



City of Bothell™

BOTHELL CITY COUNCIL

*****VIRTUAL MEETING*****

Minutes

February 15, 2022 – 6:00 PM

BOTHELL CITY HALL - 18415 101st AVE NE BOTHELL, WA 98011

MEMBERS OF THE CITY COUNCIL

Mayor Mason Thompson

Deputy Mayor Rami Al-Kabra

Councilmember Jenne Alderks

Councilmember Ben Mahnkey

Councilmember Jeanne Zornes

Councilmember James McNeal

Councilmember Davina Duerr

REGULAR SESSION

Call to Order, Pledge of Allegiance, Roll Call

Mayor Thompson called the meeting to order at 6:00 PM.

Councilmember Zornes led the flag salute.

Councilmembers Zornes, Alderks, Deputy Mayor Al-Kabra and Mayor Thompson present.
Councilmembers McNeal and Duerr absent and excused.

Meeting Agenda Approval

Councilmember Alderks added discussion of the tree canopy letter to Snohomish County. Council concurred.

Councilmember Mahnkey arrived at 6:15 PM.

1. Presentations, Reports, & Briefings

- A. Public Engagement Opportunities – Mayor Thompson reviewed upcoming Public Engagement Opportunities
- B. Staff Briefings
 - City Manager Recruitment Process – Consultant Heather Gantz reviewed the recruitment process to date and entertained Council questions.
 - Legislative Update – Executive Assistant Catherine Jansen provided the Legislative Update
- C. Board and Commission Reports – none
- D. Interim City Manager Report - none
- E. Council Committee Reports – Councilmember Zornes provided an LTAC Update and Councilmember Alderks provided a housing consortium update.

2. Visitor Comment

Katrina Dohn (TNT Fireworks) – spoke regarding safe fireworks proposal

Ann Aagaard – spoke regarding AB 21-025 and the Draft Planning Docket Item 8.

Dave & Konnie Drews – spoke regarding the comprehensive plan and rezone proposal

Ann Aagaard – wrote regarding AB 22-025, requesting Council not adopt the draft 2022 Planning Docket Item 3

Cindy Springer – wrote regarding objection to Bothell endorsing Senate Bill 5670 and House Bill 1782

Karen Thomas – wrote regarding the Recology Store and its closure since covid began in 2020

3. Projected Agenda Discussion - None

4. Consent Agenda

a. Approval of January 2022 Minutes

Recommended Action: Approve the January 4, 11, and 18, 2022 Meeting Minutes as presented.

b. AB # 22-017 – Approval of January 2022 Vouchers

Recommended Action: Approve vouchers for January 2022 totaling \$6,240,999.35.

c. AB # 22-018 - Approval of Interlocal Agreement for Inspection of Two Vehicular Bothell Bridges over the Sammamish River, 102nd Ave. NE Bridge and Waynita Way Bridge with WSDOT Bridges and Structures Office.

Recommended Action: Approve the Interlocal Agreement with WSDOT for inspections through the year 2031 of 102nd Avenue NE Bridge and Waynita Way/96th Avenue NE Bridge over Sammamish River for the amount of \$37,943.20.

d. AB # 22-019 - Approval to Accept Department of Ecology Grant Funds in the Amount of \$50,000 to Assist with Stormwater Requirements

Recommended Action: Authorize Interim City Manager to enter into an Agreement, in substantially the same form, with the Washington State Department of Ecology in the amount of \$50,000.

e. AB # 22-020 - Approval of Proposed Interlocal Agreement with the eCityGov Alliance to Participate in a Collaborative 2022 Aerial Imagery Project.

Recommended Action: Authorize the Interim City Manager to sign the Agreement Relating to the 2022 Aerial Mapping Project in substantially the form as presented.

MOTION: Deputy Mayor Al-Kabra moved approval of the consent agenda as presented. Councilmember Zornes second. The motion carried 5-0; Councilmembers Duerr and McNeal absent and excused.

5. Public Hearings

a. AB # 22-021 – Public Hearing – Consideration to Remove Table 20.02.155A (Building Permit Fees) and Section 20.04.050 (Ambulance Stretcher size in elevators) from the Bothell Municipal Code

Recommended Action: Approve ordinance amending BMC 20.04.050 and BMC 20.02.155.

Mayor Thompson opened the Public Hearing at 6:32 PM.

Building Official Dave Swasey presented and entertained Council questions.

No public comment received.

MOTION: Deputy Mayor Al-Kabra moved approval of the recommended action. Councilmember Alderks second. The motion carried 5-0; Councilmembers Duerr and McNeal absent and excused.

- b. AB # 22-022 – Public Hearing - Consideration of Housekeeping Code Amendments to the Bothell Municipal Code (BMC)
Recommended Action: Adopt the recommended 2021 housekeeping code amendments in the proposed ordinance.

Mayor Thompson opened the Public Hearing at 6:37 PM.

Senior Planner Nathen Lamb presented and entertained Council questions.

No public comment received.

MOTION: Councilmember Mahnkey moved approval of the recommended action. Deputy Mayor Al-Kabra second. The motion carried 5-0; Councilmembers Duerr and McNeal absent and excused.

6. Contracts/Agreements

- a. AB # 22-023 – Consideration of Replacement of Existing Synthetic Turf at North Creek Sportsfields #2 & #4 through King County Directors Association (KCDA) Purchasing Cooperative
Recommended Action: Authorize the procurement, through KCDA, of all work and materials needed for the removal and replacement of synthetic fields at North Creek Sportsfields #2 and #4 in an amount not to exceed \$2,200,000 and waive Section 10 of the City's Purchasing Policy to the extent necessary to contract for the work through KCDA.

Parks Lead Aaron Milner presented and entertained Council questions.

MOTION: Councilmember Mahnkey moved the recommended action. Councilmember Zornes second. The motion carried 5-0; Councilmembers Duerr and McNeal absent and excused.

7. Update/Discussion Items

- a. AB # 22-024 – American Rescue Plan Update
Recommended Action: Recommended Council adjust Bothell's ARPA Guiding Principles.

Management Analyst Aurora Belli presented and entertained Council questions.

MOTION: Councilmember Alderks moved the recommended action. Deputy Mayor Al-Kabra second. The motion carried 5-0; Councilmembers Duerr and McNeal absent and excused.

8. Study Session

- a. AB # 22-025 – Consideration of Proposed 2022 Docket
Recommended Action: Approve the 2022 Docket (as amended, if any).

Community Development Director Michael Kattermann presented and entertained Council questions. Discussion ensued.

MOTION: Deputy Mayor Al-Kabra moved approval of the proposed docket as amended (see attached.) Councilmember Alderks second. The motion carried 5-0; Councilmembers Duerr and McNeal absent and excused.

ADDED ITEM – Support Tree Canopy Letter to Snohomish County

Ceremonial only as Snohomish County passed this on February 14, 2022.

MOTION: Deputy Mayor Al-Kabra moved approval of support. Councilmember Zornes second. The motion passed 4-0-1; Councilmember Mahnkey abstained. Councilmembers Duerr and McNeal absent and excused.

9. Council Conversations

Councilmembers informally discussed topics of city interest including community events.

10. Executive Session

- a. Council adjourned to executive session pursuant to RWC 42.30.110(1)(g) – evaluate the performance of a public employee at 11:30 PM for 30 minutes with action expected.

Council reconvened at midnight.

MOTION: Councilmember Zornes moved approval of Interim City Manager Erin Leonhart’s contract Councilmember Mahnkey second. The motion carried 5-0; Councilmembers Duerr and McNeal absent and excused.

11. Adjourn

Mayor Thompson adjourned the meeting at 12:03 AM.

Submitted for approval on 5/3/2022
Approved as presented 5/3/22

APPROVED 2022 PLANNING DOCKET

	Source / Status	Tasks	Proposed Timing	Estimated Hours
1.	<p>A. Initiated 2020, Underway</p> <p>B. NEW</p> <p>C. NEW</p> <p>D. NEW</p> <p>E. 2019, Deferred</p> <p>F. NEW</p> <p>G. NEW</p> <p>H. 2020, Deferred</p> <p>I. NEW</p> <p>J. NEW</p> <p>K. Initiated 2016, PC recommendation 2016</p>	<p><u>Comprehensive Plan Periodic Update (due 6/30/2024)</u></p> <p>A. Ratification King County CPPs.</p> <p>B. Evaluate implementation existing plan.</p> <p>C. Develop & initiate public engagement plan.</p> <p>D. Conduct scoping for periodic update.</p> <p>E. Integrate Transportation Element Bike Plan.</p> <p>F. Integrate Water System Plan.</p> <p>G. K4C staffing.</p> <p>H. Integrate <i>Parks, Recreation and Open Space Element</i>.</p> <p>I. Plan for designation of Downtown as King County countywide center.</p> <p>J. Plan for designation of Red Barn Village as SnoCo countywide growth center.</p> <p>K. <i>Nike Hill Plan and Code amendments</i>. Revise zoning in Neighborhood Activity Center at Meridian Avenue and 228th Street w/ affordable housing requirements.</p>	<p>A. 2022</p> <p>B. 2022</p> <p>C. 2022</p> <p>D. 2022</p> <p>E. 2022</p> <p>F. 2022</p> <p>G. 2022</p> <p>H. Defer 2024</p> <p>I. Defer 2024</p> <p>J. Defer 2024</p> <p>K. Defer 2024</p>	<p>A. 20</p> <p>B. 360</p> <p>C. 240</p> <p>D. 300</p> <p>E. 60 +PW</p> <p>F. 20 +PW</p> <p>G. 40 H. 60 +Parks</p> <p>I. 160</p> <p>J. 160</p> <p>K. 160</p>
2.	<p>A-C Initiated 2019-2020;</p> <p>D-G NEW</p>	<p><u>Private Requests – Comprehensive Plan/BMC Amendments</u></p> <p>A. 10116 and 10126 NE 187th St from R 4,000 to R 2,800 – Property adjacent to R 2,800. Increases allowed units from 5 to 7.</p> <p>B. 20316 90th Ave NE in Westhill Subarea from R 9,600 to R 7,200.</p> <p>C. 24328, 24232, 24318, 24310 - 7th Ave SE in Westhill Subarea from R 9,600 to R 7,200.</p> <p>D. Parking reductions for large apartment projects in part of the North Creek Subarea.</p> <p>E. Rezone a portion of the NE part of the Red Barn Village Subarea to allow mixed use and multifamily housing.</p> <p>F. Expand the Downtown Subarea and rezone parcels at the north end of the Downtown Transition Affordable Housing Overlay to allow an additional floor.</p> <p>G. Expand the Downtown Subarea and rezone a parcel at the south end of the Downtown Transition Affordable Housing Overlay to allow an additional floor and limited retail use.</p>	<p>A. Defer 2024</p> <p>B. Defer 2024</p> <p>C. Defer 2024</p> <p>D. Part of 7A</p> <p>E. 2022</p> <p>F. 2022</p> <p>G. 2022</p>	<p>A. 100</p> <p>B. 80</p> <p>C. 100</p> <p>D. 40</p> <p>E. 120</p> <p>F. 100</p> <p>G. 100</p>

APPROVED 2022 PLANNING DOCKET

	Source / Status	Tasks	Proposed Timing	Estimated Hours
3.	Council Priority A. 2018, Underway B. 2018, Underway	<u>Housing Strategy Implementation</u> – Work plan approved 7/2018. Focus on encouraging “missing middle” and implementing affordability requirements with capacity increases citywide. A. Code amendment to allow duplexes, fourplexes, cottage housing in single family areas and other missing middle strategies. (HB1923 & HAPI Grants) B. Code amendments to encourage ADUs and update with state requirements, plus: 1. Provide pre-approved ADU plans. 2. Reduce or eliminate impact & other fees for ADUs.	 A. 2022 B. 2022	 A. 300 + Consultant, ARCH B. Include in 2A as able.
4.	Council Priority A. Underway B. Underway C. Not started D. Partial E. Underway F. Not started G. Not started	<u>Canyon Park Subarea Plan Implementation</u> A. Obtain PSRC certification. B. Develop a Bonus Incentive system for achieving additional FAR. C. Formulate a commercial linkage fee for affordable housing. D. Integrate street standards from new code into Design & Construction Manual. E. Coordinate with Sound Transit on TDR feasibility & implementing program. (Sound Transit) F. Explore methods & implications for deferring certain required site improvements. G. Assist PW with plan for TDM implementation.	 A. 2022 B. 2022-23 C. Defer D. Defer E. 2022 F. Defer 2023 G. Defer	 A. 40 B. 140 + ARCH C. 200 + ARCH D. 40 E. 120 + Consultant F. 60 G. 80 + PW
5.	A. Initiated 2018, Deferred, Revised 2022 B. NEW C. Initiated 2019, Deferred	<u>Downtown Subarea Plan Implementation</u> A. Develop a scope of work for Phase 2 of Downtown parking study & to update citywide parking standards to reflect best practices and more efficient use (e.g. parking management). Work to proceed in 2023 if consultant funded. B. Historic preservation code amendments for buildings that have been modified. C. Update Planned Action EIS development thresholds for Downtown Subarea (TODI Grant)	 A. 2022-23 Merged w/7B. B. 2022 C. 2022-23	 A. 40 (scope) 240 + Consultant B. 30 (See LPB) C. 300 + Consultant
6.	A. Initiated 2021, Not started	<u>Shoreline Master Program Amendments (DOE Grant)</u> A. Update SMP to reflect 2020 FEMA amendments for flood plains. B. Streamlining recommendations from stormwater plan analysis.	 A. 2022 B. 2022	 A—D 240 + Consultant

APPROVED 2022 PLANNING DOCKET

	Source / Status	Tasks	Proposed Timing	Estimated Hours
	B. Initiated 2021, Not started C. Initiated 2019, Deferred D. NEW	C. Buffer enhancement incentives – review current provisions allowing reduction of standard buffer width in exchange for buffer enhancement. D. Clarify shoreline variance requirements and process (HEX).	C. 2022 D. 2022	
7.	A. Initiated 2021, Underway B. NEW (Commission) C. Initiated 2020, Underway (Commission) D. Initiated 2016, Deferred E. Initiated 2020, Not started (Commission) F. NEW (staff) G. Initiated 2020/21, Underway H. NEW (staff) I. NEW (Commission) J. NEW	<u>Other Code Amendments</u> A. Amend 2020 residential parking reductions to increase radius to ½ mile for market rate housing, consider other reductions and include mandatory affordability provision where possible. B. Update citywide parking standards to reflect best practices and more efficient use (e.g. parking management). C. Assess steps needed to participate in King and Snohomish County transfer of development rights (TDR) programs. D. Code amendments to Title 12 for consistency with state regulations regarding “Residential Care Facility.” E. Incentivize solar power and include other sustainable practices in building and development regulations. F. Hobby Beekeeping regulations G. 2021 Housekeeping amendments: 1. Remove extraneous language in 2.52.085 for quasi-judicial public hearings. 2. Remove definitions in 11.02.004, and amend existing references to removed definitions in Title 12. 3. Amend 11.04.003(A) land use actions by type table within the project permit application framework section to make clarifications, and to reformat table. 4. Clarify 12.11.050 wireless communication facilities permit required - type of action and expiration. 5. Amend 12.14.070(E)(2) setback requirements for heating ventilation, and air-conditioning, and similar pad-mounted equipment.	A. 2022 B. Merged w/5A C. Defer 2023 D. Defer E. Defer F. 2022 G. 2022	A. 60 + ARCH B. 160 + Consultant C. 40 D. 100 E. 220 F. 30 + Code Compliance G. 20

APPROVED 2022 PLANNING DOCKET

Source / Status	Tasks	Proposed Timing	Estimated Hours
	<p>6. Clarify 12.14.240(D)(1) regarding applicability of exterior lighting requirements.</p> <p>7. Correct defunct language in 12.22.075 for permanent, off-premises, noncommercial signs.</p> <p>8. Amend 12.44.020 Shelton View / Meridian / 3rd Avenue SE Subarea regulations to remove outdated references to preexisting zones which were incorporated into Canyon Park in 2015.</p> <p>9. Amend 12.14.030 to remove circular references and provide guidance for development in parts of Canyon Park Subarea outside the Regional Growth Center.</p> <p>10. Amend 12.64.304(B) requirements for in lieu fees for the provision of designated outdoor space in the Downtown Subarea.</p> <p>11. Remove vestigial language in 14.04.140(B)(2) requirements for reasonable use applications.</p> <p>H. 2022 Housekeeping Amendments (preliminary list)</p> <ol style="list-style-type: none"> 1. Remove unrelated persons limitation BMC 12.06.140 per SB 5235 2. Match SEPA exemption to new short plat threshold. 3. Wireless communication facilities pre-app req's 4. HAM radio regulations w/Fed regs 5. Update specific building heights applying to certain activity centers map and accompanying language 6. Replace all references to Bothell surface water design manual to reference King County's surface water design manual 7. Update Country Village/Lake Pleasant/ Bothell Everett Hwy Subarea zoning and boundaries 8. Update Downtown Transition District Affordable Housing Overlay rental and ownership housing levels 9. Establish administrative appeal of an FEIS 	H. 2022	H. As time allows

APPROVED 2022 PLANNING DOCKET

	Source / Status	Tasks	Proposed Timing	Estimated Hours
		<p>10. Clarify plat requirements regarding recorded easements and other encumbrances</p> <p>11. Create short plat amendment process</p> <p>12. Remove conflicting provisions for accessory structures in Titles 12 and 20</p> <p>13. Define demolition permits for large projects</p> <p>14. Clarify Planning Commission Review of Legislative Items & Public Hearing Requirements</p> <p>15. Ground floor uses and design in the Downtown Core district</p> <p>16. Regulations for live/work units</p> <p>17. PW process items</p> <p>I. Outdoor HVAC and roof-mounted equipment code requirements – placement, setbacks, screening</p> <p>J. Modifications to subarea specific landscaping buffers</p>	<p>I. Defer</p> <p>J. Defer</p>	<p>I. 40</p> <p>J. 40</p>
8.	Initiated 2021, Deferred	Tree protection regulations – review and update/increase protections citywide for significant trees, including standards for new development and existing. Institute permit procedures & educate public about requirements.	2022	120
9.	Initiated 2021, Deferred	Gateway design regulations – consider plan and/or code amendments to strengthen development regulations for gateway sites.	Defer	200 + Consultant
10.	NEW	Annexation – Neighborhood interest in potential annexation to Bothell (N. of 228 th , E. of 35 th , W. of 39 th and S. of about 221 st)	Defer	120 - 240
11.	Initiated 2018, Deferred	Sign Code amendments per US Supreme Court ruling (Reed v Town of Gilbert). This concerns regulation of signs based on content and review of City’s regulations for compliance with Court decision.	Defer	300 + Legal
12.	Initiated 2018, Deferred; NEW “impacts”	Comprehensive Update of Landscape Regulations - Current landscaping regulations are geared toward a suburban style of development and should be updated. <i>Impacts of tree type and location on adjacent properties.</i>	Defer	240 + Consultant

APPROVED 2022 PLANNING DOCKET

	Source / Status	Tasks	Proposed Timing	Estimated Hours
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STAFF RESOURCES (2.75 FTE)

	ALL TASKS	2022 PROPOSED
Strategic Planning Hours by Priority and Timing		
1. Comprehensive Plan Periodic Update	1,580	1,040
2. Private Amendment Requests	640	360
3. Housing Strategy Implementation	460	300
4. Canyon Park Subarea Plan Implementation	680	300
5. Downtown Subarea Plan Implementation	610	370
6. Shoreline Master Program Amendments	240	240
7. Other Code Amendments	550	110
8. Tree Protection Regulations	160	160
9-12. Miscellaneous Tasks	980	0
TOTAL	5,900	2,880
Estimated staff hours available (50%)		2,860
New in 2022 (included in tasks 1-12 above)	2,420	1,620

2022 Docket- Landmark Preservation Board

Source/Status	Task	Priority	Estimated hours
From Previous Docket / Started	Post-WWII Historic Resources Inventory Update (HRI) - Initiated 2013 – Board must maintain an inventory of resources over 50 years old. Analysis and Survey Report to be completed this year.	Mandatory	80
Ongoing	Planning and Permit Review activities per consultant contract	Contract Priority	250
From Previous Docket / Started	Telling Bothell's Full Story – Initiated 9/2021 – A phased project to expand the city's accepted historical narrative to include BIPOC and tribal communities. Advisory committee will begin meeting in 2022. (4Culture Grant)	LPB Priority	160 (70 regular/ 90 grant-funded)
NEW	Code Amendments – Historic preservation code amendments for buildings that have been modified. (see task 5.B. above)		20
NEW	Demolition Mitigation Guidelines – Initiated 2021 – creation of guidelines for mitigation projects assigned in exchange for demolition of historic buildings (interpretive signage, etc.)	LPB Priority	80
NEW	2024 Imagine Bothell...Comprehensive Plan Periodic Update – assist with historic preservation policies and background information.		20
From Previous Docket / Started	Bothell Then & Now book update – Initiated 1/2018 - an update with added content to include McMenamins, post-WWII resources, and Snohomish Co. Resources.	Defer	

Available Consultant Time Estimate

Regular consultant hours	520
Grant Hours awarded	90
Total	610
Potential additional SS grant hours: 135	