



Department of Community Development

801 228th Avenue SE ■ Sammamish, WA 98075 ■ phone: 425-295-0500 ■ fax: 295-295-0600 ■ web: www.sammamish.us

June 3, 2020

Peter Brennan
Innovation Realty Partners, LLC
5335 Meadows Road STE #10
Lake Oswego, OR 97035
pete@innovationrealtypartners.com

RE: STCA Phase I Project Discussions and Resubmittal Extension Request
UZDP2019-00562, PSUB2019-00563, PSUB2019-00561, and BSP2019-00564

Dear Mr. Brennan,

The City of Sammamish Department of Community Development has received your letter dated June 2, 2020 via electronic email transmittal (**Attachment 1**). In the letter you present a revised submittal deadline extension request for an additional two weeks past the 90-day timeframe to resubmit your application in response to the City's Plan Review Summary Letter dated March 10, 2020. **The City grants the two-week extension request and as a result the revisions resubmittal deadline has been updated from June 8, 2020 to June 22, 2020.**

To assist in STCA's efficient use of the extension, this letter is also a follow up to meetings requested by STCA that were scheduled and held with City permit review staff last Friday May 29, 2020 and Monday June 1, 2020 to discuss specific questions related to your Phase I development proposal for the Town Center. These two meetings were preceded by an earlier meeting held at STCA's request on May 14, 2019. During the recent two meetings City staff was again made available, at your request, to answer questions about City direction given since May of 2019 that culminated in the City's Plan Review Summary Letter issued on March 10, 2020. Summary meeting notes from the May 29, 2020 and June 1, 2020 meetings along with updated Response Matrixes replying to your questions are included as **Attachment 2**.

An overview of the history of the STCA Phase I proposal provides useful perspective. The more formal process began with the STCA Phase I pre-application meeting on May 23, 2019. However, that meeting was preceded by years of City engagement with STCA concerning its Phase I development proposal in which the City assisted STCA in identifying potential Code requirements and permit processes. The more formal process began, pursuant to Sammamish Municipal Code (SMC) 20.05.030 with the May 23, 2019 pre-application meeting, which extended over 1.5 hours and which was memorialized in the updated review comments sent via email on June 4, 2019.

The timeline outlined in **Figure I** below provides a picture of the application process over the last year, in which the City has repeatedly extended courtesies, staff time, and advice in the face of STCA's persistent attempts to revisit issues, avoid submitting required plans and information, and divert from basic Code requirements, all of which have needlessly prolonged and injected uncertainty into the process.

All documents referenced in the timeline below are included in **Attachment 3** or available either via embedded hyperlinks or on the City's webpage at <https://www.sammamish.us/towncenterprojects>.

Figure 1 – Phase I Timeline

Date	Description	Documents Links
May 23, 2019	Pre-Application Meeting	Review Comments
July 31, 2019	Applicant sends meeting materials for August 8, 2019 discussion with the Parks and Recreation Department related to the Green Spine which is a critical project element required pursuant to SMC 21B.95.050(4).	Attachment 3.1 – Email Correspondence
August 2, 2019	City cancels August 8, 2019. Applicant did not submit materials as requested in the Preapplication Review Comments (page 19, comment 13) sent to the Applicant on June 4, 2019.	Attachment 3.2 – Email Correspondence Preapplication Review Comments dated May 23, 2019
September 5, 2019	Applicant requests meeting with Public Works to discuss the Public Works Standards and related Code sections.	Attachment 3.3 – Email Correspondence
September 9, 2019	Meeting with Applicant – Public Works Discussion	Informal discussion. No discussion notes available
October 7, 2019	Meeting with Applicant – Stormwater Discussion	Informal discussion. No discussion notes available
October 29, 2019	Meeting with Applicant – Application Submittal Requirements Discussion	Informal discussion. No discussion notes available
November 4, 2019	Applicant submits a Unified Development Plan (UZDP), Binding Site Plan, and two Preliminary Subdivision applications for their Phase I development proposal.	UZDP2019-00562 BSP2019-00564 PSUB2019-00563 PSUB2019-00561
November 27, 2019	Staff determines that the applications are complete in terms of items submitted, subject to review of substance.	Letter of Completeness
December 2, 2019	Notice of Application/Open House/SEPA Notification is issued.	Public Notice
December 16, 2019	Open House is held at City Hall as required by the SMC 20.05.037 .	Powerpoint Presentation, Video
March 10, 2020	Staff completes the first round of review and sends a Plan Review Summary Letter to the Applicant.	UZDP2019-00562 BSP2019-00564 PSUB2019-00563 PSUB2019-00561
March 13, 2020	Applicant sends email requesting a meeting to discuss the March 10, 2020 Plan Review Summary Letter.	Attachment 3.4 - Email Correspondence
March 17, 2020	Staff responded to Applicants request to meet and discuss the March 10, 2020 Plan Review Summary Letter.	Attachment 3.5 - Email Correspondence

March 24, 2020	Staff emailed to Applicant invoices for balance owed to City.	Attachment 3.6 - Email Correspondence
April 7, 2020	Applicant submitted First Extension Request Letter	First Extension Request Letter
April 14, 2020	Applicant submitted payment for outstanding balance for 2 of 3 invoices. (Staff initially sent duplicate invoice for one and did not include UZDP2019-00562 invoice however this was quickly corrected)	
April 16, 2020	Staff emailed invoice for UZDP2019-00562	Attachment 3.7- Email Correspondence
April 28, 2020	Staff emailed Second Request for Extension Response Letter	Extension Second Response Letter
May 1, 2020	Applicant requests on April 22, 2020 information related to the Hearing Examiner's decision process and variances; Staff responds on May 1, 2020.	Attachment 3.8 - Email Correspondence
May 5, 2020	Applicant sends email regarding plan review balances owed to City.	Attachment 3.9 - Email Correspondence
May 5, 2020	Staff sends email response to plan review balance email.	Attachment 3.10 - Email Correspondence
May 5, 2020	Staff received check for UZDP2019-00562 invoice. Applicant requests meeting with staff to discuss questions related to the March 10, 2020 Plan Review Summary Letter.	Attachment 3.11 - Email Correspondence
May 7, 2020	Staff schedules GoToMeeting for May 14, 2020 to discuss Applicants questions. Email is sent to Applicant requesting all questions be submitted by end of day Monday, May 11, 2020.	Attachment 3.12 - Email Correspondence
May 11, 2020	Applicant provided list of 6 questions for May 14, 2020 meeting.	Attachment 3.13 - Email Correspondence
May 14, 2020	Staff met with Applicant and their consultant team via GoToMeeting to review in detail City-prepared Response Matrix dated May 14, 2020 which was emailed to the Applicant following meeting #1.	Attachment 3.14 – Email Correspondence
May 19, 2020	Staff emailed an updated Response Matrix and Meeting Minutes to Applicant.	Attachment 3.15 – Email Correspondence
May 19, 2020	Applicant sends email requesting additional meetings with Public Works and Parks and Recreation to discuss street standards, stormwater facility design and location, and the design and location of the Green Spine.	Attachment 3.16 - Email Correspondence
May 21, 2020	Applicant sends third extension request (60-day).	Attachment 3.17 - Email Correspondence

May 22, 2020	Staff responds by email to 60-day extension request.	Attachment 3.18 - Email Correspondence
May 22, 2020	Staff sends email regarding scheduling follow up meetings for May 29, 2020 and June 1, 2020.	Attachment 3.19- Email Correspondence
May 26, 2020	Applicant provided list of general questions for May 29, 2020 and June 1, 2020 meetings	Attachment 3.20 - Email Correspondence
May 27, 2020	Staff sends follow up email asking Applicant to provide specific questions for June 1, 2020 meeting with Parks and Recreation staff.	Attachment 3.21 - Email Correspondence
May 29, 2020	Staff met with Applicant's team via GoToMeeting to review and discuss Response Matrix. Email of Response Matrix, Intersection Graphic, ROW Agreement – Sky Apartments, SE 4 th Intersection Spacing Graphic were sent following meeting #2	Attachment 3.22 - Email Correspondence
June 1, 2020	Staff met with Applicant's team via GoToMeeting (meeting #3) to review and discuss Response Matrix.	Updated Response Matrix and Meeting Minutes sent as an attachment to this letter.
June 2, 2020	Applicant sends revised (third) extension request.	Attachment 3.23 – Email Correspondence
June 2, 2020	Staff responded to revised extension request informing the Applicant that a response will be provided on June 3, 2020	Attachment 3.24 - Email Correspondence

Despite repeated cautionaries that such expectations were not warranted or assured, a consistent factor from Phase I application submittal, starting with the pre-application conference on May 23, 2019 through the present, has been STCA assumption that the City will approve discretionary deviations from standard Code requirements. Based on the original development plans submitted on November 4, 2019 and as further outlined in the Plan Review Summary dated May 10, 2020, such deviations appear to include but are not limited to the location and design of the Green Spine, block and intersection spacing, tree retention requirements, stormwater facility location and design, TC-A1 zone street type designation, and building typology in the core mixed use area. These go to the core intent and goals of the Town Center Plan.

City policy and Code provides a “safe harbor” through standard prescriptive requirements guiding the design and implementation of the Town Center. When these are conscientiously followed, they streamline plan review and simplify the approval process. Deviations from these standards may result in unknown impacts that were not considered when the City adopted the Town Center Plan and Development Regulations. City consideration of discretionary approvals to deviate from these core Code standards and adopted Town Center Plan and Infrastructure Plan, would require a full exploration and understanding of the resulting range of impacts, which the current Phase I application materials do not provide. Nonetheless, despite repeated City efforts to redirect STCA toward compliance with basic Code requirements so that the Phase I application can proceed without delay, information received during the May 29, 2020 and June 1, 2020 meetings suggests that STCA is insisting upon pursuing a project design that is reliant on approval of these discretionary deviations.

Please let the City know if STCA would like to reconsider its proposed deviations. Otherwise, please submit information the City has requested. For its part, the City will continue to consider the application dependent on deviations, as submitted. In doing so, we will continue, as we have been from the pre-application meeting through to the present, to provide timely and consistent feedback on your proposal.

Meanwhile, per standard procedure, please remember to submit required corrections and supplemental supporting documentation through the City's Permit Center by email at permittech@sammamish.us no later than 5 PM on June 22, 2020. Otherwise, your applications (file #s referenced in subject line) will be subject to cancellation in accordance with SMC 20.05.100(1)(a)(ii).

Best Regards,

SENT VIA EMAIL

Kellye Hilde, Deputy Director of Community Development
City of Sammamish
(425) 295-0582
khilde@sammamish.us

cc: Dave Rudat, Interim City Manger
David Pyle, Director of Community Development
Cheryl Paston, Director of Public Works
Anjali Myer, Director of Parks and Recreation
Andrew Zagars, City Engineer
Chris Hankins, Senior Planner
Peter Eglick, Eglick and Whited, PLLC
Lisa Marshall, Kenyon Disend, PLLC

Attachments:

- 1 – May 29, 2020 and June 1, 2020 meeting minutes and updated response matrixes
- 2 – Resubmittal Extension Request Letter dated June 2, 2020
- 3 – Project timeline correspondence

References:

[Town Center Plan](#)
[Town Center Infrastructure Plan](#)
[Sammamish Municipal Code](#)
[Final Environmental Impact Statement](#)



INNOVATION
Realty Partners, LLC

PORTLAND | SEATTLE | HOUSTON

June 2, 2020

David Pyle
Director of Community Development
City of Sammamish
801 228th Avenue SE
Sammamish, WA 98075

Re: *UZDP2019-00562, PSUB2019-00563, PSUB2019-00561, and BSP2019-00564.*

Dear Mr. Pyle:

We very much appreciate the availability of City staff to discuss our questions last Friday and yesterday. The feedback was helpful. Our team has now met to discuss a schedule for completion in light of the clarifications we received, and whether we can modify our pending request for a six-week extension stated in our May 21st letter to you. We believe that with the information we now have and the continuing hard work of our project team, we will be able to complete our responses by Monday June 22, two weeks past the 90-day timeframe.

We would appreciate this additional time to incorporate the feedback we received at the meeting on such topics as intersection spacing where alleys are proposed, the mechanism of a departure under SMC 21B.30.040(3), the location of the City Square, the width of planter strips and sidewalks, and other topics discussed during the meetings. The answers we received from City staff in our meetings affect a number of items in our response matrix and we want to make sure our responses and plan revisions are consistent throughout to assist the City's

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review. We also await responses from the City as a result of the meetings last week and yesterday.

Can you confirm that the City will allow us this short two-week extension to complete this work?

We would appreciate hearing from you by tomorrow if possible so our team can coordinate schedules as we complete our preparation of the detailed response matrix requested in the City's March 10 submittal.

Thank you again and please feel free to call me if you have any concerns.

Sincerely,
Peter Brennan

cc: Kellye Hilde, Deputy Director
Chris Hankins, Senior Planner

Peter J. Brennan
Vice President and Senior Project Manager
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Meeting Minutes

Meeting Information

Project Name: STCA Follow Up Meeting
Location: GoToMeeting
Date: May 29, 2020
Time: 9:00 – 10:00 am

Objective

The purpose of this meeting was to discuss STCA's five (5) follow up questions from Review #1 Comment Letter and one follow up question from May 14th meeting.

Meeting Minutes

- The Applicant and Staff reviewed and discussed the City Response Matrix. The matrix was updated following the meeting. See attached matrix for final review comments.
- Staff provided further clarification by providing intersection graphic, SE 4th Street spacing graphic and ROW Use Agreement – Sky Apartments. See attached.

Attendance

Kellye Hilde, Deputy Director	khilde@sammamish.us
Chris Hankins, Senior Planner	chankins@sammamish.us
Darci Donovan, Project Coordinator	ddonovan@sammamish.us
Andrew Zagars, City Engineer	azagars@sammamish.us
Stephen Noeske, Sr. Development Review Manager	snoeske@sammamish.us
Greg Tauscheck, Development Review Engineer	gtauscheck@sammamish.us
Matthew Samwick, STCA	matt@innovationrealtypartners.com
Peter Brennan, STCA	pete@innovationrealtypartners.com
Lafe Hermansen, Core Design	lbh@coredesigninc.com
Holli Heavrin, Core Design	hhh@coredesigninc.com
Larry Zinser, Shook Kelley	larryzinser@shookkelley.com

STCA Questions - City Response Matrix (see comments in blue)
May 29, 2020 Meeting

1	PW	<p>We would appreciate further clarification of the last sentence of the City's answer to question #1 from our May 14th meeting which states "This applies to block and alley lengths as well."</p> <p>We would appreciate further clarification in light of Table 1 from the 2010 Interim Town Center Street Design Standards.</p>	<p>The maximum length of an alley in the Town Center is determined by the intersection spacing outlined in the Interim Town Center Street Design Standards, Table 1. The maximum length is 350', please refer to the attached intersection spacing graphic.</p> <p>Additionally, the PWS governs that an alley serves a maximum of 30 lots.</p> <p>References</p> <ul style="list-style-type: none"> * 2016 Public Works Standards Chapter 9, Section 9.3 of the PWS 9.3(B) * 2016 Public Works Standards, Page 71, Section 12.8 * Interim Town Center Street Design Standards, Table 1 * UZDP2019-00562 Plan Set Review Comments, dated March 10, 2020 (comment 20) * Project Pre-Application Notes, dated May 23, 2019 (page 17, comment 10) * Refer to attached intersection spacing graphic <p>Updated following 5/29/20 meeting: Refer to the intersection spacing graphic</p>
2	PW/PL	<p>We would appreciate discussing the designation of streets in the TC-A1 zone under both SMC 21B.30.040 and Figure 21B.30.030a. Please let us know the approved street designations for SE 4th Street and 225th PL SE per the TRF application.</p>	<p>In order to discuss the street designations, the applicant needs to provide estimated traffic volumes or have preliminary proposed uses for those street(s) being discussed. SMC 21B.30.040(2)(b) identifies the street designation for TCA-1 zone as being "Pedestrian-oriented streets". TC-A-1, A-2, and A-3 zoned areas shall include designated pedestrian-oriented street segment, as determined by the City through the unified zone development planning process. Pedestrian-oriented streets are intended to be streets featuring continuous storefronts or plaza spaces, wide sidewalks, street trees, bioretention, and on-street parking. Designations for pedestrian-oriented streets could cover an entire street, a single block, or a portion of a block, depending upon the area. Pedestrian-oriented street designations are intended for areas where a concentration of pedestrian activity is desired. See SMC 21B.30.030(1) for related development frontage standards.</p> <p>Per the TRF development project, 4th Street is a Collector Arterial. 225th PL SE will be determined by future use.</p> <p>References</p> <ul style="list-style-type: none"> * SMC 21B.30.030a * SMC 21B.30.030(2) * SMC 21B.30.030(1)(a)(i-iv) * SMC 21B.30.040(1)(B) * SMC 21B.95.050(6) * UZDP2019-00562 Plan Set Review Comments, dated March 10, 2020 (comment 6, 18, 135) * Project Pre-Application Notes, dated May 23, 2019 (page 4, comment 2c) <p>Updated following 5/29/20 meeting: *Lafe Hermansen asked if a departure from the Interim Town Center Street Design Standards (2010) be a deviation or a variance? SMC 21B.96.010 (1) adopts by Code the 2010 Interim Design Standards. Because it is an adopted code, a deviation is not required and the criteria for a variance under the UZDP criteria would be applicable.</p>
3	PW/PL	<p>Please clarify the planter strip incorporation in Table 1 of the 2010 Interim Town Center Street Design Standards.</p>	<p>Table 1, Interim Town Center Street Design Standards (July 7, 2010), row 9 marked "Planter Strip" (the same for four street classifications except not for "Alley/Service" which states "No continuous planter strips). Incorporate 6' minimum width discontinuous planters or tree wells with ADA complaint covers". It is unclear what is to be clarified as the requirement is clearly written.</p> <p>References</p> <ul style="list-style-type: none"> * Interim Town Center Street Design Standards (July 7, 2010) Table 1 * Resolution R2010-431 Interim Street Design Standards for Town Center * UZDP2019-00562 Plan Set Review Comments, dated March 10, 2020 (comments 117, 118, 128, 132, 136, etc.) * Project Pre-Application Notes, dated May 23, 2019 (page 14, Development Standards, comment 1) <p>No updates following 5/29/20 meeting.</p>
4	PL	<p>Please confirm that encroachments into the ROW are governed by SMC 16.05.070 International Building Code (IBC) adopted. [2015 Edition]. We want to confirm that the 2015 IBC Chapter 32 shall govern the encroachment of structures into the public right-of-way in the City of Sammamish.</p>	<p>SMC 21B.25.170 governs what structural elements are allowed to protrude into the public right-of-way. If encroachments are proposed, a Type D right-of-way lease permit is required pursuant to SMC 14A.30.60. Prior to issuing a Type D right-of-way lease permit, a Right-of-Way Use and Indemnification Agreement between the City and applicant must first be approved by City Manager. Please review the Agreement between the City and Sky Apartments included as an attachment this response.</p> <p>References</p> <ul style="list-style-type: none"> * UZDP2019-00562 Plan Set Review Comments, dated March 10, 2020 (comment 141) * Project Pre-Application Notes, dated May 23, 2019 (page 17, comment 13) * Sky Apartments Right of Way Use and Indemnification Agreement <p>Updated following 5/29/20 meeting: The City of Sammamish utilizes the current Washington State Building Code as adopted by reference in the SMC. In discussing this question with the City's Building Division, both the SMC and IBC would apply for allowed encroachments/projections in the public right-of-way. In general for any conflict between the codes, the more restrictive applies. However, it has been the City's experience with other Town Center projects, there has been very few conflicts or issues with proposed encroachments or projections into the right-of-way related to building design when applying SMC 21B.25.170. In addition, any building permits associated with Phase I shall be vested to the IBC Code in place at time of application.</p>

STCA Questions - City Response Matrix (see comments in blue)
May 29, 2020 Meeting

5	PW	<p>With regard to the City's response to our May 14th question #5, the City noted concerns regarding maintenance feasibility/personnel. We would like to discuss potential solutions with staff that would still allow an efficient approach to stormwater management.</p>	<p>A facility located in the public ROW that treats/detains water from two different sites (the public ROW and the private site) meets the definition of a shared/regional facility. A requirement to having a shared/regional facility, per the KCSWDM (see references below), is that there must be an agreement between the multiple parties sharing the facility. Unless there is an agreement in place which must be approved by City Council, public and private stormwater facilities need to be kept separate. Furthermore, public systems must be easily accessible to inspect and maintain and neither of these operations can cause for disruption to traffic or negatively impact adjacent businesses or residences. The potential size of these structures is also a concern. The KCSWDM requires vaults greater than 1250 square feet of floor area must provide a 5' x 10' removable locking panel as well as vaults with widths 10 feet or less must also have removable lids. The applicant should also note that in the KCSWDM it requires that for vaults under roadways the removable panel must be located outside the travel lanes.</p> <p>References</p> <ul style="list-style-type: none"> * SMC 13.20.100(1)(e) * 2016 KCSWDM 5.1.3 Detention, Vaults, 5.1.3.1.2, Design Criteria, Access Requirements * 2016 KCSWDM 5.1.3.1.3 * 2016 KCSWDM 9.04.020 * UZDP2019-00562 Plan Set Review Comments, dated March 10, 2020 (comment 52) * Project Pre-Application Notes, dated May 23, 2019 (page 2, comment 3) <p>Updated following 5/29/20 meeting:</p> <p>There was discussion regarding combining public and private stormwater facilities and if this was done on the SE 4th Street Capital Improvement Project (CIP). The discussion also raised the question of whether an agreement was needed if any storm facility was situated on private property versus within the right-of-way.</p> <p>-In accordance with KCSWDM, Section 1.2.3.2, Regional facilities are typically constructed as part of a County/City approved plan or study (e.g., basin plan, stormwater compliance plan, or master drainage plan). Shared facilities may be constructed under a County/City developed shared facility drainage plan or under an agreement between two or more private developers.</p> <p>-The SE 4th Street project has an approved "shared" stormwater facility which is located on the TRF site with easements, covenants in place for City access.</p> <p>-As discussed at the meeting, STCA's current stormwater system requires an agreement for a proposed "regional" facility. This agreement shall clearly identify roles, responsibilities and liabilities relating to stormwater entering and being discharged from such a facility. Such agreement requires approval by the City Council and is a lengthy process that is not guaranteed to be approved. Furthermore, the KSWDM specifically states that a "shared/regional" facility must be constructed and operational before the rest of the proposed development can proceed utilization of the facility. STCA's proposed system which includes vaults in the public right-of-way is not acceptable at this time and is required to be redesigned for a system entirely on STCA's property. Additional shared drainage facility requirements are cited in the KCSWDM under Reference 4-D.</p>
6	PW	<p>City follow-up response to question 3 (see below) discussed at the May 14, 2020 meeting.</p> <p><i>"We would like to understand the reasons for the roundabout locations at the intersections of S.E. 4th Street and 224th and 225th. The distance is 428 feet. The Town Center Infrastructure Plan generally shows a distance of 285 lineal feet between those two roundabouts. The Applicant would like to better understand the planning and engineering reasons for the current location."</i></p>	<p>SE 4th Street was designed prior to the acquisition of the STCA properties to the North and South. At the time of the design, the road intersections were aligned with the existing rights-of-way for 222nd, 224th, and 225th. The spacings between the intersection are shown on the attached exhibit and are as follows; 222nd to 224th is 531' and spans two (2) blocks, 225th to 224th is 431' and includes the green spine crossing in the middle, 225th to 228th is 907' and spans three blocks.</p> <p>In review, the intersection spacings of the project do conform with the Public Works Standards, Resolution R2010-431 and the SMC 21B.030.040. The Public Works Standards call out the minimum intersection spacings for an arterial to be 200' which is confirmed in all locations. Resolution R2010-431 calls out specific intersection spacing requirements by reference, within the Town Center to be between 250' min and 350' max. There is only one location that falls outside this limit, and that is between 225th and 224th. However, between both these intersections is the Green Spine and pedestrian crossing which does fall under an acceptable criterial based on SMC 21B.030.040(3). As per the code, the acceptable criteria is SMC 21B.030.040(3)(b) A departure provides the opportunity for a public open space or other public amenity that would otherwise not be possible. In this specific location the width of the Green Spine creates the spacing to exceed the 350'. As per the code section, the departure is permitted within the TC-A zone subject to the unified zone development plan approval process.</p> <p>References</p> <ul style="list-style-type: none"> *SE 4th Intersection Spacing Graphic *Figure #35 Town Center Open Space Strategy <p>Updated following 5/29/20 meeting:</p> <p>Per Figure #35 Town Center Plan Open Space Strategy, it is possible for STCA to plan for a new trail and associated crossing at SE 4TH Street between 224TH AVE SE and 222ND PL SE to comply with the block and/or intersection length requirements defined by code. Requirements for proposed trails can be found at SMC 21B.30.170. For this location, analysis would be required based upon the type of use, width of SE 4TH Street, traffic gaps available for the trail crossing, traffic volumes and traffic speed. The trail would be required to be designed and built per AASHTO standards and be ADA compliant.</p>

Alley and Road Intersection

Thursday, May 28, 2020 1:17 PM



RIGHT OF WAY USE AND INDEMNIFICATION AGREEMENT

This Right of Way Use and Indemnification Agreement is entered into by and between the City of Sammamish, Washington, a municipal corporation (the “City”), and Sammamish Sky Apartments, LLC (“Property Owner”), for use of the City’s right-of-way.

WHEREAS, Property Owner is the owner of Sky at Sammamish Village, 22256 SE 4th Street in Sammamish, Washington, King County Tax Parcel Number 7527050030 (“the Property”); and

WHEREAS, Property Owner has requested use of a portion of the City’s right-of-way along 225th Place SE and SE 4th Street (“the right-of-way”), adjacent to the Property, to be used for a cornice connected to the SKY Apartments; and

WHEREAS, Property Owner has already constructed the cornice connected to the SKY Apartments which encroaches on the right-of-way; and

WHEREAS, removal of the cornice connected to the SKY Apartments is not desirable; and

WHEREAS, Sammamish Municipal Code (“SMC”) 14.30.060 allows the long-term use of the City’s right-of-way, subject to the issuance of a permit by the City; and

WHEREAS, in exchange for the right to use the City’s right-of-way for the purpose described above, Property Owner agrees to maintain the cornice and indemnify the City for such use;

NOW, THEREFORE, in consideration of the mutual benefits and conditions described herein, the parties agree as follows:

A. Authorized Use. Property Owner is authorized to use the City’s right-of-way for the cornice connected to the SKY Apartments within the City’s right-of-way, provided Property Owner complies with the following conditions:

1. Property Owner agrees to obtain all necessary permits and authorizations required by the City.
2. Property Owner agrees to pay for all permits and authorizations required by the City.
3. Any additional uses not specified within this Agreement shall require prior approval by the City.

4. If the cornice connected to the SKY Apartments is destroyed or damaged, Property Owner will be responsible to repair or remove the cornice at Property Owner's sole expense. Any repairs will be reviewed by a structural engineer and will not encroach further upon the City's right-of-way. Any permits required for any repairs will be obtained by and paid for by Property Owner.

5. Property Owner agrees there will be no further encroachments into the City's right-of-way.

B. Termination/Modification of Agreement.

1. At any time the City deems the area being leased is necessary for public benefit, this Agreement may be terminated by the City and Property Owner shall be required, at Property's Owner's sole expense, to move their facilities from the City's right-of-way; provided, that the City shall provide Property Owner with thirty (30) days' written notice of the City's intention to terminate. Should Property Owner: 1) fail to maintain the City's right-of-way in compliance with local, state and federal law; and 2) fail to maintain insurance coverage, the City shall have the right to terminate this Agreement immediately.

2. The City may revoke, annul, change, amend, amplify, or terminate this Agreement, or any of the conditions herein enumerated, if Property Owner fails to comply with any or all of its provisions or, through willful or unreasonable neglect, fails to comply with notices given by the City, or if the work identified herein is not installed, operated or maintained in conformity with the terms and conditions of this Agreement.

3. Upon termination of this Agreement, Property Owner shall ensure that no debris, soil, or rubble is located in the right-of-way. In the event of noncompliance, the City may remove the items and bill Property Owner for the cost of removal and disposal.

C. Indemnification. Property Owner shall defend, indemnify and hold the City, its officers, officials, employees and volunteers harmless from any and all claims, injuries, damages, losses or suits, including attorneys' fees, arising out of or in connection with activities or operations performed by Property Owner or on Property Owner's behalf pursuant to this Agreement or which in any way arise from the use of the City's right-of-way by Property Owner or Property Owner's invitees, except for injuries and damages caused by the sole negligence of the City.

D. Insurance. Property Owner shall procure and maintain for the duration of this Agreement, insurance against claims for injuries to persons or damage to property which may arise from or in connection with operations or activities performed by or on Property Owner's behalf pursuant to this Agreement. Property Owner's maintenance of insurance as required by the agreement shall not be construed to limit the liability of Property Owner to the coverage provided by such insurance, or otherwise limit the City's recourse to any remedy available at law or in equity. Property Owner shall obtain insurance of the types, amounts, and coverage described below:

1. Commercial General Liability insurance shall be at least as broad as Insurance Services Office (ISO) occurrence form CG 00 01 and shall cover liability arising from operations, products-completed operations, and stop-gap liability. There shall be no exclusion for liability arising from explosion, collapse or underground property damage. The City shall be named as an additional insured under Property Owner's Commercial General Liability insurance policy using ISO Additional Insured-State or Political Subdivisions-Permits CG 20 12 or a substitute endorsement providing at least as broad coverage. Commercial General Liability insurance shall be written with limits no less than \$1,000,000 each occurrence, \$2,000,000 general aggregate and a \$2,000,000 products-completed operations aggregate limit.

2. Automobile Liability insurance covering all owned, non-owned, hired and leased vehicles. Coverage shall be at least as broad as Insurance Services Office (ISO) form CA 00 01. Automobile Liability insurance with a minimum combined single limit for bodily injury and property damage of \$1,000,000 per accident.

Property Owner's Commercial General Liability insurance policy or policies are to contain, or be endorsed to contain that they shall be primary insurance as respect the City. Any Insurance, self-insurance, or self-insured pool coverage maintained by the City shall be excess of the Applicant's insurance and shall not contribute with it. Insurance is to be placed with insurers with a current A.M. Best rating of not less than A:VII. Property Owner shall furnish the City with original certificates and a copy of the amendatory endorsements, including the additional insured endorsement, evidencing the insurance requirements of Property Owner prior to Property Owner's use of the City's right-of-way under this Agreement. Property Owner shall provide the City with written notice of any policy cancellation, within two (2) business days of their receipt of such notice. Failure on the part of Property Owner to maintain the insurance as required shall constitute a material breach of this Agreement, upon which the City may, after giving five (5) business days' notice to Property Owner to correct the breach, immediately terminate this Agreement, at its discretion, procure or renew such insurance and pay any and all premiums in connection therewith, with any sums so expended to be repaid to the City on demand. If Property Owner maintains higher insurance limits than the minimums shown above, the City shall be insured for the full available limits of Commercial General and Excess or Umbrella liability maintained by Property Owner, irrespective of whether such limits maintained by Property Owner are greater than those required by this Agreement or whether any certificate of insurance furnished to the City evidences limits of liability lower than those maintained by Property Owner.

E. Maintenance. Property Owner agrees to maintain the City's right-of-way consistent with the uses described in this Agreement and pursuant to approval by the City of such maintenance.

F. Entire Agreement. This Agreement contains the entire agreement between the parties and no other agreements, oral or otherwise, regarding the subject matter of this Agreement, shall be deemed to exist or bind any of the parties hereto. Either party may request changes in this Agreement.

Proposed changes which are mutually agreed upon shall be incorporated by written amendments to this Agreement.

G. Applicable Law; Venue; Attorneys' Fees. This Agreement shall be governed by and construed in accordance with the laws of the State of Washington. In the event any suit, arbitration, or other proceeding is instituted to enforce any term of this Agreement, the parties specifically understand and agree that venue shall be properly laid in King County, Washington. The prevailing party in any such action shall be entitled to its attorneys' fees and costs of suit.

H. Assignment and Third-Party Beneficiaries. Property Owner shall not assign any portion of the terms contemplated by this Agreement without the prior written consent of the City, which shall not be unreasonably withheld or delayed. This Agreement is for the benefit of the parties hereto only and is not intended to benefit any other person or entity, and no person or entity not a signatory to this Agreement shall have any third-party beneficiary or other rights whatsoever under this Agreement. No other person or entity not a party to this Agreement may enforce the terms and provisions of this Agreement.

I. Police Power. Nothing in this Agreement shall be construed to diminish, restrict or limit the police powers of the City granted by the Washington State Constitution or by general law.

J. Notices. Notices to the City shall be sent to the following address:

Melonie Anderson
City Clerk, CMC
City of Sammamish
801 228th Avenue SE
Sammamish, WA 98075

Notices to Property Owner shall be sent to the following address:

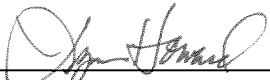
Kim Faust
Sammamish Sky Apartments, LLC
12332 NE 115th Place
Kirkland, WA 98033

K. Severability. Any provision or part of this Agreement held to be void or unenforceable under any law or regulation shall be deemed stricken and all remaining provisions shall continue to be valid and binding upon the City and Property Owner, who agree that this

Agreement shall be reformed to replace such stricken provision or part with a valid and enforceable provision that comes as close as reasonably possible to expressing the intent of the stricken provision.

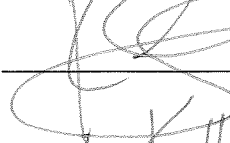
DATED this 2nd day of May 2018.

CITY OF SAMMAMISH, WASHINGTON


Lyman Howard, City Manager

PROPERTY OWNER


Samamish Sky Apartments, LLC

, President of Manager
Name: Kelly Price
Title: President of Manager

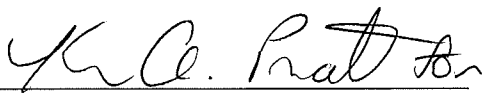
Date: ~~4/11/2018~~ 5/11/2018

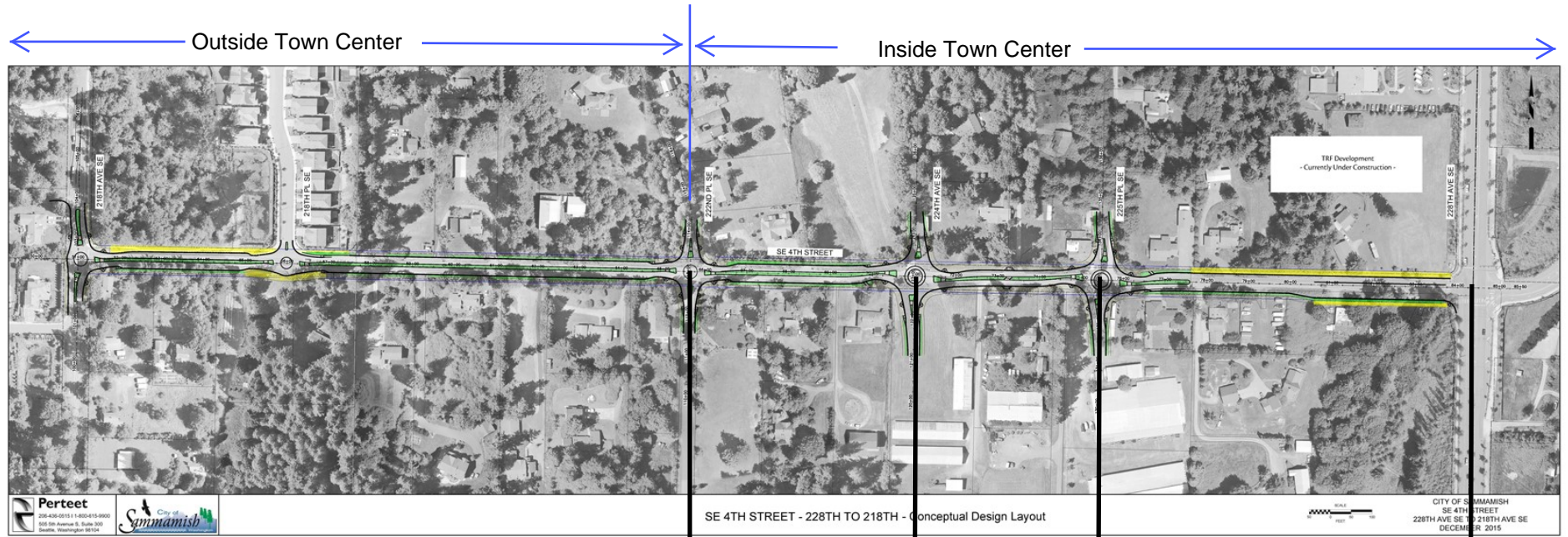
Date: 5-2-18

Attest/Authenticated:


Melonie Anderson, City Clerk

Approved as To Form:


City Attorney



SE 4TH STREET - 228TH TO 218TH - Conceptual Design Layout		
222nd-224th=531'	225th-224th=431'	225th-228th=907'
Length = 2 Blocks	Length = 1 Block	Length = 3 Blocks

PWS

Chapter 13: Intersection Design

13.3 Minimum Spacing Between Blocks =200'

TOWNCENTER DEVELOPMENT CODE

21B.030.040 Site Planning –Street Layout

(3)Maximum Block Dimension for Individual Development = 480'

Departures are permitted in the TC-A zones subject to unified zone development plan approval and compliance with the Town Center’s Plans goals and policies. Departures for streets in all other Town Center zones shall be considered by the director based on one or more criteria listed below

(b) A departure provides the opportunity for a public open space or other public amenity that would otherwise not be possible.

Green Spine
Mid Point
(b)

RESOLUTION R2010-431

Table 1: Interim Town Center Design Standards

Collector Arterial (SE4th) Min Spacing =250',
Max Spacing=350'



Department of Community Development

801 228th Avenue SE ■ Sammamish, WA 98075 ■ phone: 425-295-0500 ■ fax: 295-295-0600 ■ web: www.sammamish.us

Meeting Minutes

Meeting Information

Project Name: STCA Follow Up Meeting
Location: GoToMeeting
Date: June 1, 2020
Time: 10:00 – 11:00 a.m.

Objective

The purpose of this meeting was to discuss STCA's four (4) follow up questions from Review #1 Comment Letter related to the Green Spine.

Meeting Minutes

- The Applicant and Staff reviewed and discussed the City Response Matrix. The matrix was updated following the meeting. See attached matrix for final review comments.
- The Applicant inquired about the process of discussing future partnership agreements related to the Green Spine. Staff has provided a follow-up response which is included in the updated matrix attached to these minutes.

Attendance

Kellye Hilde, Deputy Director	khilde@sammamish.us
Chris Hankins, Senior Planner	chankins@sammamish.us
Darci Donovan, Project Coordinator	ddonovan@sammamish.us
Andrew Zagars, City Engineer	azagars@sammamish.us
Stephen Noeske, Sr. Development Review Manager	snoeske@sammamish.us
Greg Tauscheck, Development Review Engineer	gtauscheck@sammamish.us
Matthew Samwick, STCA	matt@innovationrealtypartners.com
Peter Brennan, STCA	pete@innovationrealtypartners.com
Lafe Hermansen, Core Design	lbh@coredesigninc.com
Lindsey Solorio, Core Design	lbs@coredesigninc.com
Larry Zinser, Shook Kelley	larryzinser@shookkelley.com

STCA Questions - City Response Matrix (see comments in blue)

June 1, 2020 Meeting

Question	Subject	STCA Questions	City Response
1	PRKS	We would like to clarify the City's comments about the location of the City Square. The TCIP shows different potential conceptual locations, with the understanding that the City Square would be on public property acquired by the City. See TCIP pages 8, 13 & 14 and Adopted Town Center Plan Page 111. The City did not raise concerns about locating the City Square in the City-owned "notch" property when we presented this location during the pre-application process.	<p>The TCIP shows different potential conceptual locations for a City Square, all of them along SE 4th Street. (See page 7 of the TCIP)* This is intended to serve as the Primary open space, with the Secondary open space extending north and south of this square. (See page 11 of the TCIP). While it is referred to as the "City Square" there is no mention of an understanding that the City Square would be on public property acquired by the City. The city-owned parcel falls within what is described as the Green Spine (Page 7) of the TCIP and serves as the Secondary open space (page 11 of the TCIP). During the pre-application process, locations of the City Square in the city-owned "notch" property were considered, subject to an MOU and subsequent developers agreement with the City. To date, we are not aware of any discussions to this effect between the developer and the City.</p> <p>References: * Pre-Application Meeting Notes dated May 23, 2019 (page 5 - comment 4a, page 11 - comment 5a, d, g, and page 19-comment 4, 5, 12, 13) * UZDP2019-00562 Plan Set Review Comments (176, 185, etc.) * UZDP2019-00562 Design Companion Review Matrix (1, 5, 12, 55, 62, etc.) * Page 7 of TCIP (The central form-giving feature of Town Center is "City Square". Centrally located and adjoining SE 4th Street, this highly public civic open space establishes the scale, character, and function of the Core area. At approximately 300 feet per side.....) * SMC 21B.30.090(4) and SMC 21B.95.050</p> <p>Updated following 6/1/20 meeting: As discussed at the meeting and as referenced in the Preapplication Meeting Notes dated May 23, 2019, an agreement related to the Green Spine (City Square) needed to be negotiated and approved with the City prior to submitting an application. Additionally, SMC 21B.95.050(4)(a) describes the requirement of the central open space in the TC-A1 zone and SMC 21B.95.050(4)(c) requires the central open space to <u>connect directly to the Sammamish Commons.</u></p>
2	PRKS	We would like to understand the statements in the City's comment letter (page 4) about the hardscape elements, in light of the statement in the Green Spine Design Companion (page 10) that the Primary Zone is "significantly paved for intensive use" and the illustrations accompanying that statement.	<p>Provide calculations clearly on all plan sheets to ensure hardscape and softscape ratios of all zones are in conformance with ratios identified on page 18 of the TCIP.</p> <p>References: * Pre-Application Meeting Notes dated May 23, 2019 (page 3 - comment 1a, page 5 - comment 4d, e, and page 19 - comment 13) * UZDP2019-00562 Plan Set Review Comments (176, 183) * UZDP2019-00562 Design Companion Review Matrix (12) * SMC21B.95.050(1)(d)</p> <p>No update following 6/1/20 meeting.</p>
3	PRKS	As previously stated, we would like to clarify the City's comments (page 4-5) about public uses and public spaces in the designated Green Spine area.	<p>The plan set submitted did not identify business types that would front the green spine or if there is an intent to allocate outdoor space in the green spine for private use. Outdoor private seating or private space cannot be included as part of the overall Green Spine width. Without this information, the City is unable to confirm that the minimum width requirements of the Green Spine and sidewalks are met.</p> <p>References: * Pre-Application Meeting Notes dated May 23, 2019 (page 5 - comment 4a, d, and page 19 - comment 4, 5, 10) * UZDP2019-00562 Plan Set Review Comments (161, 162, 165) * UZDP2019-00562 Design Companion Review Matrix (60) * Town Center Infrastructure Plan (page 5, 11) * SMC21B.95.050(1)(d) * SMC 21B.30.160(1)(b)</p> <p>No update following 6/1/20 meeting.</p>

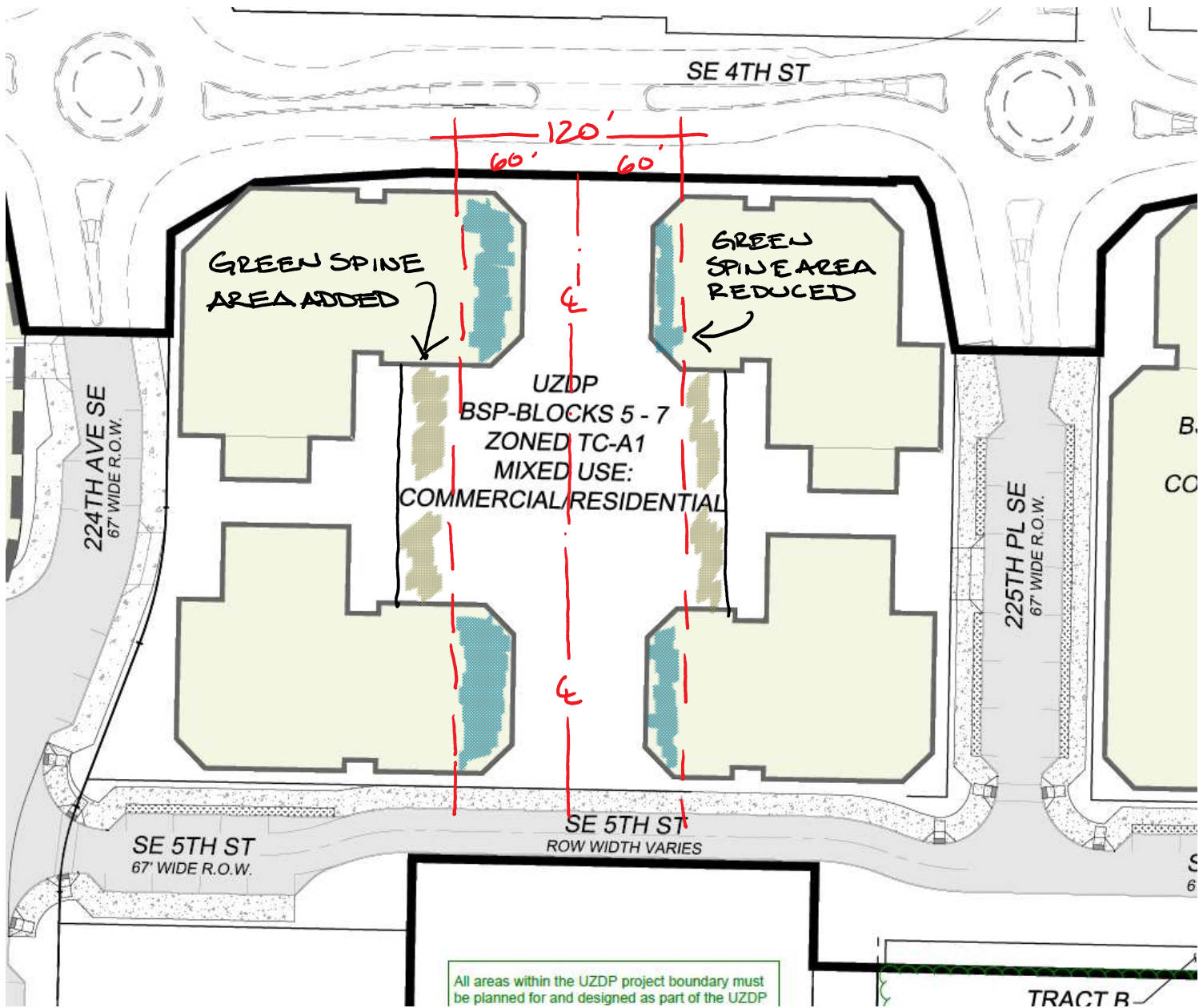
STCA Questions - City Response Matrix (see comments in blue)

June 1, 2020 Meeting

4	PRKS	Specifically with regard to public use, we would like to clarify how the width of the Green Spine is measured from the "average perimeter building face." (Please reference Town Center Infrastructure Plan, pages 17-19)	<p>The Town Center Infrastructure Plan describes the primary open space on page 17 and 18. The size of the primary open space is a minimum width of 40' and 200' maximum width measured from average perimeter building face. The City will follow-up with a description of "average perimeter building face" as part of the meeting minutes.</p> <p>References:</p> <ul style="list-style-type: none"> * Town Center Infrastructure Plan (page 17-18) * SMC 21B.95.040(3) * SMC 21B.95.050(4)g) * SMC 21B.30.090(1)(4) <p>Updated following 6/1/20 meeting: Refer to the Average Perimeter Building Face Measurement Graphic</p>
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Average Perimeter Building Face

Monday, June 1, 2020 1:02 PM



MEASURE FROM AVERAGE PERIMETER BUILDING FACE
 $40' \text{ MIN} + 200' \text{ MAX} = 240' / 2 = 120' \text{ AVERAGE WIDTH}$
REFERENCE: TCIP, PAGE 18

From: [Peter Brennan](#)
To: [Kellye Hilde](#)
Subject: STC - City Square - Parks Presentation
Date: Wednesday, July 31, 2019 3:18:57 PM
Attachments: [19_0726_STC_City_Square_DRAFT_In_Progress.pdf](#)

Kellye,

I hope all is well with you.

Please see the attached City Square presentation we look forward to reviewing with yourself and the Parks Department next week. There are some necessary technical details in the presentation that I will expand upon during next week's meeting, but I hope it makes sense in the meantime. Please feel free to get in touch with me if you have any questions prior to our scheduled meeting on the 7th. Thanks so much.

Best,
Peter Brennan
503-849-4233

From: [Kellye Hilde](#)
To: [Peter Brennan](#)
Cc: [Angie Feser](#); [Anjali Myer](#); [Andrew Zagars](#); [Cheryl Paston](#); [David Pyle](#); [Rick Rudometkin](#); [Avril Baty](#)
Subject: Town Center Green Spine Discussion
Date: Friday, August 2, 2019 4:04:00 PM
Attachments: [PRA2019-00180 - Preapplication Response Comments - Final highlighted.pdf](#)

Peter,

After further review, the draft design concept emailed to us on July 31, 2019 does not address the Preapplication Review Comments, dated May 23, 2019. Therefore, we are cancelling the meeting scheduled for August 7, 2019. Your design team must revisit the proposed concept and address all highlighted notes outlined in the attached preapplication review comments. Additionally, please provide a park and open space plan for all of Phase I development. It is not efficient for staff to review specific areas of the park and open space plan without understanding how it relates to the rest of the project site.

I also want to be clear that it has been communicated by staff numerous times over the last 3-years, as well as noted in our preapplication review response, that full street improvements including, but not limited to, all proposed roads, parking, and frontage improvements associated with private development are not allowed on city property. Private development proposed on city property will only be considered as part of an agreement approved by City Council.

Once the design concept has been thoroughly updated, you may then schedule a meeting to further discuss with staff. As a reminder, meeting materials must be provided to staff one week prior to the meeting.

Thanks,
Kellye

Kellye Hilde, ASLA

Planning Manager

Department of Community Development

Phone: 425.295.0582

Email: khilde@sammamish.us

From: [Peter Brennan](#)
To: [Kellye Hilde](#)
Cc: [Andrew Zagars](#)
Subject: STCA - PW - Meeting
Date: Thursday, September 5, 2019 9:59:14 AM

CAUTION: This email originated from outside the City of Sammamish. **Do not click links or open attachments** unless you recognize the sender and know the content is safe.

Kellye,

I bumped into Andrew yesterday at the Farmer's Market. We briefly discussed a few things and decided it would be best to have a meeting early next week to discuss a few site plan items as they relate to PW codes. Can you please organize a meeting for us for about an hour to review our site plan? I can be available Monday or Tuesday would be great, but I can make Wednesday work if that is first availability. Please advise. I will be traveling up for the meeting, so 10 AM is about the earliest I can get here successfully from Portland. Anything later will not be an issue.

Thanks and I look forward to hearing from you.

Best,
Peter

From: [Peter Brennan](#)
To: [Chris Hankins](#)
Cc: [Kellye Hilde](#)
Subject: STC - Meetings
Date: Friday, March 13, 2020 5:16:20 PM

[CAUTION - EXTERNAL EMAIL]

Chris,

I hope you are well. I left you a voicemail yesterday. I would like to coordinate on setting up meetings with appropriate City Staff to discuss the City responses to the following applications:

PSUB2019-00561
UZDP2019-00562
PSUB2019-00563
BSP2019-00564

Please advise at your earliest convenience. Have a nice weekend!

Best,
Peter

Please be aware that email communications with members of the City Council, City Commissioners, or City staff are public records and are subject to disclosure upon request.

From: [Chris Hankins](#)
To: [Peter Brennan](#)
Cc: [Kellye Hilde](#); [Darci Donovan](#)
Subject: RE: STC - Meetings
Date: Tuesday, March 17, 2020 11:35:50 AM
Attachments: [image001.png](#)
[image002.png](#)
[image003.png](#)

Peter,

Thanks for the message. Due to the COVID-19 situation and per current City policy, there will be no in person meetings scheduled to discuss the plan review comments/corrections issued by the City on March 10, 2020. Further, in reference to your request to have individual meetings to discuss comments/corrections provided for each of STCA's applications, the City will not accommodate this request. I suggest STCA be prepared for a single meeting in which you prioritize the most significant issues you have identified for discussion. The City has provided STCA a detailed comprehensive review of the application materials and provided these comments/corrections in an organized, useful, and efficient format. Meeting on each application is not an efficient way to utilize available time and resources. In addition, the City is not willing to "negotiate" in general over plan review comments/corrections nor design options for STCA's proposed project. It is the responsibility of STCA to provide a design that meets or exceeds the requirements of identified codes, regulations, and plans through this application process.


The City is able to setup a "go to meeting" and conduct meetings via teleconference. With current schedules, the earliest possible time to set up a conference call with STCA will be the week of March 22nd – March 27th. I am happy to work with you on some options for scheduling this teleconference with the appropriate staff. Finally, before the City schedules a teleconference with STCA, the identified gap between plan review deposits and actual hours will need to be reconciled. There will be an amount due to continue the review process and the development review staff is working on identifying this difference. The City will provide STCA an invoice for services provided the week of March 22nd – March 27th. Please understand that there may be some delays because the City is currently in the process of updating its permit software which includes application fees and management of deposits for land use applications.

Again, thank you for the message. I hope this provides clear direction on addressing plan review comments/corrections for STCA's project proposal. If you have further questions don't hesitate to contact me as indicated below.

Best Regards,

Chris

Chris Hankins | Senior Planner | City of Sammamish

 425-295-0547

 chankins@sammamish.us



www.sammamish.us

From: Peter Brennan <pete@innovationrealtypartners.com>
Sent: Friday, March 13, 2020 5:16 PM
To: Chris Hankins <CHankins@sammamish.us>
Cc: Kellye Hilde <khilde@sammamish.us>
Subject: STC - Meetings

[CAUTION - EXTERNAL EMAIL]

Chris,

I hope you are well. I left you a voicemail yesterday. I would like to coordinate on setting up meetings with appropriate City Staff to discuss the City responses to the following applications:

PSUB2019-00561
UZDP2019-00562
PSUB2019-00563
BSP2019-00564

Please advise at your earliest convenience. Have a nice weekend!

Best,
Peter

Please be aware that email communications with members of the City Council, City Commissioners, or City staff are public records and are subject to disclosure upon request.

From: [Chris Hankins](#)
To: [Peter Brennan](#)
Cc: [David Pyle](#); [Kellye Hilde](#); [Darci Donovan](#); [Missy Marshall](#)
Subject: STCA Phase I - Plan Review Invoices for Balance Owed
Date: Tuesday, March 24, 2020 4:46:03 PM
Attachments: [PSUB2019-00561 Invoice.pdf](#)
[PSUB2019-00561 Invoice.pdf](#)
[BSP2019-00564 Invoice.pdf](#)
[image001.png](#)
[image002.png](#)
[image003.png](#)

Peter,

I hope all is well during this challenging time. As promised in my previous email, the deposits for review of land use applications **PSUB2019-00561**, **UZDP2019-00562** and **BSP2019-00564** have been exhausted and have outstanding balances. Attached you will find an invoice for each application. Please remit payment at your earliest convenience. **Checks only must be mailed along with copy of invoice to:**

City of Sammamish
Attn: Permit Center
801 228th AVE SE
Sammamish, WA 98075

Keep in mind that the amounts identified are required to be paid before the City can continue the review process of the applications which includes any associated correspondence or meetings to discuss the plan review comments to date.

As always, if you have any questions, please feel free to contact me at (425) 295-0547 or at chankins@sammamish.us.

Best Regards,

Chris

Chris Hankins | Senior Planner | City of Sammamish
☎ 425-295-0547
✉ chankins@sammamish.us
🖱 www.sammamish.us

Please be aware that email communications with members of the City Council, City Commissioners, or City staff are public records and are subject to disclosure upon request.

From: [Darci Donovan](#)
To: [Peter Brennan](#)
Cc: [Chris Hankins](#); [Kellye Hilde](#); [Tony Hudson](#)
Subject: Re: STCA Payment
Date: Thursday, April 16, 2020 2:41:10 PM
Attachments: [UZDP2019-00562 Invoice.pdf](#)

Peter,

Please disregard the attachment in the last email. Here is the UZDP invoice!! Sorry for the confusion!

Darci

From: Darci Donovan <ddonovan@sammamish.us>
Sent: Thursday, April 16, 2020 2:36 PM
To: Peter Brennan <pete@innovationrealtypartners.com>
Cc: Chris Hankins <CHankins@sammamish.us>; Kellye Hilde <khilde@sammamish.us>; Tony Hudson <thudson@sammamish.us>
Subject: Re: STCA Payment

Hi Peter,

It appears that Chris sent you 2 invoices for BSP2019-00564 inadvertently. I have attached the UZDP2019-00562 Invoice. I will apply the overage to the PSUB2019-00561 so there is additional review deposit available for that application. Sound good?

Please let me know if you have any questions.

Thank you,

Darci Donovan
Special Projects Coordinator
City of Sammamish

From: Peter Brennan <pete@innovationrealtypartners.com>
Sent: Thursday, April 16, 2020 1:08 PM
To: Darci Donovan <ddonovan@sammamish.us>
Cc: Chris Hankins <CHankins@sammamish.us>; Kellye Hilde <khilde@sammamish.us>; Tony Hudson <thudson@sammamish.us>
Subject: RE: STCA Payment

[CAUTION - EXTERNAL EMAIL]

Darci,

Thanks for the email. I simply processed the invoices attached to Chris' email. (I have attached the 03/24/2020 invoice correspondence from Chris Hankins to this email for your reference). The duplication did not make much sense to me, but there was not much information on the invoices so I just paid what was sent. I have no record of being sent an invoice for the UZDP.

Best,
Peter

From: Darci Donovan <ddonovan@sammamish.us>
Sent: Thursday, April 16, 2020 12:22 PM
To: Peter Brennan <pete@innovationrealtypartners.com>
Cc: Chris Hankins <CHankins@sammamish.us>; Kellye Hilde <khilde@sammamish.us>; Tony Hudson <thudson@sammamish.us>
Subject: Fw: STCA Payment

Hi Peter,
I hope you are doing well!! The city received a check today in the amount of \$6,149.12. The check referenced PSUB2019-00561 and BSP2019-00564. This amount does not equal \$5,156.00. The overage is \$993.12. (appears this amount was calculated twice in error). Would you like me to apply this overage to additional review deposit for PSUB2019-00561?

I will assume that the UZDP2019-00562 check was sent separately. Please confirm.

Invoice Amounts:

PSUB2019-00561	\$993.12
UZDP2019-00562	\$36,830.80
BSP2019-00563	\$4,162.88

Please let me know how you would like us to process the payment received.

Thank you and be well,

Darci Donovan
Special Projects Coordinator
City of Sammamish

Please be aware that email communications with members of the City Council, City Commissioners, or City staff are public records and are subject to disclosure upon request.

From: [Chris Hankins](#)
To: [Peter Brennan](#)
Cc: [Darci Donovan](#); [Miryam Laytner](#); [Kellye Hilde](#)
Subject: RE: STC - Discussion Items
Date: Friday, May 1, 2020 10:13:37 AM
Attachments: [image001.png](#)
[image002.png](#)
[image003.png](#)

Hi Peter,

I hope all is well with you and your family. I apologize for taking so long to get back to you. I set this one aside and forgot to get back to it. I am happy to schedule some a time to discuss via phone or video conference to discuss further. Otherwise, here are my quick responses to your questions:

For Type 3 Land Uses applications, the City's Hearing Examiner conducts a hearing to apply general policies and regulations adopted by the City Council to specific proposals or situations. Hearings are conducted about land use applications and appeals from decisions of other City departments. Public hearings are conducted by the Hearing Examiner to determine facts and hear arguments as to how existing laws, ordinances, and the SMC apply to the land use application or other matters being considered. Participants use the hearing to provide relevant information and express points of view. Submissions may be presented orally or in writing. The City's Hearing Examiner recommendation or decision must be consistent with the pertinent law. The most useful testimony at hearings, therefore, focuses on whether the matter complies with the particular statutes, ordinances, and policies that govern the type of action proposed. Testimony and argument are most useful if they show how a specific statute, ordinance, or section of the SMC apply to the proposal or situation. In this case, the Hearing Examiner's report will be the final decision that may be appealed to Superior Court.

Regarding any proposed variances or deviations from the SMC or Public Works Standards it is important to clarify the difference between the two requests. Variances are associated with requests to relax the standards called out in the SMC which requires a decision from the Hearing Examiner. Deviations which are associated with relaxing the adopted Public Works Standards are decisions issued by the City Engineer. They will be referenced in the staff analysis that goes to the Hearing Examiner for a decision, however the City Engineer needs sufficient information to make that decision early in the review process. The City Engineer will make a decision in support or not of the request which is appealable to the City's Hearing Examiner. The City Engineer reviewed the requests with the initial application and determined that additional information will be needed before they can issue a decision on the multiple deviation requests or make a recommendation on the single variance request.

I hope this helps with your questions. Again, if you want to discuss further we can schedule a time for a conference call.

Best Regards,

Chris

Chris Hankins | Senior Planner | City of Sammamish

☎ 425-295-0547

✉ chankins@sammamish.us

🖱 www.sammamish.us

From: Peter Brennan <pete@innovationrealtypartners.com>

Sent: Wednesday, April 22, 2020 4:28 PM

To: Chris Hankins <CHankins@sammamish.us>

Cc: Darci Donovan <ddonovan@sammamish.us>; Kellye Hilde <khilde@sammamish.us>

Subject: STC - Discussion Items

[CAUTION - EXTERNAL EMAIL]

Chris,

I hope this email finds you well and safe.

I have some items that I would like to discuss:

1. Type 3 review process
2. The following quote: "Applicant has requested a variance from the Code which requires a decision from the Hearing Examiner. Public Works can provide a sound engineering decision once a decision has been rendered. Additional information will be needed before Public Works can comment."

Finally, we received invoices from the City regarding plan review overages for PSUB2019-2016 and BSP2019-00564 on 3/24/2020. These were paid on 4/14/2020. Subsequently, we received the UZDP invoice for plan review overages on 4/16/2020. It is our intention to get this balance paid next week.

Please let me know when you have a moment to chat.

Best,

Peter

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From: [Peter Brennan](#)
To: [Chris Hankins](#)
Cc: [David Pyle](#); [Kellye Hilde](#)
Subject: UZDP2019-00562, PSUB2019-00563, PSUB2019-00561, and BSP2019-00564 - Plan Review Outstanding Balances
Date: Tuesday, May 5, 2020 12:43:43 PM

[CAUTION - EXTERNAL EMAIL]

Dear Chris:

I am writing to provide an update on our payment of plan review fees.

(1) Below is a summary of the total plan review fees paid at intake on November 4, 2020, when the applications were submitted.

\$28,604.00	PSUB2019-00561
\$13,490.00	UZDP2019-00562
\$24,612.00	PSUB2019-00563
\$3,369.00	BSP2019-00564
TOTAL:	\$70,075

(2) Since that date, we have been charged the following additional plan review fees:

\$993.12	PSUB2019-00561
\$36,830.80	UZDP2019-00562
\$4,162.88	BSP2019-00563
TOTAL:	\$41,986.80

Today the City should receive a check for \$35,837.68 to cover the remaining unpaid balance for UZDP2019-00562. This will bring the total of plan review fees paid to date to **\$112,061.80**. As you might imagine, we are concerned about the additional charges that have already accrued.

By way of example, the additional charges for the UZDP application total to \$36,830. At an hourly rate of \$136/hour, this additional amount is equal to approximately 270 additional review hours beyond what was covered by the initial deposit. Under the City's Master Fee Schedule, the Planning Department was to notify us if the initial deposit was expended, and then an additional deposit was to be requested "in the amount estimated by the Community Development Director rounded to the nearest 10-hour increment." We did not receive such notification in accordance with the City's permit fee procedures, and thus were unaware that the City had exceeded the initial deposit by such a significant amount, and had no idea how much more time would be needed.

We are also concerned that the City's invoices provide very little information about the additional hours not covered by the initial deposit. The City's invoices do not specify the date the review fees were incurred, the number of hours, or the name or title of the staff reviewer who performed the review. The City has engaged several outside consultants to assist in the review, but we have no information about the consulting services actually provided, or whether their hourly rate is consistent with the City's Master Fee Schedule.

As a matter of fairness and transparency we would appreciate more information in future invoices as well as the backup information for what we have been charged and now paid. We believe it is reasonable for the City's invoices to provide, at a minimum, the name of the reviewer, the number of hours, the date, and the general scope of work. We assume reviewers provide this information to the Community Development Department when recording their time.

We are paying these additional charges but reserve our rights to pursue our concerns. Toward that end, we would appreciate a chance to talk with you about our request for additional documentation and what can be done to reasonably contain future plan review fees.

We appreciate your consideration of this request.

Sincerely,
Peter Brennan

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From: [Chris Hankins](#)
To: [Peter Brennan](#)
Cc: [David Pyle](#); [Kellye Hilde](#); [Darci Donovan](#)
Subject: RE: UZDP2019-00562, PSUB2019-00563, PSUB2019-00561, and BSP2019-00564 - Plan Review Outstanding Balances
Date: Tuesday, May 5, 2020 5:26:36 PM
Attachments: [image001.png](#)
[image002.png](#)
[image003.png](#)

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We would be happy to talk with you about your request for additional documentation and what perhaps listen to thoughts about future plan review fees. It is important to be mindful that the volume of comments that were provided to you and your team were a result of the significant amount of time necessary to adequately review the applications as submitted.

Hopefully this helps with your understanding. Thanks again for the message, and providing the additional plan review fees as required. Also, we will be scheduling a meeting late next week to review vehicular circulation alternatives and to clarify some of the plan review comments received to date per your request. Darci is working to set that up for us and look for a meeting invite in the next day or two.

Best Regards,

Chris

Chris Hankins | Senior Planner | City of Sammamish
📞 425-295-0547
✉️ chankins@sammamish.us

✦ www.sammamish.us

From: Peter Brennan <pete@innovationrealtypartners.com>
Sent: Tuesday, May 5, 2020 12:44 PM
To: Chris Hankins <CHankins@sammamish.us>
Cc: David Pyle <dpyle@sammamish.us>; Kellye Hilde <khilde@sammamish.us>
Subject: UZDP2019-00562, PSUB2019-00563, PSUB2019-00561, and BSP2019-00564 - Plan Review Outstanding Balances

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We appreciate your consideration of this request.

Sincerely,
Peter Brennan

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From: [Peter Brennan](#)
To: [Chris Hankins](#)
Cc: [Kellye Hilde](#); [David Pyle](#)
Subject: STC - Meeting Request
Date: Tuesday, May 5, 2020 4:18:38 PM

[CAUTION - EXTERNAL EMAIL]

Chris,

Per my earlier correspondence, we have now paid all outstanding permit review fees issued from the City. We would like to request a meeting as soon as possible to review vehicular circulation alternatives to our submitted plan and clarify a few plan review comments. . We are assuming this will be a Zoom meeting rather than in person due to Governor Inslee's May 4th extension of the Stay Home – Stay Healthy mandate to May 31, 2020 due to COVID-19.

Please let me know at your earliest convenience when we can get a meeting set up and the format.

Best,
Peter

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From: [Darci Donovan](#)
To: [Peter Brennan](#)
Cc: [Lafe Hermansen](#); [Chris Hankins](#); [Kellye Hilde](#)
Subject: Follow Up Meeting
Date: Thursday, May 7, 2020 1:57:08 PM
Attachments: [image001.png](#)
[image002.png](#)
[image003.png](#)
[image004.png](#)

Good afternoon Peter,

I have scheduled a Follow Up meeting via GoToMeeting for May 14th from 1-2 pm. Please confirm this time works for you and your team.

In the email below, you would like to review vehicular circulation alternatives and to clarify some of the plan review comments received. Please submit your Specific questions that need clarification from plan review comments including which project the question is associated with and any additional plans for vehicular circulation alternatives by end of day Monday to allow time for staff to review and prepare for this meeting.

I look forward to receiving your email by Monday. Let me know if you have any questions.

Thank you and have a great day!

Darci Donovan, CSM
Special Projects Coordinator
City of Sammamish | Community Development
Desk: 425.295.0530
[Facebook](#) | [Twitter](#) | [Instagram](#) | [YouTube](#)
<http://badgecert.com/BadgeCert-sig2.jpg>



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From: Chris Hankins <CHankins@sammamish.us>
Sent: Tuesday, May 5, 2020 5:27 PM
To: Peter Brennan <pete@innovationrealtypartners.com>
Cc: David Pyle <dpyle@sammamish.us>; Kellye Hilde <khilde@sammamish.us>; Darci Donovan

<ddonovan@sammamish.us>

Subject: RE: UZDP2019-00562, PSUB2019-00563, PSUB2019-00561, and BSP2019-00564 - Plan Review Outstanding Balances

Hi Peter,

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We would be happy to talk with you about your request for additional documentation and what perhaps listen to thoughts about future plan review fees. It is important to be mindful that the volume of comments that were provided to you and your team were a result of the significant amount of time necessary to adequately review the applications as submitted.

Hopefully this helps with your understanding. Thanks again for the message, and providing the additional plan review fees as required. Also, we will be scheduling a meeting late next week to review vehicular circulation alternatives and to clarify some of the plan review comments received to date per your request. Darci is working to set that up for us and look for a meeting invite in the next day or two.

Best Regards,

Chris

Chris Hankins | Senior Planner | City of Sammamish

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From: Peter Brennan <pete@innovationrealtypartners.com>
Sent: Tuesday, May 5, 2020 12:44 PM
To: Chris Hankins <CHankins@sammamish.us>
Cc: David Pyle <dpyle@sammamish.us>; Kellye Hilde <khilde@sammamish.us>
Subject: UZDP2019-00562, PSUB2019-00563, PSUB2019-00561, and BSP2019-00564 - Plan Review Outstanding Balances

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We appreciate your consideration of this request.

Sincerely,
Peter Brennan

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From: [Peter Brennan](#)
To: [Darci Donovan](#)
Cc: [Lafe Hermansen](#); [Chris Hankins](#); [Kellye Hilde](#)
Subject: RE: Follow Up Meeting
Date: Monday, May 11, 2020 4:59:51 PM
Attachments: [image004.png](#)
[image005.png](#)
[image006.png](#)
[image007.png](#)
[Final STCA Summary Letter_03102020.pdf](#)

[CAUTION - EXTERNAL EMAIL]

Darci,

Please see our list of questions below with reference to the City's Final Comment Letter. We look forward to discussing them with the City as we continue to work on our responses.

Questions:

(1) Pages 2 & 3: Our engineering team advises us that based on their experience the terms "intersection spacing" and "block length" are interchangeable and are measured from intersection midpoint to intersection midpoint. We would appreciate confirmation. (Both terms are used in the City's letter.)

(3) Page 2 & 3: We would appreciate understanding the City's views about intersection spacing between 150 feet and 250 feet, as allowed for certain streets in Section 13.3 of the 2016 Public Works Standards.

(4) Page 2: We would like to understand the reasons for the roundabout locations at the intersections of S.E. 4th Street and 224th and 225th. The distance is 428 feet. The Town Center Infrastructure Plan generally shows a distance of 285 lineal feet between those two roundabouts. The Applicant would like to better understand the planning and engineering reasons for the current location.

(5) Page 3: We would like to better understand the intent of the alley requirements in Section 9.3 of the 2016 Public Works Standards, referenced in the City's letter.

(6) Page 3: We would like to understand any Public Works concerns regarding vaults that handle both private and public storm water in the public ROW. Applicant's engineering team previously met with City Staff to review preliminary design for stormwater system siting public/private vaults in the public ROW. There were no objections to this design.

(6) Page 4: We would appreciate clarification of the statements on page 4 of the letter regarding public uses and the need to delineate "how the outdoor space allocated to businesses front the Green Spine as private space will interact with the public space."

We look forward to meeting on Thursday. Please let me know if you have any questions or

comments prior.

Best Regards,
Peter

From: Darci Donovan <ddonovan@sammamish.us>
Sent: Thursday, May 7, 2020 1:57 PM
To: Peter Brennan <pete@innovationrealtypartners.com>
Cc: Lafe Hermansen <lbh@coredesigninc.com>; Chris Hankins <CHankins@sammamish.us>; Kellye Hilde <khilde@sammamish.us>
Subject: Follow Up Meeting

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I look forward to receiving your email by Monday. Let me know if you have any questions.

Thank you and have a great day!

Darci Donovan, CSM
Special Projects Coordinator
City of Sammamish | Community Development
Desk: 425.295.0530
[Facebook](#) | [Twitter](#) | [Instagram](#) | [YouTube](#)
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Subject: RE: UZDP2019-00562, PSUB2019-00563, PSUB2019-00561, and BSP2019-00564 - Plan Review Outstanding Balances

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Cc: David Pyle <dpyle@sammamish.us>; Kellye Hilde <khilde@sammamish.us>
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From: [Darci Donovan](#)
To: [Peter Brennan](#); [Lafe Hermansen](#); [Holli Heavrin](#); [Larry Zinser](#); [Matthew Samwick](#)
Cc: [Kellye Hilde](#); [Chris Hankins](#); [Andrew Zagars](#); [Stephen Noeske](#); [Greg Tauscheck](#)
Subject: RE: STCA Follow Up Meeting Matrix
Date: Thursday, May 14, 2020 3:20:00 PM
Attachments: [STCA Questions_CityResponseMatrix_51420.pdf](#)
[image001.png](#)

Thank you for attending the meeting today. Attached please find the matrix that was reviewed and discussed at the meeting. We will be updating the response matrix and intend to send early next week along with meeting minutes.

Please let me know if you have any questions.

Thank you,

Darci Donovan, CSM
Special Projects Coordinator
City of Sammamish | Community Development
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<http://badgecert.com/BadgeCert-sig2.jpg>



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From: Darci Donovan
Sent: Thursday, May 14, 2020 10:48 AM
To: Peter Brennan <pete@innovationrealtypartners.com>; Lafe Hermansen <lbh@coredesigninc.com>; Holli Heavrin <hhh@coredesigninc.com>; Larry Zinser <larryzinser@shookkelley.com>; Matthew Samwick <matt@innovationrealtypartners.com>
Cc: Kellye Hilde <khilde@sammamish.us>; Chris Hankins <CHankins@sammamish.us>; Andrew Zagars <azagars@sammamish.us>; Stephen Noeske <SNoeske@sammamish.us>; Greg Tauscheck <GTauscheck@sammamish.us>
Subject: STCA Follow Up Meeting Agenda

Good morning,

Attached please find the agenda for today's GoToMeeting. We will review the city's response matrix during the meeting. The final response matrix along with meeting minutes will be sent after the meeting.

Be well,

Darci Donovan, CSM
Special Projects Coordinator
City of Sammamish | Community Development
Desk: 425.295.0530
[Facebook](#) | [Twitter](#) | [Instagram](#) | [YouTube](#)
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STCA Questions - City Response Matrix

May 14, 2020 Meeting

Question	Subject	Pages	STCA Questions	City Response
1	PW	2 & 3	Our engineering team advises us that based on their experience the terms “intersection spacing” and “block length” are interchangeable and are measured from intersection midpoint to intersection midpoint. We would appreciate confirmation. (Both terms are used in the City’s letter.)	The 2016 Public Works Standards Section 13.3 defines spacing as distance between adjacent intersecting streets measured from centerline to centerline. (GTauscheck) Intersection spacing is measured from intersection center to intersection center based on street classifications. This applies to block and alley lengths as well. (S Noeske)
2	PW	2 & 3	We would appreciate understanding the City’s views about intersection spacing between 150 feet and 250 feet, as allowed for certain streets in Section 13.3 of the 2016 Public Works Standards.	Intersection spacing (block lengths) are to be based on the more restrictive requirement when there is a conflict as directed by code. Therefore, the application of the Interim Street Standards for Sammamish Town Center (R2010-431) applies. Note, Section 13.3 of the 2016 Sammamish Public Works Standards lists intersection spacing based on street classifications which were not provided by STCA in their application. (S Noeske)
3	PW	2	We would like to understand the reasons for the roundabout locations at the intersections of S.E. 4th Street and 224th and 225th. The distance is 428 feet. The Town Center Infrastructure Plan generally shows a distance of 285 lineal feet between those two roundabouts. The Applicant would like to better understand the planning and engineering reasons for the current location.	The current roundabout location was based on what was established by the previous development pattern and reflects the existing geometry of the public right-of-way. The roundabout locations may be changed if the applicant chooses at their own expense to redesign the roundabout locations per the Interim Street Standards for Sammamish Town Center (R2010-431). (S Noeske)
4	PW	3	We would like to better understand the intent of the alley requirements in Section 9.3 of the 2016 Public Works Standards, referenced in the City’s letter.	Intersection spacing (block lengths and alley lengths) are to be based on the more restrictive requirement when there is a conflict as directed by code. Therefore, this requires the application of the Interim Street Standards for Sammamish Town Center (R2010-431). Section 9.3 of the 2016 Sammamish Public Works Standards does not apply. Note: Interim Street Standards for Sammamish Town Center G (TC) requires mid block pedestrian crossings for blocks extending more than 250 feet which was not addressed in the current proposal. Further, the proposal is required to not exceed a total of 30 units on any one alley. (S Noeske)
5	PW	3	We would like to understand any Public Works concerns regarding vaults that handle both private and public storm water in the public ROW. Applicant’s engineering team previously met with City Staff to review preliminary design for stormwater system siting public/private vaults in the public ROW. There were no objections to this design.	Staff is unaware of any meetings discussing placement of private storm facilities within the public right of way. In general, the City is not willing to take on the responsibility of treatment of contaminated private stormwater in a public system. Further, the applicant’s limited design did not provide sufficient information addressing KCSDM 5.1.3.1 Design Criteria, Access Requirements. Placement of the proposed public and private stormwater detention and water quality vaults within the right of way was discussed with the City's maintenance personnel. Public and private systems of this size located within the right of way will require traffic control and special equipment when the systems require maintenance. There are concerns with additional traffic delays and congestion maintaining such systems. City staff does not have the necessary equipment nor the number of personnel necessary for this type of maintenance. (S Noeske)
6	PLN	4	We would appreciate clarification of the statements on page 4 of the letter regarding public uses and the need to delineate “how the outdoor space allocated to businesses front the Green Spine as private space will interact with the public space.”	Further coordination is required between STCA and the City to determine how the private and public space will interact. It is likely a developer’s agreement with the City is necessary to establish this partnership. The adopted Town Center Plan and development regulations provide guidance and requirements regarding the land use adjacent to or associated with the Green Spine. The site plans show areas of the Green Spine open space for private benefit. The calculations for open space need to be consistent throughout the plan set (CHankins).

From: [Darci Donovan](#)
To: [Peter Brennan](#); [Lafe Hermansen](#); [Holli Heavrin](#); [Larry Zinser](#); [Matthew Samwick](#)
Cc: [Kellye Hilde](#); [Chris Hankins](#); [Andrew Zagars](#); [Stephen Noeske](#); [Greg Tauscheck](#)
Subject: RE: STCA Follow Up Meeting Minutes and Updated Matrix
Date: Tuesday, May 19, 2020 1:49:00 PM
Attachments: [image001.png](#)
[STCA Questions CityResponseMatrix 51220 Final.pdf](#)
[STCA Follow Up Meeting Minutes 5142020.pdf](#)

Good afternoon,

Attached please find the May 14, 2020 STCA Follow Up Meeting Minutes and Updated Matrix.
Please let us know if you have any questions.

Thank you,

Darci Donovan, CSM
Special Projects Coordinator
City of Sammamish | Community Development
Desk: 425.295.0530
[Facebook](#) | [Twitter](#) | [Instagram](#) | [YouTube](#)
<http://badgecert.com/BadgeCert-sig2.jpg>



During the COVID-19 outbreak, I am working remotely from City Hall.

My scheduled work hours are Monday through Friday, from 8:00 AM to 4:30 PM.

From: Darci Donovan
Sent: Thursday, May 14, 2020 3:18 PM
To: Peter Brennan <pete@innovationrealtypartners.com>; Lafe Hermansen <lbh@coredesigninc.com>; Holli Heavrin <hhh@coredesigninc.com>; Larry Zinser <larryzinser@shookkelley.com>; Matthew Samwick <matt@innovationrealtypartners.com>
Cc: Kellye Hilde <khilde@sammamish.us>; Chris Hankins <CHankins@sammamish.us>; Andrew Zagars <azagars@sammamish.us>; Stephen Noeske <SNoeske@sammamish.us>; Greg Tauscheck <GTauscheck@sammamish.us>
Subject: RE: STCA Follow Up Meeting Matrix

Thank you for attending the meeting today. Attached please find the matrix that was reviewed and discussed at the meeting. We will be updating the response matrix and intend to send early next week along with meeting minutes.

Please let me know if you have any questions.

Thank you,

Darci Donovan, CSM
Special Projects Coordinator
City of Sammamish | Community Development
Desk: 425.295.0530
[Facebook](#) | [Twitter](#) | [Instagram](#) | [YouTube](#)
<http://badgecert.com/BadgeCert-sig2.jpg>



During the COVID-19 outbreak, I am working remotely from City Hall.

My scheduled work hours are Monday through Friday, from 8:00 AM to 4:30 PM.

From: Darci Donovan
Sent: Thursday, May 14, 2020 10:48 AM
To: Peter Brennan <pete@innovationrealtypartners.com>; Lafe Hermansen <lbh@coredesigninc.com>; Holli Heavrin <hkh@coredesigninc.com>; Larry Zinser <larryzinsler@shookkelley.com>; Matthew Samwick <matt@innovationrealtypartners.com>
Cc: Kellye Hilde <khilde@sammamish.us>; Chris Hankins <CHankins@sammamish.us>; Andrew Zagars <azagars@sammamish.us>; Stephen Noeske <SNoeske@sammamish.us>; Greg Tauscheck <GTauscheck@sammamish.us>
Subject: STCA Follow Up Meeting Agenda

Good morning,

Attached please find the agenda for today's GoToMeeting. We will review the city's response matrix during the meeting. The final response matrix along with meeting minutes will be sent after the meeting.

Be well,

Darci Donovan, CSM
Special Projects Coordinator
City of Sammamish | Community Development
Desk: 425.295.0530
[Facebook](#) | [Twitter](#) | [Instagram](#) | [YouTube](#)
<http://badgecert.com/BadgeCert-sig2.jpg>



During the COVID-19 outbreak, I am working remotely from City Hall.

STCA Questions - City Updated Response Matrix (see comments in blue)
May 14, 2020 Meeting

Question	Subject	Pages	STCA Questions	City Response
1	PW	2 & 3	Our engineering team advises us that based on their experience the terms “intersection spacing” and “block length” are interchangeable and are measured from intersection midpoint to intersection midpoint. We would appreciate confirmation. (Both terms are used in the City’s letter.)	The 2016 Public Works Standards Section 13.3 defines spacing as distance between adjacent intersecting streets measured from centerline to centerline. (GTauscheck) Intersection spacing is measured from intersection center to intersection center based on street classifications. This applies to block and alley lengths as well. (S Noeske)
2	PW	2 & 3	We would appreciate understanding the City’s views about intersection spacing between 150 feet and 250 feet, as allowed for certain streets in Section 13.3 of the 2016 Public Works Standards.	<p>Intersection spacing (block lengths) are to be based on the more restrictive requirement when there is a conflict as directed by code. Therefore, the application of the Interim Street Standards for Sammamish Town Center (R2010-431) applies. Note, Section 13.3 of the 2016 Sammamish Public Works Standards lists intersection spacing based on street classifications which were not provided by STCA in their application. (S Noeske)</p> <p><u>Updated following 5/14/20 meeting:</u> There is some flexibility in code (see SMC 21B.30.040.3), regarding block dimensions that may help with the questions regarding block length and intersection spacing for alleys for property in the TC-A1 Zone. The code reference is as follows: (3) Maximum Block Dimensions for Individual Development. For an individual development, unless otherwise stated in a unified zone development plan, the maximum block length in any direction is 480 feet and maximum block perimeter is 1,400 feet. Departures are permitted in the TC-A zones subject to unified zone development plan approval and compliance with the Town Center Plan’s goals and policies. Departures for streets in all other Town Center zones shall be considered by the director based on one or more criteria listed below.</p> <p>(a) Topography, right-of-way, existing construction or physical conditions, or other geographic conditions impose an unusual hardship on the project applicant, and an equivalent alternative which can meet the Town Center Plan’s goals and policies is available; (b) A departure provides the opportunity for a public open space or other public amenity that would otherwise not be possible; (c) The location of institutional or other similar uses requires a larger block size; and/or (d) A private internal road(s) or pedestrian route may be used to meet cross circulation standards as determined by the director per the following: (i) Adjacent properties do not rely on applicable roadway for primary vehicular access; (ii) Roadway should be designed to look and function like public streets (planting strips, street trees, sidewalks, and parallel parking, where appropriate per the director); and (iii) Roadway or pedestrian route shall be accessible to the public.</p> <p>To request such departures, a detailed narrative should be provided addressing the criteria above with the resubmittal for Phase I.</p>

STCA Questions - City Updated Response Matrix (see comments in blue)

May 14, 2020 Meeting

3	PW	2	<p>We would like to understand the reasons for the roundabout locations at the intersections of S.E. 4th Street and 224th and 225th. The distance is 428 feet. The Town Center Infrastructure Plan generally shows a distance of 285 lineal feet between those two roundabouts. The Applicant would like to better understand the planning and engineering reasons for the current location.</p>	<p>The current roundabout location was based on what was established by the previous development pattern and reflects the existing geometry of the public right-of-way. The roundabout locations may be changed if the applicant chooses at their own expense to redesign the roundabout locations per the Interim Street Standards for Sammamish Town Center (R2010-431). (S Noeske)</p> <p><u>Updated following 5/14/20 meeting:</u> The block dimensions were also established through the planning efforts for the Town Center Plan and the integration of the open space corridor known as the Green Spine. There appears to be an opportunity for the applicant to utilize the Green Spine into the site planning efforts as pedestrian crossings. In addition, see comments above pertaining to the "possible departures" from the code for street layout and site planning in the TC-A1 Zone. For such departures, the applicant shall demonstrate specifically how the departure facilitates a more creative, innovative, and superior design which advances the Town Center Plan and its goals and policies. The more specific goals and policies that can be identified, the stronger the request for a departure.</p>
4	PW	3	<p>We would like to better understand the intent of the alley requirements in Section 9.3 of the 2016 Public Works Standards, referenced in the City's letter.</p>	<p>Intersection spacing (block lengths and alley lengths) are to be based on the more restrictive requirement when there is a conflict as directed by code. Therefore, this requires the application of the Interim Street Standards for Sammamish Town Center (R2010-431). Section 9.3 of the 2016 Sammamish Public Works Standards does not apply. Note: Interim Street Standards for Sammamish Town Center G (TC) requires mid block pedestrian crossings for blocks extending more than 250 feet which was not addressed in the current proposal. Further, the proposal is required to not exceed a total of 30 units on any one alley. (S Noeske)</p> <p><u>Updated following 5/14/20 meeting:</u> In addition to the previous comments, intersection spacing and access management is critical to the design, implementation and management of entry and exit points (i.e., driveways, entrances or exits) between streets, alleys, and adjacent properties. These entry and exit points are required to be managed by careful planning regarding their location, the types of turning movements allowed, and if appropriate, traffic barriers that provide or prohibit access to the driveways. Developing and implementing effective access management is required per code and the Public Works Standards to provide effective access management strategies that promote or improve safety. This requires consideration of the location of driveways in the context of current and future access needs, current and future intersection operations, and mobility for pedestrians and bicyclists. The TC-A1 Zone is a dense urban environment with many turning movements and interactions with pedestrians and bicyclists. As mentioned before, any departures are required to demonstrate specifically how the departure facilitates a more creative, innovative, and superior design which advances the Town Center Plan and its goals and policies and provides a safe and efficient street system.</p>
5	PW	3	<p>We would like to understand any Public Works concerns regarding vaults that handle both private and public storm water in the public ROW. Applicant's engineering team previously met with City Staff to review preliminary design for stormwater system siting public/private vaults in the public ROW. There were no objections to this design.</p>	<p>Staff is unaware of any meetings discussing placement of private storm facilities within the public right of way. In general, the City is not willing to take on the responsibility of treatment of contaminated private stormwater in a public system. Further, the applicant's limited design did not provide sufficient information addressing KCSDM 5.1.3.1 Design Criteria, Access Requirements. Placement of the proposed public and private stormwater detention and water quality vaults within the right of way was discussed with the City's maintenance personnel. Public and private systems of this size located within the right of way will require traffic control and special equipment when the systems require maintenance. There are concerns with additional traffic delays and congestion maintaining such systems. City staff does not have the necessary equipment nor the number of personnel necessary for this type of maintenance. (S Noeske)</p>

STCA Questions - City Updated Response Matrix (see comments in blue)

May 14, 2020 Meeting

6	PLN	4	We would appreciate clarification of the statements on page 4 of the letter regarding public uses and the need to delineate “how the outdoor space allocated to businesses front the Green Spine as private space will interact with the public space.”	Further coordination is required between STCA and the City to determine how the private and public space will interact. It is likely a developer’s agreement with the City is necessary to establish this partnership. The adopted Town Center Plan and development regulations provide guidance and requirements regarding the land use adjacent to or associated with the Green Spine. The site plans show areas of the Green Spine open space for private benefit. The calculations for open space need to be consistent throughout the plan set (CHankins).
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Department of Community Development

801 228th Avenue SE ■ Sammamish, WA 98075 ■ phone: 425-295-0500 ■ fax: 295-295-0600 ■ web: www.sammamish.us

Meeting Minutes

Meeting Information

Project Name: STCA Follow Up Meeting
Location: GoToMeeting
Date: May 14, 2020
Time: 1:00 – 2:00 pm

Objective

The purpose of this meeting was to discuss STCA's six (6) follow up questions from Review #1 Comment Letter.

Meeting Minutes

- The meeting was recorded. To request a copy of the recorded meeting please contact Darci Donovan at ddonovan@sammamish.us.
- The Applicant and Staff reviewed and discussed the City Response Matrix. The matrix was updated following the meeting. See attached matrix for final review comments.
- The Applicant inquired about the process of discussing future partnership agreements related to stormwater and the Green Spine. Staff responded that those discussions would need to be coordinated with the City Managers Office, City Council, City Attorney, and the appropriate staff from Community Development, Public Works and Parks and Recreation.

Attendance

Kellye Hilde, Deputy Director	khilde@sammamish.us
Chris Hankins, Senior Planner	chankins@sammamish.us
Darci Donovan, Project Coordinator	ddonovan@sammamish.us
Andrew Zagars, City Engineer	azagars@sammamish.us
Stephen Noeske, Sr. Development Review Manager	snoeske@sammamish.us
Greg Tauscheck, Development Review Engineer	gtauscheck@sammamish.us
Matthew Samwick, STCA	matt@innovationrealtypartners.com
Peter Brennan, STCA	pete@innovationrealtypartners.com
Lafe Hermansen, Core Design	lbh@coredesigninc.com
Holli Heavrin, Core Design	hkh@coredesigninc.com

Larry Zinser, Shook Kelley

larryzinser@shookkelley.com

From: [Peter Brennan](#)
To: [Chris Hankins](#)
Cc: [Darci Donovan](#); [Kellye Hilde](#)
Subject: Follow Up
Date: Tuesday, May 19, 2020 8:51:23 AM

[CAUTION - EXTERNAL EMAIL]

Chris,

Thanks again for organizing a Go To Meeting last week with Planning and Public Works staff to review our submitted questions.

During that meeting, both the City and STCA agreed that additional meetings between STCA, Planning and Public Works would be very productive to discuss further questions regarding the street network design. We together further acknowledged that an ideal scenario would be to gather in a conference room to collaborate on the street network design.

In addition to the street network, we discussed the Green Spine and the need for further meetings and discussions with staff to advance this area of the application.

We are available to meet with staff as soon as staff is available.

Please advise at your earliest convenience.

Best,
Peter

Please be aware that email communications with members of the City Council, City Commissioners, or City staff are public records and are subject to disclosure upon request.

From: [Chris Hankins](#)
To: [Darci Donovan](#)
Subject: FW: UZDP2019-00562, PSUB2019-00563, PSUB2019-00561, and BSP2019-00564 - Revised Extension Request
Date: Thursday, May 21, 2020 10:02:50 AM
Attachments: [2020-05-21-STCA-Extension Request.pdf](#)

Here you go!

From: Peter Brennan <pete@innovationrealtypartners.com>
Sent: Thursday, May 21, 2020 8:37 AM
To: David Pyle <dpyle@sammamish.us>
Cc: Kellye Hilde <khilde@sammamish.us>; Chris Hankins <CHankins@sammamish.us>
Subject: UZDP2019-00562, PSUB2019-00563, PSUB2019-00561, and BSP2019-00564 - Revised Extension Request

[CAUTION - EXTERNAL EMAIL]

David,

I hope you and your family are well. Please see attached a revised request for an extension regarding our response submittal to the City's comments due June 8, 2020. We look forward to hearing back from you at your earliest convenience.

Best,
Peter Brennan
503.849.4233

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May 21, 2020

David Pyle
Director of Community Development
City of Sammamish
801 228th Avenue SE
Sammamish, WA 98075

Re: *UZDP2019-00562, PSUB2019-00563, PSUB2019-00561, and BSP2019-00564.*

Dear Mr. Pyle:

I am writing again to request an extension of the 90-day period to reply to the City's comment letter dated March 10, 2020. As requested in your letter of April 28, we are providing an update on progress to date and specific timetable for completing our responses for the specific reasons summarized below.

As we noted in our previous letter, the project team is working as diligently and expeditiously as possible to respond to the City's comments, despite the challenges posed by COVID 19. We have scheduled multiple video meetings and received detailed comments from our project team including our traffic, civil engineer, wetlands, design, and stormwater consultants. Despite the challenges of operating under a stay-at-home order—similar to what the City itself has stated it is experiencing—responses are well underway from all of them. For your reference, we attach our first extension request. Please note that we did provide in detail the problems and challenges experienced by members of our team. We also provided a specific example from Core Design, one of our planning firms.

Peter J. Brennan
Vice President and Senior Project Manager
Innovation Realty Partners, LLC

P 503.849.4233
E pete@innovationrealtypartners.com

We submitted our extension request on April 7, shortly after the magnitude of the impact of COVID 19 and the Governor's stay-at-home orders became clear to us and how it was affecting our ability to coordinate with the team. We received your letter in response three weeks later, on April 28, requesting "additional details specifying why the extension is needed."

We had previously requested a meeting with the City on March 13 to clarify plan review comments in the City's March 10 letter. We received correspondence back from the City stating that we could meet via Zoom after plan review balance overages were paid. After delays associated with obtaining final invoices from the City for these overage charges, final payment was then promptly made on May 5, 2020, and on that same date we reiterated our request for a meeting. On May 7, 2020, the City confirmed that we had a meeting scheduled with them for May 14, 62 days after our original March 13 request to meet with the City. We submitted our specific questions within 4 calendar days of the City's meeting confirmation.

The meeting with the City yielded clarification on a number of issues but a few questions remain. In particular, because the City only allocated 60 minutes for the meeting, we only had a few minutes to begin the discussion of our Green Spine question (# 6 on our list). This is an important issue as we seek to implement the City's vision for this public focal point of the Town Center. The design team devoted an enormous amount of time developing what is proposed in the application for the Green Spine. The Green Spine's importance to the overall plan is explained throughout the UZDP Design Companion. Please refer to pages: 3-1 regarding Pedestrian Circulation, 3-6 regarding Open Spaces, 3-14 regarding Streetfront Orientation, 3-17 regarding Pedestrian and Non-Motorized Vehicle Circulation, 3-18 regarding Open Space Design, 2-22 regarding Green Spine Landscape Design and pages 2-15 - 2-17 for a series of Green Spine renderings. We want to make sure the next iteration reflects further substantive discussions between the parties about the details of the public aspect of the Green Spine in particular.

At the end of our May 14 meeting, we and the City agreed that at least one additional meeting would be helpful on this issue and some remaining questions about how the proposed street network and block lengths can be designed to connect with the existing roundabouts on S.E. 4th street (# 3 on our list). We are not proposing open-ended "brainstorming," but rather a focused discussion of specific comments in the City's March 10 letter.

As the next step forward, we would propose an additional meeting of approximately 90 minutes. We will make ourselves available at whatever time

Peter J. Brennan

*Vice President and Senior Project Manager
Innovation Realty Partners, LLC*

P 503.849.4233

E pete@innovationrealtypartners.com

works for the City staff. We propose spending approximately 60 minutes on the Green Spine, and 30 minutes on any follow-up questions coming out of the last meeting. This will allow our design team to make the needed revisions to the street network and the public aspect of the Green Spine in a way that is as responsive as possible to the City's comments. Based on our discussions with the project team, we anticipate being able to complete our responses to the City's March 10 letter within 6 weeks of the next meeting.

This proposal is the most significant project to date in what the City's Town Center Plan calls the new heart of the City. It is exciting work, but also complex. We are striving in good faith to fully understand the City's comments and develop complete responses to the variety of comments that came out of the City's nearly 4-month process of reviewing the application (generating review fees of over \$100,000). We believe both the City's and Applicant's interests would be well served by this request for one additional meeting and a short extension of time to respond.

If the City has a specific concern about an extension, we would appreciate understanding what it is in advance. We can discuss alternative ways to address that concern that would not entail a denial of our limited extension request.

Thank you very much. We look forward to hearing from you as soon as possible, and if you have any questions or concerns in the meantime, please do not hesitate to contact me.

Sincerely,
Peter Brennan

Enclosure

cc: Kellye Hilde, Deputy Director
Chris Hankins, Senior Planner

Peter J. Brennan
Vice President and Senior Project Manager
Innovation Realty Partners, LLC

P 503.849.4233
E pete@innovationrealtypartners.com



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April 7, 2020

Chris Hankins
Senior Planner
City of Sammamish
801 228th Avenue SE
Sammamish, WA 98075

Re: *UZDP2019-00562, PSUB2019-00563, PSUB2019-00561, and BSP2019-00564.*

Dear Mr. Hankins:

We are writing to request an extension of time to respond to the City's initial review of comments, as authorized under SMC 20.05.100(1)(a)(i). Under that provision, the City may grant an extension "upon written request by the applicant providing satisfactory justification for an extension . . .". As described below, the unprecedented circumstances relating to COVID-19 necessitate an extension of the deadline to respond.

The above applications were submitted on November 4, 2019, and deemed complete on November 27, 2019. We received the City's comments on March 10, 2020. The next day, on March 11, Sammamish City Hall was closed to the public, precluding any in person meetings with the City which is such a critical part of any application process. On that same day, Governor Inslee announced the first significant round of community strategies and dramatic social distancing plans. These were followed with additionally restrictive orders on March 13 and March 16. On March 23, the Governor announced an expansive stay-at-home order. On April 2, that order was extended to May 4.

We are diligently reviewing the City's comments and working with our team of consultants to develop responses and revisions. However, the impact of the

Peter J. Brennan
Vice President and Senior Project Manager
Innovation Realty Partners, LLC

P 503.849.4233
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emergency orders is significantly hampering our ability to coordinate the necessary work to respond to the City's comments, work that involves several consultants working from various locations in the Puget Sound area and beyond. We are doing as much as possible through phone calls and various forms of video conferencing, but progress is delayed despite best efforts and we cannot achieve anywhere near the same efficiencies and turnaround as would be the case if consultants were able to meet in person and were not juggling the various additional responsibilities that come from school and business closures throughout the region.

One of our local consultants, CORE Engineering, compiled the following list of the unique challenges and demands they are currently facing due to COVID-19:

- *Office Closures.* Having been deemed non-essential by the Governor, our office is essentially closed. All office staff is working remotely, which is working but communication takes longer than normal.
- *Layoffs.* We've put 90% of our field staff on stand-by, plus 3 office staff—a total of 19 employees to date. This number will grow for our survey staff with the lack of field work.
- *Regulatory Compliance and Federal Programs.* We are digesting new information daily. Currently this includes new federal programs, state unemployment, as well as potential changes to 401(k) and profit sharing plans. I'm spending a lot of time reading and working with our attorney, CPA, and HR consultant, to make sure we are applying programs correctly.
- *Unemployment Claims.* We are spending time processing unemployment paper work to make sure our employees get approved.

With the closure of City Hall to the public since March 11, and staff currently unable to conduct in-person meetings, the application process has been dramatically impacted. Among other things, these circumstances preclude an in-person meeting with City staff about key issues identified in the City's March 10 letter, such as the road network and the green spine, where it is imperative to have site plans and other illustrations in front of us. Some of the comments are also unclear to us. An in-person meeting allows for the back and forth discussion that is needed to gain clarity, which is needed before we can respond to the comments received.

All of these challenges are magnified given the complexities of executing a project in the Town Center. In light of these extraordinary circumstances beyond anyone's control—with closures and social distancing orders that started literally the day after we received the City's comments—we ask that the 90-day period for a response to the City's comments be tolled from the day we received the letter on

Peter J. Brennan
Vice President and Senior Project Manager
Innovation Realty Partners, LLC

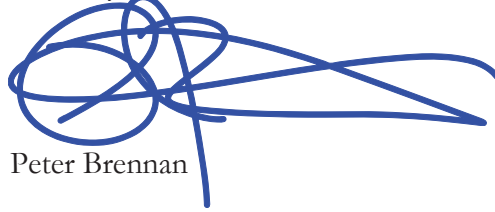
P 503.849.4233
E pete@innovationrealtypartners.com

March 10 until the date that the Governor's stay-at-home order is lifted and City Hall is again open to the public. We hope that by that date our consultants will be operating again at closer to normal capacity, and we will be able to proceed with the task of responding to the City's comments and corrections. At that point we can also schedule a meeting with City staff to discuss a limited number of high-level clarifying questions that have emerged as we continue to review the City's comments.

We hope you can agree to this reasonable accommodation in the timeframe for our response to the City's comments.

Thank you, and please let me know if you have any questions regarding this extension request.

Sincerely,

A handwritten signature in blue ink, appearing to read "Peter Brennan", with a long horizontal stroke extending to the right.

Peter Brennan

cc: David Pyle, Director
Kellye Hilde, Deputy Director

Peter J. Brennan
Vice President and Senior Project Manager
Innovation Realty Partners, LLC

P 503.849.4233
E pete@innovationrealtypartners.com

From: [Kellye Hilde](#)
To: [Darci Donovan](#)
Subject: FW: UZDP2019-00562, PSUB2019-00563, PSUB2019-00561, and BSP2019-00564 - Revised Extension Request
Date: Friday, May 22, 2020 12:51:03 PM
Attachments: [2020-05-21-STCA-Extension Request.pdf](#)

FYI

From: David Pyle <dpyle@sammamish.us>
Sent: Friday, May 22, 2020 12:33 PM
To: Peter Brennan <pete@innovationrealtypartners.com>
Cc: Kellye Hilde <khilde@sammamish.us>; Chris Hankins <CHankins@sammamish.us>
Subject: RE: UZDP2019-00562, PSUB2019-00563, PSUB2019-00561, and BSP2019-00564 - Revised Extension Request

Mr. Brennan,

We are in receipt of your amended revisions deadline extension request (received 05/21/2020 attached) wherein you request six (6) additional weeks to prepare revisions/corrections to Phase I plans measured from the date of any follow up meeting with the City.

Staff have/will be reaching out to you to schedule a follow up meeting for Friday May 29, 2020 and requesting any questions/topics to be discussed at the meeting be submitted by close of business on Tuesday June 26, 2020.

Following the meeting to be held on May 29, 2020 we will respond to your request for extension (attached).

David Pyle
Director - Department of Community Development
City of Sammamish
(425)295-0521
dpyle@sammamish.us

During the COVID-19 outbreak, I am working remotely from City Hall.

From: Peter Brennan <pete@innovationrealtypartners.com>
Sent: Thursday, May 21, 2020 8:37 AM
To: David Pyle <dpyle@sammamish.us>
Cc: Kellye Hilde <khilde@sammamish.us>; Chris Hankins <CHankins@sammamish.us>
Subject: UZDP2019-00562, PSUB2019-00563, PSUB2019-00561, and BSP2019-00564 - Revised Extension Request

[CAUTION - EXTERNAL EMAIL]

David,

I hope you and your family are well. Please see attached a revised request for an extension regarding our response submittal to the City's comments due June 8, 2020. We look forward to hearing back from you at your earliest convenience.

Best,
Peter Brennan
503.849.4233

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From: [Darci Donovan](#)
To: [Peter Brennan](#); [Chris Hankins](#)
Cc: [Kellye Hilde](#); [David Pyle](#); [Andrew Zagars](#); [Anjali Myer](#)
Subject: RE: Follow Up Meetings
Date: Friday, May 22, 2020 12:57:00 PM
Attachments: [image001.png](#)
Importance: High

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Meeting invites to follow.

Please let me know if you have any questions.

Thank you and be well,

Darci Donovan, CSM
Special Projects Coordinator
City of Sammamish | Community Development
Desk: 425.295.0530
[Facebook](#) | [Twitter](#) | [Instagram](#) | [YouTube](#)
<http://badgecert.com/BadgeCert-sig2.jpg>



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To: Chris Hankins <CHankins@sammamish.us>
Cc: Darci Donovan <ddonovan@sammamish.us>; Kellye Hilde <khilde@sammamish.us>
Subject: Follow Up

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To: [Darci Donovan](#); [Chris Hankins](#)
Cc: [Kellye Hilde](#); [David Pyle](#); [Andrew Zagars](#); [Anjali Myer](#)
Subject: RE: Follow Up Meetings
Date: Tuesday, May 26, 2020 6:17:49 PM
Attachments: [image001.png](#)

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To: [Peter Brennan](#)
Cc: [Kellye Hilde](#); [David Pyle](#); [Andrew Zagars](#); [Anjali Myer](#); [Darci Donovan](#)
Subject: RE: Follow Up Meetings
Date: Wednesday, May 27, 2020 10:28:31 AM
Attachments: [image002.png](#)
[image003.png](#)
[image004.png](#)
[image005.png](#)

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☎ 425-295-0547

✉ chankins@sammamish.us

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Cc: [Kellye Hilde](#); [David Pyle](#); [Andrew Zagars](#); [Anjali Myer](#)
Subject: RE: Follow Up Meetings
Date: Wednesday, May 27, 2020 10:49:00 AM
Attachments: [image001.png](#)
[image002.png](#)
[image003.png](#)
[image004.png](#)

Peter,

Please provide the detailed questions by **5 pm today** so staff have time to prepare for meeting.

I will send out meeting agendas by tomorrow afternoon.

Thank you,

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To: [Peter Brennan](#); [Lafe Hermansen](#); [Holli Heavrin](#); [Larry Zinser](#); [Matthew Samwick](#)
Cc: [Kellye Hilde](#); [Chris Hankins](#); [Andrew Zagars](#); [Stephen Noeske](#); [Greg Tauscheck](#); [David Pyle](#)
Subject: Follow Up Meeting materials
Date: Friday, May 29, 2020 10:14:00 AM
Attachments: [Intersection Graphic.pdf](#)
[image001.png](#)
[ROW Use Agreement - Sky Apartments 5.11.18.pdf](#)
[SE 4th Intersection Spacing.pdf](#)
[STCA Questions_CityResponseMatrix_52920.pdf](#)

Thank you for attending the meeting this morning. Attached please find the following:

1. City Response Matrix
2. Intersection Graphic
3. SE 4th Intersection Spacing Graphic
4. ROW Use Agreement – Sky Apartments

The meeting minutes and updated response matrix will be sent next week.

Please let me know if you have any questions.

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Department of Community Development

801 228th Avenue SE ■ Sammamish, WA 98075 ■ phone: 425-295-0500 ■ fax: 295-295-0600 ■ web: www.sammamish.us

**Meeting Agenda
STCA Follow Up Meeting #2**

Meeting Information

Location: GoToMeeting
Date: May 29, 2020
Time: 9:00 – 10:00 a.m.

Objective

To review STCA's five (5) follow up questions from Review #1 Comment Letter.

Agenda

1. Introductions
2. Review City Response Matrix
3. Wrap Up

STCA Questions - City Response Matrix
May 29, 2020 Meeting

Question	Subject	STCA Questions	City Response
1	PW	We would appreciate further clarification of the last sentence of the City's answer to question #1 from our May 14th meeting which states "This applies to block and alley lengths as well." We would appreciate further clarification in light of Table 1 from the 2010 Interim Town Center Street Design Standards.	<p>The maximum length of an alley in the Town Center is determined by the intersection spacing outlined in the Interim Town Center Street Design Standards, Table 1. The maximum length is 350', please refer to the attached intersection spacing graphic. Additionally, the PWS governs that an alley serves a maximum of 30 lots.</p> <p>References</p> <ul style="list-style-type: none"> * 2016 Public Works Standards Chapter 9, Section 9.3 of the PWS 9.3(B) * 2016 Public Works Standards, Page 71, Section 12.8 * Interim Town Center Street Design Standards, Table 1 * UZDP2019-00562 Plan Set Review Comments, dated March 10, 2020 (comment 20) * Project Pre-Application Notes, dated May 23, 2019 (page 17, comment 10) * Refer to attached intersection spacing graphic
2	PW/PL	We would appreciate discussing the designation of streets in the TC-A1 zone under both SMC 21B.30.040 and Figure 21B.30.030a. Please let us know the approved street designations for SE 4th Street and 225th PL SE per the TRF application.	<p>In order to discuss the street designations, the applicant needs to provide estimated traffic volumes or have preliminary proposed uses for those street(s) being discussed. SMC 21B.30.040(2)(b) identifies the street designation for TCA-1 zone as being "Pedestrian-oriented streets". TC-A-1, A-2, and A-3 zoned areas shall include designated pedestrian-oriented street segment, as determined by the City through the unified zone development planning process. Pedestrian-oriented streets are intended to be streets featuring continuous storefronts or plaza spaces, wide sidewalks, street trees, bioretention, and on-street parking. Designations for pedestrian-oriented streets could cover an entire street, a single block, or a portion of a block, depending upon the area. Pedestrian-oriented street designations are intended for areas where a concentration of pedestrian activity is desired. See SMC 21B.30.030(1) for related development frontage standards.</p> <p>Per the TRF development project, 4th Street is a Collector Arterial. 225th PL SE will be determined by future use.</p> <p>References</p> <ul style="list-style-type: none"> * SMC 21B.30.030a * SMC 21B.30.030(2) * SMC 21B.30.030(1)(a)(i-iv) * SMC 21B.30.040(1)(B) * SMC 21B.95.050(6) * UZDP2019-00562 Plan Set Review Comments, dated March 10, 2020 (comment 6, 18, 135) * Project Pre-Application Notes, dated May 23, 2019 (page 4, comment 2c)
3	PW/PL	Please clarify the planter strip incorporation in Table 1 of the 2010 Interim Town Center Street Design Standards.	<p>Table 1, Interim Town Center Street Design Standards (July 7, 2010), row 9 marked "Planter Strip" (the same for four street classifications except not for "Alley/Service" which states "No continuous planter strips). Incorporate 6' minimum width discontinuous planters or tree wells with ADA complaint covers". It is unclear what is to be clarified as the requirement is clearly written.</p> <p>References</p> <ul style="list-style-type: none"> * Interim Town Center Street Design Standards (July 7, 2010) Table 1 * Resolution R2010-431 Interim Street Design Standards for Town Center * UZDP2019-00562 Plan Set Review Comments, dated March 10, 2020 (comments 117, 118, 128, 132, 136, etc.) * Project Pre-Application Notes, dated May 23, 2019 (page 14, Development Standards, comment 1)

**STCA Questions - City Response Matrix
May 29, 2020 Meeting**

4	PL	Please confirm that encroachments into the ROW are governed by SMC 16.05.070 International Building Code (IBC) adopted. [2015 Edition]. We want to confirm that the 2015 IBC Chapter 32 shall govern the encroachment of structures into the public right-of-way in the City of Sammamish.	<p>SMC 21B.25.170 governs what structural elements are allowed to protrude into the public right-a-way. If encroachments are proposed, a Type D right-of-way lease permit is required pursuant to SMC 14A.30.60. Prior to issuing a Type D right-of-way lease permit, a Right-of-Way Use and Indemnification Agreement between the City and applicant must first be approved by City Manager. Please review the Agreement between the City and Sky Apartments included as an attachment this response.</p> <p>References</p> <ul style="list-style-type: none"> * UZDP2019-00562 Plan Set Review Comments, dated March 10, 2020 (comment 141) * Project Pre-Application Notes, dated May 23, 2019 (page 17, comment 13) * Sky Apartments Right of Way Use and Indemnification Agreement
5	PW	With regard to the City's response to our May 14th question #5, the City noted concerns regarding maintenance feasibility/personnel. We would like to discuss potential solutions with staff that would still allow an efficient approach to stormwater management.	<p>A facility located in the public ROW that treats/detains water from two different sites (the public ROW and the private site) meets the definition of a shared/regional facility. A requirement to having a shared/regional facility, per the KCSWDM (see references below), is that there must be an agreement between the multiple parties sharing the facility. Unless there is an agreement in place which must be approved by City Council, public and private storwater facilities need to be kept seperate.</p> <p>Furthermore, public systems must be easily accessible to inspect and maintain and neither of these operations can cause for disruption to traffic or negatively impact adjacent businesses or residences. The potential size of these structures is also a concern. The KCSWDM requires vaults greater than 1250 square feet of floor area must provide a 5' x 10' removable locking panel as well as vaults with widths 10 feet or less must also have removable lids. The applicant should also note that in the KCSWDM it requires that for vaults under roadways the removable panel must be located outside the travel lanes.</p> <p>References</p> <ul style="list-style-type: none"> * SMC 13.20.100(1)(e) * 2016 KCSWDM 5.1.3 Detention, Vaults, 5.1.3.1.2, Design Criteria, Access Requirements * 2016 KCSWDM 5.1.3.1.3 * 2016 KCSWDM 9.04.020 * UZDP2019-00562 Plan Set Review Comments, dated March 10, 2020 (comment 52) * Project Pre-Application Notes, dated May 23, 2019 (page 2, comment 3)
6	PW	<p>City follow-up response to question 3 (see below) discussed at the May 14, 2020 meeting.</p> <p><i>"We would like to understand the reasons for the roundabout locations at the intersections of S.E. 4th Street and 224th and 225th. The distance is 428 feet. The Town Center Infrastructure Plan generally shows a distance of 285 lineal feet between those two roundabouts. The Applicant would like to better understand the planning and engineering reasons for the current location."</i></p>	<p>SE 4th Street was designed prior to the acquisition of the STCA properties to the North and South. At the time of the design, the road intersections were aligned with the existing rights-of-way for 222nd, 224th, and 225th. The spacings between the intersection are shown on the attached exhibit and are as follows;</p> <p>222nd to 224th is 531' and spans two (2) blocks, 225th to 224th is 431' and includes the green spine crossing in the middle, 225th to 228th is 907' and spans three blocks.</p> <p>In review, the intersection spacings of the project do conform with the Public Works Standards, Resolution R2010-431 and the SMC 21B.030.040. The Public Works Standards call out the minimum intersection spacings for an arterial to be 200' which is confirmed in all locations. Resolution R2010-431 calls out specific intersection spacing requirements by reference, within the Town Center to be between 250' min and 350' max. There is only one location that falls outside this limit, and that is between 225th and 224th. However, between both these intersections is the Green Spine and pedestrian crossing which does fall under an acceptable criterial based on SMC 21B.030.040(3). As per the code, the acceptable criteria is SMC 21B.030.040(3)(b) A departure provides the opportunity for a public open space or other public amenity that would otherwise not be possible. In this specific location the width of the Green Spine creates the spacing to exceed the 350'. As per the code section, the departure is permitted within the TC-A zone subject to the unified zone development plan approval process.</p> <p>Reference</p> <ul style="list-style-type: none"> * SE 4th Intersection Spacing Graphic

Alley and Road Intersection

Thursday, May 28, 2020 1:17 PM





SE 4TH STREET - 228TH TO 218TH - Conceptual Design Layout		
222nd-224th=531'	225th-224th=431'	225th-228th=907'
Length = 2 Blocks	Length = 1 Block	Length = 3 Blocks

PWS

Chapter 13: Intersection Design

13.3 Minimum Spacing Between Blocks =200'

TOWNCENTER DEVELOPMENT CODE

21B.030.040 Site Planning –Street Layout

(3)Maximum Block Dimension for Individual Development = 480'

Departures are permitted in the TC-A zones subject to unified zone development plan approval and compliance with the Town Center’s Plans goals and policies. Departures for streets in all other Town Center zones shall be considered by the director based on one or more criteria listed below

(b) A departure provides the opportunity for a public open space or other public amenity that would otherwise not be possible.

Green Spine
Mid Point
(b)

RESOLUTION R2010-431

Table 1: Interim Town Center Design Standards

Collector Arterial (SE4th) Min Spacing =250',
Max Spacing=350'

RIGHT OF WAY USE AND INDEMNIFICATION AGREEMENT

This Right of Way Use and Indemnification Agreement is entered into by and between the City of Sammamish, Washington, a municipal corporation (the “City”), and Sammamish Sky Apartments, LLC (“Property Owner”), for use of the City’s right-of-way.

WHEREAS, Property Owner is the owner of Sky at Sammamish Village, 22256 SE 4th Street in Sammamish, Washington, King County Tax Parcel Number 7527050030 (“the Property”); and

WHEREAS, Property Owner has requested use of a portion of the City’s right-of-way along 225th Place SE and SE 4th Street (“the right-of-way”), adjacent to the Property, to be used for a cornice connected to the SKY Apartments; and

WHEREAS, Property Owner has already constructed the cornice connected to the SKY Apartments which encroaches on the right-of-way; and

WHEREAS, removal of the cornice connected to the SKY Apartments is not desirable; and

WHEREAS, Sammamish Municipal Code (“SMC”) 14.30.060 allows the long-term use of the City’s right-of-way, subject to the issuance of a permit by the City; and

WHEREAS, in exchange for the right to use the City’s right-of-way for the purpose described above, Property Owner agrees to maintain the cornice and indemnify the City for such use;

NOW, THEREFORE, in consideration of the mutual benefits and conditions described herein, the parties agree as follows:

A. Authorized Use. Property Owner is authorized to use the City’s right-of-way for the cornice connected to the SKY Apartments within the City’s right-of-way, provided Property Owner complies with the following conditions:

1. Property Owner agrees to obtain all necessary permits and authorizations required by the City.
2. Property Owner agrees to pay for all permits and authorizations required by the City.
3. Any additional uses not specified within this Agreement shall require prior approval by the City.

4. If the cornice connected to the SKY Apartments is destroyed or damaged, Property Owner will be responsible to repair or remove the cornice at Property Owner's sole expense. Any repairs will be reviewed by a structural engineer and will not encroach further upon the City's right-of-way. Any permits required for any repairs will be obtained by and paid for by Property Owner.

5. Property Owner agrees there will be no further encroachments into the City's right-of-way.

B. Termination/Modification of Agreement.

1. At any time the City deems the area being leased is necessary for public benefit, this Agreement may be terminated by the City and Property Owner shall be required, at Property's Owner's sole expense, to move their facilities from the City's right-of-way; provided, that the City shall provide Property Owner with thirty (30) days' written notice of the City's intention to terminate. Should Property Owner: 1) fail to maintain the City's right-of-way in compliance with local, state and federal law; and 2) fail to maintain insurance coverage, the City shall have the right to terminate this Agreement immediately.

2. The City may revoke, annul, change, amend, amplify, or terminate this Agreement, or any of the conditions herein enumerated, if Property Owner fails to comply with any or all of its provisions or, through willful or unreasonable neglect, fails to comply with notices given by the City, or if the work identified herein is not installed, operated or maintained in conformity with the terms and conditions of this Agreement.

3. Upon termination of this Agreement, Property Owner shall ensure that no debris, soil, or rubble is located in the right-of-way. In the event of noncompliance, the City may remove the items and bill Property Owner for the cost of removal and disposal.

C. Indemnification. Property Owner shall defend, indemnify and hold the City, its officers, officials, employees and volunteers harmless from any and all claims, injuries, damages, losses or suits, including attorneys' fees, arising out of or in connection with activities or operations performed by Property Owner or on Property Owner's behalf pursuant to this Agreement or which in any way arise from the use of the City's right-of-way by Property Owner or Property Owner's invitees, except for injuries and damages caused by the sole negligence of the City.

D. Insurance. Property Owner shall procure and maintain for the duration of this Agreement, insurance against claims for injuries to persons or damage to property which may arise from or in connection with operations or activities performed by or on Property Owner's behalf pursuant to this Agreement. Property Owner's maintenance of insurance as required by the agreement shall not be construed to limit the liability of Property Owner to the coverage provided by such insurance, or otherwise limit the City's recourse to any remedy available at law or in equity. Property Owner shall obtain insurance of the types, amounts, and coverage described below:

1. Commercial General Liability insurance shall be at least as broad as Insurance Services Office (ISO) occurrence form CG 00 01 and shall cover liability arising from operations, products-completed operations, and stop-gap liability. There shall be no exclusion for liability arising from explosion, collapse or underground property damage. The City shall be named as an additional insured under Property Owner's Commercial General Liability insurance policy using ISO Additional Insured-State or Political Subdivisions-Permits CG 20 12 or a substitute endorsement providing at least as broad coverage. Commercial General Liability insurance shall be written with limits no less than \$1,000,000 each occurrence, \$2,000,000 general aggregate and a \$2,000,000 products-completed operations aggregate limit.

2. Automobile Liability insurance covering all owned, non-owned, hired and leased vehicles. Coverage shall be at least as broad as Insurance Services Office (ISO) form CA 00 01. Automobile Liability insurance with a minimum combined single limit for bodily injury and property damage of \$1,000,000 per accident.

Property Owner's Commercial General Liability insurance policy or policies are to contain, or be endorsed to contain that they shall be primary insurance as respect the City. Any Insurance, self-insurance, or self-insured pool coverage maintained by the City shall be excess of the Applicant's insurance and shall not contribute with it. Insurance is to be placed with insurers with a current A.M. Best rating of not less than A:VII. Property Owner shall furnish the City with original certificates and a copy of the amendatory endorsements, including the additional insured endorsement, evidencing the insurance requirements of Property Owner prior to Property Owner's use of the City's right-of-way under this Agreement. Property Owner shall provide the City with written notice of any policy cancellation, within two (2) business days of their receipt of such notice. Failure on the part of Property Owner to maintain the insurance as required shall constitute a material breach of this Agreement, upon which the City may, after giving five (5) business days' notice to Property Owner to correct the breach, immediately terminate this Agreement, at its discretion, procure or renew such insurance and pay any and all premiums in connection therewith, with any sums so expended to be repaid to the City on demand. If Property Owner maintains higher insurance limits than the minimums shown above, the City shall be insured for the full available limits of Commercial General and Excess or Umbrella liability maintained by Property Owner, irrespective of whether such limits maintained by Property Owner are greater than those required by this Agreement or whether any certificate of insurance furnished to the City evidences limits of liability lower than those maintained by Property Owner.

E. Maintenance. Property Owner agrees to maintain the City's right-of-way consistent with the uses described in this Agreement and pursuant to approval by the City of such maintenance.

F. Entire Agreement. This Agreement contains the entire agreement between the parties and no other agreements, oral or otherwise, regarding the subject matter of this Agreement, shall be deemed to exist or bind any of the parties hereto. Either party may request changes in this Agreement.

Proposed changes which are mutually agreed upon shall be incorporated by written amendments to this Agreement.

G. Applicable Law; Venue; Attorneys' Fees. This Agreement shall be governed by and construed in accordance with the laws of the State of Washington. In the event any suit, arbitration, or other proceeding is instituted to enforce any term of this Agreement, the parties specifically understand and agree that venue shall be properly laid in King County, Washington. The prevailing party in any such action shall be entitled to its attorneys' fees and costs of suit.

H. Assignment and Third-Party Beneficiaries. Property Owner shall not assign any portion of the terms contemplated by this Agreement without the prior written consent of the City, which shall not be unreasonably withheld or delayed. This Agreement is for the benefit of the parties hereto only and is not intended to benefit any other person or entity, and no person or entity not a signatory to this Agreement shall have any third-party beneficiary or other rights whatsoever under this Agreement. No other person or entity not a party to this Agreement may enforce the terms and provisions of this Agreement.

I. Police Power. Nothing in this Agreement shall be construed to diminish, restrict or limit the police powers of the City granted by the Washington State Constitution or by general law.

J. Notices. Notices to the City shall be sent to the following address:

Melonie Anderson
City Clerk, CMC
City of Sammamish
801 228th Avenue SE
Sammamish, WA 98075

Notices to Property Owner shall be sent to the following address:

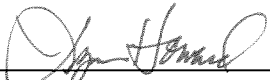
Kim Faust
Sammamish Sky Apartments, LLC
12332 NE 115th Place
Kirkland, WA 98033

K. Severability. Any provision or part of this Agreement held to be void or unenforceable under any law or regulation shall be deemed stricken and all remaining provisions shall continue to be valid and binding upon the City and Property Owner, who agree that this

Agreement shall be reformed to replace such stricken provision or part with a valid and enforceable provision that comes as close as reasonably possible to expressing the intent of the stricken provision.

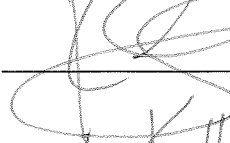
DATED this 2nd day of May 2018.

CITY OF SAMMAMISH, WASHINGTON


Lyman Howard, City Manager

PROPERTY OWNER


Sammamish Sky Apartments, LLC

, President of Manager
Name: Kelly Price
Title: President of Manager

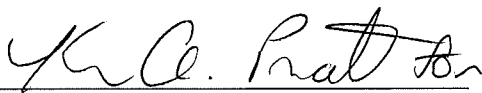
Date: ~~4/11/2018~~ 5/11/2018

Date: 5-2-18

Attest/Authenticated:


Melonie Anderson, City Clerk

Approved as To Form:


City Attorney

From: [Kellye Hilde](#)
To: [Darci Donovan](#)
Subject: FW: UZDP2019-00562, PSUB2019-00563, PSUB2019-00561, and BSP2019-00564 - Revised Extension Request
Date: Tuesday, June 2, 2020 8:15:32 AM
Attachments: [2020-06-02-STCA- Extension Request-Revised.pdf](#)

FYI and for the project files.

From: Peter Brennan <pete@innovationrealtypartners.com>
Sent: Tuesday, June 2, 2020 8:09 AM
To: David Pyle <dpyle@sammamish.us>
Cc: Kellye Hilde <khilde@sammamish.us>; Chris Hankins <CHankins@sammamish.us>
Subject: RE: UZDP2019-00562, PSUB2019-00563, PSUB2019-00561, and BSP2019-00564 - Revised Extension Request

[CAUTION - EXTERNAL EMAIL]

David,

I hope all is well with you. In light of our recent meetings with City staff, please see the attached letter revising our request for extension made on 5/21/2020

We look forward to your response.

Best Regards,
Peter Brennan
503.849.4233

From: David Pyle <dpyle@sammamish.us>
Sent: Friday, May 22, 2020 12:33 PM
To: Peter Brennan <pete@innovationrealtypartners.com>
Cc: Kellye Hilde <khilde@sammamish.us>; Chris Hankins <CHankins@sammamish.us>
Subject: RE: UZDP2019-00562, PSUB2019-00563, PSUB2019-00561, and BSP2019-00564 - Revised Extension Request

Mr. Brennan,

We are in receipt of your amended revisions deadline extension request (received 05/21/2020 attached) wherein you request six (6) additional weeks to prepare revisions/corrections to Phase I plans measured from the date of any follow up meeting with the City.

Staff have/will be reaching out to you to schedule a follow up meeting for Friday May 29, 2020 and requesting any questions/topics to be discussed at the meeting be submitted by close of business on Tuesday June 26, 2020.

Following the meeting to be held on May 29, 2020 we will respond to your request for extension (attached).

David Pyle
Director - Department of Community Development
City of Sammamish
(425)295-0521
dpyle@sammamish.us

During the COVID-19 outbreak, I am working remotely from City Hall.

From: Peter Brennan <pete@innovationrealtypartners.com>
Sent: Thursday, May 21, 2020 8:37 AM
To: David Pyle <dpyle@sammamish.us>
Cc: Kellye Hilde <khilde@sammamish.us>; Chris Hankins <CHankins@sammamish.us>
Subject: UZDP2019-00562, PSUB2019-00563, PSUB2019-00561, and BSP2019-00564 - Revised Extension Request

[CAUTION - EXTERNAL EMAIL]

David,

I hope you and your family are well. Please see attached a revised request for an extension regarding our response submittal to the City's comments due June 8, 2020. We look forward to hearing back from you at your earliest convenience.

Best,
Peter Brennan
503.849.4233

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INNOVATION
Realty Partners, LLC

PORTLAND | SEATTLE | HOUSTON

June 2, 2020

David Pyle
Director of Community Development
City of Sammamish
801 228th Avenue SE
Sammamish, WA 98075

Re: UZDP2019-00562, PSUB2019-00563, PSUB2019-00561, and BSP2019-00564.

Dear Mr. Pyle:

We very much appreciate the availability of City staff to discuss our questions last Friday and yesterday. The feedback was helpful. Our team has now met to discuss a schedule for completion in light of the clarifications we received, and whether we can modify our pending request for a six-week extension stated in our May 21st letter to you. We believe that with the information we now have and the continuing hard work of our project team, we will be able to complete our responses by Monday June 22, two weeks past the 90-day timeframe.

We would appreciate this additional time to incorporate the feedback we received at the meeting on such topics as intersection spacing where alleys are proposed, the mechanism of a departure under SMC 21B.30.040(3), the location of the City Square, the width of planter strips and sidewalks, and other topics discussed during the meetings. The answers we received from City staff in our meetings affect a number of items in our response matrix and we want to make sure our responses and plan revisions are consistent throughout to assist the City's

Peter J. Brennan
Vice President and Senior Project Manager
Innovation Realty Partners, LLC

P 503.849.4233
E pete@innovationrealtypartners.com

review. We also await responses from the City as a result of the meetings last week and yesterday.

Can you confirm that the City will allow us this short two-week extension to complete this work?

We would appreciate hearing from you by tomorrow if possible so our team can coordinate schedules as we complete our preparation of the detailed response matrix requested in the City's March 10 submittal.

Thank you again and please feel free to call me if you have any concerns.

Sincerely,
Peter Brennan

cc: Kellye Hilde, Deputy Director
Chris Hankins, Senior Planner

Peter J. Brennan
Vice President and Senior Project Manager
Innovation Realty Partners, LLC

P 503.849.4233
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From: [Kellye Hilde](#)
To: [Darci Donovan](#)
Subject: FW: UZDP2019-00562, PSUB2019-00563, PSUB2019-00561, and BSP2019-00564 - Revised Extension Request
Date: Tuesday, June 2, 2020 8:23:07 AM

FYI

From: David Pyle <dpyle@sammamish.us>
Sent: Tuesday, June 2, 2020 8:19 AM
To: Peter Brennan <pete@innovationrealtypartners.com>
Cc: Kellye Hilde <khilde@sammamish.us>; Chris Hankins <CHankins@sammamish.us>
Subject: RE: UZDP2019-00562, PSUB2019-00563, PSUB2019-00561, and BSP2019-00564 - Revised Extension Request

Mr. Brennan,

As requested we will formally respond to your request for extension tomorrow June 3, 2020.

Can you confirm that the City will allow us this short two-week extension to complete this work?

We would appreciate hearing from you by tomorrow if possible so our team can coordinate schedules as we complete our preparation of the detailed response matrix requested in the City's March 10 submittal.

Thank you again and please feel free to call me if you have any concerns.

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