES) Permit – City Stormwater Regulation Updates (*P.5*)
- 9:00 5. **ADJOURN**

**NEXT MEETING:** The next regular meeting is **Wednesday, September 7, 2016**, at 6:00 p.m. in the George Gilbertson Boardroom, Snohomish School District Resource Center, 1601 Avenue D.



## **AGENDA ITEM 2**

### **CITY OF SNOHOMISH REGULAR MEETING OF THE PLANNING COMMISSION MEETING MINUTES June 1, 2016**

**1. CALL TO ORDER:** The regular meeting of the Planning Commission was opened by Chair Scott at 6:00 p.m. in the George Gilbertson Boardroom, 1601 Avenue D. The assemblage joined in the flag salute and roll was taken.

#### **PLANNING COMMISSION**

##### **MEMBERS PRESENT:**

Christine Wakefield Nichols (*arr. @ 6:21 p.m.*)  
Gordon Cole  
Laura Scott, Chair  
Hank Eskridge  
Steve Dana  
Terry Lippincott  
Van Tormohlen (*arr. @ 6:07 p.m.*)

##### **STAFF:**

Clay White, Interim Planning Director  
Brooke Eidem, Associate Planner  
Katie Hoole, Permit Coordinator

##### **OTHERS PRESENT:**

Tom Hamilton, City Councilmember  
Five citizens (*all five left the meeting at 6:21 p.m.*)

2. **APPROVE** the minutes of:

a. March 2, 2016 regular meeting

Mr. Cole moved to approve the March 2, 2016, minutes as written; Ms. Lippincott seconded, and the motion was approved, 5-0.

b. May 4, 2016 regular meeting

Mr. Cole moved to approve the May 4, 2016, minutes as written; Mr. Dana seconded, and the motion was approved, 5-0.

3. **CITIZEN COMMENTS** on items not on the agenda

There were no citizen comments on items not on the agenda.

4. **PUBLIC HEARINGS**

a. Community-Based Theaters

This topic has been discussed by the Commission several times, most recently in March and May of this year. Ms. Eidem explained that if approved by the City Council, three chapters of the Snohomish Municipal Code would be updated to accommodate a new land use for Community-Based Theaters, which would then be allowed in the Single Family Zone under a Conditional Use Permit.

Chair Scott opened the floor for public comment.

## **AGENDA ITEM 2**

Mary Dessein is a Thumbnail Theater volunteer and believes the theater's inclusiveness is very important; she provided examples of a variety of performers, and described the theater as an open, welcoming, and family friendly place. She strongly supported the theater.

David Douglas (421 Avenue C) and his wife had been involved with the Thumbnail Theater since its conception. He agreed with Ms. Dessein's comments and added that there is an important economic factor in that people are spending time in the town after attending an event at the Theater, going out to eat or having a drink. He believed the Theater was demonstrating a real contribution to the community.

Chair Scott closed the public comment portion of the hearing.

The Planning Commission discussed the parking requirements, the non-profit requirement for the new use, and the new definitions that would be added to the code.

Mr. Cole moved to adopt the Recommended Findings of Facts and Conclusions presented by staff and pass on the recommendation to the City Council; Ms. Lippincott seconded and the motion was approved, 6-0.

### **b. Deferral of Impact Fees**

This public hearing was for proposed amendments regarding establishment of deferral process for deferral of School, Park, and Traffic Impact Fees for single family attached and detached residential construction; subdivisions are not part of the proposal. Commissioners were briefed on this topic at the May meeting. Mr. White explained that the City is required by State law to have a deferral process in place by September 2016; this will go to Council for public hearing in July. Based on feedback from the Commissioners and recommendation from the Building Official, the amendments are drafted to require payment of the deferred fees prior to the request for final inspection.

The Commission discussed that the legislation passed by the State does not apply to subdivisions as drafted.

Motion by Mr. Dana that the Planning Commission approve the staff recommendations and pass on the recommendation to Council; Mr. Eskridge seconded and the motion was approved, 7-0.

Staff briefly discussed with the Commission the status of the application process for the City's new Planning Director.

## **5. DISCUSSION ITEM – Planning Commission Values Statement**

As part of the work with the Open Government Committee, the City is making sure there is consistency in the values of the various boards and commissions that serve Snohomish. The Commission discussed the Values Statement template and alternatives presented by Mr. White.

## **AGENDA ITEM 2**

Motion by Mr. Cole, second by Ms. Lippincott, to revise Staff Alternative 3 of the Purpose section to include language that the Commission is a citizen's advisory committee authorized by SMC 2.14 and RCW 35A.63. The motion was approved, 7-0.

Motion by Mr. Cole that the Planning Commission adopt the Values Statement with the following amendments: 1) Add the SMC and RCW references to Staff Alternative 3 of the Purpose section; 2) Add "and economic vitality" to the end of the Responsible Stewardship section; and 3) Remove the Regional Perspective section. Mr. Dana seconded, and the motion was approved, 7-0.

Ms. Lippincott confirmed that clerical errors will be corrected.

### **6. ADJOURN**

Ms. Scott mentioned she receives questions from the community regarding City-related issues such as the future of Hal Moe Pool. Mr. White recommended reminding people they can sign up for notices on the website and the weekly newsletter. There is a lot of information available.

Mr. Cole added that the newsletter has recently started including the topics in the meetings and list of pending development opportunities.

The meeting adjourned at 7:00 p.m.

Approved this 3<sup>rd</sup> day of August, 2016

By: \_\_\_\_\_  
Commissioner Laura Scott, Chair

**AGENDA ITEM 2**

## **DISCUSSION ITEM 4**

**Date:** August 3, 2016

**To:** Planning Commission

**From:** Andrew Sics, Project Engineer  
Brooke Eidem, Associate Planner  
Yoshihiro Monzaki, City Engineer

**Subject:** **National Pollutant Discharge Elimination System (NPDES) Permit  
City Stormwater Regulation Updates**

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### **INTRODUCTION**

This agenda item provides a briefing to the Planning Commission on the Department of Ecology National Pollutant Discharge Elimination System (NPDES) Permit requirements. As a requirement of the permit, Phase II agencies, including the City of Snohomish, must complete certain tasks before the end of 2016. These include incorporation of Low Impact Development (LID) stormwater techniques into the Municipal Code and Engineering Design Standards, where applicable, and adoption of the 2012 Department of Ecology Stormwater Management Manual for Western Washington (2012 SWMM) or an equivalent stormwater manual.

### **BACKGROUND**

The NPDES permit was first issued in 1995 and was last modified and reissued in 2012. One of the primary features of the latest NPDES permit that distinguishes it from the previous permit is a requirement that new development and redevelopment must utilize Low Impact Development (LID) techniques, where feasible, to reduce stormwater run-off from developed land.

The objective of LID is to have developed land mimic the hydrologic characteristics of undisturbed land in its natural state of vegetation, to the greatest extent possible. A number of LID techniques, or best management practices (BMPs) are described in the 2012 SWMM. Examples include leaving portions of the site undisturbed and in native vegetation, planting additional trees and other water-absorbing vegetation, utilizing permeable pavement materials where feasible, and constructing bioretention facilities which treat stormwater and promote infiltration of stormwater into on-site soils. While such techniques have been known and available for many years, they have always been optional and are not particularly widespread in the City. Under the new NPDES permit, such practices are intended to become the “usual and customary” approach to managing stormwater in the future.

### **PROPOSAL**

The City’s development and drainage regulations are contained in several documents: Titles 14 and 15 of the Snohomish Municipal Code (SMC), the 2005 SWMM, and the City Engineering Standards. Within the SMC, drainage regulations are concentrated in Chapter 15.16 (Stormwater Management). In order to comply with the permit requirements, the City must adopt various amendments to these documents. Accordingly, the proposed code amendments relating to stormwater management will be reviewed by the Planning Commission and the City Council. The specific language will be discussed by the Planning Commission with a public hearing to follow.

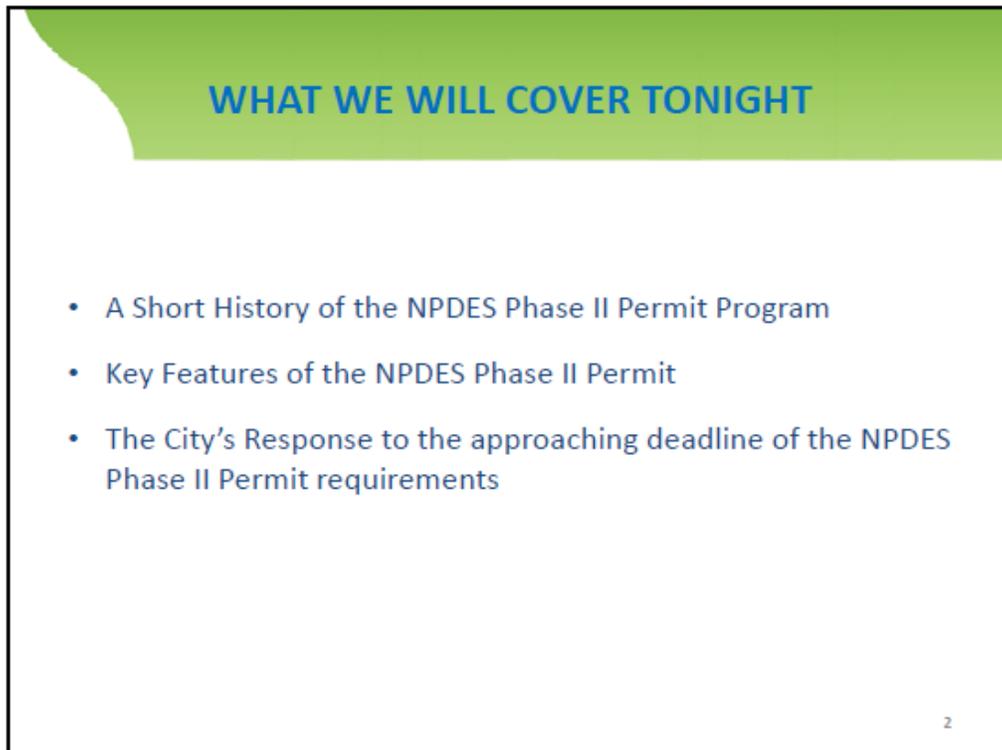
**DISCUSSION ITEM 4**

**NEXT STEPS:** Staff will present the proposed code amendments to the Planning Commission during the September 7, 2016 meeting. A public hearing on the amendments will be scheduled on October 5, 2016. A recommendation to the City Council will be requested at that time.

**ATTACHMENT:** Power Point Presentation

**DISCUSSION ITEM 4**

Power Point Presentation



## DISCUSSION ITEM 4

### Why Manage Stormwater Runoff?



**Stormwater:**  
Rain and snow melt that runs off land and impervious (hard surfaces that absorb little or no water) surfaces such as rooftops, highways, and parking lots. Stormwater collects pollutants such as oil, pesticides and garbage then flows into storm drains, rivers, streams, and waterways.



**Water Quality:**  
Our rivers, streams, lakes – and ultimately Puget Sound – receive polluted stormwater, posing health risks to humans and harming fish, wildlife and our natural ecosystems.



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### The Federal Clean Water Act (CWA)

- Provides the statutory basis for the “**National Pollutant Discharge Elimination System**” (NPDES) permit program and the basic structure for regulating the discharge of stormwater pollutants to waters of the United States.
- The U.S. Environmental Protection Agency (EPA) is the responsible federal agency – gave Dept. of Ecology authority to implement these permits in this state.
- EPA developed rules to implement the new stormwater requirements in two phases:
  - Phase I (population >100,000) King, Pierce, Tacoma, Clark, Snohomish Counties; City of Seattle; Port of Seattle; Port of Tacoma
  - Phase II municipalities with population > 10,000

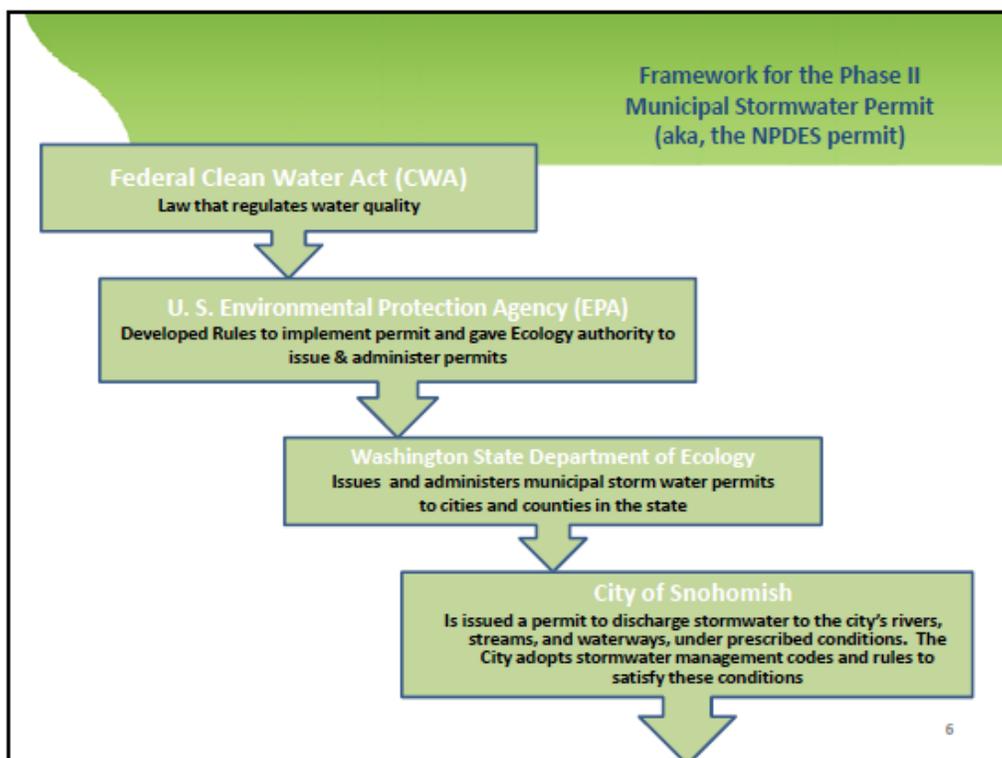
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**DISCUSSION ITEM 4**

## What is NPDES?

- NPDES = National Pollutant Discharge Elimination System
- Part of Federal Clean Water Act (CWA)
- In WA, permits issued by the Department of Ecology
- First permits issued in 1995
- Permits modified and reissued in 2007 & 2012

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**DISCUSSION ITEM 4**

## 2007 Permit Requirements

- Site Planning (codified stormwater site plan requirements)
- Runoff controls - Minimum requirements (MRs) for new development & redevelopment
- BMP site selection & design criteria
- Adopt 2005 Ecology Stormwater Manual or equivalent

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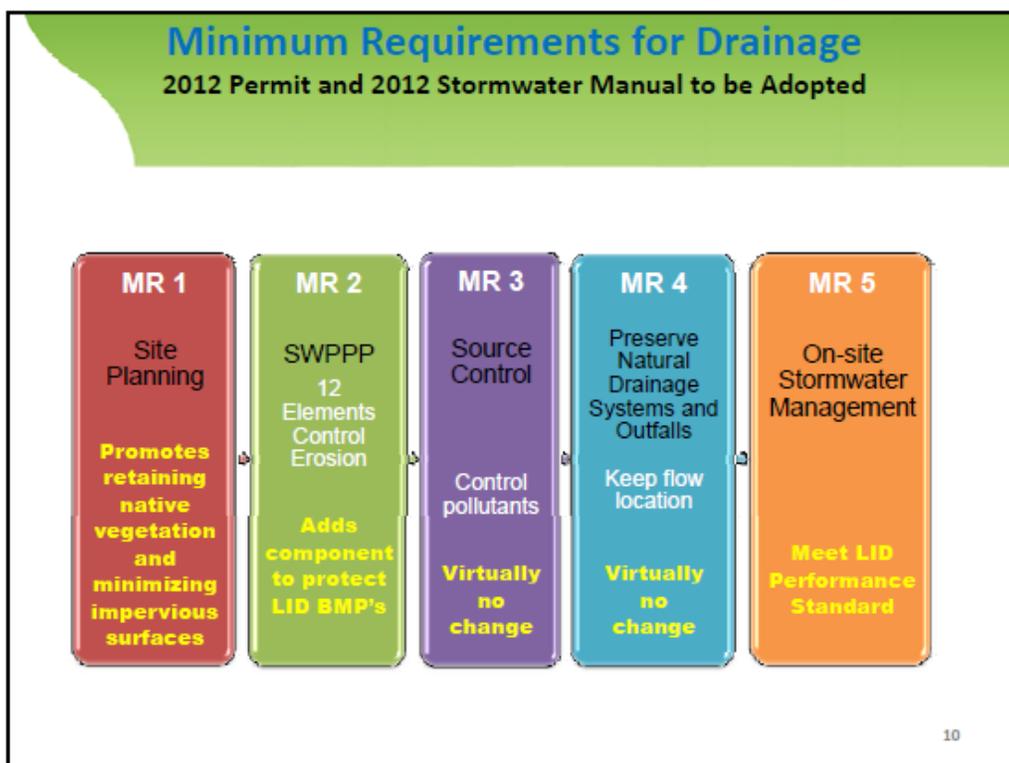
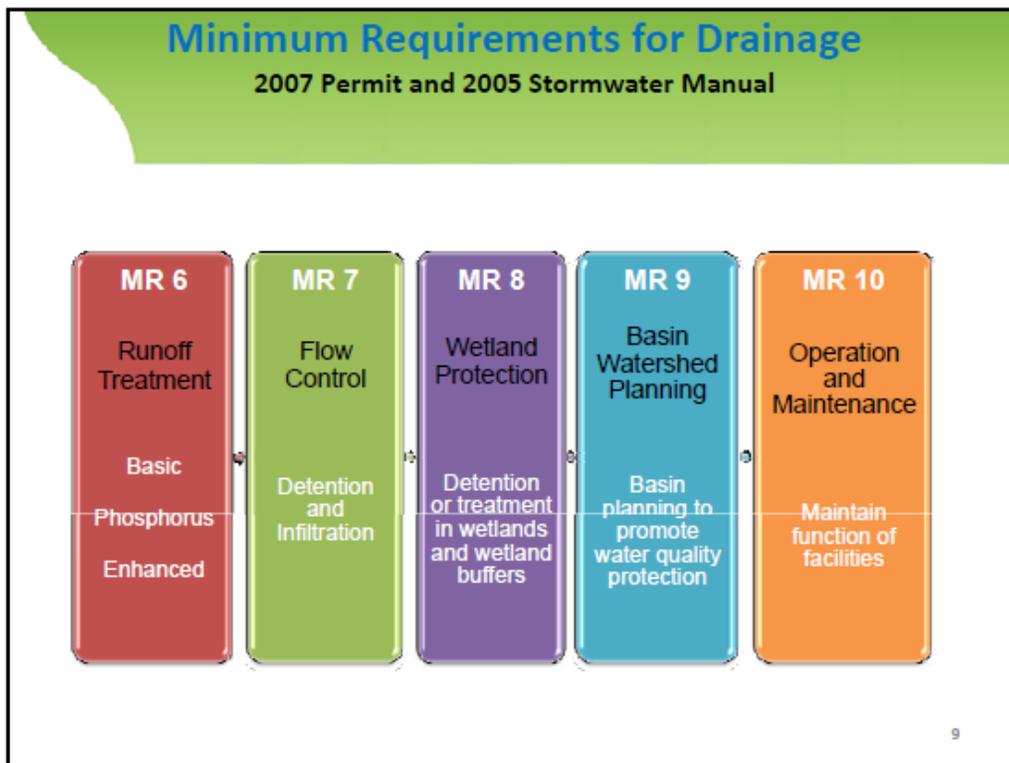
## Minimum Requirements for Drainage

2007 Permit and 2005 Stormwater Manual

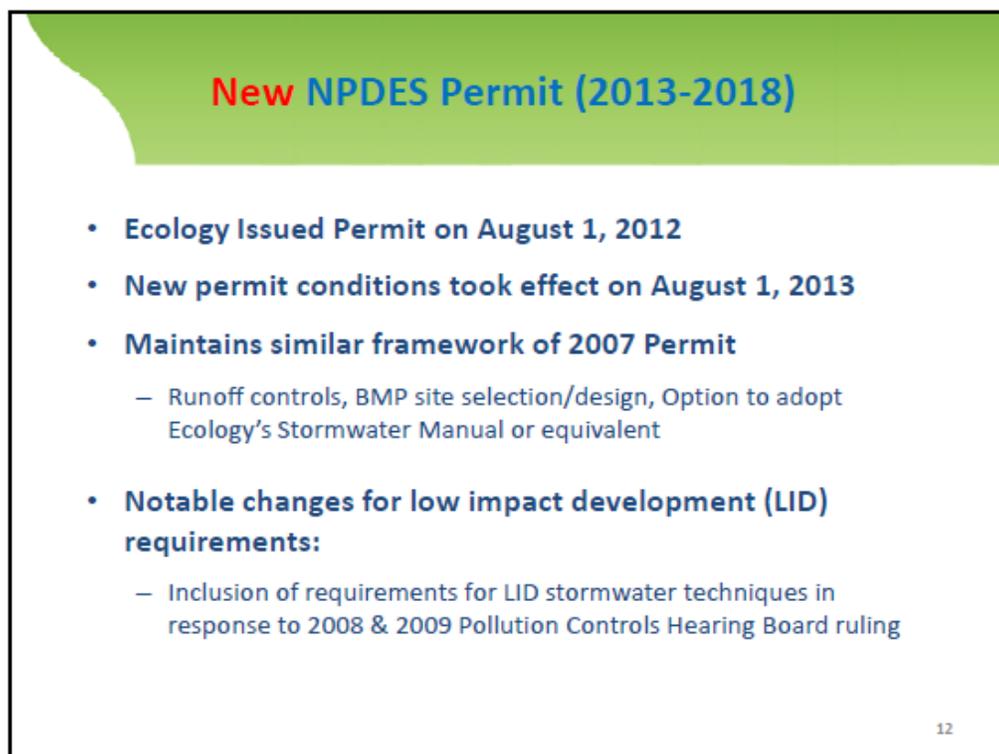
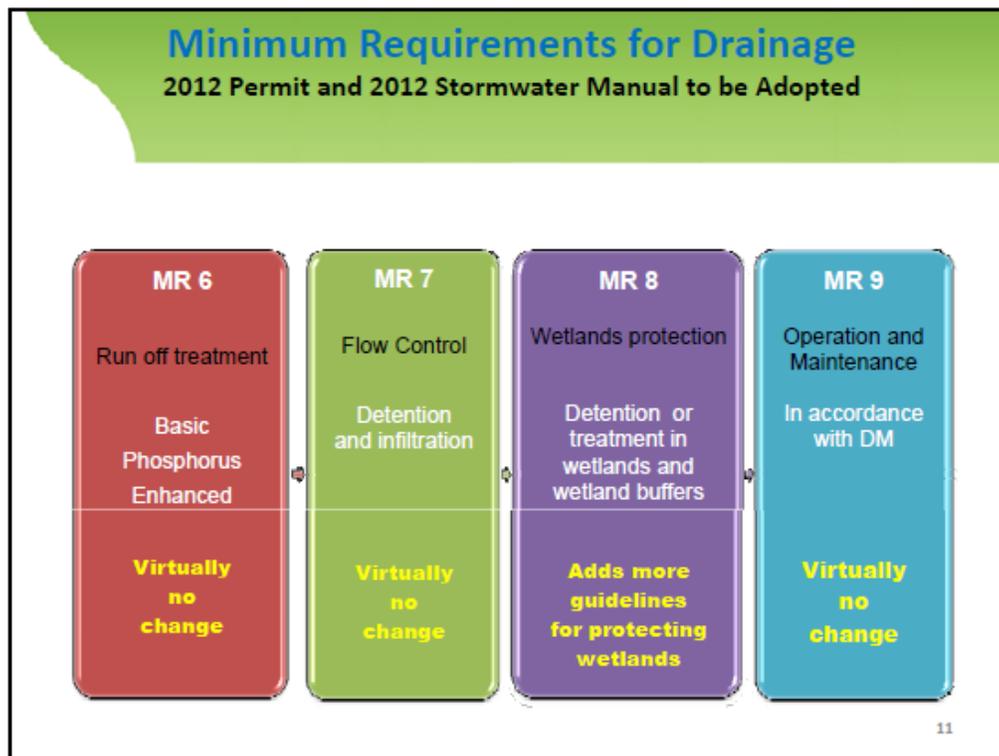
MR 1	MR 2	MR 3	MR 4	MR 5
Site Planning	SWPPP 12 Elements	Source Control	Preserve Natural Drainage Systems and Outfalls	On-site Stormwater Management
Site analysis, project req's and layout	Control erosion	Control pollutants	Keep flow location	Infiltrate if possible

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**DISCUSSION ITEM 4**



## DISCUSSION ITEM 4



**DISCUSSION ITEM 4**

## New NPDES Permit (2013-2018) Key Features

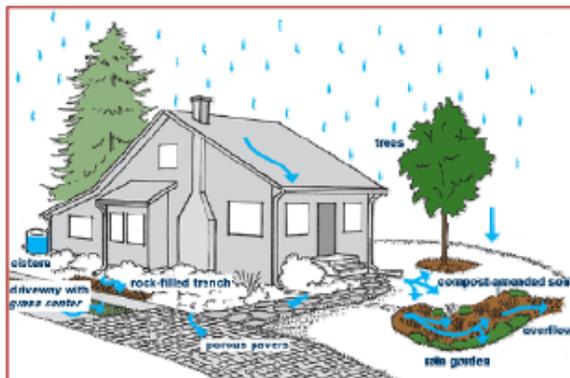
- Low Impact Development (LID) to be mandatory in new development:  
    “..to make LID the preferred and commonly-used approach to site development.”

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## New NPDES Permit (2013-2018) LID

### LID Stormwater Designs:

*Mimic natural drainage processes by using stormwater site design and best management practices (BMPs) that:*



Retain Natural  
Vegetation

Limit Impervious  
Surfaces

Infiltrate  
Runoff Onsite

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**DISCUSSION ITEM 4**

