PLANNING COMMISSION AGENDA
October 18, 2018
6:30 PM

CALL TO ORDER

ROLL CALL
Chair Chele Dimmett, Vice Chair David Caudle, Jennifer Gilbert-Smith, Jennifer Harjehausen, Jonathan Ingram, Elizabeth Porter, & Murray Williams

PLEDGE OF ALLEGIANCE

APPROVAL OF CONSENT AGENDA
C1. Minutes from September 20, 2018

CITIZEN COMMENTS - Note: The Citizen Comment period is to provide the opportunity for members of the audience to address the Commission on items either not on the agenda or not listed as a Public Hearing. The Chair will open this portion of the meeting and ask for a show of hands of those persons wishing to address the Commission. When recognized, please approach the podium, give your name and city of residence, and state the matter of your interest. If your interest is an Agenda Item, the Chair may suggest that your comments wait until that time. Citizen comments will be limited to four minutes for Citizen Comments and four minutes for Unfinished Business. If you require more than the allotted time, your item will be placed on the next agenda. If you anticipate your comments taking longer than the allotted time, you are encouraged to contact the Planning Department ten days in advance of the meeting so your item may be placed on the next available agenda.

UNFINISHED BUSINESS – None

PUBLIC HEARING – Action Required
1. Public Hearing and Recommendation on 2018 Docket to amend the Comprehensive Plan and related code amendment

NEW BUSINESS- No Action Required
1. Presentation by Soos Creek Water and Sewer on Regional Conveyance System & Lift Station Site

ATTENDANCE VOTE

PUBLIC COMMENT: (Same rules apply as stated in the 1st CITIZEN COMMENTS)

COMMENTS AND COMMUNICATIONS OF STAFF AND COMMISSIONERS

ADJOURN

Any person requiring a disability accommodation should contact the City at least 24 hours in advance.
For TDD relay service please use the state’s toll-free relay service (800) 833-6384 and ask the operator to dial (253) 480-2400
Web Page: www.covingtonwa.gov
CALL TO ORDER
The regular meeting of the Planning Commission was called to order at 6:32 p.m. by Vice-Chair Caudle.

MEMBERS PRESENT
Jennifer Gilbert-Smith, Jonathan Ingram, Jennifer Harjehausen, Elizabeth Porter, David Caudle and Murray Williams

MEMBERS ABSENT - Chele Dimmett

STAFF PRESENT
Richard Hart, Community Development Director
Brian Bykonen, Senior Planner and Code Enforcement Officer
Ann Mueller, Senior Planner
Kelly Thompson, Planning Commission Secretary

APPROVAL OF MINUTES AND AGENDA

C1. Commissioner Ingram moved and Commissioner Harjehausen seconded to approve the June 7, 2018 minutes, the corrected July 19, 2018 minutes, and meeting agenda for September 20, 2018. The motion carried 6-0.

CITIZEN COMMENTS - None

UNFINISHED BUSINESS - None

PUBLIC HEARING

1. Public Hearing and Recommendation on Sign Code Revisions

Vice Chair Caudle opened the public hearing.

City staff provided a staff memo, report, and responded to Commissioner questions.

Public Comment

Janet Lewis yielded her opportunity to comment to Sam Pace.

Sam Pace, representing Seattle/King County Realtors and the Northwest Multiple Listing Service, provided public comment on real estate signs.
Chris LeCompte, Kent resident and local real estate agent provided public comment on real estate signs.

Dan Wood, Kent resident and local real estate agent provided public comment on real estate signs.

Mary Pat Minagha, manages a real estate office in Covington provided public comment on real estate signs.

Shane Davies, Maple Valley resident and president of King County Realtors provided public comment on real estate signs.

Lisa Agron, Covington resident and mortgage broker provided public comment on real estate signs.

Janet Lewis, Kent resident and real estate agent provided public comment on real estate signs.

City staff provided an explanation to the Planning Commission regarding sign code questions.

Vice Chair Caudle closed the public hearing.

Staff provided further explanation to the Planning Commission regarding sign code questions.

- Commissioner Williams moved and Commissioner Harjehausen seconded to amend the proposed sign code to increase the number of temporary commercial signs allowed in the right-of-way from 4 to 6. The motion carried by a vote of 4-1 with Vice Chair Caudle abstaining.

- Commissioner Ingram moved and Commissioner Williams seconded to amend the proposed sign code to allow string lights year-round. Motion carried 6-0.

- Commissioner Williams moved and Commissioner Harjehausen seconded to recommend the City Council adopt the proposed sign code CMC 18.55 as amended. Motion carried 4-2.

NEW BUSINESS

2. Staff update on the 2018 Docket

City staff gave an update on the City Initiated Comprehensive Plan and Code Amendments.
ATTENDANCE VOTE

➢ Commissioner Ingram moved and Commissioner Williams seconded to excuse the absences of Chair Dimmett. Motion carried 6-0.

PUBLIC COMMENTS

Sam Pace provided public comment regarding real estate signs.

COMMENTS AND COMMUNICATIONS FROM STAFF AND COMMISSIONERS

City staff shared that the Shoreline Master Program (SMP) informational open house will be held on October 4, 2018 at 5:30 pm.

Staff and Commissioners provided comments on upcoming meetings and community events.

ADJOURN

The September 20, 2019 Planning Commission Meeting adjourned at 8:33 p.m.

Respectfully submitted,

______________________________
Kelly Thompson, Planning Commission Secretary
To: Planning Commission

From: Ann Mueller, Senior Planner

Date: October 18, 2018

Re: Planning Commission Public Hearing on 2018 city-initiated comprehensive plan amendments and related code amendment

Overview

At the Planning Commission’s September 20, 2018 regularly scheduled meeting city staff provided a memo and reported on the proposed 2018 comprehensive plan amendments initiated by the City and placed on this year’s Docket by the City Council. This memo supplements the September 20, 2018 staff memo to the Planning Commission.

These city-initiated comprehensive plan amendments are consistent with Covington’s Municipal Code (CMC) Chapter 14.25 Comprehensive Plan Amendments. Tonight, the Planning Commission is holding the required public hearing on the proposed amendments, to take any public comments, consider the amendments, and forward a recommendation to the City Council as provided for in CMC 14.25.080 Final Review and Action. At its November 27, 2018 meeting the City Council is tentatively scheduled to consider the Planning Commission’s recommendation using the criteria established in CMC 14.25.060 and make a decision.

CITY-INITIATED COMPREHENSIVE PLAN & CODE AMENDMENTS

Following are staff’s proposed amendments to the Comprehensive Plan listed by Element. The current version of Covington’s Comprehensive Plan can be viewed online here for reference with these proposed amendments:


Staff has identified the Comprehensive Plan Element and page number for each proposed amendment and shown in black underline all proposed additions to the Comprehensive Plan and any deletions are shown in strikeout.

Recommended Amendments to the Land Use Element

Page LU-3

Current and Future Population, Housing, and Jobs

Covington has grown since its incorporation from a population of 12,900 in 1998 to 18,520 in 2015. See Exhibit LU-2. In 2018, the Washington State Office of Financial Management’s annual April 1 population estimate for the City of Covington was 20,080. This growth reflects Covington’s attraction as a residential community with middle income home-buying opportunities.
The Regional Growth Strategy in VISION 2040 sets out growth figures for the four county region and for counties. City-specific allocations are not included in VISION 2040. However, Covington is considered a Small City and, along with other Small Cities, are not seen as having as great a share of growth as other categories of cities. In 2017, PSRC’s Executive Board approved the Growth Management Policy Boards recommendation to adopt a minor technical amendment to VISION 2040 to reclassify Covington from a Small City to Larger City. Larger Cities are defined in VISION 2040 as home to important local and regional transit stations, ferry terminals, park-and-ride facilities, and other transportation connections. Each Larger City is expected to become a more important subregional job, service, cultural, and housing center over time and have a current combined population and employment total over 22,500.

Yet, the City has had market interest and demand and there is unavoidable growth as seen in the already permitted pending development and the approved Lakepointe Urban Village – a planned development authorized with the Hawk Property Planned Action Ordinance. The City will exceed its jobs target just with pending development. With both pending development and the Lakepointe Urban Village, the City will exceed its housing target. In sum, the City has chosen to plan efficiently within its city limits and newly annexed Lakepointe area in a compact mixed use pattern consistent with Growth Management Act (GMA) goals, VISION 2040 policies, and the Covington framework goals. The City will also work with King County to update its growth target in light of its local circumstances in future plan update cycles.

Low-impact development methods that mimic natural stormwater systems are now required, where feasible, by the City’s stormwater manual, as amended. These standards not only have value to manage water quality and quantity but also can be designed to contribute to open space systems and to soften streetscapes.

Future Land Use Designations & Corresponding Zoning Districts

<table>
<thead>
<tr>
<th>Lakepointe Urban Village Subarea (formerly called the Hawk Property Subarea)</th>
<th>Pending a rezone consistent with Hawk Property Subarea Plan, the Mineral zone applies on an interim basis. Future zoning consistent with approved Hawk Property Subarea Plan Ord 01-14 includes the following:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>• R-6 Urban Residential 6 Units Per Acre</td>
</tr>
<tr>
<td></td>
<td>• R-12 Urban Residential 12 Units per acre</td>
</tr>
<tr>
<td></td>
<td>• MR Mixed Residential</td>
</tr>
<tr>
<td></td>
<td>• RCMU Regional Commercial Mixed Use</td>
</tr>
</tbody>
</table>

Amendments to the Natural Environment Element

Water and wetlands are all around

- Covington features several creeks, including Big Soos Creek, Little Soos Creek, Jenkins Creek, Cranmar Creek, and North Jenkins Creek tributary.
- Pipe Lake is the only lake within Covington; however, smaller open water areas occur elsewhere in the city, such as Spring Pond in Jenkins Creek Park.
Wetlands are generally associated with creeks and Pipe Lake as well as groundwater seeps. Critical aquifer recharge areas (CARA) have been defined in Covington to protect the City of Kent’s (e.g. Armstrong Springs) and other special districts’ wellhead protection areas that may be susceptible to contamination. An updated CARA map based on the best available science at the time of adoption, and subject to future updates, is provided in Exhibit NE-2.

[Attachment 1 of this memo shows the existing CARA map and the updated one. The updated CARA map is to be included as Exhibit NE-2]

CONTINUE TO IMPLEMENT LAWS THAT PROTECT THE NATURAL ENVIRONMENT.

Many laws at the local, state and federal levels influence Covington’s management of the natural environment. Three key local regulatory programs that protect Covington’s natural environment are discussed below.

- Washington’s Growth Management Act (GMA) sets forth a requirement for local jurisdictions to designate and protect critical areas, which include wetlands, areas with a critical recharging effect on aquifers used for potable water, fish, and wildlife habitat conservation areas, frequently flooded areas, and geologically hazardous areas. The City’s critical areas regulations, found in Chapter 18.65 of the Covington Municipal Code, aim to protect beneficial functions and protect against hazards. The City intends to apply its most current critical areas regulations and designation criteria at the time of development applications to ensure the best available science and most current and relevant information is considered.
- Pursuant to the Shoreline Management Act, the City adopted a comprehensive Shoreline Master Program in 2011 to regulate more significant waterbodies. The program regulates Pipe Lake and the lower reaches of Jenkins Creek and Big Soos Creek.
- The City implements a Stormwater Program to help meet federal and state water quality requirements (the National Pollutant Discharge Elimination System or NDPDES). This includes measures to promote low impact development to mimic natural systems.

Amendments to the Capital Facilities Element

Universal amendment throughout this element to update the Kent Regional Fire Authority’s (KRFA) official name to Puget Sound Regional Fire Authority (PSRFA) as necessary.

CAPITAL FACILITIES

The City provides capital facilities for municipal buildings, streets, parks and recreation, and stormwater. Other capital facilities are provided by non-City service providers as shown in Exhibit CF-1. The most recent version of these adopted capital facilities plans and documents listed in Exhibit CF-1 are hereby incorporated by reference.

The City’s is also working on a PROS plan, as amended, that includes an updated six-year CIP and a longer-term parks plan.
Policy CF-1 Table. Level of Service Standards

<table>
<thead>
<tr>
<th>Service Type</th>
<th>Level of Service Standard</th>
</tr>
</thead>
<tbody>
<tr>
<td>Municipal Buildings</td>
<td>Base: 617 SF/1,000 Population</td>
</tr>
<tr>
<td></td>
<td>Target City Offices: 1,100 SF/1,000 Population</td>
</tr>
<tr>
<td></td>
<td>Target City Maintenance Shops: 800 SF/1,000 Population</td>
</tr>
<tr>
<td>Police</td>
<td>0.75 Officers /1,000 Population</td>
</tr>
<tr>
<td>Fire Service</td>
<td>Response time objectives consistent with Kent Regional Fire Authority Puget Sound Regional Fire Authority’s Capital Facilities and Equipment Plan, 2014-33, as amended</td>
</tr>
<tr>
<td>Schools</td>
<td>Student to teacher ratios and student generation rates of the most recently adopted Kent School District, Capital Facilities Plan, 2015-16</td>
</tr>
<tr>
<td>Parks</td>
<td>See adopted Parks, Recreation, and Open Space Plan,</td>
</tr>
<tr>
<td>Stormwater</td>
<td>Stormwater Maintain existing capacity. New facilities are constructed in accordance with the 2013-2018 most current Western Washington Phase II Municipal Stormwater Permit.</td>
</tr>
<tr>
<td>Transportation</td>
<td>See Transportation Element</td>
</tr>
<tr>
<td>Water</td>
<td>Gallons per capita consistent with Covington Water System Plan Update, 2007, as amended</td>
</tr>
<tr>
<td>Wastewater</td>
<td>Gallons per capita consistent with 2014 Soos Creek Water and Sewer District Sewer Comprehensive Plan, as amended and King County Regional Wastewater Services Plan, 2013 Comprehensive Review, as amended</td>
</tr>
</tbody>
</table>

Policy CF-10. Apply the most recent version of the adopted surface water design manual, as amended, as the minimum requirement for all development projects and other actions that could cause or worsen flooding, erosion, water quality, and habitat problems for both upstream and downstream development.

Amendments to the Parks, Recreation, and Open Space Element

The standards based on the City’s adopted 2016 PROS Plan (draft 2015) are:

Comprehensive Plan Amendment Decision Criteria

14.25.060 Selection and decision criteria.
Considering that the comprehensive plan was developed after significant study and public participation, the principles, goals, objectives, and policies contained therein shall be granted substantial weight when considering any proposed amendment. Therefore, the burden of proof for justifying a proposed amendment rests with the applicant. The City Council’s approval, modification, deferral, or denial of an amendment proposal shall be based on the following criteria:

(1) Proposed amendments that meet one of the following criteria may be included in the final docket:

(a) If the proposed amendment is site specific, the subject property is suitable for development in general conformance with adjacent land use and the surrounding development pattern, and with zoning standards under the potential zoning classifications.
(b) State law requires or a decision of a court or administrative agency has directed such a change.

(c) There exists an obvious technical error in the pertinent comprehensive plan provision.

**Staff Findings:** Some of the proposed 2018 amendments are intended to clarify that the most recently adopted plan or document adopted or incorporated by references applies. Thus, classifying it as a technical amendments to correct that omission. These edits are make to fully clarify that this was the original intent of the Comprehensive Plan when written and to not imply that older out of date plans and documents apply to new development and activities.

(2) Proposed amendments that do not meet one of the criteria in subsection (1) of this section shall meet all of the following criteria:

(a) The amendment represents a matter appropriately addressed through the comprehensive plan, and the proposed amendment demonstrates a public benefit and enhances the public health, safety and welfare of the City.

**Staff Findings:** These proposed 2018 amendments are appropriate to include in the comprehensive plan and provide clarification and update information that allow staff to implement city policy’s and supporting regulations for the public benefit and enhances the public health, safety and welfare of the City.

(b) The amendment is in compliance with the three-year limitation rules as specified in CMC 14.25.040(3).

**Staff Findings:** These proposed amendments have not been proposed or reviewed by the City in the last three years.

(c) The amendment does not raise policy or land use issues that are more appropriately addressed by an ongoing work program approved by the City Council.

**Staff Findings:** No, these proposed amendments do not raise policy or land use issues that should be addressed by an ongoing work program.

(d) The proposed amendment addresses significantly changed conditions since the last time the pertinent comprehensive plan map or text was amended. “Significantly changed conditions” are those resulting from unanticipated consequences of an adopted policy, or changed conditions on the subject property or its surrounding area, or changes related to the pertinent comprehensive plan map or text, where such change has implications of a magnitude that need to be addressed for the comprehensive plan to function as an integrated whole.

**Staff Findings:** Some of proposed amendments are correcting minor technical omissions to clarify the original intent. Other proposed amendments include updates to the Land Use Element and address pertinent changes to zoning or other regional plans since the Comprehensive Plan was adopted in 2016.

(e) The proposed amendment is consistent with the comprehensive plan and other goals and policies of the City, the Countywide planning policies, the Growth Management Act, other State or Federal law, and the Washington Administrative Code and other applicable law.

**Staff Findings:** Yes, these amendments are consistent with the goals and policies of the Covington Comprehensive Plan 2015-2035, the Growth Management Act, as well as other applicable State or Federal laws.
CRITICAL AREAS (CMC 18.65)

Article IV. Critical Aquifer Recharge Areas

18.65.311 Critical aquifer recharge areas – Designation.

The Director may upon consultation with affected jurisdictions, and the affected local water purveyor, determine the location of aquifer recharge areas based on additional information about areas with susceptibility to ground water contamination or on changes to sole source aquifers or wellhead protection areas as identified in wellhead protection programs. See the Natural Environment Element of the Comprehensive Plan Exhibit D of the ordinance codified in this chapter for a map of potential aquifer recharge areas within the City of Covington.

CMC Amendment Decision Criteria

CMC 14.27.040 Decision criteria.

The City Council’s approval, modification, deferral, or denial of an amendment proposal shall be based on the following criteria:

(1) The proposed amendment is consistent with the goals, objectives, and policies of the comprehensive plan;

   Staff Findings: Yes, the proposed amendment to CMC 18.65.311, updates the reference to the CARA Map located now proposed to be an exhibit in the Natural Environment Element, and is consistent with the goals and policies of the Comprehensive Plan

(2) The proposed amendment is consistent with the scope and purpose of the City’s zoning ordinances and the description and purpose of the zone classification applied for;

   Staff Findings: There is no proposed zoning map amendment. The proposed amendment is consistent with the City’s zoning code.

(3) Circumstances have changed substantially since the establishment of the current zoning map or district to warrant the proposed amendment;

   Staff Findings: Not Applicable. There is no proposed zoning map amendment proposed.

(4) The proposed zoning is consistent and compatible with the uses and zoning of surrounding property;

   Staff Findings: Not Applicable. There is no proposed zoning map amendment proposed.

(5) The property that is the subject of the amendment is suited for the uses allowed in the proposed zoning classification;

   Staff Findings: Not Applicable.

(6) The amendment is in compliance with the three-year limitation rule as specified in CMC 14.27.030(3); and

   Staff Findings: These proposed amendments have not been proposed or reviewed by the City in the last three years.

(7) Adequate public services could be made available to serve the full range of proposed uses in that zone.

   Staff Findings: Not Applicable.

Summary

In summary, these proposed amendments can be considered technical edits and updates to the Comprehensive Plan. Many edits are to make it clear that the most recently adopted versions of plans or documents cited or adopted by reference in the Comprehensive Plan apply. The proposed amendments in the
Land Use Element are to acknowledge that since the plan’s adoption in 2016, the Puget Sound Regional Council (PSRC) has adopted a minor technical amendment to VISION 2040 which recognized that Covington qualified as a “Larger City” classification. Other edits in the Land Use Element also updated Exhibit LU-14 for the Lakepointe Urban Village Subarea to acknowledge the subarea has been rezoned consistent with the intent of the Hawk Property Subarea Plan. In the Natural Environment Element staff is including an amendment to add an exhibit to incorporate an updated Critical Aquatic Resource Area (CARA) Map in to the Comprehensive Plan for easier reference. The city is also processing at the same time a corresponding code amendment to Covington’s Municipal Code CMC 18.65.311 to update the code reference to where a current CARA map can be found.

Procedural Requirements

Required Notice to Commerce.
On August 21, 2018 pursuant to state law and CMC Chapter 14.25 the city has provided the Washington State Department of Commerce the proposed comprehensive plan and code amendment more than 60-days prior to the expected date of final City Council action. No comments have been received.

SEPA
A SEPA determination of non-significance was issued on August 31, 2018, with a legal notice placed in the Covington Reporter, posted at city hall, and on the city’s website. Copies were also provided to the SEPA register, Muckleshoot Indian Tribe, and State Department of Ecology. No comments were received.

Planning Commission Hearing
This is a legislative action, consistent with CMC 14.30.060, notice of the Planning Commission public hearing was published in the Covington Reporter on September 28, 2018, more than 14-days prior to this scheduled public hearing. Notice was also posted on the city’s website and at city hall.

Recommended Motion
Move to recommend, that the City Council approve these proposed 2018 Comprehensive Plan amendments to the Land Use, Natural Environment, Capital Facilities, and Parks, Recreation, and Open Space Elements and the code amendment to CMC 18.65.311, in substantial form as found in this Planning Commission staff memo, finding that the amendments are in accordance with the Covington Comprehensive Plan, CMC 14.25.060 Selection and decision criteria for comprehensive plan amendments, and CMC 14.27.040 Decision criteria for code amendments.

Alternative Motion: Move to continue the public hearing on the proposed amendments to ________________ and request staff ________________.

Attachment

1) 2005 CARA(old) and 2017 CARA Map(updated) to include in the Comp Plan