

DRAFT





Initially, staff drafted the 2022 Planning Commission Work Program by projecting, based on the City Council's 2022 Final Docket decisions and staff's experience and expertise. At its Dec. 1, 2021 meeting, the Planning Commission discussed the work program as drafted by staff, reviewing the listed projects and their timing, and then approved a version of the work program (Attachment B) for City Council review.

As mentioned, the work program is a living document and in fact has already been changed since the Planning Commission approval in December 2021. The more significant changes include:

- Moving the public hearing regarding undesirable uses in commercial zones from March to April to give the Planning Commission more time to discuss the issues at its March meeting; and
- Adding new project, amending Title 14 SMC to correct references Chapter 14.205 SMC that was repealed last year as part of the Comprehensive Plan update and re-establishment of the correct relationship between the Comprehensive Plan and the Land Use Development Code (Title 14 SMC).

Because the 2022 Work Program is an important guiding document, the Council and Planning Commission's discussion should include whether to add or delete projects listed on the Work Program.

**BUDGETARY IMPACTS:** None

**STRATEGIC PLAN REFERENCE:** Not applicable

**RECOMMENDATION:** That the City Council and Planning Commission **DISCUSS** both the Planning Commission 2021 Annual Report to the City Council and the proposed 2022 Planning Commission Work Program and **DIRECT** staff to make changes to the work program if necessary.

**ATTACHMENTS:**

- A. Planning Commission 2021 Annual Report to the City Council
- B. Proposed 2022 Planning Commission Work Program
- C. 2022 Work Program Project Descriptions

**REFERENCE:** [SMC 2.16.060](#)

**ATTACHMENT A**  
**Planning Commission 2021 Annual Report to the City Council**

The City of Snohomish Planning Commission held 11 meetings in 2021 plus one joint workshop with the City Council. In 2021, the Commission held five public hearings. Nine of the meetings were remote-only-attendance meetings due to Covid-19 emergency rules. For two of the meetings (July and August) the Planning Commission met in person at the Carnegie Building and provided for remote attendance as well in order to comply with the Governor’s emergency rules. While it was good to meet in person, the remote aspect did not work well for remote attendees and the in-person experience was negatively impacted.

Comprehensive Plan Amendments: Over two meetings (October and November) the Planning Commission held a public hearing on 2021 Comprehensive Plan amendments after holding several work sessions on the topic in 2020. As a result, the Commission forwarded recommendations to the City Council to:

- Amend the Land Use Element of the Comprehensive Plan and Title 14 SMC to restore their proper relationship by removing regulatory language from the Land Use Element and policy language from Title 14. These amendments also included creation of new “Future Land Use” and “Zoning” maps.
- Amend the Comprehensive Plan to adopt policies as recommended by the Midtown Task Force.
- Amend the Comprehensive Plan and Title 14 to eliminate the Urban Horticulture and Mixed Use land use designations, which included rezoning all of the parcels (about 100) with those designations.
- Rezone 2100 Weaver Road to Multi-family/Low Density Residential from Single-family.

These amendments to the Comprehensive Plan and Title 14 represent a significant undertaking and achievement that will result in superior land use planning in the City.

Midtown District: A significant amount of the Planning Commission’s time and effort was spent on the Midtown Planning District project. In total, Midtown was on the Planning Commission’s agenda for five of its 11 meetings. The Planning Commission has finished its workshops on amendments to Title 14 SMC and the Comprehensive Plan that will create a new Midtown District with innovative design and development regulations. A public hearing on the Title 14 amendments is scheduled for the Commission’s January 2022 meeting.

Sign Code Amendment: In response to a docket item proposing amending the sign code to relax rules for banners that was placed on the 2021 Final Docket by the City Council the Commission held two discussion sessions and two public hearings on the topic. Ultimately, the Planning Commission recommended amendments to provide for and regulate non-commercial banners that the City Council approved.

PRD Setbacks Code Amendment: The Planning Commission held a public hearing to consider code amendments to clarify rules regarding special setbacks in PRDs (Planned Residential Developments). The City Council approved the Commission’s recommended amendments.

Respectfully submitted,

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Hank Eskridge, Chair  
Snohomish Planning Commission

**ATTACHMENT B**  
Proposed 2022 Planning Commission Work Program

Project	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
Midtown District Title 14 Amendments	PH											
Joint Workshop with City Council		D										
Amend SMC 14.207 Land Use Tables to prohibit undesirable uses in commercial zones			PH									
Amend Chapter 14.15 SMC to create a rezoning process				D	PH							
Amend SMC 14.215.125, Fee Simple Unit Lot Subdivision				D	PH							
Central West, North Lake, and North Corner Subarea Rezones						D			D	PH		
2000 Ludwig Road Rezone									D	PH		
Update Chapter 14.210 SMC, Dimensional and Other Requirements						D	PH					
Update Chapter 14.295 SMC, Traffic Impact Fees and Mitigation 14.20.090; 14.212.160)							D	PH				
Amend SMC 14.207.075(6) regarding multi-family development in the Business Park zone				D								
Fix fence in rear yard height omission (SMC 14.240.060D)												
Pilchuck District Determination of Equivalence clarification (SMC 14.212.170)												
Election of officers for 2023												D
2022 Planning Commission Annual Report												D
2023 Planning Commission Work Program												D

D = discussion

PH = public hearing

## ATTACHMENT C 2022 Work Program Project Descriptions

- **Midtown Development Regulations and Design Standards:** Hold a public hearing and make recommendations to the City Council to amend Title 14 SMC to create a Midtown District with specific development regulations and standards and to rezone Commercial parcels to Midtown District.
- **Undesirable Uses in Commercial Zones:** Amend Chapter 14.207 SMC, Land Use Tables, to prevent new undesirable uses from being established in commercial zones and to consolidate tables and use to reduce the number of each.
- **Rezone Process:** With the creation of a Future Land Use map and related Zoning Map, Chapter 14.15 SMC, Amendments to the Comprehensive Plan, Land Use Map, and Development Code, must be amended to provide for a rezoning process separate from the Comprehensive Plan amendment process.
- **Fee Simple Unit Lot Subdivisions:** Amend SMC 14.215.125, Fee Simple Unit Lot Subdivisions to correct conflicts and inconsistencies exposed during the Walsh Hills subdivision process.
- **Central West, North Lake and North Corner Subarea Studies and Rezones:** The City Council placed on the 2022 Final Docket proposals to study three sub areas – the 530-acre North Lake area, the 248-acre North Corner area, and the 150-acre Central West area. The purpose of the studies is to determine if changes to future land use designations and zoning would better accommodate growth by providing increased housing opportunities and options and by diversifying the City’s economy and revenues to assist in the financial sustainability of the City.
- **Rezone a portion of 2000 Ludwig Road (Homestead Park):** The City Council placed on the 2022 Final Docket a proposal to rezone a portion of the 10-acre Homestead Park site from Parks, Open Space & Public to a Multi-family designation in order to use surplus city property to address housing affordability.
- **Update Chapter 14.210, SMC, Dimensional and Other Requirements:** This Chapter includes inconsistencies and contradictions as well as some ambiguity. Also, not all Title 14 dimensional requirements appear in this Chapter. The update will resolve these issues.
- **Business Park code amendment regarding the linkage between multi-family and commercial development:** Possibly amend SMC 14.207.075(6) which currently limits the amount of multi-family development in the Business Park zone. Currently, multi-family development is only allowed in the BP zone if part of a mixed-use development and the gross square footage of the residential areas cannot be greater than the areas for commercial use.
- **Update Chapter 14.295 SMC, Traffic Impact Fees and Mitigation:** This chapter was originally adopted in 2005 and since then has been not comprehensively updated. Specific issues identified to be changed include making the City Engineer the authority for approving concurrency determinations rather than the Planning Director, moving concurrency regulations from SMC 14.20.090 and SMC 14.212.160 into this chapter, and clarifying when frontage improvements are required and how traffic impact fees are applied. However, a comprehensive analysis is likely to identify additional issues that will require amending.
- **Fix rear yard fence height omission:** In 2017, the Planning Commission adopted an ordinance revising the regulations related to fences and retaining walls. SMC 14.240.060(D) establishes maximum heights for fences in Single-Family, Parks, and Open Space Land Use Designation Areas in the front and side yard setback areas but does not provide for maximum fence heights in the rear yard setback area.
- **Pilchuck District Determination of Equivalence:** SMC 14.212.170 provides for a deviation from requirements in the Pilchuck District regulations through a “determination of equivalence” process. However, the section also includes references to variances that is confusing that requires amending.