

**CITY OF ISSAQUAH  
City Council Regular Meeting**

7:00 PM  
May 1, 2023

**MINUTES**

Council Chambers  
135 E. Sunset Way

**COUNCIL AND ADMINISTRATIVE PERSONNEL PRESENT**

*Councilmembers:*

Barbara de Michele  
Zach Hall  
Victoria Hunt  
Russell Joe  
Tola Marts  
Chris Reh  
Lindsey Walsh

*Administration/Staff:*

Mary Lou Pauly, Mayor  
Wally Bobkiewicz, City Administrator  
Andrea Snyder, Deputy City Administrator  
Rachel Bender Turpin, City Attorney  
Tisha Gieser, City Clerk

**CALL TO ORDER**

Mayor Pauly called the meeting to order at 7:00 PM.

**PLEDGE OF ALLEGIANCE**

Mayor Pauly led the Pledge of Allegiance.

**SPECIAL BUSINESS**

a) **ID 1376 - Asian American - Pacific Islander Heritage Month Proclamation**

Mayor Pauly presented the proclamation to Pamela Benson and other residents from Hutchinson House.

b) **ID 1358 - Economic Development Week Proclamation**

Councilmember Joe presented the proclamation to Economic Development staff Jen Davis Hayes, Juliana da Cruz and Farel Otieno; Christy Garrard, representing Visit Issaquah; Mark Clemens, representing the Downtown Issaquah Association; and Julie Hartwig representing the Issaquah Chamber of Commerce.

c) **ID 1359 - Public Service Recognition Week Proclamation**

Mayor Pauly presented the proclamation to Human Resources Director Stephanie Johnson and Recruitment and Retention Coordinator Carmen Chamberlin.

d) **ID 1360 - Professional Municipal Clerks Week Proclamation**

Deputy Council President Hall presented the proclamation to City Clerk Tisha Gieser.

e) **ID 1361 - Drinking Water Week Proclamation**

Councilmember Joe presented the proclamation to Public Works Operations Manager Greg Keith.

f) **ID 1362 - Correctional Officers Week Proclamation**

Councilmember Marts presented the proclamation to Commander Katie Larson, Jail Manager Roger Enders and Corrections Officer Watson.

g) **ID 1363 - Water Safety Month Proclamation**

Mayor Pauly presented the proclamation to Recreation Supervisor Zack Lisson and Recreation Coordinator Cliff Evert.

h) **ID 1434 - Travel and Tourism Week Proclamation**

Mayor Pauly presented the proclamation to Economic Development Coordinator Farel Otieno and Christy Garrard and John Parizek from Visit Issaquah.

i) **ID 1436 - Affordable Housing Week Proclamation**

Mayor Pauly presented the proclamation to housing activist Elizabeth Maupin.

**AUDIENCE COMMENTS**

The following public comment was provided:

- Jeni Craswell and Lynn Juniell, representing Leadership Eastside, thanked the City for their support and encouraged continued support and nominations towards their upcoming program.
- Susan Glicksberg, resident in Montreux, spoke regarding concerns with maintenance of the neighborhood stormwater detention ponds due to Native Growth Protection Easements (NGPE) status.
- Erin Longchari, representing the Issaquah Food & Clothing Bank, encouraged City Council support for Amendment #2 regarding parking proposed in AB 8398, Title 18 Land Use Code.
- Elizabeth Maupin, resident, urged the City to reach out to people who have experienced homelessness to help address the housing crisis.
- Mariah Bettise, representing the Issaquah Food & Clothing Bank, encouraged City Council support for Amendment #2 regarding parking proposed in AB 8398, Title 18 Land Use Code.
- Steve Pereira, resident, made comments regarding ID 1391, Informational Update: Issaquah Climate Action Plan Implementation; AB 8398, Title 18 Land Use Code; and AB 8598 - Amend City Council Rules re: Remote Attendance.

**CONSENT CALENDAR**

*Items listed were distributed to Councilmembers in advance for study and were enacted with one motion.*

*Mayor Pauly made an informational announcement re: ID 1430, Informational Update: Issaquah Climate Action Plan Implementation.*

*Councilmember Hunt, Chair of the Planning Development and Environment Committee, provided a summary of the Committee's recommendation on ID 1433 - Informational Update: Comprehensive Plan Update Scope and AB 8597 - Public Projects Code of Conduct.*

**IT WAS MOVED BY WALSH, SECONDED BY HALL; MOTION CARRIED (7-0), TO APPROVE THE CONSENT AGENDA AS PRESENTED.**

- a) **ID 1335 - Accounts: Payables and Payroll of May 1, 2023, \$4,878,764.63;** Approved.
- b) **Minutes: City Council Regular Meeting, Feb. 6, 2023;** Approved.
- c) **ID 1391 - Informational Update: Issaquah Climate Action Plan Implementation;** Received Report.
- d) **ID 1430 - Informational Update: Solid Waste Rate and Contract Revisions;** Received Report.
- e) **ID 1433 - Informational Update: Comprehensive Plan Update Scope;** Received Report.
- f) **AB 8561 - East Lake Sammamish Parkway and SE 43rd Roundabout Revisions (TR 046) Change Order;** Authorized the Mayor to enter into and execute Change Order No. 1 with NW Cascade, Inc. in the amount of \$60,016.92 for the East Lake Sammamish Parkway and SE 43rd Roundabout Revisions Project (TR046), adjusting the contract total to \$1,243,109.67.
- g) **AB 8570 - Highwood Reservoir Retrofit Project (WT018) - Reject All Bids;** Approved Resolution No. 2023-08, rejecting all bids for the Highwood Reservoirs Retrofit Project (WT 018).
- h) **AB 8595 - XO Franchise Agreement;** Adopted Ordinance No. 3010, granting XO Communications, LLC., a nonexclusive franchise to install, operate, and maintain a communication system in, on, over, upon, along, and across certain designated public rights-of-way of the city of Issaquah, Washington, prescribing certain rights, duties, terms, and conditions with respect thereto, and establishing an effective date.
- i) **AB 8597 - Public Projects Code of Conduct;** Approved the City Public Projects Contractor's Code of Conduct, Exhibit B to AB 8597.
- j) **AB 8610 - King County Hazardous Waste Management Program Grant;** Authorized acceptance of King County Hazardous Waste Management Program (HWMP) grant funds in the amount of \$33,168.97 and execution of the grant agreement with the King County.

## REGULAR BUSINESS

- a) **AB 8398 - Title 18 Land Use Code**  
Introduced by Mayor Pauly and presented by Community Planning and Development Director Minnie Dhaliwal.

Following Council discussion,

**IT WAS MOVED BY HUNT, SECONDED BY WALSH, TO:**

Adopt Ordinances Nos. 3011-3019, Exhibits A thru I of AB 8398, repealing and replacing Title 18, Land Use Code, of the Issaquah Municipal Code.

**IT WAS MOVED BY HUNT, SECONDED BY WALSH, TO:**

Amend Ordinance 3013, to amend IMC Table 18.204.030, Review Process, to eliminate local appeals for Shoreline Permit Decisions, and change the appellate body for Shoreline Permit Decisions (Level 2) to the Washington State Shorelines Hearings Board instead of the City's Hearing Examiner. *[Full text attached to minutes.]*

**AMENDMENT CARRIED, 7-0.****IT WAS MOVED BY HUNT, SECONDED BY WALSH, TO:**

Amend Ordinance 3017, to amend Subsections 18.604.020(B) and 18.604.160(C), to provide a process for determining required parking for uses that are not specifically listed, and to eliminate the 40% cap for parking reduction to allow redevelopment of legal non-conforming community service establishments that meets the goals and policies of the City's Human Services Strategic Plan. *[Full text attached to minutes.]*

**AMENDMENT CARRIED, 7-0.****IT WAS MOVED BY HUNT, SECONDED BY WALSH, TO:**

Amend Ordinance 3011 (Ordinance 1), to amend Section 1 by adding, "The Official Issaquah Zoning Map, adopted by reference in Chapter 18.100 IMC, is hereby amended as depicted in Exhibit D attached and incorporated herein." and add the City's official Zoning Map as Exhibit D to the Ordinance.

**AMENDMENT CARRIED, 7-0.****MAIN MOTION AS AMENDED CARRIED, 7-0.****IT WAS MOVED BY WALSH, SECONDED BY HUNT, TO:**

Adopt Ordinance No. 3020, Exhibit J of AB 8398, amending Chapter 2.30, 2.32, 2.34, 2.36 of the Issaquah Municipal Code regarding updates to establish Boards, Commissions, and the Hearing Examiner.

**MOTION CARRIED, 7-0.****IT WAS MOVED BY HUNT, SECONDED BY WALSH, TO:**

Adopt Ordinance No. 3021, Exhibit K of AB 8398, adopting Chapter 18.804 of the Issaquah Municipal Code regarding the Shoreline Master Program.

**MOTION CARRIED, 7-0.****b) AB 8600 - Amending IMC 3.64, Schedule of Land Use and Site Work Permit Fees**

Introduced by Mayor Pauly and presented by Planning Manager Christian Geitz.

Following Council discussion,

**IT WAS MOVED BY WALSH, SECONDED BY HUNT, TO:**

Adopt Ordinance No. 3022, amending Chapter 3.64 of the Issaquah Municipal Code to apply fee adjustments related to associated code amendments to the City's Land Use and Site Work permit fees.

**MOTION CARRIED, 7-0.**

c) **AB 8598 - Amend City Council Rules re: Remote Attendance**

Introduced by Mayor Pauly and presented by City Clerk Tisha Gieser.

Following Council discussion,

**IT WAS MOVED BY WALSH, SECONDED BY HALL, TO:**

Approve Resolution No. 2023-09, amending the City Council Rules of Procedure regarding remote attendance by City Councilmembers.

**MOTION CARRIED, 6-1 (Opposed: Marts).**

**COMMITTEE / REGIONAL REPORTS**

*Councilmember Joe:*

Business Leadership Forum - May 10 at Blakely Hall.

Cascade Water Alliance Public Policy Committee - Announced upcoming meeting.

Cascade Water Alliance Board - Announced upcoming meeting.

*Councilmember de Michele:*

Regional Transit Committee - Made report.

Eastside Human Services Forum - Announced upcoming meeting.

Eastside Transportation Partnership - Announced upcoming meeting.

*Councilmember Hunt:*

Planning, Development & Environment Committee - Announced upcoming meeting.

*Councilmember Reh:*

Mobility & Infrastructure Committee - Announced upcoming meeting.

*Councilmember Marts:*

Sound Cities Association Public Issues Committee - Announced upcoming meeting.

*Deputy Council President Hall:*

Eastside Fire & Rescue Board - Made report. Announced upcoming meeting.

*Council President Walsh:*

King County Affordable Housing Committee - Made report.

King County Growth Management Policy Board - Announced upcoming meeting.

**MAYOR'S REPORT**

The Mayor reported on the following topics:

- Executive Session: There will not be an executive session this evening.
- Proposed 2024-2029 Capital Improvement Plan
- Seeking Hall of Fame Nominations with extended Deadline
- Upcoming Community Events

**GOOD OF THE ORDER**

*Council President Walsh:*

May 6 Council Retreat - Reminded the City Council of the upcoming meeting.

Board & Commission Feedback Loop - Shared that the boards and commissions are receiving more information about City Council follow-up on items they have made recommendations on.

*Deputy Council President Hall:*

Board & Commission - Will be organizing Council visits to thank new board and commission members for their service.

*Mayor Pauly:*

Upcoming Council Meetings - Announced anticipated agenda items.

**EXECUTIVE SESSION - None.**

**ADJOURNMENT**

There being no further business to come before the Council, the meeting was adjourned at 9:06 PM.

---

Mary Lou Pauly, Mayor

---

Tisha Gieser, City Clerk

**Amendment #1: Local Appeals for Shoreline Decisions  
Ordinance #3013, Procedures for land use applications (Exhibit C):**

MOVE TO: Amend Ordinance 3013, to amend IMC Table 18.204.030, Review Process, to eliminate local appeals for Shoreline Permit Decisions, and change the appellate body for Shoreline Permit Decisions (Level 2) to the Washington State Shorelines Hearings Board instead of the City’s Hearing Examiner.

**Text of Code Amendment to Chapter 18.204, Application Review:**

**18.204.030 Review process**

**Table 18.204.030**

	<b>Level 1</b>	<b>Level 2</b>	<b>Level 3</b>	<b>Level 4</b>	<b>Level 5</b>
	<b>Administrative</b>	<b>Administrative w/ Public Notice</b>	<b>Hearing Examiner</b>	<b>Development Commission</b>	<b>City Council</b>
<b>Pre-application staff meeting</b> IMC 18.202.050	Optional,	Optional	Optional	Optional	Optional
<b>Pre-application community meeting</b> IMC 18.202.060	Optional	Optional, except required if there are critical areas on the property	Optional, except required for preliminary plats and/or if there are critical areas on the property	Required	
<b>Notice of Application</b> IMC 18.204.130	No	Yes	Yes	Yes	Yes
<b>Notice Board</b> <b>IMC 18.204.125</b>	No	Required	Required	Required	Required (Legislative decisions exempt)
<b>Comment Period</b> IMC 18.204.140	None	14 days; 30 days for shoreline permits	14 days	14 days; 30 days for shoreline permits	14 days
<b>Recommendation By</b>	None	None	Director	Director	Development Commission or Planning Commission
<b>PreDecision Open-Record Public Hearing</b> IMC 18.204.150	No	No	Yes, Hearing Examiner	Yes, Development Commission	Yes, Development Commission or Hearing Examiner

	Level 1	Level 2	Level 3	Level 4	Level 5
<b>Closed-Record Decision Hearing</b>	No	No	No	No	Yes (for Quasi-judicial only)
<b>Decisionmaker</b> IMC 18.204.180	Director	Director	Hearing Examiner	Development Commission (unless SEPA appeal then it's Hearing Examiner)	City Council
<b>Notice of Decision</b> IMC 18.204.190	No	Yes	Yes	Yes	Yes
<b>Appellate Body</b> IMC 18.204.200	Hearing Examiner	Hearing Examiner <sup>1,2</sup>	No local appeal	Hearing Examiner	No local appeal
<b>Appeal Hearing Type</b> IMC 18.204.150	Open-record	Open-record	N/A	Closed-record	N/A

<sup>1</sup> An appeal hearing of a SEPA threshold determination must be consolidated with either an administrative open record hearing or open record appeal on the underlying government action, or a judicial appeal on the underlying government action if no administrative appeal hearing is provided.

<sup>2</sup> Appeals of shoreline permit decisions shall be heard by the Washington State Shorelines Hearing Board, pursuant to Chapter 90.58 RCW.

**Amendment #2: Parking  
Ordinance #3017, Development Standards (Exhibit G):**

MOVE TO: Amend Ordinance 3017, to amend Subsections 18.604.020(B) and 18.604.160(C), to provide a process for determining required parking for uses that are not specifically listed, and to eliminate the 40% cap for parking reduction to allow redevelopment of legal non-conforming community service establishments that meets the goals and policies of the City's Human Services Strategic Plan.

**Text of Code Amendment to Chapter 18.604, Parking:**

**18.604.020, Applicability**

- B. In the case of a use not specifically mentioned in this chapter, the parking standards must be determined by the Director. Such determination shall be based upon the requirements for the most comparable use specified in this chapter. The applicant may be required to provide sufficient information to demonstrate that the parking demand for a specific land use will be satisfied, based upon existing land uses similar to the proposed use. The applicant shall provide a parking study for the proposed use which shall be prepared by a professional with expertise in traffic and parking analyses.

**18.604.160, Flexible Parking Tools**

- C. Cap on reductions. This Code allows for the combination of tools described in this Chapter, provided the intent of the Chapter is met. Reductions must be capped at a 40% from the minimum required parking, with the exception of IMC 18.604.160.J, Tandem parking for residential uses, which is capped at a 50% reduction from the minimum required parking if requirements are met and IMC 18.604.160.G, Small business waiver, which waives all parking if requirements are met. Additionally, higher reduction in parking, beyond 40% may be allowed for redevelopment of an existing legal non-conforming community service establishment that meets the goals and policies of the City's Human Services Strategic Plan. Such reduction shall be processed as a Level 2 review process and shall meet the following criteria:
1. A technical report analyzing multiple comparable land uses in a similar market area, such as Transportation Demand Management, prepared by a traffic or parking professional that supports such reduction.
  2. A Transportation Management Plan (TMP) in accordance with IMC 18.604.140, is provided by the applicant and approved by the City, showing customer and employee vehicle parking measures that minimize potentially negative spillover impacts to neighboring businesses and residents as well as methods to reduce vehicle parking demand. The plan must show location of any off-site public and private parking proposed for the use. Additionally, the applicant shall provide a

parking utilization study, prepared by a traffic or parking professional, of offsite parking spaces proposed for the project, documenting availability and mitigation measures that would be necessary to offset any negative parking or traffic-related effects to surrounding businesses and residents as a result of this project.