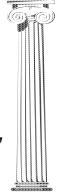




City of Lake Stevens Vision Statement



By 2030, we are a sustainable community around the lake with a vibrant economy, unsurpassed infrastructure and exceptional quality of life.

CITY COUNCIL REGULAR MEETING AGENDA Lake Stevens School District Educational Service Center (Admin. Bldg.) 12309 22nd Street NE, Lake Stevens

Tuesday, November 24, 2015 – 7:00 p.m.

NOTE: **WORKSHOP ON VOUCHERS AT 6:45 P.M.**

CALL TO ORDER: 7:00 P.M.
Pledge of Allegiance

ROLL CALL:

RECOGNITION Mayor Vern Little Councilmember
Spencer

INTRODUCTIONS New Planning Department Staff Russ

GUEST BUSINESS:

**CITY DEPARTMENT
REPORT**

CONSENT AGENDA:

*A	Approve 2015 Vouchers	Barb
*B	Approve November 10, 2015 Council Regular Meeting Minutes	Barb
*C	Award Bid for Official Newspaper Designation to Daily Herald	Barb
*D	Approve Ordinance 945 Amending LSMC §2.08.080 – Official Newspaper	Barb
*E	Approve Ordinance 946 re Closing 2004 LTGO Bond Fund No. 206	Barb
*F	Authorize Interlocal Agreement with Lake Stevens Sewer District for Purchase of Surplus Generator	Mick

PUBLIC HEARINGS:

PUBLIC HEARING FORMAT:

1. Open Public Hearing
2. Staff presentation
3. Council's questions of staff
4. Proponent's comments
5. Comments from the audience
6. Close public comments portion of hearing
7. Discussion by City Council

Lake Stevens City Council Regular Meeting Agenda **November 24, 2015**

- 8. Re-open the public comment portion of the hearing for additional comments (optional)
- 9. Close Hearing
- 10. COUNCIL ACTION:
 - a. Approve
 - b. Deny
 - c. Continue

- *A Public Hearing and First Reading of Ordinance 947 Amending LSMC Section 14.48.055 re Maximum Impervious Surface Stacie
- *B Public Hearing and Approval of Resolution 2015-16 Amending Six Year Transportation Improvement Plan Mick
- *C Public Hearing on 2016 Proposed Budget and Second & Final Reading of Ordinance 943 Adopting 2016 Annual Budget Barb

PUBLIC MEETING

- *A Final Plat Acceptance of Brookside III and Acceptance of Dedication of Right of Way Stacie
- *B Final Plat Acceptance of Brookside IV and Acceptance of Dedication of Right of Way Amy

ACTION ITEMS:

- *A Planning Commission Reappointments Mayor
- *B City Attorney Agreement Barb
- *C Legislative Priorities Barb

DISCUSSION ITEMS:

- *A Association of Washington Cities / City Action Days Barb

COUNCIL PERSON'S BUSINESS

MAYOR'S BUSINESS

EXECUTIVE SESSION

Real Property Acquisition - RCW 42.30.110(1)(b)

ADJOURN

* ITEMS ATTACHED	** ITEMS PREVIOUSLY DISTRIBUTED	# ITEMS TO BE DISTRIBUTED
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THE PUBLIC IS INVITED TO ATTEND

Special Needs

The City of Lake Stevens strives to provide accessible opportunities for individuals with disabilities. Please contact Steve Edin, City of Lake Stevens ADA Coordinator, (425) 377-3227, at least five business days prior to any City meeting or event if any accommodations are needed. For TDD users, please use the state's toll-free relay service, (800) 833-6384, and ask the operator to dial the City of Lake Stevens City Hall number.

NOTICE:

All proceedings of this meeting are audio recorded, except Executive Sessions

CITY DEPARTMENT REPORT NOVEMBER 24, 2015 CITY COUNCIL MEETING

Finance/City Clerk

- The Washington State Auditor's Office is currently on site. This audit will include the 2013 and 2014 Financial Statement Audits as well as the 2015 Accountability Audit.
- Debt Service Fund Closure – Five Public Work Trust Fund Loan funds have been determined to be unnecessary and will no longer be used. (See attached memo)

Planning Department

- **Planning and Building:** Planning and Community Development continues to be busy with land use applications, building permits and records requests. There are 57 building permits under review. Forty-five building permits were issued last month, including 38 new single-family permits. We are contracting with a consultant to complete building plan reviews and with Snohomish County to complete daily inspections. There are 27 active land use applications under review and nine land use permits that were issued recently. Twenty business licenses have been processed. Staff has been coordinating with two industrial companies that would like to locate in the Hartford area. Three public hearings are scheduled over the next few weeks.
- **Long Range Planning:** Planning staff met with the Park Board to discuss the Hartford Trail Connection and provide a status update on the Cavalero Park project. Planning staff brought their draft long range work plan to the Planning Commission for review; the draft plan includes implementation amendments, mandates, process and housekeeping amendments along with a 2016 docket and Downtown Lake Stevens Subarea Plan. Staff will bring the final draft work program to Council in January.
- **Economic Development:** The Economic Development Coordinator continues to communicate with brokers, developers and prospects regarding the development of 20th Street SE, Frontier Village and other pocket projects; collaborate with regional colleagues on Small Business Development Center (SBDC) funding; and plans to discuss sports tourism in Lake Stevens with the Lake Stevens Chamber of Commerce and Snohomish County Tourism Bureau.

Police Department

- New World Implementation is continuing with great success. Department staff are finding innovative ways to update processes on a daily basis and continue to find solutions when small issues arise.
- We are actively looking at our civil service lists to replace an officer who went to King County Sheriff's Officer earlier this month.
- On 11/17/2015 an Incident Command System was established to respond to a winter wind and rain storm. Officers responded to numerous calls of downed trees and power lines and flooded roadways. Several cars were crushed by falling trees and three houses sustained damage though no injuries to occupants occurred. Heavy winds came and City facilities lost both power and phones, however patrol units had good communication with cellular phones, radio and New World.

Public Works Department

- Storm Event – the City continues to perform cleanup and looking for fallen and potentially dangerous trees. Clean up is a priority, specifically to remove debris that might block drainage. It is anticipated that it may take two more weeks to get most of the debris picked up. Power was down at the Police Department, City Hall, Permit Center, and City Shop during this event. Power

was restored at the PD, Shop, and City Hall on Wednesday; the Permit Center was back on line by mid-morning Thursday.

- Grade Road – City staff had a meeting last week with the geotechnical consultant and the Lake Stevens Sewer District and is looking into options that may allow construction to be performed during the winter that would allow for Grade Road to be reopened without having to impact Catherine Creek. This will require some additional geotechnical service which is expected to be brought before the Council in the next few weeks for discussion.
- Eagle Figure Donation – Eddi Walty (former Mayor Walty’s spouse) has donated to the City a 32 inch high Eagle statue that belonged to the former Mayor. Staff will be taking this before the Arts Commission for consideration for placement at a City Facility.
- 20th Street SE next phase of Federal Funding – the City staff and consultant are working with WSDOT on getting the next phase, right-of-way acquisition, funding allocated. This is on a very tight timeframe and must be approved by the Feds by mid-December. WSDOT has been working very closely with the City to help make this happen but there is a risk that the right-of-way acquisition phase may need to be reapplied for funding dollars.

Human Resources

- H.R. is currently working on open enrollment for employee medical & dental plan selection for 2016.
- Finalizing the City’s 2016 WellCity Application. WellCity status earns the City discounted insurance rates.
- Finalizing the City’s United Way Campaign for 2015.



MEMORANDUM

To: Mayor Vern Little
City Councilmembers

From: Barb Stevens, Finance Director/City Clerk

Date: November 24, 2015

Subject: Closure of Funds

The following set of funds have been used to account for and report debt service for Public Work Trust Fund Loans and are no longer needed:

Public Works Trust Fund Loan Fund 2002 - 205
Public Works Trust Fund Loan Fund 2006 - 207
Public Works Trust Fund Loan Fund 2005 - 208
Public Works Trust Fund Loan Fund 2008 - 209
Public Works Trust Fund Loan Fund 2010 - 211

These funds received "revenue" transfers-in, from other funds and then made "expenditure" payments to the holder of the loan. These transfers are an unnecessary step since the use of Debt Service Funds are only required to account for and report resources if "legally mandated." PWTF Loans have no legal mandate. Beginning in 2015 the payments were made directly out of either the Street Fund or Sewer Fund based on the loan. No balance remained in any of the funds.

As per the Washington State Auditor's Office, it is acceptable to close funds using the same level of formality that was used to establish them. Because these funds were not created by Resolution or Ordinance, one is not required to close them.

This memorandum serves as notice that these funds are no longer active, required, or operating funds.



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**BLANKET VOUCHER APPROVAL
 2015**

We, the undersigned Council members of the City of Lake Stevens, Snohomish County, Washington, do hereby certify that the merchandise or services hereinafter specified have been received and that the following vouchers have been approved for payment:

Payroll Direct Deposits	11/13/2015	\$193,398.69
Payroll Checks	39398-39399	\$4,254.54
Tax Deposit(s)	11/13/2015	\$82,316.88
Electronic Funds Transfers	ACH	\$4,057.31
Claims	39400-39467	\$304,578.57
Void Checks		
Total Vouchers Approved:		\$588,605.99

This 24th day of November 2015:

 Mayor

 Councilmember

 Finance Director

 Councilmember

 Councilmember

 Councilmember



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Accounts Payable Checks and EFTs for period of 11/10/2015 to 11/24/2015

Invoice	AccountCode	Account Description	Item Description	Amount	
Absolute Plumbing			Check 39402	11/24/2015	\$50.00
	001-000-322-10-00-00	Building Permits	Refund Permit issued erroneously	\$50.00	
Ace Hardware			Check 39403	11/24/2015	\$203.46
48603	001-008-521-20-31-01	LE-Operating Costs	Vehicle maintenance supplies	\$28.20	
48538	001-010-576-80-31-03	PK-Lundeen-Op Costs	Grass seed for Lundeen park	\$60.79	
48542	001-010-576-80-31-03	PK-Lundeen-Op Costs	Grass seed for Lundeen park	\$24.97	
48548	001-010-576-80-31-03	PK-Lundeen-Op Costs	Grass seed for Lundeen park	\$43.40	
48449	001-013-518-20-31-00	GG-Operating	Parts for toilet-Family Center	\$29.82	
48495	101-016-544-90-31-02	ST-Operating Cost	Parts for trailer repair	\$8.14	
48495	410-016-531-10-31-02	SW-Operating Costs	Parts for trailer repair	\$8.14	
Awards of Praise			Check 39404	11/24/2015	\$92.22
9519	001-008-521-20-31-01	LE-Operating Costs	Plaque with engraving	\$92.22	
Blumenthal Uniforms			Check 39405	11/24/2015	\$312.36
4213847	001-008-521-20-26-00	LE-Clothing	Jacket - Shein	\$312.36	
Brooks Ron			Check 39406	11/24/2015	\$18.00
	001-008-521-20-43-00	LE-Travel & Meetings	Meal-Missing & Exploited Children Training	\$18.00	
Brown Kandy			Check 39407	11/24/2015	\$36.46
	001-008-521-20-31-01	LE-Operating Costs	Supplies for Safe Halloween event downtown	\$36.46	
Business Card			Check 39408	11/24/2015	\$2,315.59
	001-001-513-10-43-00	Executive - Travel & Mtgs	Annual Political Candidates Forum-Little	\$15.00	
	001-002-513-11-31-00	AD-Office Supply	Certificate holders for Legislative Reception	\$42.54	

Invoice	AccountCode	Account Description	Item Description	Amount
	001-002-513-11-31-00	AD-Office Supply	Tableware for Legislative Reception	\$45.68
	001-002-513-11-43-00	AD-Travel & Meetings	Refreshments for Legislative Reception	\$173.34
	001-002-513-11-43-00	AD-Travel & Meetings	Annual Political Candidates Forum-Berg	\$10.00
	001-002-513-11-43-00	AD-Travel & Meetings	Refreshments for Legislative Reception	\$44.90
	001-002-513-11-43-00	AD-Travel & Meetings	Refreshments for Legislative Reception	\$16.55
	001-002-513-11-43-00	AD-Travel & Meetings	Refreshments for Legislative Reception	\$2.29
	001-002-513-11-43-00	AD-Travel & Meetings	Coffee for Legislative Reception	\$32.47
	001-003-514-20-43-00	CC-Travel & Meetings	Meal - ECM System Vendor Fair	\$16.38
	001-003-514-20-43-00	CC-Travel & Meetings	Parking - Sno Co - ECM System Vendor Fair	\$6.00
	001-003-514-20-43-00	CC-Travel & Meetings	Hotel - WMCA Conference - Pugh	\$88.00
	001-004-514-23-42-00	FI-Communications	Postage	\$5.75
	001-004-514-23-42-00	FI-Communications	Postage	\$5.75
	001-004-514-23-43-00	FI-Travel & Meetings	Annual Political Candidates Forum-B Stevens	\$15.00
	001-006-518-80-43-00	IT-Travel & Meetings	Hotel - ACCIS Conference - T Stevens	\$169.38
	001-007-558-50-41-03	PL-Advertising	Mailier: LUA2015-105 Brookside 3	\$10.88
	001-007-558-50-41-03	PL-Advertising	Mailier: LUA2015-105 Brookside 4	\$10.34
	001-007-558-50-41-03	PL-Advertising	Mailer: Public meeting Ebey View	\$13.68
	001-007-558-50-41-03	PL-Advertising	Mailier: LUA2015-104 Cobalt	\$14.48
	001-007-558-50-41-03	PL-Advertising	Mailer:LUA2015-007 Ebey View	\$13.68
	001-007-558-50-43-00	PL-Travel & Mtgs	Parking-Sno Co AHA mtg	\$6.00
	001-007-558-50-43-00	PL-Travel & Mtgs	Parking-Sno Co-SCT mtg	\$3.00
	001-007-558-50-49-01	PL-Staff Development	Economic Alliance-Public Officials Reception-A	\$60.00
	001-008-521-20-31-01	LE-Operating Costs	Transcription services	\$148.00
	001-008-521-20-31-01	LE-Operating Costs	Electronic Hearing Protection-Irwin	\$59.71

Invoice	AccountCode	Account Description	Item Description	Amount	
	001-008-521-20-41-00	LE-Professional Services	Database searches	\$54.30	
	001-008-521-20-42-00	LE-Communication	Postage	\$400.00	
	001-008-521-20-43-00	LE-Travel & Meetings	LEIRA Conference meals	\$8.56	
	001-008-521-20-43-00	LE-Travel & Meetings	Meal-CJTC-Lambier/Lorentzen	\$18.07	
	001-008-521-20-43-00	LE-Travel & Meetings	LEIRA Conference Hotel-Rivers	\$311.25	
	001-008-521-20-43-00	LE-Travel & Meetings	LEIRA Conference meals	\$51.00	
	001-008-521-20-43-00	LE-Travel & Meetings	LEIRA Conference meals	\$37.49	
	001-008-521-20-43-00	LE-Travel & Meetings	Meal at ERM demo mtg	\$9.28	
	001-008-521-20-43-00	LE-Travel & Meetings	LEIRA Conference Hotel-Smith	\$311.25	
	001-008-521-20-43-00	LE-Travel & Meetings	Parking ERM demo mtg	\$6.00	
	001-010-576-80-49-01	PK-Staff Development	Refund - Playground Safety Inspector Training	(\$565.00)	
	101-016-542-64-31-00	ST-Traffic Control - Supply	Traffic counter parts	\$75.09	
	101-016-543-30-43-00	ST-Travel & Meetings	Refreshments 20th St SE Open House	\$13.47	
	101-016-543-30-43-00	ST-Travel & Meetings	Parking for WHUF Interim Transportation Brief	\$23.00	
	101-016-543-30-43-00	ST-Travel & Meetings	Hotel-Yakima-Monken	\$345.89	
	101-016-544-90-31-02	ST-Operating Cost	Ergonomic Knee Chair	\$43.57	
	410-016-531-10-31-02	SW-Operating Costs	Ergonomic Knee Chair	\$43.57	
	410-016-531-10-49-01	SW-Staff Development	Refund CESCL Training	(\$75.00)	
	410-016-531-10-49-01	SW-Staff Development	CESCL training - Evans	\$175.00	
Central Welding Supply			Check 39409	11/24/2015	\$76.47
	001-010-576-80-31-00	PK-Operating Costs	Welding gloves/gas cylinder	\$25.49	
	101-016-544-90-31-02	ST-Operating Cost	Welding gloves/gas cylinder	\$25.49	
	410-016-531-10-31-02	SW-Operating Costs	Welding gloves/gas cylinder	\$25.49	
City of Marysville			Check 39410	11/24/2015	\$22,712.33

Invoice	AccountCode	Account Description	Item Description	Amount
	001-008-523-60-51-00	LE-Jail	Prisoner medical May 2015	\$2,396.36
	001-008-523-60-51-00	LE-Jail	Prisoner Housing Yakima October 2015	\$1,892.50
	001-008-523-60-51-00	LE-Jail	Prisoner medical credit May 2015	(\$1,198.18)
	001-008-523-60-51-00	LE-Jail	Prisoner Housing October 2015	\$10,601.21
	001-013-512-50-41-00	GG-Municipal Court Fees	Court Citations October 2015	\$9,020.44
Co Op Supply			Check 39411	11/24/2015
	101-016-544-90-31-02	ST-Operating Cost	Straw Bales	\$45.58
	410-016-531-10-31-02	SW-Operating Costs	Straw Bales	\$45.57
Comcast			Check 39412	11/24/2015
	001-002-513-11-42-00	AD-Communications	Internet Service - All City	\$2.98
	001-003-514-20-42-00	CC-Communications	Internet Service - All City	\$8.94
	001-004-514-23-42-00	FI-Communications	Internet Service - All City	\$5.96
	001-005-518-10-42-00	HR-Communications	Internet Service - All City	\$2.98
	001-006-518-80-42-00	IT-Communications	Internet Service - All City	\$5.96
	001-007-558-50-42-00	PL-Communication	Internet Service - All City	\$23.83
	001-008-521-20-42-00	LE-Communication	Internet Service - All City	\$86.40
	001-010-576-80-42-00	PK-Communication	Internet Service - All City	\$3.97
	101-016-543-30-42-00	ST-Communications	Internet Service - All City	\$3.97
	410-016-531-10-42-00	SW-Communications	Internet Service - All City	\$3.97
Crystal and Sierra Springs			Check 39413	11/24/2015
5249844110115	001-007-558-50-31-01	PL-Operating Costs	Bottled Water	\$32.37
5249844110115	001-007-559-30-31-01	PB-Operating Cost	Bottled Water	\$32.37
5249844110115	001-013-518-20-31-00	GG-Operating	Bottled Water	\$119.48
5249844110115	101-016-544-90-31-02	ST-Operating Cost	Bottled Water	\$127.07

Invoice	AccountCode	Account Description	Item Description	Amount
5249844110115	410-016-531-10-31-02	SW-Operating Costs	Bottled Water	\$127.07
Dataquest LLC			Check 39414	11/24/2015
	001-005-518-10-41-00	HR-Professional Services	Background check - potential employee	\$70.50
Dept of Labor and Indust			Check 39415	11/24/2015
263292	001-007-558-50-31-01	PL-Operating Costs	Boiler certification - Permit Center	\$7.46
263292	001-007-559-30-31-01	PB-Operating Cost	Boiler certification - Permit Center	\$7.46
263292	001-008-521-20-31-01	LE-Operating Costs	Boiler certification - Police Station	\$29.83
263292	001-008-521-20-31-01	LE-Operating Costs	Boiler certification - N Lakeshore Dr	\$29.83
263351	001-010-576-80-31-00	PK-Operating Costs	Boiler certification - Lundeen Park	\$93.00
263292	001-012-572-20-31-00	CS-Library-Office & Operating	Boiler certification - Library	\$29.83
263292	001-012-575-50-31-00	CS-Community Center-Ops	Boiler certification - Community Center	\$29.83
263292	001-013-518-20-31-00	GG-Operating	Boiler certification - City Hall	\$29.83
263367	101-016-544-90-31-02	ST-Operating Cost	Boiler certification - City Shop	\$68.00
263292	101-016-544-90-31-02	ST-Operating Cost	Boiler certification - Permit Center	\$7.47
263367	410-016-531-10-31-02	SW-Operating Costs	Boiler certification - City Shop	\$68.00
263292	410-016-531-10-31-02	SW-Operating Costs	Boiler certification - Permit Center	\$7.46
Dept of Retirement (Deferred Comp)			Check 0	11/10/2015
42321	001-000-282-00-00-00	Payroll Liability Retirement	Employee Portion-State Deferre	\$2,240.00
Dept of Revenue			Check 0	11/24/2015
42278	001-004-514-23-31-00	FI-Office Supplies	Use taxes October 2015	\$31.74
42278	001-013-518-90-49-06	GG-Excise Tax	Excise taxes October 2015	\$126.65
42278	101-016-542-64-31-00	ST-Traffic Control - Supply	Use taxes October 2015	\$6.46
Dicks Towing			Check 39416	11/24/2015
143556	001-008-521-20-31-01	LE-Operating Costs	Evidence towing 2015-200348	\$125.58

Invoice	AccountCode	Account Description	Item Description	Amount	
Economy Fence Center			Check 39417	11/24/2015	\$1,533.79
	101-016-542-30-48-00	ST-Repair & Maintenance	Emergency Fence repair at City Shop	\$766.90	
	410-016-531-10-48-00	SW-Repairs & Maintenance	Emergency Fence repair at City Shop	\$766.89	
Edin Steven			Check 39418	11/24/2015	\$130.77
	001-008-521-20-31-00	LE-Office Supplies	USB flash drives-Public Records req	\$27.19	
	001-013-518-20-31-00	GG-Operating	Service plaque - Mayor Little	\$103.58	
EFTPS Electronic Federal Tax Pmt System			Check 0	11/10/2015	\$82,316.88
42321	001-000-281-00-00-00	Payroll Liability Taxes	Federal Payroll Taxes	\$82,316.88	
Electronic Business Machines			Check 39419	11/24/2015	\$1,440.60
	001-008-521-20-48-00	LE- Equip Repair & Maintenance	Copier repair & Maintenance	\$159.35	
	001-013-518-20-48-00	GG-Repair & Maintenance	Copier Maintenance	\$469.86	
	001-013-518-20-48-00	GG-Repair & Maintenance	Copier Maintenance	\$423.08	
	001-013-518-20-48-00	GG-Repair & Maintenance	Copier Maintenance	\$388.31	
Everett Steel			Check 39420	11/24/2015	\$249.97
113021	101-016-544-90-31-02	ST-Operating Cost	Angle Iron	\$50.00	
113020	101-016-544-90-31-02	ST-Operating Cost	Angle Iron	\$74.99	
113020	410-016-531-10-31-02	SW-Operating Costs	Angle Iron	\$74.98	
113021	410-016-531-10-31-02	SW-Operating Costs	Angle Iron	\$50.00	
Feldman and Lee			Check 39421	11/24/2015	\$9,000.00
42278	001-011-515-91-41-00	LG-General Indigent Defense	Public Defender services October 2015	\$9,000.00	
Grainger			Check 39422	11/24/2015	\$104.20
9885356650	101-016-544-90-31-02	ST-Operating Cost	Torpedo Level/Box level	\$40.85	
9878889618	101-016-544-90-31-02	ST-Operating Cost	Cartridge Filter	\$11.26	

Invoice	AccountCode	Account Description	Item Description	Amount	
9885356650	410-016-531-10-31-02	SW-Operating Costs	Torpedo Level/Box level	\$40.84	
9878889618	410-016-531-10-31-02	SW-Operating Costs	Cartridge Filter	\$11.25	
Griffen Chris L			Check 39423	11/24/2015	\$1,012.50
	001-011-515-91-41-00	LG-General Indigent Defense	Public Defender services	\$300.00	
	001-011-515-91-41-00	LG-General Indigent Defense	Public Defender services	\$187.50	
	001-011-515-91-41-00	LG-General Indigent Defense	Public Defender services	\$225.00	
	001-011-515-91-41-00	LG-General Indigent Defense	Public Defender services	\$300.00	
Group Health Coop			Check 39424	11/24/2015	\$60.00
74009149	101-016-542-30-41-02	ST-Professional Service	Employee Drug/Alcohol testing	\$30.00	
74009149	410-016-531-10-41-01	SW-Professional Services	Employee Drug/Alcohol testing	\$30.00	
Heritage Bank			Check 39400	11/10/2015	\$85,467.95
	213-008-591-21-71-00	2015 LTGO Principal Pymt PD	Principle pmt 2015 LTGO	\$84,000.00	
	213-008-592-21-83-00	2015 LTGO Interest Pymt PD	Interest pmt 2015 LTGO	\$1,467.95	
Honey Bucket			Check 39425	11/24/2015	\$150.00
	001-012-571-20-45-00	CS-Special Event-Equip Rent	Honey Buckets for Biggest Loser Event	\$150.00	
Industrial Supply Inc			Check 39426	11/24/2015	\$210.43
567696	001-010-576-80-31-01	PK-Ops-Clothing	Rain jacket & Bibb overalls	\$48.32	
567696	101-016-542-90-31-01	ST-Clothing	Rain jacket & Bibb overalls	\$48.33	
567440	101-016-544-90-31-02	ST-Operating Cost	Discharge hose and fitting	\$32.72	
567696	410-016-531-10-31-00	SW-Clothing	Rain jacket & Bibb overalls	\$48.33	
567440	410-016-531-10-31-02	SW-Operating Costs	Discharge hose and fitting	\$32.73	
Irwin Dennis			Check 39427	11/24/2015	\$216.00
	001-008-521-20-43-00	LE-Travel & Meetings	Meals at Firearms Instructor Course	\$90.00	

Invoice	AccountCode	Account Description	Item Description	Amount
	001-008-521-20-43-00	LE-Travel & Meetings	Meals at Firearms Instructor Course	\$90.00
	001-008-521-20-43-00	LE-Travel & Meetings	Meals at Taser Instructor Course	\$36.00
J Thayer Company			Check 39428	11/24/2015
				\$447.71
	001-003-514-20-31-00	CC-Office Supply	Hanging folders	\$15.73
	001-008-521-20-31-00	LE-Office Supplies	Flash drives/Mailers	\$189.75
	001-013-518-20-31-00	GG-Operating	Paper/Ruled Post its	\$242.23
Johns Cleaning Service			Check 39429	11/24/2015
				\$126.58
1659	001-008-521-20-26-00	LE-Clothing	Uniform cleaning services	\$126.58
Kroesen's Uniforms			Check 39430	11/24/2015
				\$58.64
29262	001-008-521-20-26-00	LE-Clothing	Shoes - Lorentzen	\$58.64
Lake Industries LLC			Check 39431	11/24/2015
				\$257.96
267938	101-016-544-90-31-02	ST-Operating Cost	Screened Fill hauled in by the yard	\$50.63
267968	101-016-544-90-31-02	ST-Operating Cost	Screened Fill hauled in by the yard	\$29.03
30314	101-016-544-90-31-02	ST-Operating Cost	Fill hauled in by the yard	\$20.00
267957	101-016-544-90-31-02	ST-Operating Cost	Screened Fill hauled in by the yard	\$29.32
30314	410-016-531-10-31-02	SW-Operating Costs	Fill hauled in by the yard	\$20.00
267938	410-016-531-10-31-02	SW-Operating Costs	Screened Fill hauled in by the yard	\$50.63
267968	410-016-531-10-31-02	SW-Operating Costs	Screened Fill hauled in by the yard	\$29.03
267957	410-016-531-10-31-02	SW-Operating Costs	Screened Fill hauled in by the yard	\$29.32
Lake Stevens Police Guild			Check 39432	11/24/2015
				\$916.00
42321	001-000-284-00-00-00	Payroll Liability Other	Employee Paid Union Dues	\$916.00
Lake Stevens School District			Check 39433	11/24/2015
				\$8,040.66
1130	001-006-518-80-32-00	IT-Fuel	Fuel	\$42.76

Invoice	AccountCode	Account Description	Item Description	Amount	
1130	001-007-558-50-32-00	PL-Fuel	Fuel	\$8.33	
1130	001-007-559-30-32-00	PB-Fuel	Fuel	\$154.41	
1133	001-008-521-20-32-00	LE-Fuel	Fuel	\$4,854.02	
1130	001-010-576-80-32-00	PK-Fuel Costs	Fuel	\$77.48	
1130	001-013-518-20-32-00	GG-Fuel	Fuel	\$8.33	
1130	101-016-542-30-32-00	ST-Fuel	Fuel	\$1,387.92	
1130	410-016-531-10-32-00	SW-Fuel	Fuel	\$1,507.41	
Lake Stevens Sewer District			Check 39434	11/24/2015	\$800.00
42309	001-008-521-50-47-00	LE-Utilities	Sewer - N Lakeshore Dr	\$80.00	
42309	001-008-521-50-47-00	LE-Utilities	Sewer - Police Station	\$80.00	
42309	001-010-576-80-47-00	PK-Utilities	Sewer - Lundeen Park	\$160.00	
42309	001-012-572-20-47-00	CS-Library-Utilities	Sewer - Library	\$80.00	
42309	001-013-518-20-47-00	GG-Utilities	Sewer - Permit Center	\$80.00	
42309	001-013-518-20-47-00	GG-Utilities	Sewer - Family Center	\$80.00	
42309	001-013-518-20-47-00	GG-Utilities	Sewer - City Hall	\$160.00	
42309	101-016-543-50-47-00	ST-Utilities	Sewer - 99th Ave SE Property	\$80.00	
Lemay Mobile Shredding			Check 39435	11/24/2015	\$13.68
4456518	001-008-521-20-31-01	LE-Operating Costs	Shredding services	\$9.12	
4456519	001-013-518-20-31-00	GG-Operating	Shredding services	\$4.56	
Miner Robert			Check 39436	11/24/2015	\$18.00
	001-008-521-20-43-00	LE-Travel & Meetings	Meal at Missing & Exploited Children training	\$18.00	
Monroe Correctional Complex			Check 39437	11/24/2015	\$337.00
	001-008-521-20-48-00	LE- Equip Repair & Maintenance	DOC work crew services	\$32.51	
	101-016-542-30-48-00	ST-Repair & Maintenance	DOC work crew services	\$117.72	

Invoice	AccountCode	Account Description	Item Description	Amount
	410-016-531-10-48-00	SW-Repairs & Maintenance	DOC work crew services	\$186.77
Nationwide Retirement Solution			Check 0	11/10/2015
42321	001-000-282-00-00-00	Payroll Liability Retirement	Employee Portion-Nationwide	\$1,250.00
Pakor Inc NW8935			Check 39438	11/24/2015
8015380	001-008-521-20-31-00	LE-Office Supplies	Passport photo supplies	\$496.39
Perteet Engineering Inc			Check 39439	11/24/2015
	301-016-544-40-41-00	Street Op - Planning -Design	20th St SE Phase II-Segment 1 design	\$53,232.28
	301-016-544-40-41-00	Street Op - Planning -Design	20th St SE Phase II	\$186.59
Petty Cash Account			Check 39440	11/24/2015
	530-016-594-48-60-00	Purchase Of Capital Equipment	Vehicle Title Registration Ford F550	\$47.25
Puget Sound Energy			Check 39441	11/24/2015
	001-008-521-50-47-00	LE-Utilities	Natural Gas - N Lakeshore Drive	\$116.81
	001-010-576-80-47-00	PK-Utilities	Natural Gas - City Shop	\$13.52
	101-016-543-50-47-00	ST-Utilities	Natural Gas - City Shop	\$13.52
	410-016-531-10-47-00	SW-Utilities	Natural Gas - City Shop	\$13.53
Republic Services 197			Check 39442	11/24/2015
	001-012-571-20-45-00	CS-Special Event-Equip Rent	Dumpster for Biggest Loser Event	\$81.73
Right On Heating & Sheet Metal Inc			Check 39443	11/24/2015
20602	510-006-594-18-64-00	Capital - Purch Computer Equip	Ductless AC in Server room	\$5,338.56
Robinson Noble			Check 39444	11/24/2015
	101-016-544-20-41-00	ST-Prof Srv - Engineering	Grade Road Embankment Repair	\$2,003.56
Safeguard Pest Control Inc			Check 39445	11/24/2015
48460	001-008-521-20-48-00	LE- Equip Repair & Maintenance	Pest Control - Police Station	\$49.14

Invoice	AccountCode	Account Description	Item Description	Amount
48459	001-008-521-20-48-00	LE- Equip Repair & Maintenance	Pest Control - N Lakeshore Dr	\$49.14
SCCFOA			Check 39401	11/10/2015
	001-004-514-23-43-00	FI-Travel & Meetings	SCCOFA mtg on 11/19/15	\$18.00
Smith Deborah			Check 39446	11/24/2015
	001-005-517-90-41-00	HR-Wellness Program	Wellness event supplies	\$82.00
Snohomish County Conservation Dist			Check 39447	11/24/2015
	410-016-531-10-41-01	SW-Professional Services	Q3 2015 Activities & Deliverables	\$2,212.31
	410-016-531-10-41-01	SW-Professional Services	Q2 2015 Activities & Deliverables	\$2,116.21
Snohomish County PUD			Check 39448	11/24/2015
166737656	001-010-576-80-47-00	PK-Utilities	202513354	\$17.69
134182920	001-010-576-80-47-00	PK-Utilities	201513934	\$16.14
130892382	001-010-576-80-47-00	PK-Utilities	203531959	\$37.66
111008670	001-010-576-80-47-00	PK-Utilities	200748721	\$46.28
107694356	001-012-572-20-47-00	CS-Library-Utilities	200206977	\$443.80
127580911	001-012-575-30-47-00	CS-Historical-Utilities	202289237	\$19.18
107694573	001-012-575-50-47-00	CS-Community Center-Utilities	200860922	\$463.81
127580911	001-012-575-51-47-00	CS-Grimm House Expenses	202289237	\$19.17
104359708	001-013-518-20-47-00	GG-Utilities	200321172	\$211.89
107694356	001-013-518-20-47-00	GG-Utilities	200206977	\$72.80
137394989	001-013-518-20-47-00	GG-Utilities	201783685	\$127.03
104359510	001-013-518-20-47-00	GG-Utilities	200245215	\$223.44
107694354	001-013-518-20-47-00	GG-Utilities	200206019	\$286.44
140705621	001-013-518-20-47-00	GG-Utilities	201956075	\$24.86
147323856	101-016-542-63-47-00	ST-Lighting - Utilities	201860178	\$165.84

Invoice	AccountCode	Account Description	Item Description	Amount	
153855594	101-016-542-63-47-00	ST-Lighting - Utilities	202670725	\$1,180.77	
163469512	101-016-542-63-47-00	ST-Lighting - Utilities	204719074	\$19.72	
153855428	101-016-542-63-47-00	ST-Lighting - Utilities	202624367	\$10,043.75	
153855525	101-016-542-63-47-00	ST-Lighting - Utilities	202648101	\$1,057.77	
150602582	101-016-542-63-47-00	ST-Lighting - Utilities	203115522	\$184.74	
140706464	101-016-542-63-47-00	ST-Lighting - Utilities	201973682	\$44.73	
157050563	101-016-542-63-47-00	ST-Lighting - Utilities	202648705	\$52.72	
117644743	101-016-542-63-47-00	ST-Lighting - Utilities	205320781	\$62.22	
104363051	101-016-542-63-47-00	ST-Lighting - Utilities	200363505	\$76.68	
157050538	101-016-542-63-47-00	ST-Lighting - Utilities	205338056	\$61.36	
127582272	101-016-542-63-47-00	ST-Lighting - Utilities	201595113	\$298.96	
Snohomish County PW S			Check 39449	11/24/2015	\$33,988.54
	001-008-521-20-31-01	LE-Operating Costs	Disposal of motorhome abandoned on Hwy 9	\$193.00	
	101-016-542-30-41-02	ST-Professional Service	Bridge inspection	\$533.66	
	101-016-542-64-31-00	ST-Traffic Control - Supply	Road striping	\$29,820.20	
	101-016-542-64-48-00	ST-Traffic Control - R&M	Sign and Signal repair	\$3,441.68	
Snohomish County Sherrifs Office			Check 39450	11/24/2015	\$3,741.28
	001-008-523-60-51-00	LE-Jail	Prisoner Housing October 2015	\$3,741.28	
Snopac			Check 39451	11/24/2015	\$26,965.37
7832	001-008-528-00-51-00	LE-Snopac Dispatch	Dispatch services	\$26,965.37	
Sound Publishing Inc			Check 39452	11/24/2015	\$124.32
	001-004-514-23-41-01	FI-Advertising	Public hearing notice:Proposed 2016 Budget	\$62.16	
	001-007-558-50-41-03	PL-Advertising	Road closure:Family Safe Halloween	\$22.48	
	001-012-573-20-31-00	CS-Arts Commission	Notice of special meeting cancellation	\$39.68	

Invoice	AccountCode	Account Description	Item Description	Amount	
Springbrook Nursery			Check 39453	11/24/2015	\$240.00
236808	101-016-544-90-31-02	ST-Operating Cost	Dump fee	\$120.00	
236808	410-016-531-10-31-02	SW-Operating Costs	Dump fee	\$120.00	
Staples			Check 39454	11/24/2015	\$169.89
	001-003-514-20-31-00	CC-Office Supply	Privacy/AntiGlare Screen protectors	\$103.65	
	001-004-514-23-31-00	FI-Office Supplies	Privacy/AntiGlare Screen protectors	\$66.24	
Stericycle Inc			Check 39455	11/24/2015	\$10.36
3003209980	001-008-521-20-41-00	LE-Professional Services	Hazardous waste disposal	\$10.36	
Summers Robert			Check 39456	11/24/2015	\$18.00
	001-008-521-20-43-00	LE-Travel & Meetings	Meal at Missing & Exploited Children training	\$18.00	
Summit Law Group			Check 39457	11/24/2015	\$175.50
76345	001-008-521-20-41-02	LE-Professional Srv-Legal	Legal services	\$175.50	
Tacoma Screw Products Inc			Check 39458	11/24/2015	\$569.00
18096832	001-010-576-80-31-00	PK-Operating Costs	Screws	\$15.57	
18096125	001-010-576-80-31-00	PK-Operating Costs	Parts cleaner/Fender washer	\$18.04	
18096387	101-016-542-64-31-00	ST-Traffic Control - Supply	Sign brackets	\$82.51	
18095818	101-016-544-90-31-02	ST-Operating Cost	Power bits/screws/pins	\$49.64	
18096539	101-016-544-90-31-02	ST-Operating Cost	Wedge bits/screws/lock washers	\$47.12	
18096125	101-016-544-90-31-02	ST-Operating Cost	Parts cleaner/Fender washer	\$18.04	
18096832	101-016-544-90-31-02	ST-Operating Cost	Screws	\$15.56	
18096695	101-016-544-90-31-02	ST-Operating Cost	Screws	\$46.27	
18095982	101-016-544-90-31-02	ST-Operating Cost	Wedge bolt/screws	\$49.80	
18095982	410-016-531-10-31-02	SW-Operating Costs	Wedge bolt/screws	\$49.81	
18096832	410-016-531-10-31-02	SW-Operating Costs	Screws	\$15.56	

Invoice	AccountCode	Account Description	Item Description	Amount	
18096125	410-016-531-10-31-02	SW-Operating Costs	Parts cleaner/Fender washer	\$18.04	
18096539	410-016-531-10-31-02	SW-Operating Costs	Wedge bits/screws/lock washers	\$47.12	
18095818	410-016-531-10-31-02	SW-Operating Costs	Power bits/screws/pins	\$49.64	
18096695	410-016-531-10-31-02	SW-Operating Costs	Screws	\$46.28	
Thomas Dean			Check 39459	11/24/2015	\$12.01
	001-008-521-20-43-00	LE-Travel & Meetings	PSR lunch mtg	\$12.01	
Tyler Tim			Check 39460	11/24/2015	\$2,525.00
42278	001-007-559-30-41-00	PB-Professional Srv	Building Inspections/Plan Reviews Oct 2015	\$2,525.00	
Valvick Craig			Check 39461	11/24/2015	\$18.00
	001-008-521-20-43-00	LE-Travel & Meetings	Meal at Missing & Exploited Chidren training	\$18.00	
Verizon Northwest			Check 39462	11/24/2015	\$2,429.28
9754464372	001-001-513-10-42-00	Executive - Communication	Wireless phone services	\$82.47	
9754464372	001-002-513-11-42-00	AD-Communications	Wireless phone services	\$82.47	
9754464372	001-005-518-10-42-00	HR-Communications	Wireless phone services	\$52.45	
9754464372	001-006-518-80-42-00	IT-Communications	Wireless phone services	\$124.90	
9754464372	001-007-558-50-42-00	PL-Communication	Wireless phone services	\$151.91	
9754464372	001-007-559-30-42-00	PB-Communication	Wireless phone services	\$87.81	
9754464372	001-008-521-20-42-00	LE-Communication	Wireless phone services	\$1,449.30	
9754464372	001-010-576-80-42-00	PK-Communication	Wireless phone services	\$132.66	
9754464372	101-016-543-30-42-00	ST-Communications	Wireless phone services	\$132.66	
9754464372	410-016-531-10-42-00	SW-Communications	Wireless phone services	\$132.65	
Washington State Crime Prevention			Check 39463	11/24/2015	\$50.00
	001-008-521-20-49-00	LE-Miscellaneous	2016 membership WSCPA	\$50.00	

Invoice	AccountCode	Account Description	Item Description	Amount	
Washington State Patrol			Check 39464	11/24/2015	\$501.50
	633-008-586-00-00-06	Gun Permit - FBI Remittance	Weapons permits		\$501.50
Washington State Support Registry			Check 0	11/10/2015	\$402.46
42321	001-000-284-00-00-00	Payroll Liability Other	Employee Paid Child Support		\$402.46
WDH Black Rock			Check 39465	11/24/2015	\$656.16
35871	510-006-518-80-31-00	Purchase Computer Equipment	Figer lease for New World Connection		\$656.16
Weed Graafstra & Associates Inc			Check 39466	11/24/2015	\$13,326.49
145	001-011-515-30-41-00	LG-Professional Service	Legal services - General Matters		\$13,188.75
145	001-011-515-30-43-00	LG-Travel & Meetings	Legal services - General Matters		\$137.74
Wells Neil Chad			Check 39467	11/24/2015	\$36.00
	001-008-521-20-43-00	LE-Travel & Meetings	Meals at Taser Instructor Course		\$36.00
Total Disbursements					\$390,952.76



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**CITY OF LAKE STEVENS
REGULAR CITY COUNCIL MEETING MINUTES**

Tuesday, November 10, 2015
Lake Stevens School District Educational Service Center (Admin. Bldg.)
12309 22nd Street N.E., Lake Stevens

CALL TO ORDER: 7:00 p.m. by Mayor Pro Tem Marcus Tageant

COUNCILMEMBERS PRESENT: Kim Daughtry, Sam Low, John Spencer, Todd Welch, Suzanne Quigley, Kathy Holder, Marcus Tageant

COUNCILMEMBERS ABSENT: None.

STAFF MEMBERS PRESENT: Finance Director/City Clerk Barb Stevens, Interim Planning and Community Development Director Russ Wright, Public Works Director Mick Monken, Police Chief Dan Lorentzen, Deputy City Clerk Kathy Pugh, City Attorney Cheryl Beyer; Police Records Specialist Katie Rivers, Police Officers Gleb Shein and Michael Hingtgen; Economic Development Coordinator Jeanie Ashe

OTHERS:

Excused Absence.

Councilmember Welch arrived at 7:05 p.m.

Guest Business. Police Chief Dan Lorentzen introduced Katie Rivers, recently hired for the Records Specialist position. Ms. Rivers started with the department on October 1, 2015 and has a strong background in law enforcement. Chief Lorentzen next introduced Officer Gleb Shein who graduated from the Criminal Justice Training Academy on October 13th and is now completing his field training. Chief Lorentzen then introduced Officer Michael Hingtgen who was voted Third Quarter Officer for 2015 by his peers. Chief Lorentzen commented that Officer Hingtgen is a subject matter expert with the New World program, a problem solver, a leader in criminal enforcement, and that his crew is very proactive in criminal enforcement.

Dick Todd, 825 – 99th Avenue SE, commented on his efforts to learn and understand the public process. He suggested the City could move forward by utilizing three compelling words: invite, acknowledge and incorporate.

Bryan Graves 8520 – 9th Place NE, has lived at this address for 25 years. He expressed concern regarding homeless heroin addicts who have moved in across the street and commented there is heavy drug traffic, a high theft rate, and drug debris and garbage, all to the detriment of the neighborhood.

Mike Jones, 1015 87th Ave NE, distributed a copy of a recent Facebook post about a senior citizen who was attacked in front of Walgreens in broad daylight. He expressed concern regarding the brazen nature of the crime and that this occurred in his neighborhood.

Debbie Jones, 1015 87th Avenue NE, said neighbors are afraid of retaliation from this house. Visitors to the house have become very bold and criminal activity has escalated. She complimented the police department and noted their hands are tied by jurisdictional limitations.

Georgi Slate, 8504 – 9th Place NE, said the drug house is next door to her home. Activity at the house has heavily increased since July 2015. It is not safe for her grandchildren and neighborhood children. She noted the greenbelt behind the houses is being accessed from Vernon Road, a path is cleared and there are people camping in the greenbelt.

Dave Elledge, 915 – 87th Avenue NE, thanked the police for their efforts. He is concerned for the safety of his children and home. He said homes are being cased by people frequenting the house and they are very threatening people.

City Department Report.

Consent Agenda.

MOTION: Moved by Councilmember Daughtry, seconded by Councilmember Low, to approve (A) 2015 Vouchers [Payroll Direct Deposits of \$138,362.89; Payroll Checks Nos. 39329-39330 totaling \$4,149.68; Tax Deposits of \$53,923.04; Electronic Funds Transfers (ACH) of \$174,745.16; Claims Check Nos. 39331-039397 totaling \$1,047,450.94; Void Check No. 39228 in the amount of \$21.00; Total Vouchers Approved: \$1,418,610.71]; and (B) City Council Regular Meeting Minutes of October 27, 2015. On vote the motion carried (7-0-0-0).

Public Hearing:

Public Hearing on 2016 Proposed Budget and First Reading of Ordinance 943 Adopting 2016 Annual Budget: Finance Director/City Clerk Barb Stevens opened the public hearing and read the rules of procedure into the record.

Director Stevens presented the staff report and reviewed the 2016 proposed budget. She then responded to Councilmembers' questions. Director Stevens reminded that Council's action this evening is to hold a public hearing on the proposed 2016 budget and a first reading of Ordinance 943. Discussion ensued and Director Stevens responded to Councilmembers' questions.

Mayor Pro Tem Tagueant invited public comment and there was none.

MOTION: Councilmember Spencer moved, Councilmember Welch seconded, to close the public comment portion of the public hearing. On vote the motion carried (7-0-0-0).

MOTION: Councilmember Low moved, Councilmember Spencer seconded, to close the public hearing. On vote the motion carried (7-0-0-0).

MOTION: Councilmember Spencer moved, Councilmember Welch seconded, to approve the first reading of Ordinance 943 Adopting the 2016 Annual Budget. On vote the motion carried (7-0-0-0).

Action Items:

Approve Ordinance 944 Levying Taxes Upon All Property-Real, Personal and Utility, Subject to Taxation Within the Corporate Limits of the City of Lake Stevens, WA for the Year 2016: Director Stevens presented the staff report and responded to Councilmembers' questions.

MOTION: Councilmember Low moved, Councilmember Spencer seconded, to approve Ordinance 944 Authorizing Levying Taxes Upon All Real Property-Real, Personal and Utility, Subject to Taxation Within the Corporate Limits of the City of Lake Stevens, WA for the Year 2016. On vote the motion carried (7-0-0-0).

Contract with Prothman Company for Interim City Administrator: Councilmember Spencer presented the staff report and responded to Councilmembers' questions.

Discussion ensued. Councilmembers Low, Tageant and Welch said they believe the contract does not contain a clear scope of services and that it is expensive, and Councilmember Tageant asked why the Mayor could not step in and run the city until a new city administrator is hired; Councilmember Spencer said by bringing in an interim city administrator it will demonstrate to the public and to potential businesses that the city is moving forward and that it is willing to spend the money as a strong and stable government; Councilmembers Quigley and Holder believe it is important to have an interim city administrator to manage the day-to-day operations of the city, that the cost is not significant, and that having the services of a trained interim city administrator will give the city the ability to move forward at this time.

MOTION: Councilmember Spencer moved, Councilmember Daughtry seconded, to authorize the Mayor to contract with Prothman Company for an Interim City Administrator.

Councilmember Tageant requested the contract not begin until Mayor Little is present in Lake Stevens to provide direction to an interim city administrator.

AMENDED MOTION: Councilmember Spencer amended the motion to set the date to begin the contract with Prothman Company to a date when Mayor Little is present and available to provide direction to an interim city administrator. Councilmember Daughtry seconded the motion as amended. On vote the motion carried (5-2-0-0).

Discussion Items:

Trestle Holding LLC Traffic Impact Fee Exemption Request: Public Works Director Mick Monken presented the staff report. He said that Trestle Holdings LLC is requesting that it be eligible for the 50% reduction in traffic impact fees that is available to other commercially zoned properties under Resolution 2014-13 for its development known as Trestle Station on 20th Street SE. The property is zoned Neighborhood Business and this zoning is not included in Resolution 2014-13. Director Monken reminded that the intent of Resolution 2014-13 is to attract new commercial development and is targeted to commercial businesses that are likely to average annual tax revenue to the city of at least \$100,000 over a three year period. Trestle Holdings believes it can meet the threshold of averaging \$100,000 over the three year period and therefore would be eligible for the 50% reduction in traffic impact fees.

Director Monken requested direction as to whether Council wants to include the Neighborhood Business zone under Resolution 2014-13. Discussion ensued and Director Monken responded to Councilmembers questions.

Council directed staff to bring an amending resolution forward at the next Council meeting that included the Neighborhood Business zone.

Council Person's Business: Councilmembers reported on the following meetings:
Councilmember Low: Health District.

Mayor's Business: None.

Executive Session: None.

Adjourn.

Moved by Councilmember Spencer, seconded by Councilmember Welch, to adjourn the meeting at 9:00 p.m. On vote the motion carried (7-0-0-0).

Marcus Tageant, Mayor Pro Tem

Kathy Pugh, Deputy City Clerk



LAKE STEVENS CITY COUNCIL
STAFF REPORT

Council Agenda November 24, 2015
Date: _____

Subject: Ordinance 945 Amending LSMC 2.08.080, Official Newspaper and Award of Bid to The Daily Herald

Contact Barb Stevens, Finance Director/City Clerk **Budget** -0-
Person/Department: _____ **Impact:** _____

RECOMMENDATION(S)/ACTION REQUESTED OF COUNCIL:

- 1) Award Bid for the City's 2016 Official Newspaper to The Daily Herald
- 2) Adopt Ordinance 945 Amending Title 2, Administration and Personnel, Chapter 2.08.080, Official Newspapers

SUMMARY/BACKGROUND: On June 12, 1995 the City Council adopted Ordinance 478, repealing LSMC Title 2, Administration and Personnel and adopting a new LSMC Title 2, Administration in Personnel. LSMC 2.08.080 established the Lake Stevens Journal as the City's official newspaper and the Everett Herald as the alternate official newspaper. RCW 65.16.020 sets out the requirements of a legal newspaper, one being that the "newspaper shall be published regularly at least once a week, . . . , as a newspaper of general circulation . . ." The Lake Stevens Journal no longer publishes on a weekly basis.

As a result, on October 26, 2015 staff advertised for bids for official newspaper for 2016 in The Daily Herald (Everett Herald), the Lake Stevens Journal, and the Lake Stevens Ledger. Only The Daily Herald submitted a bid proposal. The proposal submitted by The Daily Herald meets all of the statutory requirements of RCW 2.08.080.

APPLICABLE CITY POLICIES: LSMC 2.08.080 Official Newspaper

BUDGET IMPACT: None

ATTACHMENTS: A. Bid Response
 B. Ordinance 945

Advertisement for Bids Official Newspaper for 2016 From The Daily Herald

Bid Requirements:

- ◆ Must meet minimum qualifications defined by RCW 65.16.020.
We do meet the minimum qualifications.
- ◆ Must publish at least once per week; preference will be given to those that publish daily.
We publish daily.
- ◆ Must provide a statement of circulation for Zip Code 98258.
See attached audit report with Daily, Sunday and online circulation.
- ◆ Must agree to regularly profile City of Lake Stevens activities, issues, events and other stories of interest.
We highlight many ongoing activities, issue and events in Lake Stevens.
- ◆ Must be able to provide one original affidavit of publication for each legal publication submitted by the City.
All legal notices are provided an affidavit upon final publication
- ◆ Must be able to apply City payments to corresponding invoices.
Yes
- ◆ Must provide confirmation, in like manner, of receipt of faxes or emails submitted for legal publications.
**Most legals are submitted by email, we respond with email ASAP to confirm.
Able to call if faxed.**
- ◆ Publisher must have at least 3 years experience in providing weekly or daily newspaper services; and provide references of other municipalities served.
3 years experience, yes. See references below.

City legal notices are 2 column width, making the rate \$1.72 per line/per day. There are approximately 64 characters per line, we charge per line, not per character.
Logos are \$7.00 per notice/per day.
2 column width is 2.236"

Font and size: Helvetica LT Std, Roman, 6 pt., 5.9 leading

References

City of Everett
2930 Wetmore Ave.
Everett, WA 98201
(425) 257-8610
Sharon Fuller, City Clerk
sfuller@everettwa.gov
on-going advertiser

City of Lynnwood
19100 44th Ave. W.
Lynnwood, WA 98036
(425) 670-5161
Debbie Karber, City Clerk
dkarber@ci.lynnwood.wa.us
on-going advertiser

City of Granite Falls
206 South Granite Ave.
Granite Falls, WA 98252
(360) 691-6441
Darla Reese, City Clerk
Darla.reese@ci.granite-falls.wa.us

Bid submittal approved by:



Josh O'Connor
Publisher



THE DAILY HERALD, THE SUNDAY HERALD
 Everett (Snohomish County), Washington
 12 months ended March 31, 2015

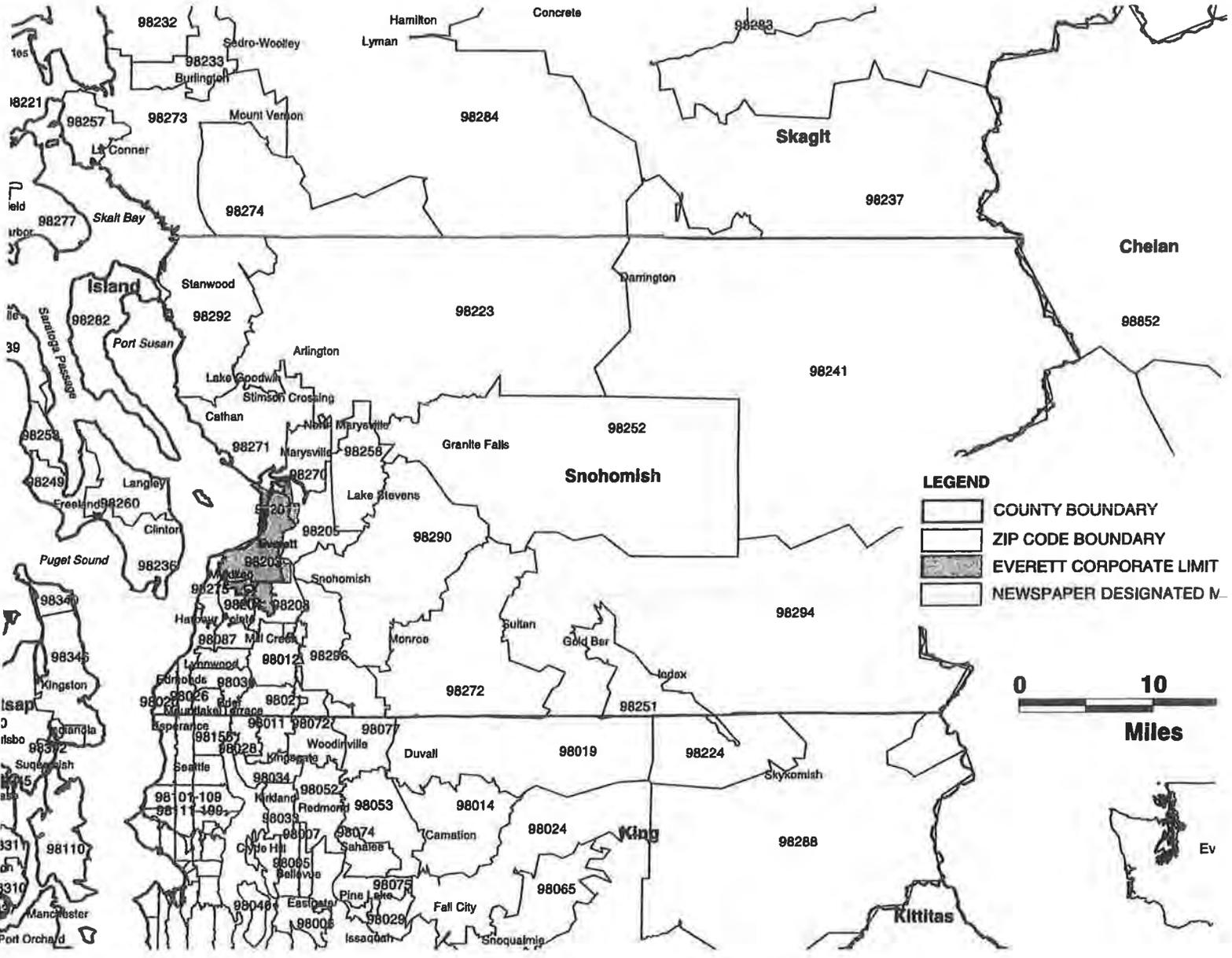
**AUDIT REPORT
 Newspaper**

	Sun	Avg Mon-Sat	Mon	Tue	Wed	Thu	Fri	Sat
EXECUTIVE SUMMARY								
The Daily Herald, The Sunday Herald	58,210	35,298	34,857	34,311	34,825	35,195	36,866	35,756
Print (See Par. 1A)	40,299	33,568	32,994	32,484	33,595	33,321	34,985	34,052
Digital Replica (See Par. 1B)	672	700	818	797	264	825	826	667
Digital Nonreplica (See Par. 1C)	1,046	1,030	1,045	1,030	966	1,049	1,055	1,037
Total Circulation Excluding Affiliated Publications	42,017	35,298	34,857	34,311	34,825	35,195	36,866	35,756
Affiliated Publications								
Marysville Globe - (See Par. 1D) (6/15/14-3/31/15)	10,981							
Arlington Times - (See Par. 1E) (6/15/14-3/31/15)	5,212							
TOTAL AVERAGE CIRCULATION	58,210	35,298	34,857	34,311	34,825	35,195	36,866	35,756

Publishing Plans

 The Sunday Herald	Frequency: Daily Delivery Vehicle(s): Print, online Primary Circulation Classification: Paid Website(s): www.heraldnet.com
Marysville Globe	Frequency: Sunday Delivery Vehicle(s): Print Circulation Classification: Qualified Unique PrintSubscriber Percent: 100.0% Once-a-week delivery to the Marysville area, with focus on their local community news. Website(s): www.marysvilleglobe.com
Arlington Times	Frequency: Sunday Delivery Vehicle(s): Print Circulation Classification: Qualified Unique Print Subscriber Percent: 100.0% Once-a-week delivery to the Arlington area, with focus on their local community news. Website(s): www.arlingtontimes.com

R DESIGNATED MARKET / EVERETT, WASHINGTON



	Sun	Avg Mon-Sat	Mon	Tue	Wed	Thu	Fri	Sat
1A. THE DAILY HERALD, THE SUNDAY HERALD - PRINT								
Paid Circulation								
Individually Paid Circulation								
Home Delivery and Mail	34,725	29,142	28,833	28,310	28,343	28,835	30,518	30,027
Single Copy Sales	4,616	2,788	2,695	2,664	2,830	3,012	2,958	2,570
Total Average Individually Paid Circulation	39,341	31,930	31,528	30,974	31,173	31,847	33,476	32,597
Business/Traveler Paid Circulation								
Hotel Distribution - Room/Lobby Copies	133	115	114	114	115	113	118	118
Total Average Business/Traveler Paid Circulation	133	115	114	114	115	113	118	118
Total Average Paid Circulation - Print	39,474	32,045	31,642	31,088	31,288	31,960	33,594	32,715
Qualified Circulation								
Home Delivery								
Targeted	25	25	25	25	25	25	25	25
Total Average Home Delivery	25	25	25	25	25	25	25	25
Single Copy								
Educational Copies		150			905			
University Copies	16	172	195	217	225	215	178	
Employee/Independent Contractor	143	143	143	143	143	143	143	143
Retail/Business	548	1,008	981	991	997	957	1,003	1,118
Total Average Single Copy	707	1,473	1,319	1,351	2,270	1,315	1,324	1,261
Total Average Qualified Circulation - Print	732	1,498	1,344	1,376	2,295	1,340	1,349	1,286
Verified Circulation								
Public Access								
Event Distribution	93	25	8	20	12	21	42	51
Total Average Public Access	93	25	8	20	12	21	42	51
Total Average Verified Circulation - Print	93	25	8	20	12	21	42	51
Total Average Circulation - Print	40,299	33,568	32,994	32,484	33,595	33,321	34,985	34,052
1B. THE DAILY HERALD, THE SUNDAY HERALD - DIGITAL REPLICA								
Paid Circulation								
Subscription	4	4	4	4	4	4	4	4
Total Average Paid Circulation - Digital Replica	4	4	4	4	4	4	4	4
Qualified Circulation: Opt-In								
Educational Copies	668	696	814	793	260	821	822	663
Total Average Qualified Circulation - Digital Replica	668	696	814	793	260	821	822	663
Total Average Circulation - Digital Replica	672	700	818	797	264	825	826	667
TOTAL AVERAGE CIRCULATION - PRINT & DIGITAL REPLICA	40,971	34,268	33,812	33,281	33,859	34,146	35,811	34,719
1C. THE DAILY HERALD, THE SUNDAY HERALD - DIGITAL NONREPLICA								
Paid Circulation								
Restricted Access Website	1,046	1,030	1,045	1,030	966	1,049	1,055	1,037
Total Average Paid Circulation - Digital Nonreplica	1,046	1,030	1,045	1,030	966	1,049	1,055	1,037
Total Average Circulation - Digital Nonreplica	1,046	1,030	1,045	1,030	966	1,049	1,055	1,037
TOTAL AVERAGE CIRCULATION - PRINT & DIGITAL REPLICA AND NONREPLICA	42,017	35,298	34,857	34,311	34,825	35,195	36,866	35,756

	Sun	Avg Mon-Sat	Mon	Tue	Wed	Thu	Fri	Sat
1D. MARYSVILLE GLOBE - PRINT								
Paid Circulation								
Individually Paid Circulation								
Home Delivery and Mail		40						
Single Copy Sales		34						
Total Average Individually Paid Circulation		74						
Total Average Paid Circulation - Print		74						
Qualified Circulation								
Home Delivery								
Targeted		10,644						
Total Average Home Delivery		10,644						
Total Average Qualified Circulation - Print		10,644						
Verified Circulation								
Home Delivery		263						
Total Average Verified Circulation - Print		263						
TOTAL AVERAGE CIRCULATION - PRINT		10,981						

1E. ARLINGTON TIMES - PRINT

Paid Circulation								
Individually Paid Circulation								
Home Delivery and Mail		76						
Single Copy Sales		61						
Total Average Individually Paid Circulation		137						
Total Average Paid Circulation - Print		137						
Qualified Circulation								
Home Delivery								
Targeted		4,949						
Total Average Home Delivery		4,949						
Total Average Qualified Circulation - Print		4,949						
Verified Circulation								
Home Delivery		126						
Total Average Verified Circulation - Print		126						
TOTAL AVERAGE CIRCULATION - PRINT		5,212						

2. TOTAL AVERAGE CIRCULATION By Market (See Par. 5 for description of area):

	Sun	Avg Mon-Sat	Mon	Tue	Wed	Thu	Fri	Sat
NEWSPAPER DESIGNATED MARKET - PRINT								
Paid Circulation								
Individually Paid Circulation								
Home Delivery and Mail	27,359	22,902	22,644	22,229	22,251	22,651	24,018	23,632
Single Copy Sales	3,237	2,077	2,010	1,985	2,125	2,262	2,214	1,868
Newspaper Designated Market - Total Average Individually Paid Circulation	30,596	24,979	24,654	24,214	24,376	24,913	26,232	25,500
Business/Traveler Paid Circulation								
Hotel Distribution - Room/Lobby Copies	85	77	76	76	76	75	80	80
Newspaper Designated Market - Total Average Business/Traveler Paid Circulation	85	77	76	76	76	75	80	80
Newspaper Designated Market - Total Average Paid Circulation - Print	30,681	25,056	24,730	24,290	24,452	24,988	26,312	25,580
Qualified Circulation								
Single Copy								
Educational Copies		113			680			
University Copies	16	162	182	205	214	204	167	
Employee/Independent Contractor	71	71	71	71	71	71	71	71
Retail/Business	461	882	856	866	872	836	859	1,004
Newspaper Designated Market - Total Average Single Copy	548	1,228	1,109	1,142	1,837	1,111	1,097	1,075
Newspaper Designated Market - Total Average Qualified Circulation - Print	548	1,228	1,109	1,142	1,837	1,111	1,097	1,075
Verified Circulation								
Public Access								
Event Distribution	44	12	4	10	7	10	19	23
Total Average Public Access	44	12	4	10	7	10	19	23
Newspaper Designated Market - Total Average Verified Circulation - Print	44	12	4	10	7	10	19	23
Newspaper Designated Market - Total Average Circulation - Print	31,273	26,296	25,843	25,442	26,286	26,109	27,428	26,676
OUTSIDE NEWSPAPER DESIGNATED MARKET - PRINT								
Paid Circulation								
Individually Paid Circulation								
Home Delivery and Mail	7,366	6,240	6,189	6,081	6,092	6,184	6,500	6,395
Single Copy Sales	1,379	711	685	679	705	750	744	702
Outside Newspaper Designated Market - Total Average Individually Paid Circulation	8,745	6,951	6,874	6,760	6,797	6,934	7,244	7,097
Business/Traveler Paid Circulation								
Hotel Distribution - Room/Lobby Copies	48	38	38	38	39	38	38	38
Outside Newspaper Designated Market - Total Average Business/Traveler Paid Circulation	48	38	38	38	39	38	38	38
Outside Newspaper Designated Market - Total Average Paid Circulation - Print	8,793	6,989	6,912	6,798	6,836	6,972	7,282	7,135
Qualified Circulation								
Home Delivery								
Targeted	25	25	25	25	25	25	25	25
Outside Newspaper Designated Market - Total Average Home Delivery	25	25	25	25	25	25	25	25
Single Copy								
Educational Copies		37			225			
University Copies		10	13	12	11	11	11	
Employee/Independent Contractor	72	72	72	72	72	72	72	72
Retail/Business	87	126	125	125	125	121	144	114
Outside Newspaper Designated Market - Total Average Single Copy	159	245	210	209	433	204	227	186
Outside Newspaper Designated Market - Total Average Qualified Circulation - Print	184	270	235	234	458	229	252	211
Verified Circulation								
Public Access								
Event Distribution	49	13	4	10	5	11	23	28
Total Average Public Access	49	13	4	10	5	11	23	28
Outside Newspaper Designated Market - Total Average Verified Circulation - Print	49	13	4	10	5	11	23	28
Outside Newspaper Designated Market - Total Average Circulation - Print	9,026	7,272	7,151	7,042	7,289	7,212	7,557	7,374
Total Average Circulation - Print	40,299	33,568	32,994	32,484	33,595	33,321	34,985	34,052
Total Digital Replica	672	700	818	797	264	825	826	667
Total Digital Nonreplica	1,046	1,030	1,045	1,030	966	1,049	1,055	1,037
Total Affiliated Publications	16,193							
TOTAL AVERAGE CIRCULATION	58,210	35,298	34,857	34,311	34,825	35,195	36,866	35,756

AUDIT STATEMENT

	Sun			Avg Mon-Sat			Mon			Tue		
	Audited Circulation	Publisher's Claim	Difference									
The Daily Herald, The Sunday Herald (Excluding Affiliated Publications)	42,017	42,017		35,298	35,298		34,857	34,857		34,311	34,311	
Marysville Globe	10,981	10,981										
Arlington Times	5,212	5,212										
Total Average Circulation	58,210	58,210		35,298	35,298		34,857	34,857		34,311	34,311	

	Wed			Thu			Fri			Sat		
	Audited Circulation	Publisher's Claim	Difference									
The Daily Herald, The Sunday Herald (Excluding Affiliated Publications)	34,825	34,825		35,195	35,195		36,866	36,866		35,756	35,756	
Marysville Globe												
Arlington Times												
Total Average Circulation	34,825	34,825		35,195	35,195		36,866	36,866		35,756	35,756	

AVERAGE CIRCULATION BY QUARTERS for the previous audits and period covered by this report:

Calendar Quarter Ended	Sun	Avg	Mon	Tue	Wed	Thu	Fri	Sat	Avg
	Total Avg. Circ.	Mon-Sat Total Avg. Circ.	Total Avg. Circ.	Mon-Fri Total Avg. Circ.					
June 30, 2011	51,440	47,572	47,810	47,694	47,606	47,952	50,606	43,764	48,334
September 30, 2011	51,547	44,364	44,436	43,544	44,017	43,879	45,967	44,216	44,393
January 1, 2012	51,559	46,589	46,731	46,162	46,419	47,257	47,891	45,183	46,892
April 1, 2012	49,973	45,637	45,324	45,625	45,717	45,783	47,902	43,472	46,070
July 1, 2012	49,032	43,116	43,064	42,869	43,026	43,564	45,030	41,144	43,511
September 30, 2012	48,070	40,120	39,714	39,380	40,322	39,345	41,762	40,195	40,105
December 30, 2012	47,388	40,019	39,585	39,821	39,711	40,102	41,568	39,327	40,157
March 31, 2013	45,667	38,639	38,049	38,420	38,242	38,689	40,582	37,852	38,796
June 30, 2013	45,203	37,925	37,622	37,373	37,748	37,478	39,767	37,560	37,998
September 30, 2013	44,107	35,945	35,560	35,118	35,425	35,670	37,520	36,407	35,854
December 31, 2013	42,825	35,756	35,118	34,742	36,221	35,909	37,215	35,411	35,824
March 31, 2014	40,940	34,632	34,530	33,691	35,093	33,927	36,308	34,168	34,726
June 30, 2014	45,675	34,412	33,984	33,503	34,261	34,215	36,136	34,372	
September 30, 2014	61,804	34,340	33,890	33,471	33,771	33,668	36,249	35,060	
December 31, 2014	62,965	36,362	35,828	35,231	35,496	37,138	37,576	36,967	
March 31, 2015	62,398	36,092	35,729	35,107	35,805	35,752	37,507	36,630	

ONE-DAY GROSS DISTRIBUTION AND AVERAGE PROJECTED CIRCULATION AVERAGES BY COUNTIES:

January 18, 2015; Wed, January 21, 2015.

Occupied Households - #1-1-14 The Nielsen Company (U.S.), Inc.

Projected Circulation* (Avg. Proj. Circ.) has been arrived at by projecting the audit period averages to the one day distribution figures in this report.

	The Sunday Herald								Sun		Marysville Globe						
	OH's #1-1-14 Estimate	Home Delivery & Mail	Single Copy Sales	Business/Traveler	Total Paid	Qualified	Verified	Total	Sun Avg. Proj. Circ.*	Hshld. Cov.	Home Delivery & Mail	Single Copy Sales	Business/Traveler	Total Paid	Qualified	Verified	Total
	34,037	1,614	278		1,892		1	1,893	1,859	5.5%							
	831,064	241	196		437			437	429	0.1%							
	47,050	79	172		251			251	247	0.5%							
Counties	281,314	32,265	5,204	135	37,604	675		38,279	37,601	13.4%	11	60		71	13,168	340	13,579
SHINGTON		166			166			166	163								
		34,365	5,850	135	40,350	676		41,026	40,299		11	60		71	13,168	340	13,579
											37			37			37
CIRCULATION		34,365	5,850	135	40,350	676		41,026	40,299		48	60		108	13,168	340	13,616
ICA CIRCULATION						1,259		1,259	672								
REPLICA																	
AGE CIRCULATION		1,750			1,750			1,750	1,046								
		36,115	5,850	135	42,100	1,935		44,035	42,017		48	60		108	13,168	340	13,616

	Sun Arlington Times							Wed The Daily Herald									
	OH's #1-1-14 Estimate	Home Delivery & Mail	Single Copy Sales	Business/ Traveler	Total Paid	Qualified	Verified	Total	Sun Avg. Proj. Circ.*	Hshld. Cov.	Home Delivery & Mail	Single Copy Sales	Business/ Traveler	Total Paid	Qualified	Verified	Total
	34,037										1,379	175		1,554	4		1,558
	831,064										222	93		315			315
	47,050										62	138		200			200
Counties	281,314	13	85		98	6,182	160	6,440	5,148	1.8%	26,469	3,609	110	30,188	2,590		32,778
											149			149	28		177
SHINGTON		13	85		98	6,182	160	6,440	5,148		28,281	4,015	110	32,406	2,622		35,028
		80			80			80	64								
CIRCULATION		93	85		178	6,182	160	6,520	5,212		28,281	4,015	110	32,406	2,622		35,028
ICA CIRCULATION															473		473
REPLICA																	
↓											1,759			1,759			1,759
AGE CIRCULATION		93	85		178	6,182	160	6,520	5,212		30,040	4,015	110	34,165	3,095		37,260

ation and occupied household estimates appearing in AAM reports are obtained from The Nielsen Company (U.S.), Inc. Estimates for AAM defined newspaper market: are projections based upon The Nielsen Company (U.S.), Inc. estimates. The Nielsen Company (U.S.), Inc. estimates are intended for your company's use during it while the information may be provided to third parties during such course of business, it may not be sold or sub-licensed to third parties or electronically integrat at the prior written consent of The Nielsen Company (U.S.), Inc.

relating actual gross distribution figures to average circulation for the period covered by this report.

DITION IN TOWNS RECEIVING 25 OR MORE COPIES IN DETAIL BY COUNTIES, AS WELL AS THE TOTAL ONLY FOR TOWNS RECEIVING LESS THAN 25 CO
 optional and not made.

DISTRIBUTION BY ZIP CODES RECEIVING 25 OR MORE COPIES:

U.S. ZIP Code Directory, #1-1-14 The Nielsen Company (U.S.), Inc., See Par. 5.

	OH's #1-1-14 Estimate	The Sunday Herald					Sun		Marysville Globe								
		Home Delivery & Mail	Single Copy Sales	Business/ Traveler	Total Paid	Qualified	Verified	Total	Sun Avg. Proj. Circ.	Hshld. Cov.	Home Delivery & Mail	Single Copy Sales	Business/ Traveler	Total Paid	Qualified	Verified	Total
ell	11,034	61			61			61	60	0.5%							
ell	22,191	1,424	188		1,612			1,612	1,583	7.1%							
all	4,010	45	105		150			150	147	3.7%							
onds	8,599	756	130		886	5		891	875	10.2%							
ell	10,766	396	97	15	508			508	499	4.6%							
onds	14,867	1,149	103		1,252	25		1,277	1,254	8.4%							
wood	13,998	839	251	15	1,105			1,105	1,085	7.8%							
wood	10,132	679	116	20	815	83		898	882	8.7%							
ntake Terrace	8,380	480	129		609			609	598	7.1%							
dirville	9,028	57			57			57	56	0.6%							
wood	12,291	606	174		780			780	766	6.2%							
tle	21,212	24	78		102			102	100	0.5%							
tle	13,817	54	13		67			67	66	0.5%							
ett	13,069	2,123	349	20	2,492	317		2,809	2,759	21.1%							
ett	14,093	2,516	279		2,795			2,795	2,745	19.5%							
ett	16,630	1,047	314		1,361	69		1,430	1,405	8.4%							
ett	19,801	2,705	386	15	3,106	82		3,188	3,132	15.8%							
gton	15,698	2,703	376	20	3,099			3,099	3,044	19.4%		13		13		60	73
on	2,556	138	40		178			178	175	6.8%							
peville	3,189	75	17		92			92	90	2.8%							
ington	957	155			155			155	152	15.9%							
land	2,214	113	47		160			160	157	7.1%							
l Bar	2,053	165			165			165	162	7.9%							
ite Falls	3,484	432			432			432	424	12.2%							
mbank	830	36	1		37			37	36	4.3%							
Stevens	14,650	2,393	291		2,684			2,684	2,636	18.0%							
ley	2,712	100	13		113	1		114	112	4.1%							
sville	17,243	2,754	495		3,249	35		3,284	3,226	18.7%	9	47		56	9,186	235	9,477
sville	10,060	1,862	184		2,046			2,046	2,010	20.0%	2			2	3,982	45	4,029
oe	9,151	1,071	683		1,754	50		1,804	1,772	19.4%							
st Vernon	10,535	45	172		217			217	213	2.0%							
st Vernon	6,624	34			34			34	33	0.5%							
teo	8,272	1,002	113	30	1,145	1		1,146	1,126	13.6%							
harbor	15,500	129	150		279			279	274	1.8%							

Digital only
 subs
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	OH's #1-1-14 Estimate	The Sunday Herald						Sun			Marysville Globe						
		Home Delivery & Mail	Single Copy Sales	Business/ Traveler	Total Paid	Qualified	Verified	Total	Sun Avg. Proj. Circ.	Hshld. Cov.	Home Delivery & Mail	Single Copy Sales	Business/ Traveler	Total Paid	Qualified	Verified	Total
<u>Cont'd</u>																	
iano Island	6,911	1,023	10		1,033			1,033	1,015	14.7%							
omish	12,521	2,276	259		2,535			2,535	2,490	19.9%							
wood	8,316	1,429	230		1,659	8		1,667	1,637	19.7%							
an	2,625	306			306			306	301	11.5%							
omish	8,814	997	57		1,054			1,054	1,035	11.7%							
is ZIP Codes		166			166			166	167		37			37			37
IT CIRCULATION		34,365	5,850	135	40,350	676		41,026	40,299		48	60		108	13,168	340	13,616
PLICA CIRCULATION						1,259		1,259	672								
NREPLICA CIRCULATION		1,750			1,750			1,750	1,046								
AGE CIRCULATION		36,115	5,850	135	42,100	1,935		44,035	42,017		48	60		108	13,168	340	13,616

	Sun Arlington Times								Wed The Daily Herald								
	OH's #1-1-14 Estimate	Home Delivery & Mail	Single Copy Sales	Business/ Traveler	Total Paid	Qualified	Verified	Total	Sun Avg. Proj. Circ.	Hshld. Cov.	Home Delivery & Mail	Single Copy Sales	Business/ Traveler	Total Paid	Qualified	Verified	Total
Well	11,034										61			61			61
Well	22,191										1,177	111	1,288	186			1,474
Wall	4,010										40	50	90				90
Wards	8,599										647	89	736	28			764
Well	10,766										312	57	384	15			384
Wards	14,867										981	65	1,046	25			1,071
Wood	13,998										693	159	867	44			911
Wood	10,132										562	83	655	191			846
Wentlake Terrace	8,380										396	60	456				456
Wendinville	9,028										50		50				50
Wood	12,291										480	80	560				560
Witle	21,212										21	33	54				54
Witle	13,817										50	10	60				60
Wett	13,069										1,920	448	2,378	10	887		3,265
Wett	14,093										2,129	234	2,363		99		2,462
Wett	16,630										829	423	1,252	282			1,534
Wett	19,801										2,220	201	2,436	15	174		2,610
Winton	15,698	13	85		98	5,107	160	5,365	4,289	27.3%	2,185	251	2,456	20	13		2,469
Winton	2,556										123	28	151	3			154
Wipeville	3,189										67	14	81				81
Wington	957										142		142				142
Wland	2,214										96	28	124				124
Wl Bar	2,053										121		121				121
Wite Falls	3,484										370		370				370
Wnbank	830										30	1	31				31
W Stevens	14,650										1,831	119	1,950	4			1,954
Wley	2,712										83	9	92	1			93
Wsville	17,243										2,205	242	2,447	75			2,522
Wsville	10,060										1,504	127	1,631	110			1,741
Woe	9,151										858	413	1,271	88			1,359
Wit Vernon	10,535										37	138	175				175
Wit Vernon	6,624										25		25				25
Wteo	8,272										882	96	1,003	25	121		1,124
Wtarbor	15,500										120	90	210				210
Wino Island	6,911										860	5	865				865

	OH's #1-1-14 Estimate	Sun Arlington Times							Sun Avg. Proj. Circ.	Hshld. Cov.	Wed The Daily Herald							
		Home Delivery & Mail	Single Copy Sales	Business/ Traveler	Total Paid	Qualified	Verified	Total			Home Delivery & Mail	Single Copy Sales	Business/ Traveler	Total Paid	Qualified	Verified	Total	
Cont'd)																		
omish	12,521										1,866	160		2,026	63			2,089
wood	8,316					1,075		1,075	859	10.3%	1,168	146		1,314	13			1,327
an	2,625										243			243	5			248
omish	8,814										748	45		793	182			975
is ZIP Codes		80			80			80	64		149			149	28			177
IT CIRCULATION		93	85		178	6,182	160	6,520	5,212		28,281	4,015	110	32,406	2,622			35,028
PLICA CIRCULATION															473			473
NREPLICA CIRCULATION											1,759			1,759				1,759
AGE CIRCULATION		93	85		178	6,182	160	6,520	5,212		30,040	4,015	110	34,165	3,095			37,260

4. BASIC PRICES as of March 31, 2015 (subscription sales based on 52 weeks/1 year)

Frequency	Home Delivery			Single Copy	Mail
	Print	Digital Replica	Digital Nonreplica	Print	Print
Mon-Sat & Sun	\$186.00	\$51.48	\$99.95		\$435.00
Mon-Sat				\$0.75	
Mon-Fri	\$180.00				
Fri, Sat & Sun	\$144.00				
Sun	\$104.00			\$1.50	\$174.00

5. EXPLANATORY - OTHER:

AUDIT REPORT PERIOD ENDING DATE

March 31, 2015

CREDIT AND ARREARS ALLOWANCE

Included in Home Delivery and Mail is an average of the following:

	Total
Sun	757
Daily	466

These copies were served to subscribers that ordered delivery directly with and were billed by the newspaper and for which payment was not received and/or short-term arrears copies served to subscribers whose term has expired.

PUBLISHER'S RETURN POLICY

Fully Returnable except in case of independent contractors who exceed daily limits assigned by contract (returns are counted against paid circulation but no financial credit is given to contractor).

QUALIFIED RETAIL/BUSINESS

Included in Qualified Retail/Business are copies distributed through publisher-maintained venues. Verification is made of distribution to location only, and not of actual pick-up.

SINGLE COPY RETURNS POLICY

The allowances for returns, undelivered, leftover and unsold copies for the period covered by this report were found to have been:

	Total
Sun	3.6%
Avg Mon-Sat	3.9%

These percentages are based on the gross figures and have been deducted, leaving paid circulation as shown in Par. 1.

MARKET DESCRIPTION

Zone Reporting for this newspaper is defined as:

NEWSPAPER DESIGNATED MARKET comprises SNOHOMISH County, less 2010 Census Tracts 417.02 (part), 418.04 (part), 419.01 (part), 420.03, 420.04, 420.05 (part), 501 through 519, 520.03 (part), 520.04 through 520.07, 521.07 (part) and 521.10 (part); and in ISLAND County, Camano Census County Division.

MARKET PENETRATION

County population and occupied household estimates appearing in AAM reports are obtained from The Nielsen Company (U.S.), Inc. Estimates for AAM defined newspaper markets and areas below the county level are projections based upon The Nielsen Company (U.S.), Inc. estimates. The Nielsen Company (U.S.), Inc. estimates are intended for your company's use during its normal course of business, and, while the information may be provided to third parties during such course of business, it may not be sold or sub-licensed to third parties or electronically integrated into third party systems without the prior written consent of The Nielsen Company (U.S.), Inc.

5. EXPLANATORY - OTHER: (Continued)

AVERAGE UNPAID DISTRIBUTION

Includes Arrears, Advertisers & Agencies and Complimentary, Sample, Service:

	Total
Sun	1,581
Mon	1,097
Tue	1,099
Wed	1,339
Thu	1,322
Fri	1,464
Sat	1,858

Stephen Barrett, Director of National and Regional Sales
Telephone (360) 394-5833 - FAX (360) 394-5841
2700 Richards Rd., Ste. 201
Bellevue, WA 98005
e-mail: sbarrett@soundpublishing.com

To Members of the Alliance for Audited Media:

We have examined the circulation records and other data presented by this publication for the period covered by this report. Our examination was made in accordance with the AAM's Bylaws and Rules, and included such tests and other audit procedures as we considered necessary under the circumstances.

In our opinion, the total average circulation for the period shown is fairly stated in this report, and the other data contained in this report are fairly stated in all respects material to average circulation.

Alliance for Audited Media

CITY OF LAKE STEVENS
LAKE STEVENS, WASHINGTON

ORDINANCE NO. 945

AN ORDINANCE OF THE CITY OF LAKE STEVENS, WASHINGTON, AMENDING LAKE STEVENS MUNICIPAL CODE SECTION 2.08.080, OFFICIAL NEWSPAPERS; PROVIDING FOR SEVERABILITY AND EFFECTIVE DATE

WHEREAS, on June 12, 1995 the Lake Stevens City Council adopted Ordinance No. 478, repealing LSMC Title 2, Administration and Personnel, and adopting a new LSMC Title 2, Administration and Personnel; and

WHEREAS, LSMC 2.08.080 Official Newspapers, designated the Lake Stevens Journal as the official city newspaper and designated The Daily Herald as the alternate official newspaper; and

WHEREAS, RCW 65.16.020 sets forth the qualifications required for legal newspapers, one of which is that the official newspaper to be published at least once a week and the Lake Stevens Journal no longer publishes once a week; and

WHEREAS, the City advertised for bids on October 26, 2015 for qualified newspapers to serve as the City's official newspaper; and

WHEREAS, only one bid response was received, from The Daily Herald; and

WHEREAS, The Daily Herald meets the qualifications for a legal newspaper as set forth in RCW 65.16.020.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF LAKE STEVENS, WASHINGTON DO ORDAIN AS FOLLOWS:

Section 1. LSMC Section 2.08.080 entitled "Official Newspapers" is hereby amended to read as follows:

2.08.080 Official Newspapers.

The ~~Lake Stevens Journal~~ Daily Herald is hereby designated as the official newspaper in which shall be published all notices required to be published as a matter of law. ~~In the event that legal notices can not be published in the Lake Stevens Journal in a timely manner for matters under consideration, the City of Lake Stevens designates the Everett Herald as its alternate official newspaper. Use of this alternate newspaper shall be at the discretion of the City Administrator or designee.~~

Section 2. Severability. If any section, clause or phrase of this ordinance should be held to be invalid by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of any other section, sentence, clause or phrase of this ordinance.

Section 3. Effective Date and Publication. A summary of this ordinance consisting of its title shall be published in the official newspaper of the City. This ordinance shall take effect and be in force five (5) days after the date of publication.

PASSED by the City Council of the City of Lake Stevens this ____ day of _____, 2015.

Vern Little, Mayor

ATTEST/AUTHENTICATION:

Kathy Pugh, Deputy City Clerk

APPROVED AS TO FORM:

Grant K. Weed, City Attorney

First and Final Reading:
Published:
Effective Date:



LAKE STEVENS CITY COUNCIL
STAFF REPORT

Council Agenda Date: November 24, 2015

Subject: Bond Redemption Fund Closure

Contact	Barb Stevens – Finance/City Clerk	Budget	N/A
Person/Department:	_____	Impact:	_____

RECOMMENDATION(S)/ACTION REQUESTED OF COUNCIL:

Approve Ordinance 946, Closing Fund 206 – Limited Tax General Obligation Bond Redemption Fund 2004; Repealing Portions of Ordinance 697 Authorizing the Establishment of the Fund

SUMMARY/BACKGROUND:

On October 24, 2004 City Council approved ordinance 697, authorizing a Limited Tax General Obligation Bond to finance the acquisition of land and the acquisition and installation of a modular building to serve as the City’s Police Station. The ordinance also authorized and established bond fund number “206 – Limited Tax General Obligation Bond Redemption Fund 2004”. This fund received “revenue” transfers-in from another fund and then made “expenditure” payments to the holder of the bond.

On October 13, 2015 City Council approved ordinance 940 authorizing the issuance and sale of a Limited Tax General Obligation Refunding Bond to refund the “Limited Tax General Obligation Bond Redemption Fund 2004”. Ordinance 940 also authorized and established a new bond fund. As such fund 206 is no longer active, required, or operating.

This ordinance will authorize the closing of Fund 206 - Limited Tax General Obligation Bond Redemption Fund 2004 as of January 1, 2016.

APPLICABLE CITY POLICIES: N/A

BUDGET IMPACT: N/A

ATTACHMENTS:

- ▶ Ordinance 946

CITY OF LAKE STEVENS
Lake Stevens, Washington
ORDINANCE NO. 946

AN ORDINANCE OF THE CITY OF LAKE STEVENS CLOSING FUND 206 – LIMITED TAX GENERAL OBLIGATION BOND REDEMPTION FUND 2004; REPEALING PORTIONS OF ORDINANCE NO. 697 AUTHORIZING THE ESTABLISHMENT OF THE FUND; PROVIDING FOR SEVERABILITY AND EFFECTIVE DATE.

WHEREAS, certain funds were previously established by the City Council and are no longer active, required or operating funds of the City of Lake Stevens; and

WHEREAS, in accordance with RCW 43.09.200, the Washington State Auditor’s Office Budgeting, Accounting and Reporting System (BARS) prescribes accounting and reporting systems in the BARS Manual Section 3.1.7.50, that guides the City of Lake Stevens on fund types and the number of funds necessary for governmental accounting and financial reporting; and

WHEREAS, Fund 206 Limited Tax General Obligation Bond Redemption Fund 2004 established pursuant to Ordinance 697 is no longer necessary as a result of the underlying bond issue being refunded;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF LAKE STEVENS, WASHINGTON DO ORDAIN AS FOLLOWS:

Section 1. Fund 206 – Limited Tax General Obligation Bond Redemption Fund 2004, previously established by the City of Lake Stevens, and only that portion of Ordinance 697 establishing said fund is hereby repealed and the fund is hereby closed.

Section 4. Severability. If any section, clause, phrase, or term of this ordinance is held for any reason to be invalid or unconstitutional, such decision shall not affect the validity of the remaining portions of this ordinance, and the remaining portions shall be in full force and effect.

Section 5. Effective Date and Publication. A summary of this ordinance consisting of its title shall be published in the official newspaper of the City. This ordinance shall take effect and be in full force January 1, 2016.

PASSED by the City Council of the City of Lake Stevens this 24th day of November, 2015.

Vern Little, Mayor

ATTEST/AUTHENTICATION:

Kathleen Pugh, Deputy City Clerk

First Reading:
Published:
Effective Date:

APPROVED AS TO FORM:

Grant K. Weed, City Attorney



LAKE STEVENS CITY COUNCIL
STAFF REPORT

Council Date: **Agenda** 24 November 15

Subject: Police/Server Emergency Generator

Contact	Mick Monken	Budget	\$12,742.58
Person/Department:	<u>Public Works</u>	Impact:	

RECOMMENDATION(S)/ACTION REQUESTED OF COUNCIL: **Authorize the Mayor to sign an Interlocal Agency Agreement with Lake Stevens Sewer District for the purchase of a surplus 80Kw surplus Generator Set for an amount of \$12,742.58.**

SUMMARY/BACKGROUND: Council authorized the purchase of a surplus 80 Kw Generator Set from the Lake Stevens Sewer District on 10th August 2015 conditioned on the generator passing a manufacturer's inspection. The inspection was completed in September 2015 and the Generator passed. A copy of this report is included in Exhibit C.

In the 2015 budget, Council approved \$20,000 for the purchase of an emergency generator system for the City's computer server located in the Police Department facility. Parallel to this process, the Police Department has been looking into an emergency generator set for the entire Police Department facility to allow for full operations during a power outage situation. While exploring the options of a combined system for the Computer Server and Police facility it was discovered that the Lake Stevens Sewer District had surplused an 80Kw diesel generator set. This size generator is expected to be able to power the essential operations of the Police facility and computer server.

The generator is a 1998 model and has never been put into service, has been stored in a climate controlled environment, and has less than 100 hours (test and exercise hours). The District has listed the surplus value at \$11,733. Estimated cost for a new generator of this model is around \$22,000.

To put this generator into service will require a concrete footing pad, a sound/weather enclosure, transfer switch, fencing, and electrician to perform the wiring into the existing power system at the Police facility. The estimated total cost including the purchase of the surplus generator is around \$50,000. The fence and electrical work will be contracted out with the remaining work performed by in house staff. A cost estimate is included in Exhibit A. If this action is approved by Council, the generator will be purchased this year and include the cost to relocate the generator to the City's shop facility. Any balance of the 2015 year \$20,000 budget not spent in 2015 will be carried over to the 2016 budget. The additional \$30,000 to complete the project will be requested in the 2016 budget.

APPLICABLE CITY POLICIES:

BUDGET IMPACT: **\$12,742.58**Generator Set purchase. **\$50,000** for entire project including the **\$12,742.58.**

ATTACHMENTS:

- ▶ Exhibit A: Interlocal Agency Agreement
- ▶ Exhibit B: Bill of Sale
- ▶ Exhibit C: Generator Maintenance Inspection Report

EXHIBIT A

INTERLOCAL AGREEMENT BETWEEN LAKE STEVENS SEWER DISTRICT AND CITY OF LAKE STEVENS FOR THE PURCHASE OF EQUIPMENT

I. RECITALS

WHEREAS, upon recommendation by the Lake Stevens Sewer District ("LSSD") Staff, on _____, 2015, the LSSD Board of Commissioners determined that the generator described on **Exhibit A** (the "Generator") currently is not being used by LSSD and will not be needed by LSSD in the foreseeable future; and

WHEREAS, pursuant to RCW 57.08.015, LSSD provided notice to the public regarding its plan to surplus the Generator described on **Exhibit A**; and

WHEREAS, City of Lake Stevens ("City") desires to purchase the Generator described on **Exhibit A** from LSSD and LSSD desires to sell the Generator to City; and

WHEREAS, City and LSSD are authorized pursuant to RCW 39.33.010 to "sell, transfer, exchange, lease or otherwise dispose any property, real or personal ... on such terms and conditions as may be mutually agreed upon by the proper authorities" of City and LSSD; and

WHEREAS, the Parties have determined that a fair and reasonable price for the Generator described on **Exhibit A** is Twelve Thousand Seven Hundred Forty-two and 58/100 Dollars (\$12,742.58), including applicable sales tax;

NOW, THEREFORE, in consideration of the terms and provisions herein, it is agreed by and between City and LSSD as follows:

II. AGREEMENT

A. Definitions:

1. "LSSD" shall mean the Lake Stevens Sewer District, a municipal corporation formed under the laws of the State of Washington.
2. "City" shall mean the City of Lake Stevens, a municipal corporation formed under the laws of the State of Washington.
3. "Generator" shall mean the owned by LSSD and described on **Exhibit A** attached hereto.

B. Purpose of Agreement. The purpose of this Agreement is to define the respective responsibilities of City and LSSD in order to formalize the City's purchase of the Generator from LSSD.

1. City's Responsibilities: City shall remit payment in the amount of Twelve Thousand Seven Hundred Forty-two and 58/100 Dollars (\$12,742.58), which amount includes applicable sales tax, to LSSD within 20 days of receipt of the Generator at the LSSD facilities. Once City takes possession of the Generator, related equipment and appurtenances, all risk of loss passes to City.
 2. LSSD's Responsibilities: LSSD shall make the Generator available to City, at the mutually agreed date and time, at the LSSD facilities. LSSD shall issue a bill of sale substantially in the form attached hereto as **Exhibit B** as the title transfer document. The condition of the Generator, related equipment and appurtenances shall be "**AS-IS**" and **WITH ALL FAULTS**. Further, LSSD provides no warranty of any kind including, without limitation, fitness for any particular purpose, and makes no representation whatsoever concerning the performance of the Generator, related equipment and appurtenances.
- C. No Separate Legal Entity. No separate legal or administrative entity is created by this Agreement.
- D. Duration of Agreement. This Agreement shall terminate when the Parties have completed those duties enumerated in paragraph B, above.
- E. Effective Date. This Agreement shall be effective on the date when it is executed by both Parties ("Effective Date").
- F. Entire Agreement. This Agreement contains the entire Agreement between the Parties hereto 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 the Agreement. Proposed changes which are mutually agreed upon shall be incorporated by written amendments to this Agreement.
- G. Severability. It is hereby agreed that no waiver of any condition or covenant in this Agreement, or any breach thereof, shall be taken to constitute a waiver of any subsequent breach.
- H. Notices. Any written notice required or permitted to be given herein shall be made registered or certified U.S. mail, or by delivery in person to the Party which is the intended recipient of the notice, at the following addresses or to such other respective addresses as either Party hereto may from time to time designate in writing:

City of Lake Stevens
City Clerk
1812 Main Street
POB 257
Lake Stevens, WA 98258-0257

Lake Stevens Sewer District
Michael Bowers, General Manager
1106 Vernon Road, Suite A
Lake Stevens, WA 98258

Notices sent by mail shall be deemed given when properly mailed, and the postmark affixed by the United States Post Office shall be conclusive evidence.

- I. Prior to its entry into force, this agreement shall be filed with the county auditor or, alternatively, listed by subject on a public agency's web site or other electronically retrievable public source.

IN WITNESS WHEREOF, the Parties hereto have executed this Agreement as of the dates set forth below.

CITY OF LAKE STEVENS

LAKE STEVENS SEWER DISTRICT

By: _____
Title: _____
Date: _____

By: _____
Title: _____
Date: _____

EXHIBIT B

BILL OF SALE

DATE OF SALE : _____, 2015.

Lake Stevens Sewer District, a Washington special purpose district, hereinafter called "Seller", for the total sum of \$12,742.58 which sum includes applicable sales tax, does hereby bargain, sell, transfer and convey unto the **City of Lake Stevens**, hereinafter called "Buyer", all its rights, title, and interest in the following personal property:

Cummins Model #: 80DGDA
Spec #: 96489L
SN#: G980774547

80 KNW Generator
Engine Model #: 6BT5.9 G2
Engine SN#: 45725293

Seller hereby represents and Buyer hereby acknowledges that Seller is not a dealer in personal property of the description set forth above and that the item hereby sold, unless otherwise expressly stated on this Bill of Sale in writing, is **not new**, and is surplus. Buyer hereby acknowledges that its qualified representatives have examined the item hereby sold, that it accepts the item in its/their present condition, and that, unless otherwise expressly stated on this Bill of Sale in writing, this sale is final.

Seller warrants that it is sole owner of the item hereby sold and that it has authority to transfer full title free of all liens and encumbrances to Buyer through this Bill of Sale. *SELLER MAKES NO OTHER WARRANTIES EXPRESS OR IMPLIED, WRITTEN OR ORAL, CONCERNING THE ITEM SOLD. AMONG OTHER THINGS SELLER DOES NOT WARRANT THE CONDITION OF THE ITEM SOLD OR ITS FITNESS FOR ANY PURPOSE OR ITS MERCHANTABILITY.*

Unless otherwise expressly stated in writing on this Bill of Sale, the item sold is sold **"AS IS, WHERE IS, AND WITH ALL FAULTS."**

IN WITNESS WHEREOF Buyer and Seller agree that the item described above is transferred on the foregoing terms and conditions and that this document and accompanying documentation with this document constitute the entire agreement between the parties regarding the item.

CITY OF LAKE STEVENS (BUYER)

By: _____
(Signature)

(Print or Type Name/Title)
Address: 1812 Main Street, POB 257

Lake Steven, WA 98258

LAKE STEVENS SEWER DISTRICT (SELLER)

By _____
(Signature)

(Print or Type Name/Title)
Address: 1106 Vernon Rd. Ste. A

Lake Stevens, WA 98258

Date: _____, 2015

Date: _____, 2015

EXHIBIT C



MAINTENANCE CHECK LIST

24 Hour Phone Number:

CUMMINS NORTHWEST INTERNAL USE ONLY		
Date Received	Date Entered	Date Entered in Data Base By:
SITE NAME	UNIT NUMBER	CHECK ONE
1st station 12	DEDA	CHECKOUT <input checked="" type="checkbox"/> SERVICE <input type="checkbox"/>
CUSTOMER NAME	REPAIR ORDER NUMBER	DATE
City of Lake Stevens	304900	9/24/15
ADDRESS	GENERATOR SET MAKE	GENERATOR SET MODEL
316 S Davies Road	Onan	DEDA
CITY	TRANSFER SWITCH MAKE	TRANSFER SWITCH MODEL
Lake Stevens	N/A	N/A
STATE	ZIP	TRANSFER SWITCH VOLTAGE
WA	98258	N/A
Checked OK	Changed or Svc'd	*ATTN Required
KW RATING	SYSTEM VOLTAGE	HOURLY METER READING
80 KW	480	68.8

1.0 Engine - Lubricating System

<input checked="" type="checkbox"/>	1. Check for leaks	
<input checked="" type="checkbox"/>	2. Check engine oil level & pressure	Oil PSI 93
<input checked="" type="checkbox"/>	3. Check full flow & by-pass oil filters	
<input checked="" type="checkbox"/>	4. Change engine oil, oil filters and take oil sample (Annually only)	
<input checked="" type="checkbox"/>	5. Check hydraulic/mechanical governor oil level	

2.0 Engine - Cooling System Radiator Heat Exchanged City Water Cooled Air Cooled

<input checked="" type="checkbox"/>	1. Check for leaks	
<input checked="" type="checkbox"/>	2. Check for radiator air restriction	
<input checked="" type="checkbox"/>	3. Check radiator duct work & fan shroud	
<input checked="" type="checkbox"/>	4. Check fan hub, drive pulley, belt tension/condition & water pump	
<input checked="" type="checkbox"/>	5. Check coolant level & anti freeze point	Degree F. -30
<input checked="" type="checkbox"/>	6. Check DCA level	
<input checked="" type="checkbox"/>	7. Check coolant condition	
<input checked="" type="checkbox"/>	8. Check coolant heater operation	Wattage 1500w Voltage 120
<input checked="" type="checkbox"/>	9. Check hose condition and connections	
<input checked="" type="checkbox"/>	10. Change coolant filter (If equipped)	
<input checked="" type="checkbox"/>	11. Check radiator cap	
<input checked="" type="checkbox"/>	12. Check motor or mechanical louver operation	

3.0 Engine - Air Intake System

<input checked="" type="checkbox"/>	1. Check for leaks	
<input checked="" type="checkbox"/>	2. Check air cleaner restriction	
<input checked="" type="checkbox"/>	3. Clean air cleaner element & housing	A/F Part Number P828889
<input checked="" type="checkbox"/>	4. Check all air intake piping	
<input checked="" type="checkbox"/>	5. Clean crankcase breather element	

4.0 Engine - Fuel System Diesel Gasoline Natural Gas Propane

<input checked="" type="checkbox"/>	1. Check for leaks	
<input checked="" type="checkbox"/>	2. Check fuel lines & connections	
<input checked="" type="checkbox"/>	3. Check governor control linkage (If Equipped)	
<input checked="" type="checkbox"/>	4. Check fuel transfer pump for leaks and operation	
<input checked="" type="checkbox"/>	5. Drain sediment from day tank (If drain valve accessible and equipped)	
<input checked="" type="checkbox"/>	6. Drain water separator filters (If Equipped)	
<input checked="" type="checkbox"/>	7. Drain LPG oil traps	
<input checked="" type="checkbox"/>	8. Check day tank fuel level	Check Main Tank Level 1/4
<input checked="" type="checkbox"/>	9. Check for water contamination in day tank and main tank	
<input checked="" type="checkbox"/>	10. Change fuel filters (Annually Only)	
<input checked="" type="checkbox"/>	11. Change day tank supply filter (or clean) (Annually Only)	
<input checked="" type="checkbox"/>	12. Change water separator filter (if equipped) (Annually Only)	

*A quotation with description of services required and costs will be forwarded to the customer.

CUSTOMER SITE COPY	INVOICE COPY	FILE COPY
WHITE	PINK	YELLOW

Checked OK	Changed or Svc'd	*ATTN Required
---------------	---------------------	-------------------

REPAIR ORDER #	SERIAL NUMBER
304800	6980774547

5.0 Engine - Exhaust System

X		1. Check for exhaust leaks
N/A		2. Drain exhaust condensation trap (if equipped)
		3. Check rain cap

6.0 Engine - Electrical System

X		1. Check charging systems ----- Alternator Charge Rate <u>14.1</u> Bat Chgr Rate <u>12.3</u>
X		2. Check battery connections & terminals
X		3. Check battery electrolyte level
X		4. Check battery specific gravity (Note readings in comments if not acceptable)
N/A		5. Check engine safety controls, alarms & wiring
		6. Check spark plugs, plug wires, points, cond, cap & rotor as necessary (Report in comments if tune-up needed)

7.0 Engine - Related Components

X		1. Check for vibration & metal cracks
X		2. Check engine mounting hardware & tighten
X		3. Check engine for dirt/debris and clean blowby vents (If equipped)
N/A		4. Grease fan pillow block bearing (if equipped)

8.0 Main Generator

X		1. Check air inlet & outlet restrictions
N/A		2. Grease generator bearing (if equipped)
N/A		3. Perform operational load test with site load (Only when approved by customer)
X		4. Check output circuit breaker for loose or unsatisfactory load and line lug connections
		5. AC Meter Readings, when available
		Volts <u>480</u> Freq <u>60</u> Amp1 <u>0</u> Amp2 <u>0</u> Amp3 <u>0</u>

9.0 Transfer Switch

N/A		1. Visually check all connections for signs of heat
N/A		2. Check control power circuit breakers or fuses
N/A		3. Check automatic transfer switch operation (If Authorized)
N/A		4. System tested <input type="checkbox"/> With building load <input checked="" type="checkbox"/> Without building load

10.0 After Run Test

N/A		1. Check all control switches in "AUTO" & circuit breakers closed
N/A		2. Check start switch in "AUTO"
X		3. Ensure Cummins Northwest sticker with 24 hr. phone number is attached to genset

ENTER COMMENTS BELOW

Vehicle # 609 Total Round Trip Miles 82 Miles

performed full service and inspection
 changed out 4 D battery
 Ran 7 hr load bank
 Test ran Generator Generator worked properly

If additional notes required, utilize additional page 2 forms

SIGNATURE OF TECHNICIAN <i>Jason VanWey</i>	DATE 9/24/15	SIGNATURE OF SITE REPRESENTATIVE <i>James E. Farrell</i>
TECHNICIAN (PRINTED) Jason VanWey		SITE REPRESENTATIVE (PRINTED) James E. Farrell

CUSTOMER SITE COPY	INVOICE COPY	FILE COPY
WHITE	PINK	YELLOW



LAKE STEVENS CITY COUNCIL
STAFF REPORT

Council Agenda Date: November 24, 2015

Subject: High Urban Residential (HUR) Code Amendment: LUA2015-0042

Contact Person/Department: Stacie Pratschner, AICP:
Planning & Community
Development

Budget Impact: None

RECOMMENDATION(S)/ACTION REQUESTED OF COUNCIL:

Action:

1. Hold a public hearing on the code amendment (LUA2015-0042) to allow an increase in the impervious surface requirement in the High Urban Residential (HUR) zoning district, outside of the subareas, from 40 percent to 65 percent.
2. First reading to adopt the proposed code amendment by Ord. 947 by motion; alternatively City Council could reject the amendment or remand the proposal back to the Planning Commission for additional study.

SUMMARY:

A citizen-initiated code amendment to the City's allowed impervious surface percentage, as codified in LSMC 14.48.055, on parcels located in the High Urban Residential (HUR) zoning district, outside of the City's subareas. No additional density will be permitted pursuant to this amendment. The City has received regular feedback from the development community, including the applicant, which indicates the minimum impervious area of 40 percent, in the HUR zoning district makes it difficult to construct residences appropriately sized to current home preferences.

BACKGROUND/HISTORY:

On May 7, 2015, staff received an application from Seattle Pacific Development to modify the language in LSMC 14.48.055 to allow 65 percent impervious surface in the High Urban Residential (HUR) zoning district. The Lake Stevens Planning Commission held a Public Hearing on July 29, 2015 to discuss and deliberate on the modified language for LSMC 14.48.055, review a schedule of implementation of the proposed code amendment, and review staff's recommendation (**Attachment 1**).

The initial staff report concluded that the proposed code amendment would be consistent with the allowance for 65% impervious surface in the HUR zoning district within the subareas pursuant to the density and dimensional regulations in Table 14.38-I(11) LSMC. Staff had also discussed that the allowance for additional impervious surface in the HUR zoning district was consistent with the Comprehensive Plan Land Use designation of High Density Residential Development, which encourages single-family, two family, and multi-family residential uses. The parcels zoned HUR outside of the subareas have a designated land use of Medium Density Residential, which allows for single family, two family, and some multifamily residential development with a gross density of four to twelve units per acre based on the zoning. Further analysis by staff of neighboring municipalities' impervious surface allowances (see section below) provide comparisons for similar medium density residential zones in Snohomish County. Staff also stated that new

impervious surface proposals would be evaluated pursuant to the current *Department of Ecology (DOE) Stormwater Manual for Western Washington* to mitigate stormwater pollution runoff.

The Planning Commission continued the Public Hearing until September 2, 2015. Staff presented, at the request of the Planning Commission, additional information for their review of the code amendment request, including examples of plats within the City that allow for greater than 40% impervious surface, code examples from other cities in Snohomish County that allow up to 75% impervious surface in high density residential areas, a GIS map demonstrating parcels eligible for development within the City zoned HUR (outside of the subareas), and further information concerning stormwater mitigation as required pursuant to the City's Western Washington Phase II Municipal Stormwater Permit (**Attachment 2**). The report was accompanied by a PowerPoint presentation that described how individual projects are evaluated for consistency with local code and by extension the requirements of GMA and SEPA (**Attachment 3**). The Planning Commission expressed concerns about the City's Determination of Non-Significance (DNS) for the request, and Commissioner Matlack submitted written comments to staff to be added to the record (**Attachment 4**). Written comments were also received from the public, along with a request from the public to include additional parcels on the map for City Council review (**Attachment 5**). An additional GIS map was added to the original PowerPoint presented to City Council. The Planning Commission made a motion to approve the code amendment on September 2, 2015 (**Attachment 6**).

Staff briefed City Council concerning the requested code amendment on October 13, 2015. Staff presented the PowerPoint presentation with the additional GIS map, discussed the code amendment with Council, and received a request from Council to present additional research on neighboring municipalities and their provisions for impervious surface allowances in similar zones. Staff has received additional comments to be included as part of the record, including an article from The Seattle Times discussing the rejection of an ordinance in the City of Bothell that would have permitted an elimination of impervious surface limits in the North Creek Watershed (**Attachment 7**). Staff has also been provided a copy of the Seattle: Managing Stormwater article from the city of Seattle², describing that city's Drainage and Wastewater Utility (DWU).

The previous staff reports prepared for the Planning Commission and the Council briefing detailed the proposed language for the code amendment, presented the results of staff research, and provided detail on the minimum requirements from the 2005 DOE Stormwater Manual for controlling runoff from new development.

The following research includes a further analysis of surrounding municipalities' impervious surface allowances in high and medium density residential areas, a discussion of the City's civil review of projects that propose impervious surface, and a description of the City's stormwater utility billing system.

Impervious Surface Allowances: Examples from Municipalities in Snohomish County

SYNOPSIS: The following research presents additional analysis from the Cities of Arlington, Marysville, Monroe, Mill Creek, and Snohomish. Staff returned to the original data drawn from Arlington, Marysville, and Monroe, and found additional information regarding impervious surface allowances in zones that more closely mirror the City of Lake Stevens land use designation of Medium Density Residential. Staff converted the allowed percentage amounts into square feet to additionally illustrate the comparisons. An allowance for 65% impervious surface coverage in the HUR zone where the minimum lot size is 3,600 square feet will result in lots typically supporting 2,340 square feet. Similar zones in surrounding municipalities permit an average of 2,508 square feet of impervious surface.

- **City of Arlington:** Pursuant to Arlington Municipal Code (AMC) 20.48.094, 75% impervious surface coverage is permitted in the Residential High Density (R-HD) district. AMC 20.36.010(d) describes the R-HD district as designed primarily to accommodate high density multi-family developments and recreational and public uses that serve residential developments.

- *Additional Staff Analysis:* The R-HD district in the City of Arlington provides allowances for more diverse multi-family development than the HUR zone within the City of Lake Stevens, but like Lake Stevens this code permits limited public and recreational uses in addition to homes. The permitted uses in the Residential Moderate Density (R-LMD) district, within Arlington, closely align with the HUR zone in Lake Stevens, with a focus on single-family residential uses at medium densities; however, the development standards vary. The permitted impervious surface allowance in the R-LMD district is 35%. With a required minimum lot size of 7,200 square feet, a standard lot within the R-LMD district will support 2,525 square feet of impervious surface. An allowance for 65% impervious surface coverage in the HUR zone where the minimum lot size is 3,600 square feet will result in lots typically supporting 2,340 square feet.
- **City of Marysville:** Pursuant to the Marysville Municipal Code (MMC) 22C.010.080, 70% impervious surface is permitted in the R-12 (permitted density of 12 units per acre) zone. MMC 22C.010.030 describes the R-12 zone as a low density, multiple-family residential zone designed to accommodate single family residences, duplexes, apartments, and condominiums.
 - *Additional Staff Analysis:* The R-12 zone in the City of Marysville is a low density multiple family residential zone. Pursuant to 22C.010.080 (2), there is no minimum lot size requirement in this zone. A closer comparison may be found in the R-8 zone, which allows for high-density, single-family, small lot residential development with a minimum lot size of 4,000 square feet and an allowance for 50% impervious surface coverage, a standard lot within the R-8 zone will support 2,000 square feet of impervious surface. An allowance for 65% impervious surface coverage in the HUR zone where the minimum lot size is 3,600 square feet will result in lots typically supporting 2,340 square feet.
- **City of Monroe:** Pursuant to Monroe Municipal Code (MMC) 18.10.140, 75% maximum lot coverage is permitted in the Mid-Density Multifamily and Small Lot Single-Family zones. Pursuant to MMC 18.10.010 and 18.10.020, the maximum density achievable in the UR 6000 zone is six units per acre, and the maximum density achievable in the MR 6,000 zone is 11 units per acre.
 - *Additional Staff Analysis:* Both the Mid-Density Multifamily and Small Lot Single-Family zones in the City of Monroe could support the types of density and development found in the Lake Stevens HUR zoning district. Pursuant to Table A of Chapter 18 LSMC, the lot coverage maximum for standard lots supporting single-family development (UR 6,000) is 50%. With a required minimum lot size of 6,000 square feet and an allowance for 50% lot coverage, a standard lot in the UR 6,000 zone will have a lot coverage of 3,000 square feet. An allowance for 65% impervious surface coverage in the HUR zone where the minimum lot size is 3,600 square feet will result in lots typically supporting 2,340 square feet.

The City of Mill Creek, like the City of Monroe, has provisions for maximum lot coverage (defined as the total floor space of all buildings or structures on a site) in single and multi-family residential zones, rather than impervious surface limitations. Pursuant to Mill Creek Municipal Code (MCMC) 17.12.090, single-family detached developments may have up to 40% lot coverage, and single-family attached developments may be permitted up to 50% lot coverage. The City of Snohomish also contains provisions for maximum lot coverage, allowing up to 80% lot coverage for low and medium density residential zones pursuant to Snohomish Municipal Code (SMC) 14.210.330: Table 2.

Civil Review of Projects within the City of Lake Stevens

The City has developed a Stormwater Management Program (SWMP) to satisfy the requirements of the Western Washington Phase II Municipal Stormwater Permit. The Phase II Permit has been in effect since February of 2007, and is a component of the National Pollutant Discharge Elimination Systems (NPDES)

permit pursuant to the federal Clean Water Act. The City's compliance with the Phase II permit provides assurance that stormwater discharge will not have a negative impact on water quality, water quantity, or public safety. At the time a development project submits for Construction Plan approval to the City (in the case of subdivisions, this is the phase that site infrastructure and frontage improvements are reviewed and constructed), stormwater mitigation must be designed per the requirements of Chapter 2 of the 2005 DOE Stormwater Manual. The civil drawings submitted to the City for construction plan approval are wet-stamped by a licensed engineer, and then reviewed, approved, and inspected by the City's Public Works staff. Stormwater mitigation can include biofiltration, detention, and wet ponds. Stormwater discharges are required to match the discharge durations to pre-developed durations, which the Manual describes as a forested land cover.

Chapter 11.04: Stormwater Management Utility

Pursuant to Chapter 11.04 LSMC, the City has created a Stormwater Management Utility per Chapters 35A.80 and 35.67 of the RCW. In addition to the previous discussion concerning developments complying with the provisions of the 2005 DOE Stormwater Manual, the Utility has the primary authority and responsibility to carry out the City's comprehensive drainage and storm sewer plan. Because all real property in the City contributes to drainage runoff to and/or benefits from the City's surface water drainage system, the owners of property within the City pay stormwater utility charges per the billing defined by LSMC 11.04.060.

REPORT CONCLUSIONS: Staff has reviewed the impervious surface regulations in selected surrounding Snohomish County municipalities, evaluated the City's stormwater regulations and taken into account the challenges of home builders in the HUR zone within Lake Stevens. Staff concludes that a modification to LSMC 14.48.055 to allow additional impervious surface on parcels in the HUR zoning district outside of the Subareas allows the development community to build the types of homes that the market currently desires, does not increase density, will not impact critical areas, and will not result in stormwater runoff creating a negative downstream impact.

APPLICABLE CITY POLICIES: Chapters 14.44 and 14.48 of the Lake Stevens Municipal Code.

BUDGET IMPACT: There is not a budget impact.

EXHIBITS (attached):

Attachment 1 – First Staff Report

Attachment 2 – Second Staff Report

Attachment 3 – PowerPoint Presentation with additional GIS map

Attachment 4 – Comments submitted by Commissioner Matlack

Attachment 5 – Comments submitted by the Public

Attachment 6 – Planning Commission Recommendation

Attachment 7 – Additional comments submitted by the Public

¹ Seattle: Managing Stormwater. Date of retrieval unknown. Retrieved from:
www.ci.seattle.wa.us/util/About_SPU/Drainage_&_Sewer_System/Projects/Natural_Drainage_Systems/HIGHPOINT_200312031213514.asp



Staff Report
City of Lake Stevens Planning Commission

Planning Commission Public Hearing
Date: **July 29, 2015**

Subject: **High Urban Residential (HUR) Impervious Surface Allowance Code Amendment (LUA2015-0042)**

Contact Person/Department: Stacie Pratschner, Associate Planner

SUMMARY:

Public Hearing covering a proposed code amendment to the current requirements for impervious surface allowances found in LSMC 14.48.055. The proposed change would permit up to 65% impervious surface for developments in the High Urban Residential zone district outside of the 20th Street SE Corridor Subarea and the Lake Stevens Center Subarea.

ACTION REQUESTED OF PLANNING COMMISSION:

Public Hearing and Recommendation to City Council

BACKGROUND/DISCUSSION:

On May 7, 2015, staff received an application from Seattle Pacific Development, care of Mr. Ry McDuffy, to modify the language in LSMC 14.48.055 to allow 65% impervious surface in the High Urban Residential (HUR) zoning district (**Exhibit 1**). The applicant also submitted an accompanying project narrative and SEPA checklist for staff review.

Staff has proposed modified language for LSMC 14.48.055 as shown in **Exhibit 2**. A Schedule for implementation of the proposed code amendment is included as **Exhibit 3** with the first reading before City Council scheduled for September 21, 2015.

The proposed code amendment will be consistent with the allowance for 65% impervious surface in the HUR zoning district within the Subareas pursuant to the density and dimensional regulations in Table 14.38-11 LSMC. The allowance for additional impervious surface in the HUR zoning district is also consistent with the Comprehensive Plan Land Use designation of High Density Residential Development, which encourages single-family, two-family, and multi-family residential uses with no density limits. The city reviews new impervious surface proposals pursuant to the current Department of Ecology (DOE) Stormwater Manual for Western Washington to mitigate stormwater pollution runoff.

PROPOSED LAND USE CODE AMENDMENTS:

In brief the proposed code:

- Allows for 65% maximum impervious surface on parcels in the HUR zone district, as is permitted in the Subareas pursuant in Table 14.38-11 LSMC;
- Notes exceptions to this allowance in the Lake Stevens Shoreline Management Program (LSSMP) and in the Lake Stevens Municipal Code (LSMC) Title 14 :

- i. LSSMP Chapter 5.C.8.c.1.: 40% maximum impervious surface of lot area above the OHWM.
- ii. LSMC 14.44.110 (b): Staff will add the following language to account for the greater impervious surface allowance from this code amendment: *For single-family and duplex lots, no grading shall be allowed which results in the impervious surface area of the lot to exceed 40 percent of the total lot area. If the lot has 40 percent or more impervious surface area prior to grading, no additional impervious surface area is allowed, **except as modified by LSMC 14.48.055.***
- iii. LSMC 14.88.220 (f): The definition of minor expansion within critical areas also includes a limitation of 1,000 feet of added impervious area; no changes are proposed to this section of code.
 - Does not modify the allowed 40% maximum impervious surface in the other residential zones; and
 - Does not modify the definition of *impervious surface* pursuant to Chapter 14.08 LSMC.

FINDINGS AND CONCLUSIONS:

1. Compliance with selected Land Use Goals of the Comprehensive Plan.

- Land Use Goal 4.13.1 – Allow for high density development in appropriate areas.

Conclusions – The proposed code amendment is consistent with Land Use Goal 4.13.

2. Compliance with the State Environmental Policy Act (SEPA)(Chapter 97-11 WAC and Title 16 LSMC)

- Staff reviewed the environmental checklist provided by the applicant for the proposed code revision, dated May 7, 2015 (**Exhibit 4**).
- The SEPA official issued a Determination of Non-significance on July 21, 2015 (**Exhibit 5**).
- The city has not received any appeals related to the SEPA determination.

Conclusions – The proposed code amendments have met local and state SEPA requirements.

3. Compliance with the Growth Management Act (RCW 36.70A.106)

- The city requested expedited review from the Department of Commerce on July 22, 2015 (**Exhibit 6**).
- The Department of Commerce sent a letter of acknowledgment on July 23, 2015 (**Exhibit 7**).
- Staff will file the final ordinance with the Department of Commerce within 10 days of City Council action.

Conclusions – The proposed code amendments have met Growth Management Act requirements.

4. Public Notice and Comments (Exhibit 8)

- The city published a notice of SEPA determination in the Everett Herald on July 24, 2015.
- The city published a notice of Public Hearing in the Everett Herald on July 17, 2015.
- The city notified interested parties of the public hearing on July 17, 2015.

Conclusions – The City has met public notice requirements per Chapter 14.16B LSMC.

RECOMMENDATION: Forward a recommendation to the City Council to APPROVE the proposed HUR Impervious Surface Allowance Code Amendment (LUA2015-0042).

EXHIBITS:

1. Type VI Application
2. Draft Revised Code
3. Proposed Work Schedule
4. SEPA Checklist
5. SEPA DNS
6. Letter to Department of Commerce Requesting Expedited Review
7. Letter of Acknowledgement
8. Affidavit of Publication

ATTACHMENT 2



LAKE STEVENS PLANNING COMMISSION SUPPLEMENTAL STAFF REPORT

Agenda Date: September 2, 2015

**Subject: High Urban Residential (HUR) Impervious Surface Allowance Code Amendment
(LUA2015-0042)**

Contact Person/Department: Stacie Pratschner, Associate Planner **Budget Impact:** None

SUMMARY:

Continued Public Hearing covering a proposed code amendment to the current requirements for impervious surface allowances found in LSMC 14.48.055. The proposed change would permit up to 65% impervious surface for developments in the High Urban Residential zone district outside of the 20th Street SE Corridor Subarea and the Lake Stevens Center Subarea.

ACTION REQUESTED OF PLANNING COMMISSION:

Continued Public Hearing and Recommendation to City Council

BACKGROUND/DISCUSSION:

On May 7, 2015, staff received an application from Seattle Pacific Development, care of Mr. Ry McDuffy, to modify the language in LSMC 14.48.055 to allow 65% impervious surface in the High Urban Residential (HUR) zoning district. The Lake Stevens Planning Commission held a Public Hearing on July 29, 2015 to discuss the modified language for LSMC 14.48.055, review a schedule of implementation of the proposed code amendment, and hear staff's recommendation that the Planning Commission forward a recommendation of approval to City Council (**Exhibit 1**).

The initial staff report concluded that the proposed code amendment would be consistent with the allowance for 65% impervious surface in the HUR zoning district within the Subareas pursuant to the density and dimensional regulations in Table 14.38-11 LSMC. Staff also determined that the allowance for additional impervious surface in the HUR zoning district was consistent with the Comprehensive Plan Land Use designation of High Density Residential Development, which encourages single-family, two-family, and multi-family residential uses. Staff also stated that new impervious surface proposals pursuant to the current Department of Ecology (DOE) Stormwater Manual for Western Washington to mitigate stormwater pollution runoff. Staff also indicated that the City receives regular feedback from the development community that due to the minimum lot size of 3,600, it has been difficult to develop site-appropriate home sizes.

Planning Commission made a motion to continue the Public Hearing to September 2, 2015. The Planning Commission requested that staff provide additional information for their review of the code amendment, including examples of plats within the city that allow for greater than 40% impervious surface, code examples from other cities in Snohomish County that allow up to 75% impervious surface in high density residential areas, a GIS map demonstrating parcels eligible for development within the city zoned HUR (outside of the Subareas), and further information concerning stormwater mitigation as required pursuant

to the city's Western Washington Phase II Municipal Stormwater Permit. The following report presents research as requested by the Planning Commission, and is accompanied by a PowerPoint presentation (*Slides 1 through 11*) that also includes a discussion of how individual project proposals are evaluated for consistency with local code and by extension the requirements of the Growth Management Act (GMA) and the State Environmental Policy Act (SEPA) (*Slides 4 and 5*).

PROPOSED LAND USE CODE AMENDMENTS:

In brief the proposed code:

- Allows for 65% maximum impervious surface on parcels in the HUR zone district, as is permitted in the Subareas pursuant in Table 14.38-11 LSMC;
- Notes exceptions to this allowance in the Lake Stevens Shoreline Management Program (LSSMP) and in the Lake Stevens Municipal Code (LSMC) Title 14 :
 - i. LSSMP Chapter 5.C.8.c.1.: 40% maximum impervious surface of lot area above the OHWM.
 - ii. LSMC 14.44.110 (b): Staff will add the following language to account for the greater impervious surface allowance from this code amendment: *For single-family and duplex lots, no grading shall be allowed which results in the impervious surface area of the lot to exceed 40 percent of the total lot area. If the lot has 40 percent or more impervious surface area prior to grading, no additional impervious surface area is allowed, **except as modified by LSMC 14.48.055.***
 - iii. LSMC 14.88.220 (f): The definition of minor expansion within critical areas also includes a limitation of 1,000 feet of added impervious area; no changes are proposed to this section of code.
- Does not modify the allowed 40% maximum impervious surface in the other residential zones; and
- Does not modify the definition of *impervious surface* pursuant to Chapter 14.08 LSMC.

RESULTS OF RESEARCH:

Pursuant to direction provided by the Planning Commission at the previous meeting, staff presents the following research for review:

- Subdivisions in Lake Stevens (Slide 6): The following subdivisions within the city allow for over 40% impervious surface coverage:
 - i. **Stonebriar**: 193-lot Planned Residential Development (PRD) approved by Snohomish County in 2006. The plat allows for 55% lot coverage, which pursuant to Snohomish County Code does not include driveways, gravel, or concrete patios. (*Note: Snohomish County Code relies on sizing of the stormwater system to dictate impervious allowances*)
 - ii. **Maple Rock**: 63-lot subdivision in the HUR zoning district and the 20th Street SE Subarea. The plat allows for 65% impervious surface coverage.
 - iii. **S&G NW Development**: 68-lot subdivision in the HUR zoning district and the 20th Street SE Subarea. The plat allows for 65% impervious surface coverage.
- Snohomish county Municipality Code Example (Slide 7): The following municipalities within Snohomish County permit over 65% impervious surface coverage in mid- and high-density residential areas:
 - i. **City of Arlington**: Pursuant to Arlington Municipal Code (AMC) 20.49.094, 75% impervious surface is permitted in the Residential High Density Zone.
 - ii. **City of Marysville**: Pursuant to Marysville Municipal Code (MMC) 22C.010.080, 70% impervious surface is permitted in the R-12 (permitted density of 12 units per acre) Zone.

- iii. **City of Monroe:** Pursuant to Monroe Municipal Code (MMC) 18.10.140, 75% impervious surface is permitted in the Mid-density Multi-family Zones.
- ArcGIS Analysis (Slide 8): Staff has prepared a GIS analysis that includes a land status categorization of all the parcels within city limits (**Exhibit 2**). Parcels located within the HUR zone outside of the subareas that are either currently vacant or have the potential to be redeveloped have been highlighted in red.
 - i. There are currently 27 parcels zoned HUR outside of the city's subareas that are vacant or have the potential to be redeveloped.
 - ii. These 27 parcels comprise approximately 43 acres; this calculation does not take into account the acreage that would be devoted to open space, stormwater detention, or subject to Native Growth Protection Area (NGPA) easements pursuant to a land development application.
- City of Lake Stevens 2015 Stormwater Management Plan (Slide 9): The city has developed a Stormwater Management Program (SWMP) to satisfy the requirements of the Western Washington Phase II Municipal Stormwater Permit. The Phase II Permit has been in effect since February of 2007, and is a component of the National Pollutant Discharge Elimination Systems (NPDES) permit pursuant to the federal Clean Water Act.
 - iv. **Compliance:** Compliance with the Phase II permit provides assurance that stormwater discharge will not have a negative impact on water quality, water quantity, or public safety.
 - v. **Controlling Run-off from New Development:** The Phase II permit require the city to implement and enforce a program to reduce pollutants in stormwater runoff due to development and construction site activities.
 1. Currently the city implements the 2005 DOE Stormwater Manual¹. Current law and regulations require the design, construction, operation, and maintenance of stormwater systems that prevent pollution of State waters. If the strategies in the Manual are implemented correctly, it should result in compliance with the Federal Clean Water Act, the Federal Safe Drinking Water Act, and the State Water Pollution Control Act.
 2. All development exceeding the thresholds described in the Stormwater Manual is subject to designing stormwater mitigation, inspections by staff to ensure proper installation and maintenance, and if necessary pursue enforcement per LSMC Chapter 17.20.

Applications for new developments that propose over 5000 square feet of new impervious surface are subject to the Minimum Requirements for New Development and Redevelopment pursuant to Chapter 2 of the DOE Manual (*Slide 10*). The following steps describe the minimum requirements that Public Works staff requires when assessing projects for compliance with the DOE standards:

1. Preparation of Stormwater Site Plans: The applicant provides a site plan that includes an analysis of existing conditions, the preliminary development layout, a statement of minimum requirements, a permanent stormwater control plan, and a pollution prevention plan.
2. Construction Stormwater Pollution Prevention (SWPPP): A 12-step plan that includes the marking of clearing limits, establishment of construction entrances, installation of BMP's, soil stabilization, and protection of any critical areas during dirt work.
3. Source Control of Pollution: A plan to prevent stormwater from coming into contact with pollutants.
4. Preservation of Natural Drainage Systems and Outfalls: The applicant must demonstrate that to the maximum extent practicable, natural drainage patterns shall be maintained and discharges

from the project site shall occur at the natural location. Runoff from the site must not cause an adverse impact to downstream waters or downgradient properties.

5. On-site Stormwater Management: Projects shall employ BMP's to infiltrate, disperse, and retain stormwater runoff onsite to the maximum extent feasible without causing flooding or erosion impacts.
6. Run-off Treatment: A stormwater facility design is submitted for staff review that reduces pollutant loads so that beneficial uses of receiving waters are maintained, and ideally restored. Infiltration is the most effective BMP when site conditions are appropriate, but the Manual also allows for wet ponds, biofiltration, and detention.
7. Flow Control: Stormwater discharges shall match developed discharge durations to pre-developed durations. The pre-developed condition to be matched shall be a forested land cover.
8. Wetlands Protection: Discharges to wetlands shall maintain the hydrological conditions, wetland vegetation, and substrate characteristics necessary to support existing and designed uses.
9. Basin/Watershed Planning: Lake Stevens does not currently have any regulated Watersheds or Basins that are subject to more stringent stormwater planning.
10. Operation and Maintenance: The applicant shall submit an operations and maintenance manual that identified the parties responsible for maintaining BMP's on the project site.

RESULTS OF RESEARCH:

Staff concludes that approval of this requested code amendment is consistent with the Comprehensive Plan policy of encouraging high density in appropriate areas, with the impervious surface allowances for mid- and high-density zones in other Snohomish County municipalities, and that stormwater runoff from new developments in the HUR zone will be adequately addressed by all the requirements of the 2005 DOE Stormwater Manual (*Slide 11*).

RECOMMENDATION: Forward a recommendation to the City Council to APPROVE the proposed HUR Impervious Surface Allowance Code Amendment (LUA2015-0042).

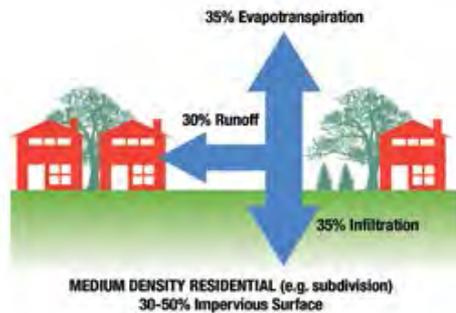
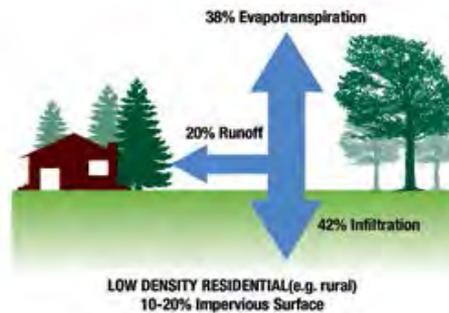
EXHIBITS:

1. First Staff Report with Exhibits
2. ArcGIS Map

Planning Commission Presentation: HUR Code Amendment (LUA2015-0042)

ATTACHMENT 3

Staff Report and Presentation to Planning Commission:
September 2, 2015



Source: Arnold and Gibbons (1998) Impervious Surface Coverage.



Permit Application LUA2015-0043- Type VI: Amendment to Municipal Code

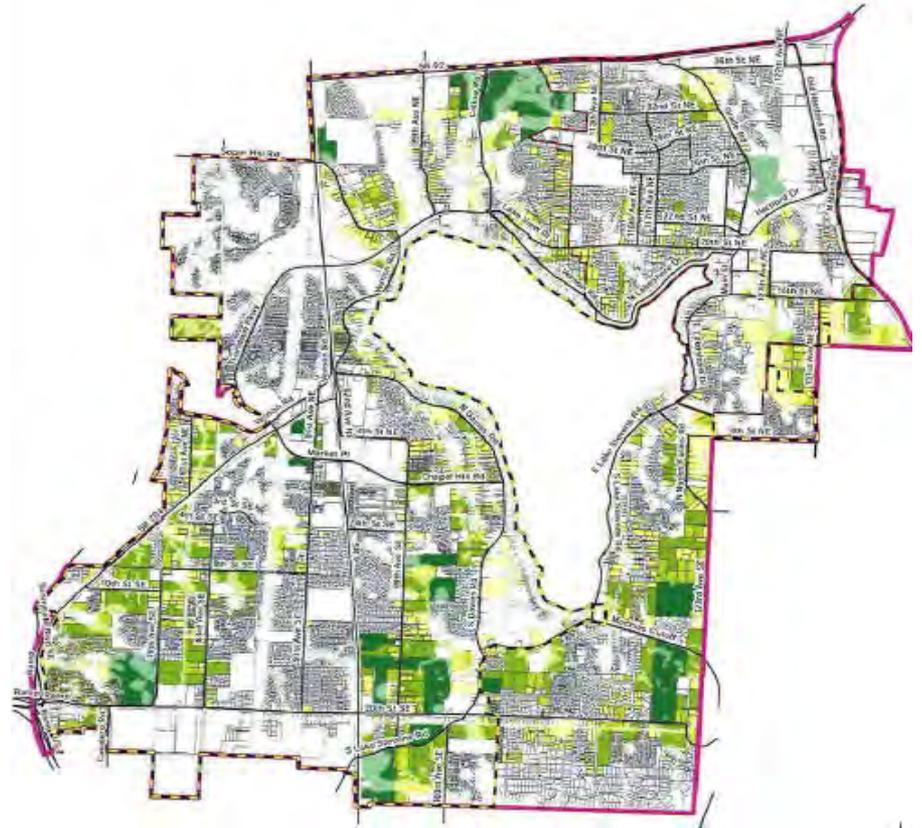
- May 7, 2015: Application for HUR code amendment received.
- July 29, 2015: Public hearing with Planning Commission.
- September 2, 2015: Continued public hearing to review the code amendment request.

ACTIVITY	Minimum Timeline					
	May	June	July	August	September	October
Issue Notice of Completeness	05/15					
Complete code drafting		06/01				
Prepare Environmental documents		06/01				
Draft adopting ordinance and including City Attorney review			6/17			
Issue Environmental (SEPA) Determination – 21-day appeal period required			6/19			
Send to WA State Department of Commerce for 60-day required review period (request expedited review)			6/19			
SEPA appeal period end				7/6		
Publish Planning Commission Public Hearing Notice				7/17		
Planning Commission Review (B-briefing; PH-public hearing)				7/27	9/2 (PH)	
End WA State Department of Commerce review period end					9/7	
Notice City Council Public Hearing in LSJ					9/7	
City Council Briefings & Workshops (B-briefing)				9/21 (B)		
City Council Public Hearing – 1 st Reading of Ordinance					9/21 (PH)	
City Council 2nd & Final Reading (2 nd PH if needed)						10/5
Effective date						10/13 (8 to 10 days after the Final Reading)

Discussion Overview

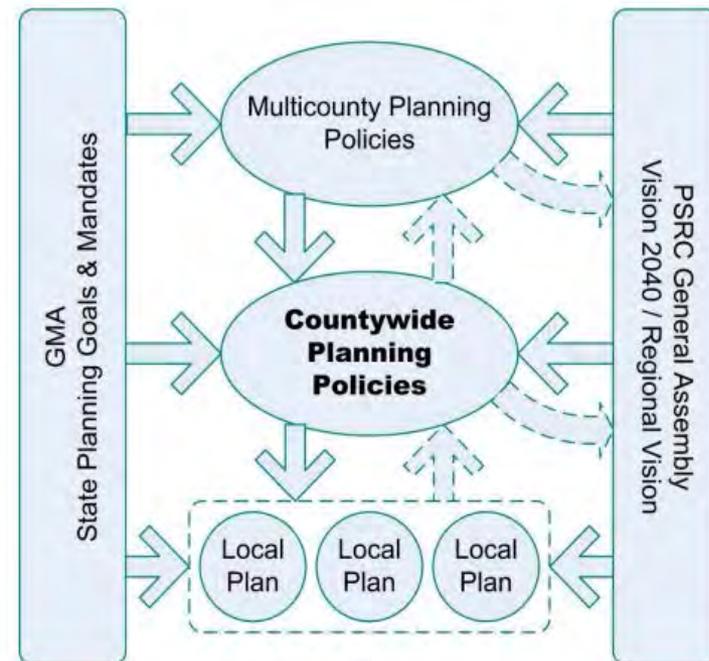
I. Planning Roadmap: GMA

- RCW 36.70A.040:
Municipalities plan pursuant to the **GMA** (Growth Management Act).
 - GMA requires local governments to manage Washington's growth by protecting natural resources, designating UGA's, and identifying **buildable lands** pursuant to **Countywide Planning Policies for Snohomish County**.



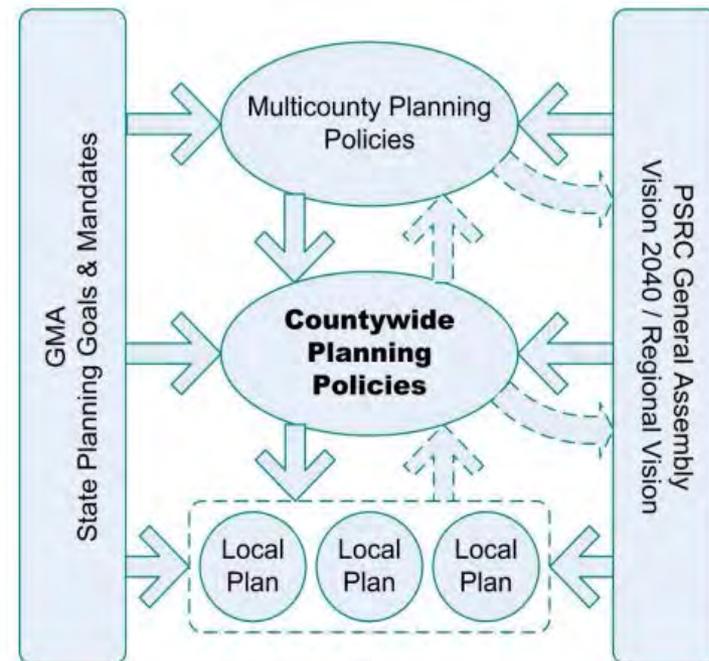
I. Planning Roadmap: Countywide Planning Policies

- RCW 36.70A.215: The county and its cities shall adopt **countywide planning policies** (CPP) to achieve a number of goals, including:
 - **Buildable Lands Program:** Determining if there is sufficient land to accommodate the countywide population projections per RCW 43.62.035.



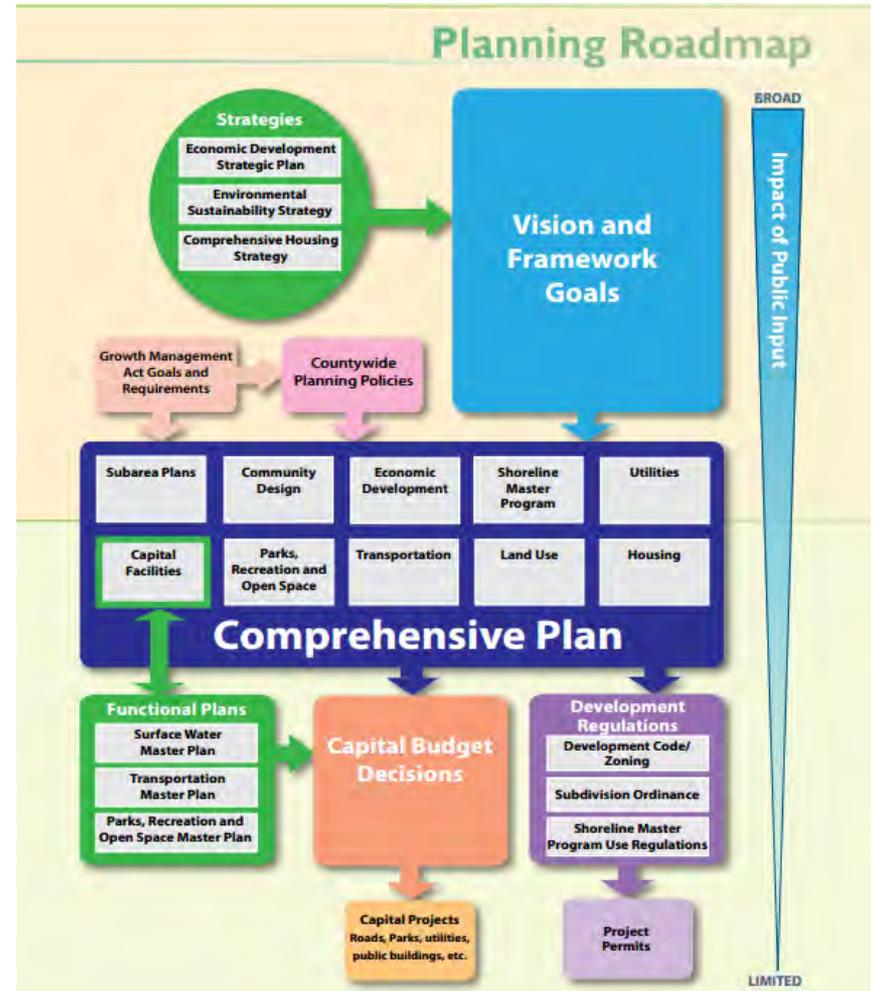
I. Planning Roadmap: Buildable Lands Analysis

- Determining if there is sufficient land to accommodate the countywide population projections per RCW 43.62.035.



I. Planning Roadmap

- All of the city's land use decisions occur within a framework of *state, regional, and local* laws.
- Development Code: Governance of specific project details (height, setbacks, impervious surface coverage) that must be consistent with all adopted and municipal codes:
 - LSMC Title 14
 - EDDS
 - 2005 DOE Stormwater Manual



I. Planning Roadmap

- Principles for Integrating *SEPA* and *Development Code Review*:
 1. Different questions will need to be answered and different levels of detail required at each phase.
 2. Focus environmental review and the level of detail needed for decision-making at relevant points in the process, and avoid duplicating reviews.

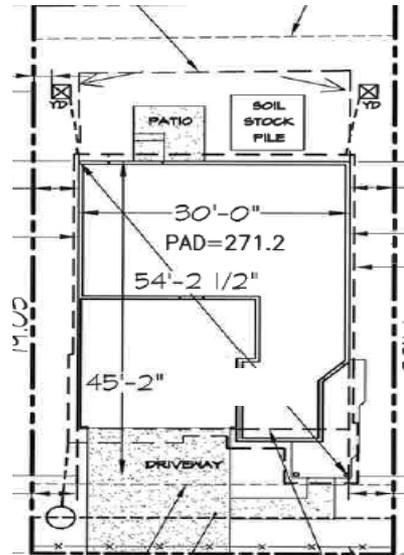


Planning your community's future

*GMA, SEPA and the
Environmental Landscape*

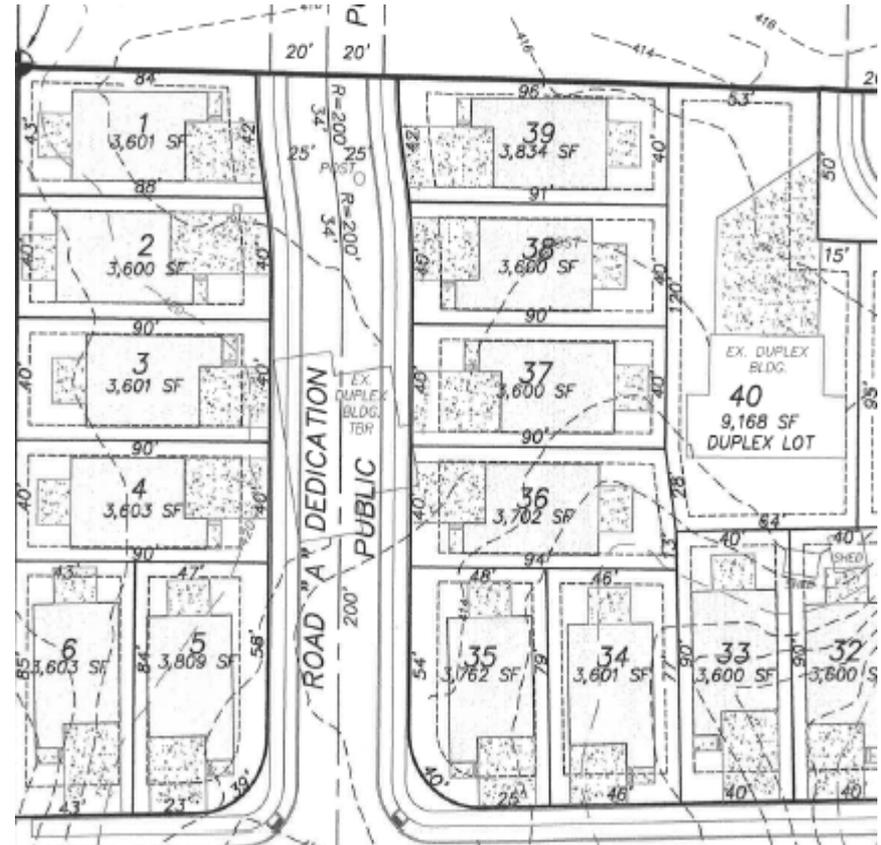
II. Subdivisions in Lake Stevens

1. Stonebriar: 193-lot PRD (55% lot coverage)
2. Maple Rock: 63 lots in the HUR zone within the 20th Street Subarea
3. S&G NW Development: 68 lots in the HUR zone within the 20th Street Subarea



III. Snohomish County Municipalities: Examples

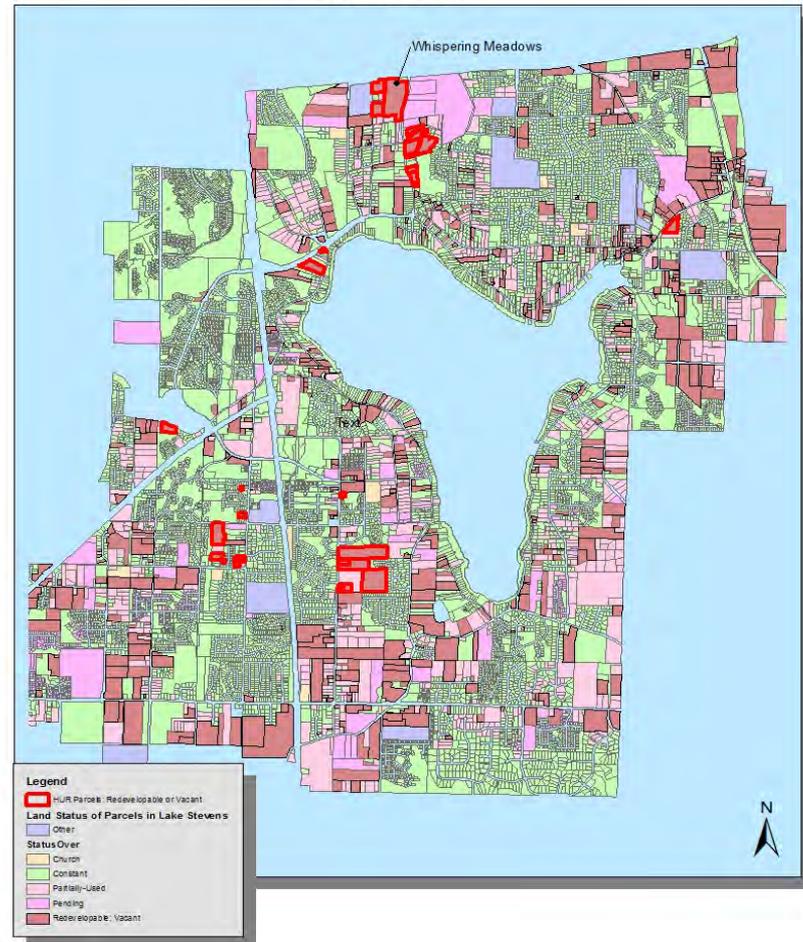
- A. Cities that allow for greater than 40% impervious surface in mid and high density residential areas:**
- **Arlington**: AMC 20.48.094: 75% in Residential High Density Zone.
 - **Marysville**: MMC 22C.010.080: 70% in the R-12 (density of 12 du/ac) Zone.
 - **Monroe**: MMC 18.10.140: 75% in the Mid-density Multifamily Zones.



IV. ArcGIS Analysis: Mapping Future Development

- Parcels zoned HUR outside of the Subareas
- Parcels that are currently vacant or have the potential for redevelopment.

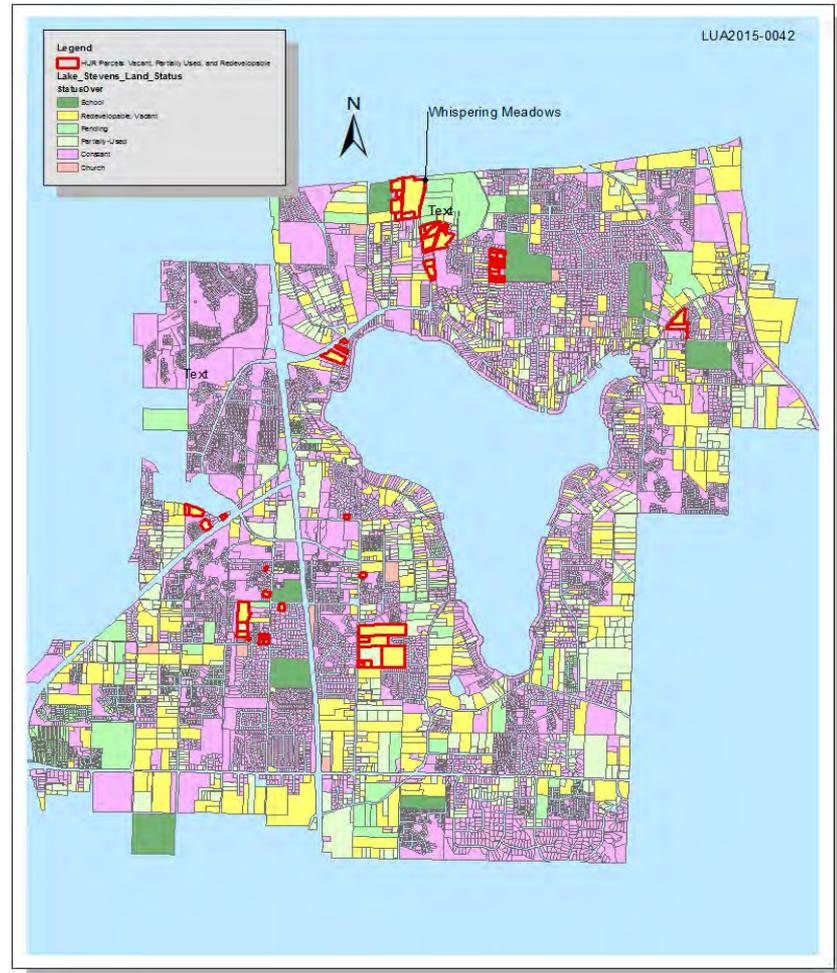
HUR Zoned Parcels Eligible for Development
LUA2015-0042



ADDENDUM GIS MAP: October 8, 2015

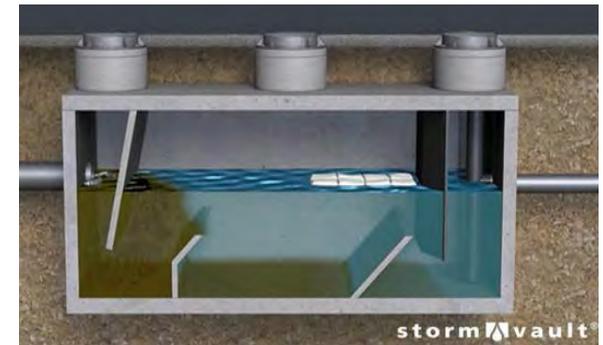
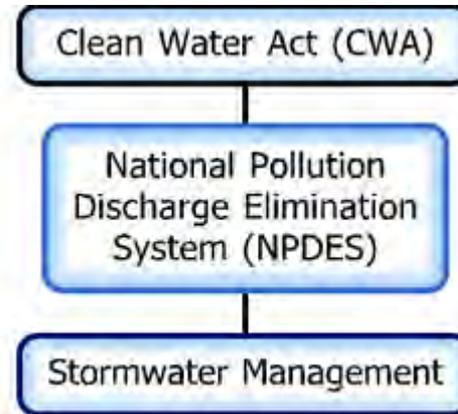
- Parcels zoned HUR outside of the Subareas
- Parcels that are currently vacant, have the potential for redevelopment, or are partially developed.

HUR Zoned Parcels: Partially Used, Redevelopable and Vacant



V. 2015 Stormwater Management Plan

- Stormwater Management Plan (*SWMP*).
- Western Washington Phase II Municipal Stormwater Permit (*Phase II Permit*).
- National Pollutant Discharge Elimination Systems (*NPDES*) Permit.



Minimum Requirements for New Development and Redevelopment

1. Preparation of Stormwater Site Plans
2. Construction of Stormwater Pollution Prevention
3. Source Control Pollution
4. Preservation of Natural Drainage Systems and Outfalls
5. On-site Stormwater Management
6. Runoff Treatment
7. Flow Control
8. Wetlands Protection
9. Basin/Watershed Planning
10. Operation and Maintenance

HUR Code Amendment: Staff Recommendation of Approval

- The decision to allow 65% impervious surface allowance in the HUR zone outside of the subareas is consistent with the larger Comprehensive Plan policy of encouraging high density in appropriate areas;
- Will be on trend with the impervious surface allowances permitted by other Municipalities in Snohomish County; and
- Will be subject to the requirements of the city's Phase II permit and the management requirements of the 2005 DOE Stormwater Manual for Western Washington.

ATTACHMENT 4

Planning Commission, Sept. 2

Impervious Surface Code Amendment

Commissioner Comments for Public Record

1. Incentive or rationale for code amendment...Developer Request/This is the only project asking for code amendment

A. Changes in neighborhood? ..New school, commercial center?...No....Inglewood Forest, 6th Pl. NE, small hobby farms, big gardens, med. Sized lawns, no For Sale signs. Plat on suburban road.

B. Density? Number of homes is same either way. Design Review Board frustrated by lack of project detail. We approved a plat map, not a subdivision. Smaller homes with carriage design? One car garage? Basements?

C. Maple Rock is .6 miles away and cannot be seen at all due to two humps in 99th.

2. City Wide Non-Project SEPA vs. Planned Action SEPA for Subarea Zones

A. Non-project SEPA for this Code Amendment has 14 Not Applicable. This is the document that is supposed to comprehensively, cumulatively, holistically analyze and assess potential adverse environmental impacts...city wide....over 300 lots.

Westlake SEPA is also deficient. "What body of water will it drain into,"= Not Applicable

B. Planned Action SEPA for Maple Rock and all other HUR is Subarea. SEPA Planned action IS comprehensive, cumulative, holistic analysis and assessment of all parcels in subarea. Cannot be compared to a plat down the street. Apples to oranges.

3. DOE Drainage Manual will be used to handle drainage and run-off from increased lot coverage. 5,000 yards kicks in all 10 Chapters 2004 Drainage Manual.

A. The DOE SWM is in packet. 10 chapters. But in the Westlake Crossing file, the last 4-5 chapters are missing, not complete, or not submitted yet, including the chapter on Protecting Wetlands

4. Geo-Tech Report: site is like a bench or contour interval with slopes above and below

A. site is overlain with thick degraded organic layer holds visible groundwater in wet season

B. must be scraped off and refilled/covered in impervious

C. culverts replaced with specific design as per geo-tech report(dev. = lv. In situ)

D. no heavy grading Oct-May(start right aways

4. Cart Before The Horse:

A. In my opinion, the lot coverage issue should have been resolved before the plat was approved

B. Mr. McDuffy said "Instead of 4,000 ft² homes, we'll build 2500 ft² homes" so maybe no increase in lot coverage is needed????

I see no compelling, urgent reason to change lot coverage city-wide, density will be increased over vacant lot, no assurances of environmental protections from SEPA or manuals.

Commissioner Reports:

1. Fire District meeting: new EMT/social services, backup bunker gear, new engine, rave reviews for Pancake Breakfast, welcome new chief and fire engine open house

2. Sewer Meeting: Downtown highrise costs for city, district, developer, hire a company to decommission old plant in floodplain

3. Sewer treatment plant tour. Amazing. CLEAN! New kind of bearings in big pumps that act like airfoils at high RPM;s.

4. Developer open house for downtown highrise Tuesday Sept. 15 at 6:00 to 8:00 is cancelled. Instead someone from developer's consultant Reid Shockey will present new timeline at Tues. council meeting.

Stacie Pratschner

From: Sally Jo <sallyjosebring@frontier.com>
Sent: Tuesday, October 13, 2015 1:57 PM
To: Becky Ableman; Stacie Pratschner
Cc: Jan Berg; Vern Little
Subject: Re: comments/questions on HUR council brief

Thank you for responding, Becky.

Sally Jo Sebring

From: bableman@lakestevenswa.gov
Sent: Tuesday, October 13, 2015 1:36 PM
To: sallyjosebring@frontier.com ; spratschner@lakestevenswa.gov
Cc: jberg@lakestevenswa.gov ; vlittle@lakestevenswa.gov
Subject: RE: comments/questions on HUR council brief

Dear Sally Jo,

Below is a response to the two items you sent previously.

1. Staff is preparing the Planning Commission Recommendation Transmittal Letter that goes to the City Council for all matters forwarded by the Commission. We are ensuring that the letter accurately represents the Commission's recommendations and the public testimony that was received. It will be included in materials to the Council. Tonight is a briefing and introduction of the proposal to the Council understanding they will be receiving more material during their formal hearings.
2. Staff was in no way trying to diminish the significance of your request related to including additional information. We agreed with you that it added value to our analysis and therefore enhanced our mapping work to reflect the additional affected parcels. We responded to you about your request by sending you the Staff Report and Exhibits last week in advance of the Council's meeting.

Please let me know if you would like to discuss this further.

Sincerely,
Becky

Rebecca Ableman McCrary
Planning and Community Development Director
City of Lake Stevens
1812 Main St. PO Box 257
Lake Stevens, WA 98258
www.lakestevenswa.gov
bableman@lakestevenswa.gov
(425) 377-3229 (office)



From: Sally Jo [mailto:sallyjosebring@frontier.com]
Sent: Monday, October 12, 2015 3:45 PM
To: Becky Ableman <bableman@lakestevenswa.gov>; Stacie Pratschner <spratschner@lakestevenswa.gov>
Subject: comments/questions on HUR council brief

Becky & Stacie,

I'm addressing both of you since both of you are listed on the briefing material for the HUR Impervious Surface Code Amendment.

In my first look over the briefing, I have two main comments/questions:

1) I could find no mention of public testimony or the content of that testimony at the September 2nd Planning Commission Public Hearing. That seems odd since there was testimony and it would seem important to pass on that input to City Council members.

2) The comment about a verbal request from a customer to include additional parcels on the map for Council review. I'm not really sure why it was characterized as verbal. I sent several emails to Stacie regarding the parcel count starting on September 4th, two days after the hearing. She responded Wed. Sept 9th and eventually referred me to Russ. He was available so I came and spoke with him that day. I followed up with him by email Sept 14th, Sept 17th, and Sept 20th requesting an answer as to whether Becky had approved that staff take the time to calculate the parcels and acres that "are HUR outside of the sub-areas, not just on the BLR map." I never got a response from those emails to Russ so I gave up on getting an answer and figured I'd find out when you proceeded with City Council. I think "verbal" sounds less significant, but this was a serious, significant request as I felt that the initial numbers were misleading.

I hope to hear from you regarding these items before the City Council meeting tomorrow.

Thank you,
Sally Jo Sebring

From: jmeis@lakestevenswa.gov
Sent: Thursday, October 8, 2015 2:08 PM
Subject: HUR Code Amendment briefing (amended)

You are receiving this correspondence because you are a Party of Record listed for the above mentioned action. Please note - this is amended to include expanded dissemination to City Council and to the Applicant. Please let me know if you have any questions.

Thank you,

Jill Meis
Permit Specialist
City of Lake Stevens
Permit/Planning Department
425-377-3223



Lake Stevens City Council
1812 Main Street
Lake Stevens, WA 98258

SUBJECT: Planning Commission Recommendation on a Proposed Ordinance titled:

RELATING TO THE REQUEST FOR AN AMENDMENT TO THE LAKE STEVENS MUNICIPAL CODE (LSMC 14.48.055) TO ALLOW 65% IMPERVIOUS SURFACE COVERAGE ON LOTS IN THE HIGH URBAN RESIDENTIAL (HUR) ZONING DISTRICT OUTSIDE OF THE SUBAREAS (LUA2015-0042)

Dear Council Members:

The Lake Stevens Planning Commission held a public hearing on July 29, 2015 continued until September 2, 2015, to consider proposed amendments to the Lake Stevens Municipal Code pertaining to the impervious surface allowance for lots in the High Urban Residential (HUR) zoning district outside of the city's subareas. The current allowance for impervious surface coverage in single-family zone districts pursuant to LSMC 14.48.055 is 40%. The proposal would modify this section of code to allow for 65% impervious surface allowance in the HUR zoning district. The Commission feels very strongly that the allowance for additional impervious surface in the HUR zone, outside of the Subareas, should not create a negative environmental impact or permit additional lot density beyond the allowances in Chapter 14.48 LSMC.

Commissioners in attendance for the July 29, 2015 meeting were Jennifer Davis, Janice Huxford, Mirza Avdic, Linda Hoult, Gary Petershagen, and Vicky Oslund.

Commissioners in attendance for the September 2, 2015 meeting were Tom Matlack, Janice Huxford, Mirza Avdic, Linda Hoult, Gary Petershagen, and Vicky Oslund.

Planning and Community Development presented the proposed amendment on July 29, 2015, and presented additional research and a PowerPoint presentation on September 2, 2015.

JULY 29, 2015

Public Testimony.

None.

PLANNING COMMISSION RECOMMENDATION

The Planning Commission made a motion to continue the public hearing on the HUR code amendment and requested staff present additional research concerning similar code allowances in other Snohomish County municipalities, a map identifying parcels within the City that may be affected by this code amendment, and information concerning the stormwater regulations in the 2005 DOE Stormwater Manual.

MAIN MOTION

Commissioner Huxford made a motion to close the public portion, Commissioner Avdic 2nd, motion carried 6-0-0-1.

MOTION TO CONTINUE PUBLIC HEARING

Commissioner Huxford made a motion to continue public hearing, Commissioner Hoult 2nd, motion carried 6-0-0-1.

COMMISSION ACTION BY MOTION

None.

September 2, 2015

Public Testimony.

Proponent's comments – Mr. Darin Huseby of Seattle Pacific Homes spoke on behalf of the applicant. He states consistency with the subarea and surrounding jurisdictions allowable impervious would improve the housing options provided.

Comments from the audience – Mr. Dick Todd, a neighbor of this development, wanted to know if the city had observed the outflow of water from the site. Chair Matlack reminded Mr. Todd that the code amendment was not site specific and was a citywide code amendment. Mr. Todd had questions regarding inflow into Lake Stevens, Inglewood Forest and other drainage issues and how he would be protected. Mr. Todd later asked how the city or SeaPac would insure his protection. Chair Matlack informed him he would have to wait.

Ms. Sally Jo Sebring, 1023 99th Ave SE, wanted to know why the 2005 DOE Stormwater manual is used rather than an updated version. She wanted to know the nature of the 27 properties in question and how the increased impervious allowance would affect wetlands. Adam Emerson with the Public Works department said the 2005 Stormwater Manual is the version that is required and has been adopted by the City Council. The 2012 Stormwater Manual is required to be adopted by the end of next year. The current manual still requires that the water level present before development be retained onsite.

Associate Planner Pratschner answered that the nature of the 27 properties is vacant or undeveloped as identified in the Buildable Lands Report, but could not give any specific details as to wetlands present on the affected parcels. Director Ableman-McCrary stated that Snohomish County prepares the maps at broad level and then as development applications come in, the City reviews them at a detailed level. Planner Pratschner also added that pursuant to LSMC 14.88 wetlands are set aside in Native Growth Protection areas, so there would be no potential impact to wetlands. Adam Emerson also explained that the Public Works review on development over 5,000 sq. ft. stipulates that the discharge to wetlands has to be the same amount as before development.

PLANNING COMMISSION RECOMMENDATION

Commissioner Huxford expressed concerns about what development with 65% impervious surface coverage would be like aesthetically. Commissioner Matlack expressed concerns about the submitted SEPA checklist, and requested that his prepared handout be attached to the letter of recommendation. The letter was attached to the Council packet as an exhibit. Both Commissioner's expressed concerns about water quality issues that could arise from increased stormwater runoff.

Commissioner Petershagen made a motion to forward a recommendation of approval of the High Urban Residential (HUR) Impervious Surface Code Amendment (LSMC 14.48.055) to City Council.

MAIN MOTION

Commissioner Petershagen made a motion to forward a recommendation of approval of the code amendment to City Council. Commissioner Oslund 2nd, motion carried 5-1-0-1.

MAIN MOTION PASSED

5 FOR (Janice Huxford, Mirza Avdic, Linda Hoult, Gary Petershagen, and Vicky Oslund)
1 AGAINST (Tom Matlack), 1 ABSTENTIONS (Jennifer Davis).

There has been continuous public participation in the review of the proposed amendment, both at the planning commission hearing and via email. The number of individuals providing public testimony and the number of citizens in attendance at the public hearing is indicative of the desire of the community to understand the overall effects of this code amendment to the city and ensure that staff has the proper regulatory tools in place to ensure the safety of the environment while also allowing additional impervious surfaces.

City Council is asked to schedule a public hearing and adopt the Planning Commission recommendations.

Respectfully submitted,



_____, Chairman
LAKE STEVENS PLANNING COMMISSION

November 18, 2015

Dear City Council Members,

I would like to address the proposed HUR impervious surface code amendment coming before you this coming Tuesday's City Council meeting.

Looking at the Lake Stevens Municipal Code 14.16C.075 Land Use Code Amendments, the Decision Criteria (f) states:

"In approving code amendments to this title, the City Council shall make the following findings:

- (1) The amendment is consistent with the adopted Lake Stevens Comprehensive Plan;
- (2) The amendment is in compliance with the Growth Management Act; and
- (3) The amendment serves to advance the public health, safety and welfare."

The City of Lake Stevens Planning Commission Staff Report dated July 29, 2015 and the Lake Stevens City Council Staff Report dated October 13, 2015 address only a few limited elements of the entire Comprehensive Plan and seem to make no mention of the other elements of the Comprehensive Plan.

In regards to being in compliance with the Growth Management Act, these same reports address this by stating that they have requested expedited review from the Department of Commerce, received an acknowledgement from the Department of Commerce and will file the final ordinance with the Department of Commerce. Certainly, these procedural steps are only a small portion of the responsibility of the City to comply with the Growth Management Act. It is my understanding that through the process the staff has outlined, state agencies including the Department of Commerce may provide comments, but I don't think it is by any means indicated that Commerce staff review all proposals or that this is enough to ensure that a proposed regulation is in compliance with the Growth Management Act.

In regards to advancing the public health, safety and welfare, I really don't see these addressed in either Staff Report. The main things that I've heard in relation to this code amendment is that it will help developers since it will provide consistency across all HUR zones in the City and that it will help developers develop site-appropriate home sizes in the HUR zones. I can see that this could, possibly, translate into some public welfare benefit, but feel this is a limited interpretation of advancing all three of these elements of public health, safety and welfare.

I would ask the City Council to find that there is not sufficient demonstration that the proposed HUR impervious code amendment meets the three requirements listed as Decision Criteria in the Lake Stevens Municipal Code for Land Use Amendments and vote against this proposal.

I've also attached an article from the August 2, 2015 edition of the Seattle Times regarding a Growth Management Hearings Board decision related to an impervious surface ordinance in Bothell for possible comparison.

Thank you very much,

Sally Jo Sebring

1023 99th Ave SE
Lake Stevens WA 98258
425-299-4231

Environmental concerns void Bothell development regulations

Originally published August 2, 2015 at 3:37 pm Updated August 3, 2015 at 8:42 am

Protecting a watershed

A state hearings board has rejected a Bothell ordinance that rolled back environmental rules in the North Creek basin.



Source: City of Bothell

STEPHANIE REDDING / THE SEATTLE TIMES

A state Growth Management Hearings Board says Bothell's new ordinance substantially interfered with the city's duty to protect the environment, including critical salmon habitat.

By [Lynn Thompson](#)

Seattle Times staff reporter

A Bothell ordinance to allow increased residential development in the environmentally sensitive North Creek watershed has been rejected by a state Growth Management Hearings Board.

The case has reignited divisions between the council's pro-development majority led by Mayor Joshua Freed and his real-estate attorney and Councilmember Mark Lamb and those members who say the pro-growth forces have too strong a hand in the city's land-use decisions.

Longtime environmental activists in the city challenged the council's approval of a November 2014 ordinance that reduced standards for preserving forest cover, eliminated limits on impervious surfaces and allowed for more extensive site excavation. They argued the new ordinance would irreparably harm the watershed, about 220 acres that include streams as well as North Creek, which support spawning runs of coho salmon and steelhead.

The activists say the council's action also raises questions of conflict of interest similar to those raised by Freed's purchase of part of the Wayne Golf Course for a housing development after the city declined to buy the land. Freed, who later [agreed to sell the golf course's back nine to a conservation group](#), was [cleared](#) of a conflict in that case by an independent investigator.

The more recent case involves Councilmember Bill Evans, who owns property in the area where the environmental regulations were eased.

Lamb represented about a dozen homeowners interested in selling to developers, including Evans, after the ordinance was adopted. Neither Evans nor Lamb recused themselves from the vote on the ordinance.

Lamb said he was not providing legal representation to any affected homeowner when the ordinance was passed. And he said Evans wasn't trying to sell his property at the time.

"I don't believe there was a conflict there," Lamb said. Evans did not return calls requesting comment.

On Thursday night, at a special council meeting announced 24 hours in advance, the council voted to appeal the growth-management board decision. The vote on the seven-member council was 3-2. Evans left before the vote. Lamb didn't recuse himself, and he, Freed and Del Spivey voted to pursue the appeal. Tris Samberg and Tom Agnew voted against the appeal.

Lamb invoked a council rule to force Andy Rheume, who has been critical of Lamb and Freed, to recuse himself. Rheume, who is running for re-election Tuesday, posted his support of the hearings-board decision on his election Facebook page. Lamb said that disqualified Rheume from voting on whether to appeal the case.

Both Lamb and Evans are stepping down from the council in December and not seeking re-election.

Some land owners in the watershed protection area support the council's efforts to allow them to develop their property. Tom Berry said his five acres is more than a mile from North Creek and has no wetlands or streams.

While zoning allows for about eight homes per acre, he said developers over the years have told him the environmental restrictions mean far fewer houses could be built.

Berry, who for 20 years ran Canyon Park Orchard on the property, said he went to the city in 2012 and pleaded with them to ease the restrictions.

“We’re stuck. This is not a wetland. This is not a critical area,” Berry said. And he said he would have been happy to pay Lamb a 3 percent commission on the sale of his property because of his legal expertise and history of representing property owners.

In its [July 21 decision](#), the growth-management board said Bothell’s new ordinance substantially interfered with the city’s legal duty to protect the environment, including critical salmon habitat.

The city of Bothell issued a brief statement after the board decision, saying it “remains committed to balancing the City’s desire to protect this valuable area while allowing environmentally responsible development to occur as required by the Growth Management Act.”

But the hearings board specifically rejected that argument in its ruling. It said there was no statutory authority for the city’s stated goal of balancing protection of critical areas with development.

“The Board finds the City’s assertion that GMA (Growth Management Act) provisions for accommodating growth trump the GMA provisions for protecting critical areas is clearly erroneous,” the board’s decision read, in part.

The decision also blasted the city for failing to support the changes with the best available science, as required by the Growth Management Act.

The challenge was brought by Bothell activists Ann Aagaard, Judy and Bob Fisher and the group, Save A Valuable Environment, organized more than 40 years ago to fight a proposed shopping center that would have rerouted North Creek.

Over the years, the group has won several key rulings including establishing citizens' standing to appeal government actions, said Aagaard, who last year received an award from The Center for Environmental Law & Policy for her years of advocacy on behalf of critical water resources around the state, including the preservation and restoration of a 53-acre wetland adjacent to North Creek on the University of Washington's Bothell campus.

The significance of the recent Bothell ruling, she said, was that the growth- management board extended the protections of critical areas to the surrounding ecosystem, including the groundwater that supports the streams and salmon habitat.

"Fish can't spawn if they don't have cool water," said Aagaard, a retired Seattle high- school biology teacher. "Forest cover provides not only shade for the streams but it also promotes slow infiltration of water through the soil ... The cool groundwater keeps seeping to the wetlands and streams if the soil isn't disturbed."

Tim Trohimovich, with the smart-growth organization Futurewise, said the Bothell ruling "underlines the need to protect not only streams and stream buffers but also the areas that contribute to the value of a working watershed."

He was critical of the Bothell City Council for passing the ordinance, saying that the majority "didn't base it on science, didn't listen to the public, just looked to developers. In my experience, that doesn't usually produce good policy."

Lynn Thompson: lythompson@seattletimes.com or 206-464-8305. On Twitter [@lythompson](https://twitter.com/lythompson)

Planning Commission, Sept. 2

Impervious Surface Code Amendment

Commissioner Comments for Public Record

1. Incentive or rationale for code amendment...Developer Request/This is the only project asking for code amendment

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**CITY OF LAKE STEVENS
LAKE STEVEN, WASHINGTON**

ORDINANCE NO. 947

AN ORDINANCE OF THE CITY OF LAKE STEVENS, WASHINGTON, AMENDING LSMC 14.44.110(b): RESTRICTIONS AND REQUIREMENTS AND 14.48.055: DENSITY AN DIMENSIONAL REGULATIONS TO PERMIT A GREATER PERCENTAGE OF IMPERVIOUS SURFACE ON PARCELS IN THE HIGH URBAN RESIDENTIAL ZONING DISTRICT OUTSIDE OF THE CITY'S SUBAREAS.

WHEREAS, the City of Lake Stevens received an application from Seattle Pacific Development on May 7, 2015 requesting a modification to the language in LSMC 14.48.055 to permit up to 65 percent impervious surface on parcels in the High Urban Residential zoning district and outside of the city's subareas; and

WHEREAS, the City reviewed the applicants State Environmental Policy Act (SEPA) checklist, dated May 7, 2015 and issued a Determination of Non-significance for the proposed code amendment on July 21, 2015 and published notice of the same in the Everett Herald on July 24, 2015; and

WHEREAS, in taking the actions set forth in this ordinance, the City has complied with the requirements of the State Environmental Policy Act, Chapter 43.21C RCW; and

WHEREAS, pursuant to RCW 36.70A.106, the City submitted a Notice of Proposed Amendment and Request for Expedited Review to the Washington State Department of Commerce on July 22, 2015 for review; and

WHEREAS, the Washington State Department of Commerce granted expedited review on August 11, 2015; and

WHEREAS, the Lake Stevens Planning Commission conducted public hearings on July 29, 2015 and September 2, 2015 to consider revisions to the impervious surface regulations of Chapter 14.48 LSMC and recommended approval of the same; and

WHEREAS, the Lake Stevens City Council has reviewed the Planning Commission's findings, conclusion, and recommendations on October 13, 2015; and

WHEREAS, the Lake Stevens City Council held public hearings on November 24, 2015 and December 8, 2015 to consider adopting revisions to the impervious surface regulations of LSMC 14.48.055.

NOW, THEREFORE, THE LAKE STEVENS CITY COUNCIL DO ORDAIN AS FOLLOWS:

Section 1. The City Council hereby adopts the above recitals as findings and concludes that the proposed amendments contained in this Ordinance are:

- (1) Consistent with the adopted Lake Stevens Comprehensive Plan;
- (2) Comply with the Growth Management Act; and
- (3) Provide greater site development options to home builders and purchasers.

Section 2. Chapter 14.48 LSMC Density and Dimensional Regulations – Amended

The City hereby amends LSMC 14.44.110(b): Restrictions and Requirements and 14.48.055: Maximum Impervious Surface to permit up to 65 percent impervious surface coverage on parcels in the High Urban Residential (HUR) zoning district outside of the Subareas, to read as follows:

14.44.110 Restrictions and Requirements.

Subsection (b)

For single-family and duplex lots, no grading shall be allowed which results in the impervious surface area of the lot to exceed 40 percent of the total lot area. If the lot has 40 percent or more impervious surface area prior to grading, no additional impervious surface area is allowed, **except as modified by LSMC 14.48.055.**

14.48.055 Maximum Impervious Surface.

Unless otherwise provided for elsewhere in Title 14 or the Shoreline Master Program, the maximum impervious surface shall not exceed 40 percent of a lot for development in single-family zoning districts, except that the impervious surface areas for development in the High Urban Residential (HUR) zoning district shall not exceed 65 percent of the lot.

Section 3. Repealer. All portions of other ordinances in conflict herewith are hereby repealed.

Section 4. Severability. If any section, clause, phrase, or term of this ordinance is held for any reason to be invalid or unconstitutional, such decision shall not affect the validity of the remaining portions of this ordinance, and the remaining portions shall be in full force and effect.

Section 5. Effective Date and Publication. A summary of this ordinance consisting of its title shall be published in the official newspaper of the City. This ordinance shall take effect and be in force five (5) days after the date of publication.

PASSED by the City Council of the City of Lake Stevens this 8th day of December, 2015.

Vern Little, Mayor

ATTEST/AUTHENTICATION:

Kathy Pugh, City Clerk.

APPROVED TO FORM

Grant Weed, City Attorney

1st Reading: November 24, 2015

2nd and Final Reading December 8, 2015

Published: _____

Effective Date: _____



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LAKE STEVENS CITY COUNCIL
STAFF REPORT

Council Agenda 24 November 2015
Date: _____

Subject: Adoption amendment of 2016- 2021 Six Year Transportation Improvement Plan

Contact Mick Monken
Person/Department: Public Works **Budget Impact:** NA

RECOMMENDATION(S)/ACTION REQUESTED OF COUNCIL: Hold the Public Hearing and comment on the amendment proposed to be included in the 2016-2021 Six Year Transportation Improvement Plan (TIP). If no changes, adopt Resolution number 2015-16.

SUMMARY/BACKGROUND: Each year the City is required under State statute RCW 35.77 to prepare a six year Transportation Improvement Plan (TIP). The intent of the TIP is to provide information to the State for regional and statewide planning that includes project type and location identification, potential impacted utilities, funding needs, and inter-agency coordination. The TIP is a subset of the City's current 20 year transportation list (2012-2032) in the Comprehensive Plan's Capital Element (Chapter 8). In August this year, the City Council adopted the 2016-2021 TIP.

In 2014, the City applied for a Safer Routes to School grant for a segment of 91st Avenue SE between 8th and 12th Street SE. This is listed in the City's 20 year TIP plan as ideal for a grant funding opportunity from the State. The City received notification that this project was selected for State funding. A requirement to receive the funding, the City must include this project in the adopted 6 year TIP. This is performed through an amendment by Resolution.

The project, a sidewalk along the eastside of 91st Avenue SE between 8th and 12th Avenue SE, was approved by the City Council last year to seek State funding. The estimated project cost is \$604,000 with a grant match of \$483,200 (approximately 75%). The City's share is \$120,800. The project target is to have the project completed by the end of 2016.

APPLICABLE CITY POLICIES: NA

BUDGET IMPACT: City's match dollars of \$120,800 from sidewalk fund.

ATTACHMENTS:

- ▶ Exhibit A: Resolution 2015-16
 - Attachment A: Amended 2016-2021 Six Year TIP with expenditure year projections
 - Attachment B: Amended 2016-2021 Six Year TIP with project descriptions

EXHIBIT A

EXHIBIT A

**CITY OF LAKE STEVENS
Lake Steven Washington**

RESOLUTION NO. 2015-16

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAKE STEVENS, WASHINGTON, AMENDING THE SIX-YEAR TRANSPORTATION IMPROVEMENT PLAN (TIP) FOR THE YEARS 2016-2021 AND DIRECTING THE SAME TO BE FILED WITH THE STATE SECRETARY OF TRANSPORTATION AND THE PUGET SOUND REGIONAL COUNCIL.

WHEREAS, pursuant to the requirements of Chapters 35.77 and 47.26 RCW, the City Council of the City of Lake Stevens has previously adopted a comprehensive street plan, including an arterial street construction plan, and has thereafter periodically modified said plans as part of the City's Comprehensive Plan; and

WHEREAS, pursuant to resolution No. 2015-10 the City Council Adopted the 2016-2021 Transportation Improvement Plan (hereafter "TIP") in June 2015; and

WHEREAS, as authorized by RCW 35.77.010(1) the City intends to amend the adopted 2016-2021 TIP to include a project in the City's 20 year transportation plan that was selected for grant funding in 2015; and

WHEREAS, following notice as required by law, a public hearing has been held on the amended TIP as required by RCW 35.77.0 10(1); and

WHEREAS, the TIP has been updated for 2016-2021 in accordance with the State Requirements,

NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF LAKE STEVENS DOES RESOLVE AS FOLLOWS:

Section 1. Plan Adopted. The amended Six-Year Transportation Improvement Plan for the City of Lake Stevens, as revised and extended for the ensuing six (6) calendar years (2016-2021), a copy of which is attached hereto as Attachment A and incorporated herein by this reference as if fully set forth herein, which Plan sets forth the project location, type of improvement and the estimated cost thereof, is hereby adopted and approved.

Section 2. The 6 year Transportation Plan previously adopted pursuant to Resolution No. 2015-10 is hereby replaced with the amended Attachment A Plan adopted herein.

Section 3. Filing of Plan. Pursuant to Chapter 35.77 RCW, within 30 days of the adoption of this Resolution the City Clerk is hereby authorized and directed to file a copy of this Resolution, together with the Attachment A (Project Descriptions) and Attachment B (Expenditure year projections) attached hereto, with the Secretary of Transportation and Puget Sound Regional Council for the State of Washington.

ADOPTED this _____ day of November 2015.

Vern Little, Mayor

ATTEST:

Kathy Pugh, Deputy City Clerk

APPROVED AS TO FORM:

Grant K. Weed, City Attorney

Attachment A
 TIP with project with expenditure projections

City of Lake Stevens Start year: 2016
 Transportation Improvement Program (2016 - 2021)

Proj ID#	ROAD	FROM	TO	COST	TOTAL Project			LOCAL	GRANT	2016			2017			2018			2019			2020			2021			Beyond	
					Design	ROW	Constr			Design	ROW	Constr	Design	ROW	Constr		Design												
2(2)	SR 9/4th NE - Intersection - sub-project of 2(1)	4th St NE	-	See 2(1)																									
2(1)	SR 9/SR 204 - System	91st Ave NE	4th St NE	68,000,000	10,200,000	8,160,000	49,640,000		68,000,000	1,020,000	816,000	1,200,000	3,060,000	2,040,000	1,800,000	2,550,000	2,856,000	1,800,000	2,040,000	2,448,000	1,530,000		6,000,000			12,000,000	28,640,000		
D(1C) 3	SR 92 & Grade Rd RAB 90th Ave NE Connector	SR 204	Vernon	4,105,221 1,140,000	410,522 114,000	3,694,699 200,000	1,026,305 826,000	3,078,916 1,140,000													410,522		1,026,305			2,668,394	-		
7(4)	91st Ave NE	SR 204	Vernon	351,000	35,100	20,000	295,900	351,000	-						35,100	20,000											295,900	-	
W 2	SR 92 and Lake Dr Re-channelization	Intersection		200,000	30,000	-	170,000	-	200,000						30,000		170,000											-	
7(1)	20th St SE - Segment 1	83rd Ave SE	91st Ave SE	4,980,567	573,000	935,400	3,472,167	1,041,650	2,430,517	250,000	374,160		323,000	561,240													1,388,867	2,083,300	-
7(3)	20th St SE - Segment 2	79th Ave SE	83rd Ave SE	3,970,366	397,838	921,922	2,650,606	1,389,628	2,580,738												99,460					298,379	500,000	3,072,528	
6(1)	24th St SE/73rd SE - Intersection	73rd Ave SE	-	800,000	80,000	50,000	670,000	800,000	-																	25,000	775,000		
6(2)	24th St SE	73rd Ave SE	79th Ave SE	3,653,000	365,300	200,000	3,087,700	3,653,000	-																	365,300	3,287,700		
6(3)	24th St SE/79th SE - Intersection	79th Ave SE	-	800,000	80,000	50,000	670,000	800,000	-																	80,000	720,000		
6(6)	24th St SE	SR 9	91st Ave SE	2,970,000	297,000	200,000	2,473,000	2,970,000	-	297,000	200,000	494,600															1,978,400	-	
2(2)	91st Ave SE	20th St SE	4th St SE	4,770,000	477,000	300,000	3,993,000	715,500	4,054,500											95,480						998,250	3,676,270		
2(3)	91st Ave SE	20th St SE	24th St SE	1,950,000	195,000	100,000	1,655,000	1,950,000	-											195,000	100,000					1,655,000	-		
8(4)	99th Ave NE	Market	4th St NE	1,170,000	117,000	40,000	1,013,000	292,500	877,500											117,000	40,000					1,013,000	-		
14(7)	99th Ave SE	20th St SE	4th St SE	4,763,800	476,380	200,000	4,087,420	1,905,520	2,858,280																	476,380	4,287,420		
14(8)	99th Ave SE	20th St SE	Lake Stevens Rd	5,507,800	550,780	4,957,020	5,507,800	-																		550,780	4,957,020		
D(1A)	20th St NE & Main Intersection	Intersection		1,112,004	111,200	1,000,804	556,002	556,002													111,200						333,601	667,203	
D(1B)	Grade Road	20th St NE	SR 92	15,607,836	1,560,784	1,000,000	13,047,052	7,803,918	7,803,918																	780,392	14,827,444		
12(5)	91st Ave NE - Intersection	Vernon Rd	-	200,000	20,000	180,000	200,000	-							20,000		180,000											-	
15(2)	Lundeen/Vernon - Intersection	Vernon Rd	-	400,000	40,000	360,000	400,000	-																		40,000	360,000	-	
15(1)	Vernon Road	91st Ave NE	SR 9	935,000	93,500	841,500	935,000	-													93,500					233,750	607,750		
2(4)	91st Ave SE Sidewalk	8th Ave SE	12th Ave SE	604,000	60,400	543,600	120,800	483,200	60,400		543,600																		
					16,284,804	12,377,322	99,328,468	33,558,623	92,923,571	1,627,400	1,390,160	1,038,200	3,383,000	2,601,240	3,178,400	2,635,100	2,876,000	2,150,000	2,447,480	2,588,000	2,510,767	2,244,682	-	13,009,605	2,730,231	700,000	15,361,995	66,344,335	

Attachment B
TIP with project with project descriptions

City of Lake Stevens Start year: 2016
Transportation Improvement Program (2016 - 2021)
Revision: 11/5/15

Proj ID #	ROAD	FROM	TO	COST	YEAR/S	Description
2(2)	SR 9/4th NE - Intersection - sub-project of 2(1)	4th St NE	-	See 2(1)	2017-2018	Improve egress WB alignment right turn onto SR 9 and add a new right turn ingress for EB onto 4th St NE. Additional improvement is the construction of a new alignment N-S Village Way Road (93rd).
2(1)	SR 9/SR 204 - System	91st Ave NE	4th St NE	68,000,000		System improvement that includes roundabouts at SR 9/SR 204 and SR 9/91st Ave NE. Improvements to the SR 9/4th Intersection (2(2)). This is a safety, economical, local circulation, and capacity improvements.
D(1C) 3	SR 92 & Grade Rd RAB 90th Ave NE Connector	SR 204	Vernon	4,105,221 1,140,000	2017>2018 2018	Roundabout intersection improvement with gateway treatment Construction of a new roadway segment that would allow for right in-right out movement for SR 204. Roadway would be developer driven
7(4)	91st Ave NE	SR 204	Vernon	351,000	2016	Upgrade roadway to create a pedestrian friendly downtown style streetscape
W 2	SR 92 and Lake Dr Re-channelization	Intersection		200,000	2016	State driven safety project to reduce vehicle conflicts
7(1)	20th St SE - Segment 1	83rd Ave SE	91st Ave SE	-	2013>2018	Widening of existing two lane to four lane, providing non-motorized travel area with pedestrian sidewalks and improved drainage and lighting.
7(3)	20th St SE - Segment 2	79th Ave SE	83rd Ave SE	-	2013>2018	Widening of existing two lane to four lane, providing non-motorized travel area with pedestrian sidewalks and improved drainage and lighting.
6(1)	24th St SE/73rd SE - Intersection	73rd Ave SE	-	800,000	2013>2018	Construction of a new intersection to provide internal vehicle and non-motorized circulation adjacent to 20th Street SE. Construction is developer driven.
6(2)	24th St SE	73rd Ave SE	79th Ave SE	3,653,000	2013>2018	Construction of a new roadway segment to provide internal vehicle and non-motorized circulation adjacent to 20th Street SE. Construction is developer driven.
6(3)	24th St SE/79th SE - Intersection	79th Ave SE	-	800,000	2013>2018	Construction of a new intersection to provide internal vehicle and non-motorized circulation adjacent to 20th Street SE. Construction is developer driven.
6(6)	24th St SE	SR 9	91st Ave SE	2,970,000	2013>2018	Construction of a new roadway segment to provide internal vehicle and non-motorized circulation adjacent to 20th Street SE. Construction is developer driven.
2(2)	91st Ave SE	20th St SE	4th St SE	4,770,000	2014>2018	Widen to a three lane section with non-motorized improvements and pedestrian improvements that include sidewalk segments and curb separated walking paved shoulder areas along the east side of the roadway
2(3)	91st Ave SE	20th St SE	24th St SE	1,950,000	2014>2018	New connector roadway to 24th St SE
8(4)	99th Ave NE	Market	4th St NE	1,170,000	2015>2018	Enhance Streetscape with improvement with non-motorized enhancements and circulation improvements with a possible roundabout intersection at 4th NE
14(7)	99th Ave SE	20th St SE	4th St SE	4,763,800	2015>2018	Widen to a three lane section with non-motorized improvements and pedestrian improvements that include sidewalk segments and curb separated walking paved shoulder areas along the east side of the roadway
14(8)	99th Ave SE	20th St SE	Lake Stevens Rd	5,507,800	2015>2018	Widen to a three lane section with non-motorized improvements and pedestrian improvements that include sidewalk segments and curb separated walking paved shoulder areas along the east side of the roadway
D(1A)	20th St NE & Main Intersection	Intersection		1,112,004	2015>2018	Widening to provide turn packets or possible roundabout improvements
D(1B)	Grade Road	20th St NE	SR 92	15,607,836	2015>2018	Widen to a three lane section with non-motorized improvements and pedestrian improvements that include sidewalk segments and curb separated walking paved shoulder areas along the west side of the roadway
12(5)	91st Ave NE - Intersection	Vernon Rd	-	200,000	2016>2018	Minor widening and possible mini-roundabout to improvement safety and circulation
15(2)	Lundeen/Vernon - Intersection	Vernon Rd	-	400,000	2016>2018	Channelization enhancement to improvement safety and circulation. May restrict through movement for east-east crossing (Vernon)
15(1)	Vernon Road	91st Ave NE	SR 9	935,000	2017>2018	Minor widening to provide for turn movement and improved pedestrian movement
2(4)	91st Ave SE Sidewalk	8th Ave SE	12th Ave SE	604,000	2016	



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LAKE STEVENS CITY COUNCIL
STAFF REPORT

Council Agenda Date: November 24, 2015

Subject: Public Hearing - 2016 Budget Ordinance 943

Contact Person/Department: Barb Stevens - Finance **Budget Impact:** Yes

RECOMMENDATION(S)/ACTION REQUESTED OF COUNCIL:

Approve Second and Final Reading of the 2016 Budget and Ordinance No. 943.

SUMMARY/BACKGROUND

Budgeting is an essential element of the financial planning, control, and evaluation processes of governments. The planning process involves determining the types and levels of services to be provided and allocating available resources among various departments, programs, or functions. Financial control and evaluation processes typically focus upon assuring that fixed expenditure limitations (appropriations) are not exceeded and on comparing estimated and actual revenues.

Upon adoption, the expenditure estimates are enacted into law through the passage of an appropriations ordinance. The appropriations constitute maximum expenditure authorizations during the fiscal year, and cannot legally be exceeded unless subsequently amended by the legislative body. Expenditures should be monitored through the accounting system to assure budgetary compliance. Unexpended appropriations lapse at year end.

The City Council has been reviewing current and forecasted revenues and expenditures including property tax, City staffing plans, and related costs which are incorporated into the proposed 2016 budget ordinance.

The revised 2016 Proposed Budget document is can be downloaded at:
<http://www.ci.lake-stevens.wa.us/ArchiveCenter/ViewFile/Item/1890>

APPLICABLE CITY POLICIES:

In accordance with the Financial Management Policies, Budget Themes and Policies, and the Revised Code of Washington, the legislative body shall adopt the budget by ordinance. Per RCW 84.55.120 the legislative body will hold public hearings on the proposed budget for the coming year.

BUDGET IMPACT:

The budget ordinance will enact into law all approved appropriations for the 2016 calendar year.

ATTACHMENTS:

- ▶ Ordinance 943
- ▶ Exhibit A – Organizational Chart

CITY OF LAKE STEVENS
LAKE STEVENS, WASHINGTON

ORDINANCE NO. 943

AN ORDINANCE ADOPTING THE BUDGET FOR THE CITY OF LAKE STEVENS,
WASHINGTON, FOR THE CALENDAR YEAR ENDING DECEMBER 31, 2016

WHEREAS, the Mayor of the City of Lake Stevens, Washington completed and placed on file with the City Clerk a proposed budget and estimate of the amount of the moneys required to meet the public expenses including salaries and benefits of City employees, bond retirement and interest, reserve funds and expenses of government of said City for the fiscal year ending December 31, 2016, and a notice was published that the Council of said City would meet for the purpose of making a budget for said fiscal year and giving taxpayers within the limits of said City an opportunity to be heard upon said budget, and

WHEREAS, the said City Council did meet at said time and place and did then consider the matter of said proposed budget; and

WHEREAS, notices were published in the official newspaper of the City, that the Council of said City would meet on the 10th day of November and the 24th day of November, 2015, at the hour of 7:00 P.M., at the City Council Chambers in the Lake Stevens School District Educational Service Center of said City for the purpose of receiving public testimony in a public hearing as to the matter of said proposed budget; and

WHEREAS, the said City Council did meet at said dates, times, and place and did receive public testimony during a public hearing as to the matter of said proposed budget; and

WHEREAS, the said proposed budget does not exceed the lawful limit of taxation allowed by law to be levied on the property within the City of Lake Stevens for the purposes set forth in said budget, and the estimated expenditures set forth in said budget being all necessary to carry on the government of said City for said year and being sufficient to meet the various needs of said City during said period.

NOW, THEREFORE, the City Council of the City of Lake Stevens do ordain as follows:

Section 1. The budget for the City of Lake Stevens, Washington, for the year 2016 is hereby adopted in its final form and content as set forth in the document entitled City of Lake Stevens 2016 Annual Budget, 1 copy of which is on file in the Office of the Clerk.

Section 2. Totals for all such funds combined, for the year 2016 are set forth in summary form below, and are hereby appropriated for expenditure during the year 2016 as set forth below:

Fund #	Fund Name	Estimated Beg. Bal.	Resources	Expenditures	End. Bal.
001	General	\$ 7,570,987	\$ 9,794,572	\$ 10,651,388	\$ 6,714,171
002	Contingency Reserve	\$ 3,405,547	\$ 803,100	\$ 8,050	\$ 4,200,597
101	Street	\$ 3,715,069	\$ 2,288,213	\$ 3,134,977	\$ 2,868,305
103	Street Reserve	\$ 1,526	\$ 2	\$ -	\$ 1,528
111	Drug Seizure & Forfeiture	\$ 27,805	\$ 10,050	\$ 1,000	\$ 36,855
112	Municipal Arts Fund	\$ 11,443	\$ 50	\$ 11,493	\$ -
210	2008 Bonds	\$ -	\$ 353,268	\$ 353,268	\$ -
212	2010 LTGO Bonds	\$ -	\$ 74,166	\$ 74,166	\$ -
213	2015 LTGO Bond	\$ -	\$ 97,600	\$ 97,600	\$ -
301	Cap. Proj.-Dev. Contrib.	\$ 3,555,714	\$ 812,500	\$ 1,250,000	\$ 3,118,214
303	Cap. Imp.-REET	\$ 640,071	\$ 526,500	\$ 340,842	\$ 825,729
304	Cap. Improvements	\$ 2,390,865	\$ 527,000	\$ 74,164	\$ 2,843,701
309	Sidewalk Capital Project	\$ 425,483	\$ 983,700	\$ 604,000	\$ 805,183
401	Sewer	\$ 275,606	\$ 1,391,226	\$ 1,393,954	\$ 272,878
410	Storm and Surface Water	\$ 1,896,056	\$ 1,549,403	\$ 1,518,567	\$ 1,926,892
501	Unemployment	\$ 102,918	\$ 200	\$ 30,000	\$ 73,118
510	Equipment Fund	\$ 215,106	\$ 152,317	\$ 226,565	\$ 140,858
520	Equipment Fund-Police	\$ 321,311	\$ 196,200	\$ 188,000	\$ 329,511
530	Equipment Fund-PW	\$ 168,894	\$ 336,180	\$ 255,730	\$ 249,344
540	Aerator Equipment Repl.	\$ 119,286	\$ 10,175	\$ -	\$ 129,461
621	Refundable Deposits	\$ 2,200	\$ 51,000	\$ 53,200	\$ -
633	Treasurer's Trust	\$ -	\$ 200,000	\$ 200,000	\$ -
	Total	\$ 24,845,887	\$ 20,157,422	\$ 20,466,964	\$ 24,536,345

Section 3. The City Clerk is directed to transmit a certified copy of the budget hereby adopted to the Division of Municipal Corporations in the Office of the State Auditor and to the Association of Washington Cities.

Section 4. A summary of this ordinance consisting of the title shall be published in the official City newspaper. This ordinance shall take effect and be in full force five (5) days after publication.

PASSED BY THE CITY COUNCIL OF THE CITY OF LAKE STEVENS this ____ day of _____, 2015.

 Vern Little, Mayor

ATTEST:

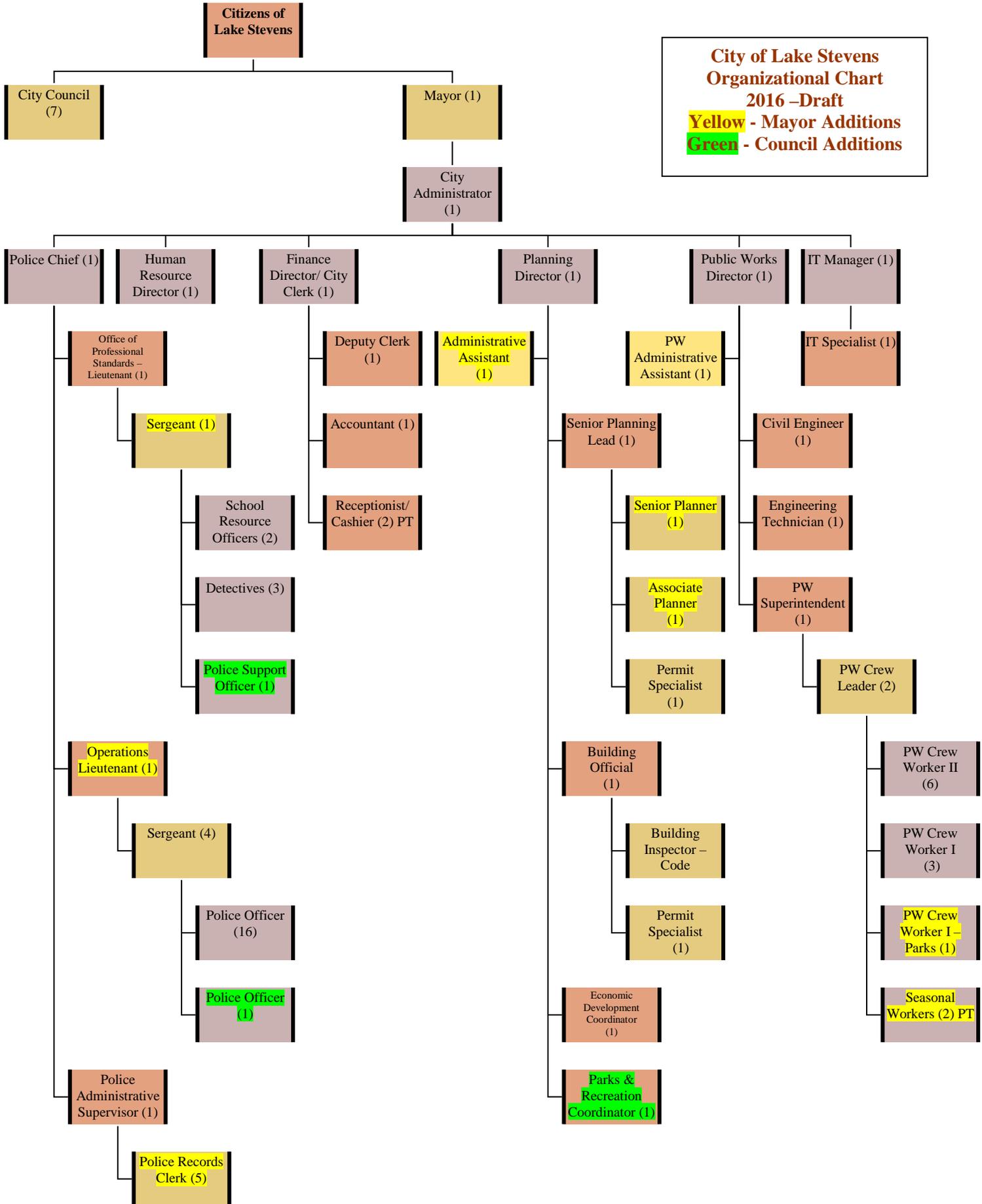
 Kathy Pugh, Deputy City Clerk

APPROVED AS TO FORM:

 Grant Weed, City Attorney

First Reading: November 10, 2015
 Second Reading: November 24, 2015
 Final Reading:
 Effective:

**City of Lake Stevens
 Organizational Chart
 2016 –Draft**
Yellow - Mayor Additions
Green - Council Additions





LAKE STEVENS CITY COUNCIL

STAFF REPORT

Council Agenda Date: November 24, 2015

Subject: Final Plat – Brookside Division III (AKA Holly Division II) (LUA2015-0105)

Contact Person/Department: Stacie Partschner / Planning & Development **Budget Impact:** N/A

RECOMMENDATION(S)/ACTION REQUESTED OF COUNCIL:

1. **ACTION:** Hold a public meeting pursuant to LSMC 14.18.035(a); and
2. **MOTION:** Accept Brookside Division III subdivision and associated right-of-way dedication (LUA2015-0105) by motion.

SUMMARY: Public meeting and City Council acceptance of the final plat of Brookside Division III – a proposed 11-lot subdivision on 3.86 acres.

BACKGROUND: Final Plats are Type V Quasi-Judicial decisions per Table 14.16A-I. City Council accepts final plats, following a public meeting and dedication of right-of-way, when the subdivision's proponent has met municipal requirements for preliminary plats (Chapter 14.18 LSMC), completed applicable conditions of approval and met the requirements of Chapter 58.17 RCW.

Snohomish County issued a SEPA Determination of Non-Significance for the project October 1, 2007, and later approved the preliminary subdivision on December 26, 2007. The city annexed the property in 2010 and approved both a one-year original plat extension and an additional plat extension due to expire June 2, 2016. The city of Lake Stevens has approved revised construction plans for the subdivision as of November 12, 2015. The proponent submitted an application for Final Plat approval on October 27, 2015. The city issued a Notice of Application and Public Meeting for the final subdivision on October 29, 2015.

Planning and Community Development have prepared a final plat recommendation for City Council's review and consideration along with the final plat map. Staff concludes the final subdivision meets the requirements of the Lake Stevens Municipal Code, conditions of approval and the requirements of Chapter 58.17 RCW (Subdivisions-Dedications). Staff recommends Council approve the final plat and accept the right-of-way dedications.

RECOMMENDATION & CONDITIONS:

The Planning and Community Development Department recommends **APPROVAL**, of the Final Plat for Brookside Division IV along with dedication of right-of-way as shown, subject to the listed conditions:

1. The proponent or successor shall record the approved subdivision (final plat) as depicted in **Exhibit B** – all recording fees shall be the obligation of the subdivision proponent.
2. The proponent or successor shall provide conformed copies of the approved final plat to the city of Lake Stevens after recording with Snohomish County.

3. The proponent or successor must comply with any federal, state, or local statutes, ordinances, or regulations applicable to this project. Failure to meet or maintain strict compliance with these regulations and conditions shall be grounds for revocation of this permit.

APPLICABLE CITY POLICIES: Chapter 14.18 LSMC - Subdivisions, Boundary Line Adjustments and Binding Site Plans and Chapter 14.16B LSMC

BUDGET IMPACT: None at the time of subdivision; however, the city will collect impact fees for schools, parks, and traffic when building permits are issued.

ATTACHMENTS: Attachment 1 - Final Plat Recommendation with exhibits



Planning and Community Development Type V Permit: Final Plat

Brookside Division III (AKA Holly Division II)

LUA2015-0105

A. PROJECT DESCRIPTION AND REQUEST

Project Description:

Final plat application for the Brookside Division III (AKA Holly Div. II), a proposed 11-lot subdivision, received October 27, 2015 (**Exhibit A**). Snohomish County approved the preliminary subdivision on after an open record hearing and issuance of an environmental determination of non-significance. The city annexed the property in 2010 and approved both a one-year original plat extension and an additional plat extension due to expire June 2, 2016.

The city of Lake Stevens approved revised construction plans for the subdivision November 12, 2015. The proponent has met the requirements for final plat approval and has installed required improvements or provided necessary financial securities before recording. Along with the final plat approval, the proponent will dedicate rights-of-way (new roads) to the city of Lake Stevens.

B. GENERAL INFORMATION

1. Property Owner/ Applicant: 1LR LLC / Natural 9 Holdings LLC
2. Contact Person: Tim Bruggman
 Golden Eagle Development
 PO Box 1377
 Monroe, WA 98272
3. Project Location: 9924 South Lake Stevens Road, Lake Stevens, WA
4. Comprehensive Plan Land Use Designations, Zoning Designation and Existing Land Uses of the Site and Surrounding Area:

AREA	LAND USE DESIGNATION	ZONING	EXISTING USE
Project Site	Medium Density Residential	Urban Residential	Residential / Underdeveloped
North of Site	High Density Residential	High Urban Residential	Residential
South of Site	Medium Density Residential	Urban Residential	Residential / Underdeveloped
East of Site	Medium Density Residential	Urban Residential	Residential / Underdeveloped
West of Site	High Density Residential	High Urban Residential	Residential / Underdeveloped

5. Public Utilities and Services Provided by:

Water:	Snohomish County PUD	Gas:	Puget Sound Energy
Sewer:	Lake Stevens Sewer District	Cable TV:	Comcast
Garbage:	Allied Waste or Waste Management	Police:	City of Lake Stevens
Storm Water:	City of Lake Stevens	Fire:	Lake Stevens Fire District

Telephone:	Frontier	School:	Lake Stevens School District
Electricity:	Snohomish County PUD	Hospital:	Providence Hospital

C. ENVIRONMENTAL REVIEW

Snohomish County issued a SEPA Determination of Non-Significance for the project on October 1, 2007.

D. FINDINGS OF FACT

1. Application Process: The city of Lake Stevens received a final plat application on October 27, 2015 (**Exhibit A**) associated materials (e.g., title report, closing calculations, plat name certification and declaration of covenants, conditions and restrictions) and a final plat map (**Exhibit B**) for the Brookside Division IV Subdivision. City staff issued a Notice of Application and Public Meeting for the project on October 29, 2015 (**Exhibit C**). City staff mailed the notice to property owners within 300 feet, posted the subject property, and posted at City Hall. At the time that this staff report was prepared, no comments have been received.

This staff report meets the requirements of LSMC 14.16B.535 as the written recommendation to the City Council for decision.

2. Density and Dimensional Standards: Density and dimensional standard review was completed during preliminary plat approval by Snohomish County and subsequent minor revisions by the city. The city has confirmed the proposed final plat complies with the preliminary plat approval. No encroachments have been identified by the city during review.
3. Stormwater Management: Stormwater impacts were reviewed during preliminary plat approval and construction plan approval. City staff has reviewed and inspected all required stormwater improvements.
4. Traffic Impacts: Snohomish County reviewed the initial traffic impacts for this project during preliminary plat approval. As the city of Lake Stevens is now the permitting authority and responsible for determining consistency with prior land use decisions and verifying concurrency, the Planning and Community Director and Public Works Director have determined that payment of traffic impact fees will be paid under the city's traffic impact fee program per Chapter 14.120 LSMC to the city of Lake Stevens and will fulfill the intent of the Hearing Examiner's Condition.
5. Public Roads and Frontage Improvements: Access to new lots within the subdivision will be from a new public road, constructed to applicable Snohomish County standards. The new road and required frontage improvements have been constructed to the approved plans. In addition, the proponent will dedicate new internal roads to the city.
6. Utilities: Public utilities have been installed to serve all of the proposed lots in the proposed subdivision. The Snohomish County PUD (water and electricity) and Lake Stevens Sewer District have granted approval for the utility improvements.
7. Fire Department Review: The Fire Marshall for the Lake Stevens Fire District has reviewed the proposed subdivision and approved the design as shown on the final plat drawings.
8. Impact Fees: Impact fees for schools, parks and traffic are required for the lots in the proposed subdivision and were defined in the preliminary plat approval or as revised and shall be collected at the time of building permit issuance.

E. CONCLUSIONS

1. The city has confirmed that all required improvements for subdivision approval have been installed as approved by the Public Works Director and the Director of Planning and Community Development.

2. The proposed subdivision documents submitted to the city of Lake Stevens meet all requirements of the Preliminary Plat Approval issued by Snohomish County and the city's standards for Final Plat Approval.
3. The subdivision, as proposed, is consistent with all applicable requirements, permit processing procedures, and other applicable codes.

F. RECOMMENDATION & CONDITIONS

The Planning and Community Development Department recommends **APPROVAL**, of the Final Plat for Brookside Division IV along with dedication of right-of-way as shown, subject to the listed conditions:

1. The proponent or successor shall record the approved subdivision (final plat) as depicted in **Exhibit B** – all recording fees shall be the obligation of the subdivision proponent.
2. The proponent or successor shall provide conformed copies of the approved final plat to the city of Lake Stevens after recording with Snohomish County.
3. The proponent or successor must comply with any federal, state, or local statutes, ordinances, or regulations applicable to this project. Failure to meet or maintain strict compliance with these regulations and conditions shall be grounds for revocation of this permit.

G. APPEALS

Per LSMC 14.16B.740, to appeal the Council's decision interested parties must file an appeal application, with all required fees, within 14 days of the date of issuance of this permit. An appeal of this decision would be heard by the Snohomish County Superior Court.

H. EXHIBITS

- A. Final Plat Application received October 27, 2015
- B. Final Plat of Brookside Division IV
- C. Notice of Application and Public Meeting issued October 29, 2015



11/19/2015

Stacie Pratschner, AICP, Associate Planner

Date

Distributed to the Following Parties:

1. Lake Stevens City Council
2. Tim Bruggman, contact



Brookside
Div B

Planning and Community Development
1812 Main Street, P O Box 257
Lake Stevens WA 98258
Phone Number (425) 377-3235

To Be Completed By Staff	
Date of Application:	<u>10.27.15</u>
Staff Initials:	<u>MM</u>
Permit Number:	<u>LU2015-0105</u>

**TYPE IV, V AND VI - COUNCIL DECISIONS
LAND USE DEVELOPMENT APPLICATION**

CHECK ONE		
<p>TYPE IV – Quasi-judicial</p> <input type="checkbox"/> Essential Public Facility <input type="checkbox"/> Planned Neighborhood Development <input type="checkbox"/> Rezone – Site Specific Zoning Map Amendment <input type="checkbox"/> Secure Community Transition Facility <input type="checkbox"/> Type IV Other: _____	<p>TYPE V – Quasi-judicial</p> <input checked="" type="checkbox"/> Final Plats <input type="checkbox"/> Plat Alterations <input type="checkbox"/> Plat Vacations <input type="checkbox"/> Right-of-Way Vacations <input type="checkbox"/> Type V Other: _____	<p>TYPE VI – Legislative</p> <input type="checkbox"/> Comprehensive Plan Amendment, Map and Text <input type="checkbox"/> Development Agreements <input type="checkbox"/> Land Use Code Amendments <input type="checkbox"/> Rezones – Area Wide Zoning Map Amendments <input type="checkbox"/> Type VI Other: _____

ARE ANY LOWER LEVEL PERMITS REQUIRED? Yes No Describe: _____

Property Information	Site Address: <u>9924 South Lake Stevens Rd</u>		
	Assessor Parcel No: <u>004571-000 04200</u>	Area of property	Square Feet: _____ Acres: <u>3.86</u>
	Land Use Designation: <u>Medium Density</u>	Zoning: <u>Urban Residential</u>	
	Number of Buildings on Site/: <u>0</u>	Number to be Retained: <u>0</u>	
	Existing Impervious Surface Area: <u>0</u>	Proposed Impervious Surface Area: _____	
Applicant	Name/Company: <u>ILR Holdings LLC</u>		
	Address: <u>10515 20th St SE Site 130</u>	City/State/Zip: <u>Lake Stevens WA 98258</u>	
	Phone: <u>425-377-9262</u>	Applicants relationship to owner: <u>Same</u>	
	Fax: _____	Email: <u>fresh@superiorconcrete.net</u>	
Primary Contact	Name/Company: <u>Tim Bruggman / Golden Eagle Development Services</u>		
	Address: <u>Po Box 1377</u>	City/State/Zip: <u>Monroe WA 98272</u>	
	Phone: <u>425-308-3519</u>	Email: <u>tb@goldeneagleds.com</u>	
	Fax: _____		

Property Owner	Name/Company: <u>Ty Reoh / ILLR Holdings LLC</u>				
	Address: <u>10518 20th St SE Ste 130</u>		City/State/Zip: <u>Lake Stevens WA 98258</u>		
	Phone: <u>425-377 9262</u>		Email: <u>tyreoh@superiorconcrete.net</u>		
	Fax:				
Project Description	Grading Quantities		Cut: <u>—</u>		Fill: <u>—</u>
	Proposed project/land use (attach additional sheets if necessary):				
	<u>11 Residential Lots - Holly Div 2 - Now Brookside Div 3</u>				
Building Information	Gross Floor Area of Existing and Proposed Buildings:				
	Bldg 1:	Bldg 2:	Bldg 3:	Bldg 4:	Bldg 5:
	Gross Floor Area by Use of Buildings (please describe use as well as floor area):				
	Use 1:				
	Use 2:				
	Use 3:				
	Use 4:				

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This application expires 180 days after the last date that additional information is requested (LSMC 14316A.245)

If you suspect that your site contains a stream or wetland or is adjacent to a lake, you may need a permit from the state or federal government.

I DECLARE UNDER PENALTY OF THE PERJURY LAWS THAT THE INFORMATION I HAVE PROVIDED ON THIS APPLICATION IS TRUE, CORRECT AND COMPLETE.


 Signature of Property Owner/Agent

10-21-15
 Date of Application

By affixing my signature I certify that I am the legal owner of the property for which this application is issued or an authorized agent of the owner.



Planning and Community Development
 1812 Main Street, P O Box 257
 Lake Stevens WA 98258
 Phone Number (425) 377-3235

To Be Completed By Staff	
Date of Application:	_____
Staff Initials:	_____
Permit Number:	_____

TYPE IV, V AND VI - COUNCIL DECISIONS LAND USE DEVELOPMENT APPLICATION

CHECK ONE		
TYPE IV – Quasi-judicial <input type="checkbox"/> Essential Public Facility <input type="checkbox"/> Planned Neighborhood Development <input type="checkbox"/> Rezone – Site Specific Zoning Map Amendment <input type="checkbox"/> Secure Community Transition Facility <input type="checkbox"/> Type IV Other: _____	TYPE V – Quasi-judicial <input checked="" type="checkbox"/> Final Plats <input type="checkbox"/> Plat Alterations <input type="checkbox"/> Plat Vacations <input type="checkbox"/> Right-of-Way Vacations <input type="checkbox"/> Type V Other: _____	TYPE VI – Legislative <input type="checkbox"/> Comprehensive Plan Amendment, Map and Text <input type="checkbox"/> Development Agreements <input type="checkbox"/> Land Use Code Amendments <input type="checkbox"/> Rezones – Area Wide Zoning Map Amendments <input type="checkbox"/> Type VI Other: _____

ARE ANY LOWER LEVEL PERMITS REQUIRED? Yes No Describe: _____

Property Information	Site Address: 9924 South Lake Stevens Rd			
	Assessor Parcel No: 004571-000 04700	Area of property	Square Feet:	Acres: 3.86
	Land Use Designation: Medium Density	Zoning: Urban Residential		
	Number of Buildings on Site: 0	Number to be Retained: 0		
	Existing Impervious Surface Area: 0	Proposed Impervious Surface Area:		
Applicant	Name/Company: ILR Holdings LLC			
	Address: 10515 20th St SE Site 130	City/State/Zip: Lake Stevens WA 98258		
	Phone: 425-377-9262	Applicants relationship to owner: Same		
	Fax:	Email: fresh@superiorconcrete.net		
Primary Contact	Name/Company: Tim Bruggman / Golden Eagle Development Services			
	Address: Po Box 1377	City/State/Zip: Monroe WA 98272		
	Phone: 425-308-3519	Email: tb@goldeneagleds.com		
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Property Owner	Name/Company: <u>Ty Reoh / LLR Holdings LLC</u>				
	Address: <u>10515 20th St SE Ste 130</u>		City/State/Zip: <u>Lake Stevens WA 98258</u>		
	Phone: <u>425-377 9262</u>		Email: <u>tyreoh@superiorconcrete.net</u>		
	Fax:				
Project Description	Grading Quantities		Cut: <u>—</u>		Fill: <u>—</u>
	Proposed project/land use (attach additional sheets if necessary):				
	<u>11 Residential Lots - Holly Div 2 - New Brookside Div 3</u>				
Building Information	Gross Floor Area of Existing and Proposed Buildings:				
	Bldg 1:	Bldg: 2	Bldg 3:	Bldg 4:	Bldg 5:
	Gross Floor Area by Use of Buildings (please describe use as well as floor area):				
	Use 1:				
	Use 2:				
	Use3:				
	Use4:				

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I DECLARE UNDER PENALTY OF THE PERJURY LAWS THAT THE INFORMATION I HAVE PROVIDED ON THIS APPLICATION IS TRUE, CORRECT AND COMPLETE.



 Signature of Property Owner/Agent

10-21-15

 Date of Application

By affixing my signature I certify that I am the legal owner of the property for which this application is issued or an authorized agent of the owner.



Planning and Community Development
 1812 Main Street, P O Box 257
 Lake Stevens WA 98258
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To Be Completed By Staff
 Date of Application: _____
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TYPE IV, V AND VI - COUNCIL DECISIONS LAND USE DEVELOPMENT APPLICATION

CHECK ONE

<p>TYPE IV – Quasi-judicial</p> <p><input type="checkbox"/> Essential Public Facility</p> <p><input type="checkbox"/> Planned Neighborhood Development</p> <p><input type="checkbox"/> Rezone – Site Specific Zoning Map Amendment</p> <p><input type="checkbox"/> Secure Community Transition Facility</p> <p><input type="checkbox"/> Type IV Other: _____</p>	<p>TYPE V – Quasi-judicial</p> <p><input checked="" type="checkbox"/> Final Plats</p> <p><input type="checkbox"/> Plat Alterations</p> <p><input type="checkbox"/> Plat Vacations</p> <p><input type="checkbox"/> Right-of-Way Vacations</p> <p><input type="checkbox"/> Type V Other: _____</p>	<p>TYPE VI – Legislative</p> <p><input type="checkbox"/> Comprehensive Plan Amendment, Map and Text</p> <p><input type="checkbox"/> Development Agreements</p> <p><input type="checkbox"/> Land Use Code Amendments</p> <p><input type="checkbox"/> Rezones – Area Wide Zoning Map Amendments</p> <p><input type="checkbox"/> Type VI Other: _____</p>
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Primary Contact	Name/Company: Tim Bruggman / Golden Eagle Development Services		
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 Signature of Property Owner/Agent

10-21-15
 Date of Application

By affixing my signature I certify that I am the legal owner of the property for which this application is issued or an authorized agent of the owner.

DEDICATION

KNOW ALL MEN (PERSONS) BY THESE PRESENTS THAT **1LR LLC**, A WASHINGTON LIMITED LIABILITY CORPORATION, THE UNDERSIGNED OWNERS, IN FEE SIMPLE OF THE LAND HEREBY PLATTED DECLARE THIS PLAT AND DEDICATE TO THE USE OF THE PUBLIC FOREVER ALL STREETS, AVENUES, PLACES AND SEWER EASEMENTS OR WHATEVER PUBLIC PROPERTY THERE IS SHOWN ON THE PLAT, AND THE USE FOR ANY AND ALL PUBLIC PURPOSES NOT INCONSISTENT WITH THE USE THEREOF FOR PUBLIC HIGHWAY PURPOSES. ALSO, THE RIGHT TO MAKE ALL NECESSARY SLOPES FOR CUTS AND FILLS UPON LOTS, BLOCKS, TRACTS, ETC., SHOWN ON THIS PLAT IN THE REASONABLE ORIGINAL GRADING OF ALL THE STREETS, AVENUES, PLACES, ETC., SHOWN HEREON. ALSO, THE RIGHT TO DRAIN ALL STREETS OVER AND ACROSS ANY LOT OR LOTS WHERE WATER MIGHT TAKE A NATURAL COURSE AFTER THE STREET OR STREETS ARE GRADED. ALSO, ALL CLAIMS FOR DAMAGE AGAINST ANY GOVERNMENTAL AUTHORITY ARE WAIVED WHICH MAY BE OCCASIONED TO THE ADJACENT LAND BY THE ESTABLISHMENT, CONSTRUCTION, DRAINAGE, AND MAINTENANCE OF SAID ROADS.

FOLLOWING ORIGINAL REASONABLE GRADING OF ROADS AND WAYS HEREON, NO DRAINAGE WATERS ON ANY LOT OR LOTS SHALL BE DIVERTED OR BLOCKED FROM THEIR NATURAL COURSE SO AS TO DISCHARGE UPON ANY PUBLIC ROAD RIGHTS-OF-WAY TO HAMPER PROPER ROAD DRAINAGE. THE OWNER OF ANY LOT OR LOTS, PRIOR TO MAKING AN ALTERATION IN THE DRAINAGE SYSTEM AFTER THE RECORDING OF THE PLAT, MUST MAKE APPLICATION TO AND RECEIVE APPROVAL FROM THE DIRECTOR OF THE DEPARTMENT OF PUBLIC WORKS FOR SAID ALTERATION. ANY ENCLOSING OF DRAINAGE WATERS IN CULVERTS OR DRAINS OR REROUTING THEREOF ACROSS ANY LOT AS MAY BE UNDERTAKEN BY OR FOR THE OWNER OF ANY LOT SHALL BE DONE BY AND AT THE EXPENSE OF SUCH OWNER.

TRACT 999 IS HEREBY GRANTED AND CONVEYED TO THE BROOKSIDE DIVISION 3 HOMEOWNERS ASSOCIATION (HOA) UPON RECORDING OF THIS PLAT SUBJECT TO AN EMERGENCY MAINTENANCE EASEMENT GRANTED AND CONVEYED TO CITY OF LAKE STEVENS. OWNERSHIP AND MAINTENANCE OF SAID TRACT CONSISTENT WITH CITY CODE SHALL BE THE RESPONSIBILITY OF THE HOA UNLESS AND UNTIL TRACT OWNERSHIP BY ALL LOTS WITHIN THIS SUBDIVISION IS AUTHORIZED PURSUANT TO A FINAL PLAT ALTERATION. USE OF SAID TRACT IS RESTRICTED TO THAT SPECIFIED IN THE APPROVED FINAL PLAT. THE HOA AND THE OWNERS OF ALL LOTS WITHIN THE SUBDIVISION SHALL COMPLY WITH THOSE CITY REGULATIONS AND CONDITIONS OF FINAL SUBDIVISION APPROVAL SPECIFIED ON THE PLAT. THE HOA SHALL REMAIN IN EXISTENCE UNLESS AND UNTIL ALL LOTS WITHIN THIS SUBDIVISION HAVE DISSOLVED, THEN EACH LOT SHALL HAVE AN EQUAL AND UNDIVIDED OWNERSHIP INTEREST IN THE TRACT PREVIOUSLY OWNED BY THE HOA AS WELL AS RESPONSIBILITY FOR MAINTAINING THE TRACT. MEMBERSHIP IN THE HOA AND PAYMENT OF DUES OR OTHER ASSESSMENTS FOR MAINTENANCE PURPOSES SHALL BE A REQUIREMENT OF LOT OWNERSHIP, AND SHALL REMAIN AN APPURTENANCE TO AND INSEPARABLE FROM EACH LOT. THIS COVENANT SHALL BE BINDING UPON AND INURE TO THE BENEFIT OF THE HOA, THE OWNERS OF ALL LOTS WITHIN THE SUBDIVISION AND ALL OTHERS HAVING ANY INTEREST IN THE TRACT OR LOTS.

PUBLIC DRAINAGE EASEMENTS DESIGNATED ON THE PLAT ARE HEREBY RESERVED FOR AND GRANTED TO THE CITY OF LAKE STEVENS, EXCEPT THOSE DESIGNATED ON THE PLAT AS PRIVATE DRAINAGE EASEMENTS, FOR THE RIGHT OF INGRESS AND EGRESS AND THE RIGHT TO EXCAVATE, CONSTRUCT, OPERATE, MAINTAIN, REPAIR AND/OR REBUILD AN ENCLOSED OR OPEN CHANNEL STORMWATER CONVEYANCE SYSTEM AND/OR OTHER DRAINAGE FACILITIES, UNDER, UPON OR THROUGH THE DRAINAGE EASEMENT.

IN WITNESS WHEREOF, WE SET OUR HANDS AND SEALS THIS _____ DAY OF _____, 2015.
1LR LLC, A WASHINGTON LIMITED LIABILITY COMPANY

BY: **TY REOH, OWNER**

IN WITNESS WHEREOF, WE SET OUR HANDS AND SEALS THIS _____ DAY OF _____, 2015.
NATURAL 9 HOLDINGS LLC, A WASHINGTON LIMITED LIABILITY COMPANY

BY: **TIM KAINTZ, OWNER**

ACKNOWLEDGMENTS

STATE OF WASHINGTON)
)SS
COUNTY OF SNOHOMISH)

I CERTIFY THAT I KNOW OR HAVE SATISFACTORY EVIDENCE THAT **TY REOH** THE PERSON WHO APPEARED BEFORE ME, AND SAID PERSON ACKNOWLEDGED THAT THEY SIGNED THIS INSTRUMENT ON OATH STATING THAT HE OR SHE WAS AUTHORIZED TO EXECUTE THE INSTRUMENT AND ACKNOWLEDGED IT AS THE **OWNER OF 1LR LLC, A WASHINGTON LIMITED LIABILITY COMPANY** TO BE THE FREE AND VOLUNTARY ACT AND DEED OF SUCH PARTY FOR THE USE AND PURPOSES MENTIONED IN THIS INSTRUMENT.

NOTARY SIGNATURE _____

DATED: _____

(PRINT NAME)

NOTARY PUBLIC IN AND FOR THE STATE OF WASHINGTON

RESIDING AT _____

MY APPOINTMENT EXPIRES: _____

STATE OF WASHINGTON)
)SS
COUNTY OF SNOHOMISH)

I CERTIFY THAT I KNOW OR HAVE SATISFACTORY EVIDENCE THAT **TIM KAINTZ** IS THE PERSON WHO APPEARED BEFORE ME, AND SAID PERSON ACKNOWLEDGED THAT THEY SIGNED THIS INSTRUMENT ON OATH STATING THAT HE OR SHE WAS AUTHORIZED TO EXECUTE THE INSTRUMENT AND ACKNOWLEDGED IT AS THE **OWNER OF NATURAL 9 HOLDINGS LLC, A WASHINGTON LIMITED LIABILITY COMPANY**, TO BE THE FREE AND VOLUNTARY ACT AND DEED OF SUCH PARTY FOR THE USE AND PURPOSES MENTIONED IN THIS INSTRUMENT.

NOTARY SIGNATURE _____

DATED: _____

(PRINT NAME)

NOTARY PUBLIC IN AND FOR THE STATE OF WASHINGTON

RESIDING AT _____

MY APPOINTMENT EXPIRES: _____

EASEMENTS, RESTRICTIONS AND CONDITIONS

(PER CHICAGO TITLE COMPANY PLAT CERTIFICATE UNDER ORDER NO. 5610884, DATED AUGUST 26, 2015)

1. THE LOTS WITHIN THIS SUBDIVISION WILL BE SUBJECT TO SCHOOL IMPACT MITIGATION FEES FOR THE LAKE STEVENS SCHOOL DISTRICT NO. 4 TO BE DETERMINED BY THE CERTIFIED AMOUNT WITHIN THE BASE FEE SCHEDULE IN EFFECT AT THE TIME OF BUILDING PERMIT APPLICATION, AND TO BE COLLECTED PRIOR TO BUILDING PERMIT ISSUANCE, IN ACCORDANCE WITH THE PROVISIONS OF SCC 30.66C.010. CREDIT SHALL BE GIVEN FOR ONE EXISTING PARCEL. LOT ONE SHALL RECEIVE CREDIT.
2. THE CITY REQUIRES THE NEW LOT MITIGATION PAYMENTS IN THE AMOUNT SHOWN BELOW FOR EACH SINGLE-FAMILY RESIDENTIAL BUILDING PERMIT:

\$2,917 PER LOT FOR MITIGATION OF IMPACTS ON CITY ROADS PAID TO THE CITY,

\$100.01 PER LOT FOR MITIGATION OF IMPACTS TO STATE HIGHWAYS PAID TO WSDOT. (WSDOT ID#DOT-8-SR 2/SR 9 INTERCHANGE).

THESE PAYMENTS ARE DUE PRIOR TO OR AT THE TIME OF BUILDING PERMIT ISSUANCE. NOTICE OF THESE MITIGATION PAYMENTS OBLIGATIONS SHALL BE CONTAINED IN ANY DEEDS INVOLVING THIS SUBDIVISION OR THE LOTS THEREIN. ONCE A BUILDING PERMIT HAS BEEN ISSUED ON A LOT, ALL MITIGATION PAYMENTS FOR THAT LOT SHALL BE DEEMED PAID.

3. ALL NATIVE GROWTH PROTECTION AREAS SHALL BE LEFT PERMANENTLY UNDISTURBED IN A SUBSTANTIALLY NATURAL STATE. NO CLEARING, GRADING, FILLING, BUILDING CONSTRUCTION OR PLACEMENT, OR ROAD CONSTRUCTION OF ANY KIND SHALL OCCUR, EXCEPT REMOVAL OF HAZARDOUS TREES. THE ACTIVITIES AS SET FORTH IN SCC 30.91N.010 ARE ALLOWED WHEN APPROVED BY THE COUNTY.
4. THE DEVELOPER SHALL PAY THE CITY \$1,361.22 PER NEW DWELLING UNIT AS MITIGATION FOR PARKS AND RECREATION IMPACTS IN ACCORDANCE WITH CHAPTER 30.66A SCC; PROVIDED, HOWEVER, THE DEVELOPER MAY ELECT TO POSTPONE PAYMENT OF THE MITIGATION REQUIREMENT UNTIL ISSUANCE OF A BUILDING PERMIT FOR THAT LOT. THE ELECTION TO POSTPONE PAYMENT SHALL BE NOTED BY A COVENANT PLACED ON THE FACE OF THE RECORDED PLAT AND INCLUDED IN THE DEED FOR EACH AFFECTED LOT WITHIN THE SUBDIVISION.

5. SUBJECT TO COVENANTS, CONDITIONS, RESTRICTIONS, DEDICATIONS, AGREEMENTS, EASEMENTS, MAINTENANCE PROVISIONS AND NOTES, AS CONTAINED IN SNOHOMISH COUNTY SHORT PLAT NUMBER SP102(3--79), RECORDED UNDER RECORDING NUMBER 7906080430.

6. SUBJECT TO HOLLY DIVISION I DEVELOPER EXTENSION AGREEMENT AND THE TERMS, CONDITIONS AND PROVISIONS CONTAINED THEREIN AS RECORDED UNDER RECORDING NUMBER 200612210397.

ADDENDUM RECORDED UNDER AUDITOR'S FILE NUMBER 200806130355, 200912150730, 201103160261, 201201310383, 201212130701, 201404240556, 201501080389.

7. SUBJECT TO HOLLY DIVISION II DEVELOPER EXTENSION AGREEMENT AND THE TERMS, CONDITIONS AND PROVISIONS CONTAINED THEREIN AS RECORDED UNDER RECORDING NUMBER 200612210398.

ADDENDUM RECORDED UNDER AUDITOR'S FILE NUMBER 200806300700, 200912150731, 201103160262, 201201310384, 201212130704, 201404240557, 201501080390.

8. SUBJECT TO HOLLY DIVISION IV DEVELOPER EXTENSION AGREEMENT AND THE TERMS, CONDITIONS AND PROVISIONS CONTAINED THEREIN AS RECORDED UNDER RECORDING NUMBER 200612210399.

ADDENDUM RECORDED UNDER AUDITOR'S FILE NUMBER 200806130353, 200912150733, 201103160264, 201201310382, 201212130702, 201404240559, 201501080392.

9. SUBJECT TO HOLLY DIVISION III DEVELOPER EXTENSION AGREEMENT AND THE TERMS, CONDITIONS AND PROVISIONS CONTAINED THEREIN AS RECORDED UNDER RECORDING NUMBER 200703090851.

ADDENDUM RECORDED UNDER AUDITOR'S FILE NUMBER 200912150732, 201103160263, 201201310385, 201212130703, 201404240558, 201501080391.

10. SUBJECT TO EASEMENT TO PUGET SOUND ENERGY AND THE TERMS AND CONDITIONS THEREOF AS RECORDED UNDER RECORDING NUMBER 201506020543.

11. SUBJECT TO AFFIDAVIT OF BOUNDARY LINE ADJUSTMENT AND THE EFFECT THEREOF AS RECORDED UNDER RECORDING NUMBER 201506170091 AND RELATED SURVEY RECORDED UNDER AUDITOR'S FILE NUMBER 201506175001.

12. SUBJECT TO DEED OF TRUST AND THE TERMS AND CONDITIONS THEREOF AS RECORDED UNDER RECORDING NUMBER 201408140300.

13. SUBJECT TO DEED OF TRUST AND THE TERMS AND CONDITIONS THEREOF AS RECORDED UNDER RECORDING NUMBER 201505150552.

14. SUBJECT TO SUBORDINATION AND RECOGNITION AGREEMENT AND THE TERMS, CONDITIONS AND PROVISIONS CONTAINED THEREIN AS RECORDED UNDER RECORDING NUMBER 201505200366.

15. SUBJECT TO THE RECORD OF SURVEY FOR BOUNDARY LINE ADJUSTMENT RECORDED UNDER AUDITOR'S FILE NUMBER 201506175001 AND AFFIDAVIT OF BOUNDARY LINE ADJUSTMENT RECORDED UNDER AUDITOR'S FILE NUMBER 201606170091.

**PLANNING AND COMMUNITY DEVELOPMENT
SUBDIVISION APPROVAL**

EXAMINED AND APPROVED THIS _____ DAY OF _____, 2015.

LAKE STEVENS PLANNING AND COMMUNITY DEVELOPMENT DIRECTOR

APPROVAL OF PUBLIC IMPROVEMENTS

EXAMINED AND APPROVED THIS _____ DAY OF _____, 2015.

LAKE STEVENS PUBLIC WORKS DIRECTOR

CITY COUNCIL APPROVAL

EXAMINED, FOUND TO BE IN CONFORMITY WITH APPLICABLE ZONING AND OTHER LAND USE CONTROLS, AND APPROVED THIS _____ DAY OF _____, 2015.

LAKE STEVENS MAYOR

DATE

CERTIFICATE OF CITY TREASURER

I HEREBY CERTIFY THAT ALL MONIES AND DEBTS PERTAINING TO THIS DIVISION WERE PAID TO THE CITY OF LAKE STEVENS BY THE _____ DAY OF _____, 2015.

FINANCE DIRECTOR

DATE

TREASURER'S CERTIFICATE

I HEREBY CERTIFY THAT ALL STATE AND COUNTY TAXES HERETOFORE LEVIED AGAINST THE PROPERTY DESCRIBED HEREIN, ACCORDING TO THE BOOKS AND RECORDS OF MY OFFICE, HAVE BEEN FULLY PAID AND DISCHARGED, INCLUDING _____ TAXES.

TREASURER, SNOHOMISH COUNTY

AUDITOR'S CERTIFICATE

FILED FOR RECORD AT THE REQUEST OF PACIFIC COAST SURVEYS, INC. THIS _____ DAY OF _____ 2015, AT _____ MINUTES PAST _____ M. AND RECORDED IN VOLUME _____ OF PLATS, PAGES _____, RECORDS OF SNOHOMISH COUNTY, WASHINGTON.

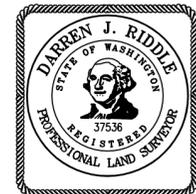
AUDITOR, SNOHOMISH COUNTY

BY: _____
DEPUTY COUNTY AUDITOR

LAND SURVEYOR'S CERTIFICATE

THIS MAP CORRECTLY REPRESENTS A SURVEY MADE BY ME OR UNDER MY DIRECTION IN CONFORMANCE WITH THE REQUIREMENTS OF THE SURVEY RECORDING ACT AT THE REQUEST OF TY REOH, IN MAY, 2015.

I HEREBY CERTIFY THAT THE PLAT OF BROOKSIDE DIVISION 3 IS BASED UPON AN ACTUAL SURVEY AND SUBDIVISION OF SECTION 30, TOWNSHIP 29 NORTH, RANGE 6 EAST, W.M. AS REQUIRED BY THE STATE STATUTES; THAT THE DISTANCES, COURSES AND ANGLES ARE SHOWN HEREON CORRECTLY; THAT THE MONUMENTS ARE SET AND THE LOT AND BLOCK CORNERS ARE STAKED CORRECTLY ON THE GROUND, THAT I FULLY COMPLIED WITH THE PROVISIONS OF THE STATE AND LOCAL STATUTES AND REGULATIONS GOVERNING PLATTING.



DARREN J. RIDDLE
PROFESSIONAL LAND SURVEYOR
CERTIFICATE NO. 37536

DATE

A.F. NO. _____

SHEET
1 of 3

Pacific Coast Surveys, Inc. LAND SURVEYING & MAPPING P.O. BOX 13619 MILL CREEK, WA 98082 PH. 425.508.4951 FAX 425.357.3577 www.PCSurveys.net	PLAT OF BROOKSIDE DIV. 3 LUA2015-0105 NW 1/4, NW 1/4, SEC.30, T.29N., R.6E., W.M. SW 1/4, NW 1/4, SEC.30, T.29N., R.6E., W.M.	
	DRAWN BY MAH DATE 11.13.15	DRAWING FILE NAME 1477ofpm-3.dwg

DRAINAGE FACILITY MAINTENANCE COVENANT

WE, THE OWNERS AND CONTRACT PURCHASERS OF THE LANDS HEREIN PLATTED (GRANTOR), AGREE THAT THE OBLIGATIONS OF GRANTOR SHALL INURE TO THE BENEFIT OF AND BE BINDING UPON THE HEIRS, SUCCESSORS, AND ASSIGNS. GRANTOR AGREES THAT THIS COVENANT TOUCHES AND CONCERNS THE LAND DESCRIBED HEREIN AND SHALL RUN WITH THE LAND.

GRANTOR BY EXECUTION OF THIS COVENANT ACKNOWLEDGES THAT THE BENEFITS OF THIS COVENANT INURE TO GRANTOR, DOWNSTREAM PROPERTY OWNERS, AND THE GENERAL PUBLIC, AND THAT THE CITY OF LAKE STEVENS (CITY) AS THIRD-PARTY BENEFICIARY OF THIS COVENANT HAS THE RIGHT, BUT NOT THE OBLIGATION, TO ENFORCE THIS COVENANT ON BEHALF OF DOWNSTREAM PROPERTY OWNERS AND THE GENERAL PUBLIC. CITY REQUIRES THIS COVENANT TO PROTECT PRIVATE AND PUBLIC PROPERTY, PRIVATE AND PUBLIC DRAINAGE INFRASTRUCTURE, AND NATURAL RESOURCES OF DOWNSTREAM PROPERTY OWNERS AND THE GENERAL PUBLIC.

GRANTOR, IN CONSIDERATION OF THE APPROVAL OF THIS SUBDIVISION, HEREBY COVENANTS TO PERFORM REGULAR MAINTENANCE UPON THE DRAINAGE FACILITIES INSTALLED, OR TO BE INSTALLED, UPON GRANTOR'S PROPERTY. REGULAR MAINTENANCE SHALL INCLUDE, AT A MINIMUM, ANNUAL INSPECTION OF THE STORM WATER DRAINAGE SYSTEM. AS APPLICABLE, THE SYSTEM SHALL INCLUDE THE STORM WATER CONVEYANCE SYSTEM PIPES, DITCHES, SWALES, AND CATCH BASINS; STORM WATER FLOW REGULATION SYSTEM DETENTION PONDS, VAULTS, PIPES, RETENTION PONDS, FLOW REGULATION AND CONTROL STRUCTURES; INFILTRATION SYSTEMS AND WATER QUALITY CONTROL SYSTEM.

THE SCOPE OF THIS COVENANT AND RIGHT OF ENTRY SHALL BE ADEQUATE TO PROVIDE FOR THE ACCESS, INSPECTION, AND MAINTENANCE OF THE STORM WATER DRAINAGE SYSTEM, AND SHALL BE SUBJECT TO THE FOLLOWING TERMS AND CONDITIONS:

1. CITY SHALL HAVE THE PERPETUAL RIGHT OF ENTRY ACROSS ADJACENT LANDS OF THE GRANTOR FOR PURPOSES OF INSPECTING, AUDITING, OR CONDUCTING REQUIRED MAINTENANCE OF THE DRAINAGE FACILITY.
2. IF CITY INSPECTION DETERMINES THAT MAINTENANCE IS NOT PERFORMED, CITY SHALL ENDEAVOR TO PROVIDE GRANTOR REASONABLE ADVANCE NOTIFICATION OF THE NEED TO PERFORM THE MAINTENANCE AND A REASONABLE OPPORTUNITY FOR GRANTOR TO PERFORM IT. IN THE EVENT THAT GRANTOR FAILS TO COMPLETE THE REQUIRED MAINTENANCE WITHIN A REASONABLE TIME PERIOD, CITY SHALL HAVE THE RIGHT TO PERFORM OR CONTRACT WITH OTHERS TO PERFORM IT AT THE SOLE EXPENSE OF THE GRANTOR. IF CITY IN ITS SOLE DISCRETION DETERMINES THAT AN IMMINENT OR PRESENT DANGER EXISTS, REQUIRED MAINTENANCE AND/OR REPAIR MAY BEGIN IMMEDIATELY AT GRANTOR'S EXPENSE WITHOUT PRIOR NOTICE TO GRANTOR. IN SUCH EVENT, CITY SHALL PROVIDE GRANTOR WITH A WRITTEN STATEMENT AND ACCOUNTING OF ALL WORK PERFORMED AND THE FEES, CHARGES, AND EXPENSES INCURRED IN MAKING SUCH REPAIRS. GRANTOR SHALL AGREE TO REIMBURSE CITY OR PAY CITY'S VENDORS DIRECTLY FOR ALL REASONABLE FEES, CHARGES, AND EXPENSES IDENTIFIED IN CITY'S STATEMENT.
3. IF CITY IS REQUIRED TO ACT AS A RESULT OF GRANTOR'S FAILURE TO COMPLY WITH THIS COVENANT, CITY MAY REMOVE ANY OBSTRUCTIONS AND/OR INTERFERENCES THAT IN THE SOLE OPINION OF CITY IMPAIR THE OPERATION OF THE DRAINAGE FACILITY OR THE MAINTENANCE THEREOF. GRANTOR AGREES TO HOLD CITY, ITS OFFICERS, EMPLOYEES, AND AGENTS HARMLESS FROM ANY AND ALL CLAIMS, ACTIONS, SUITS, LIABILITY, LOSS, EXPENSES, DAMAGES AND JUDGMENTS OF ANY NATURE WHATSOEVER, INCLUDING COSTS AND ATTORNEY'S FEES, INCURRED BY THE REMOVAL OF VEGETATION OR PHYSICAL INTERFERENCE FROM THE DRAINAGE FACILITY.
4. WHEN EXERCISING THE MAINTENANCE PROVISIONS OF THE COVENANT, IN THE EVENT OF NONPAYMENT, CITY MAY BRING SUIT TO RECOVER SUCH COSTS, INCLUDING ATTORNEY'S FEES, AND UPON OBTAINING A JUDGEMENT, SUCH AMOUNT SHALL BECOME A LIEN AGAINST THE PROPERTY OF GRANTOR AS PROVIDED IN RCW 4.56.190.
5. GRANTOR COVENANTS THAT ALL OF THE OWNERS, CONTRACT PURCHASERS AND LIEN HOLDERS OF THE PROPERTY DESCRIBED HEREIN HAVE SIGNED THE DEDICATION AND/OR DECLARATION OF THIS SUBDIVISION, THAT THEY HAVE THE RIGHT TO GRANT THIS COVENANT ON THE PROPERTY, AND THAT THE TITLE TO THE PROPERTY IS FREE AND CLEAR OF ANY ENCUMBRANCES WHICH WOULD INTERFERE WITH THE ABILITY TO GRANT THIS COVENANT.

10 FOOT FRONTAGE UTILITY EASEMENT

AN EASEMENT IS HEREBY RESERVED FOR AND GRANTED TO ALL UTILITIES SERVING THE SUBJECT PLAT AND THEIR RESPECTIVE SUCCESSORS AND ASSIGNS, UNDER AND UPON THE EXTERIOR TEN (10) FEET PARALLEL WITH AND ADJOINING THE STREET FRONTAGE OF ALL LOTS, TRACTS AND COMMON AREAS IN WHICH TO INSTALL, LAY, CONSTRUCT, RENEW, OPERATE AND MAINTAIN UNDERGROUND CONDUITS, CABLES, PIPES AND WIRES WITH NECESSARY FACILITIES AND OTHER EQUIPMENT FOR THE PURPOSE OF SERVING THIS SUBDIVISION AND OTHER PROPERTY WITH ELECTRICITY, TELEPHONE, GAS, TELEVISION CABLE, AND OTHER UTILITY SERVICES, TOGETHER WITH THE RIGHT TO ENTER UPON THE LOTS, TRACTS AND COMMON AREAS AT ALL TIMES FOR THE PURPOSE HEREIN STATED.

PRIVATE STORM DRAINAGE EASEMENT PROVISIONS

- 1). THE 10' PRIVATE DRAINAGE EASEMENT WITHIN LOTS 7, 8 AND 9 AS SHOWN ON SHEET 3 OF 3 HEREON, IS HEREBY GRANTED AND CONVEYED TO LOTS 6, 7, 8 AND 9. THE OWNERS OF LOTS 6, 7, 8 AND 9 SHALL BE EQUALLY RESPONSIBLE FOR THE MAINTENANCE, REPAIR AND/OR RECONSTRUCTION OF THAT PORTION OF THE DRAINAGE FACILITIES THEY HAVE THE BENEFIT OF USE, EXCEPT THAT NO OWNER SHALL BE RESPONSIBLE FOR THE MAINTENANCE, REPAIR AND/OR RECONSTRUCTION OF THAT PORTION OF THE COMMONLY USED STORM DRAINAGE LOCATED UPSTREAM FROM THE POINT OF CONNECTION OF THAT RESPECTIVE OWNER.
- 2). THE 10' PRIVATE DRAINAGE EASEMENT WITHIN LOTS 10 AND 11 AS SHOWN ON SHEET 3 OF 3 HEREON, IS HEREBY GRANTED AND CONVEYED TO LOTS 10 AND 11. THE OWNERS OF LOTS 10 AND 11 SHALL BE EQUALLY RESPONSIBLE FOR THE MAINTENANCE, REPAIR AND/OR RECONSTRUCTION OF THAT PORTION OF THE DRAINAGE FACILITIES THEY HAVE THE BENEFIT OF USE, EXCEPT THAT NO OWNER SHALL BE RESPONSIBLE FOR THE MAINTENANCE, REPAIR AND/OR RECONSTRUCTION OF THAT PORTION OF THE COMMONLY USED STORM DRAINAGE LOCATED UPSTREAM FROM THE POINT OF CONNECTION OF THAT RESPECTIVE OWNER.

RETAINING WALL EASEMENT PROVISIONS

- 1). THE 20' RETAINING WALL MAINTENANCE EASEMENT WITHIN LOT 1, 2, 3, 4 AND 5 AS SHOWN ON SHEET 3 OF 3 HEREON, IS HEREBY GRANTED AND CONVEYED TO THE BROOKSIDE DIVISION 3 HOMEOWNERS ASSOCIATION AND THE MAINTENANCE, REPAIR AND/OR RECONSTRUCTION OF THE RETAINING WALLS IN THESE AREAS SHALL BE THE RESPONSIBILITY OF THE BROOKSIDE DIVISION 3 HOMEOWNERS ASSOCIATION.

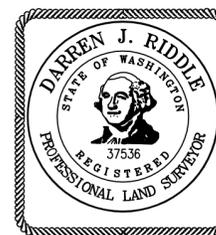
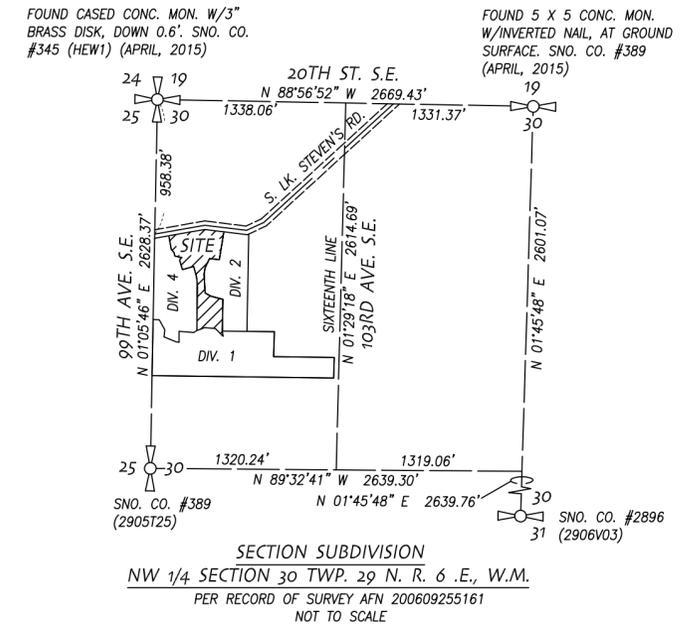
LAKE STEVENS SEWER DISTRICT EASEMENT PROVISIONS

- 1). THE 15' WIDE SEWER EASEMENT WITHIN LOTS 10 AND 11 AND TRACT 999 AS SHOWN ON SHEETS 3 OF 3 IS HEREBY GRANTED AND CONVEYED TO THE LAKE STEVENS SEWER DISTRICT.

LEGAL DESCRIPTION

NEW LOT 2 OF CITY OF LAKE STEVENS BOUNDARY LINE ADJUSTMENT RECORDED UNDER AUDITOR'S FILE NUMBER 201506170091 AND DEPICTED ON SURVEY RECORDED UNDER AUDITOR'S FILE NUMBER 201506175001, BEING A PORTION OF TRACTS 43, 46 PLAT OF GLENWOOD DIVISION B ACCORDING TO THE PLAT THEREOF RECORDED IN VOLUME 7 OF PLATS PAGE 47, RECORDS OF SNOHOMISH COUNTY, WASHINGTON.

SITUATE IN THE COUNTY OF SNOHOMISH, STATE OF WASHINGTON.



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A.F. NO. _____ SHEET 2 of 3

PLAT OF
BROOKSIDE DIV. 3
LUA2015-0105
NW 1/4, NW 1/4, SEC.30, T.29N., R.6E., W.M.
SW 1/4, NW 1/4, SEC.30, T.29N., R.6E., W.M.

DRAWN BY	DATE	DRAWING FILE NAME	SCALE	JOB NO.
MAH	11.13.15	14770fpm-3.dwg	1"=40'	14-770

CURVE TABLE

CURVE	LENGTH	RADIUS	DELTA
C1	62.83	45.00	80°00'00"
C2	30.12	45.50	37°56'01"
C3	76.22	815.00	5°21'30"
C4	23.16	13.50	98°16'52"
C5	9.91	30.50	18°36'59"
C6	4.49	55.50	4°37'59"
C7	41.38	55.50	42°43'22"
C8	35.27	55.50	36°24'57"
C9	20.53	55.50	21°11'32"
C10	11.88	55.50	12°16'10"
C11	9.91	30.50	18°37'01"
C12	31.15	20.00	89°14'20"
C13	31.10	55.50	32°06'13"
C14	11.62	55.50	11°59'42"
C15	9.91	30.50	18°37'01"
C16	27.93	20.00	80°00'00"
C17	20.57	13.50	87°19'21"
C18	47.60	815.00	3°20'46"
C19	38.62	815.00	2°42'53"
C20	99.18	360.50	15°45'47"
C21	40.74	45.50	51°18'01"

LINE TABLE

LINE	LENGTH	BEARING
L1	10.02	N 83°00'26" W
L2	26.37	N 06°38'48" W
L3	51.64	N 77°03'10" W
L4	24.63	N 13°39'05" W
L5	31.70	N 39°18'35" W
L6	6.40	N 79°58'12" E
L7	13.17	N 30°10'43" E
L8	9.62	N 73°21'12" E
L9	37.71	N 09°03'19" W
L10	13.80	N 32°24'51" W
L11	79.68	N 88°49'27" E

EQUIPMENT & PROCEDURES

METHOD OF SURVEY:
SURVEY PERFORMED BY FIELD TRAVERSE

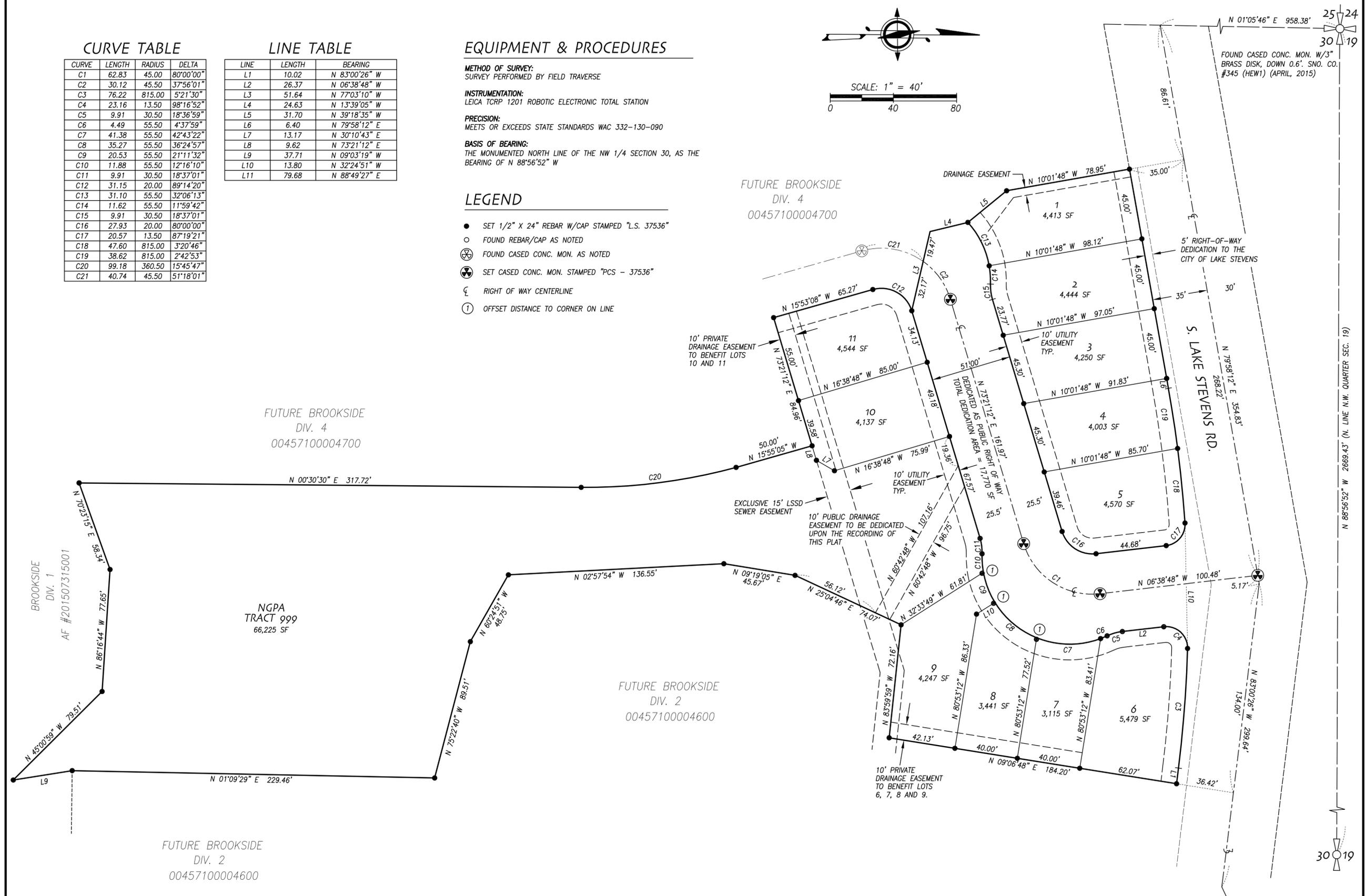
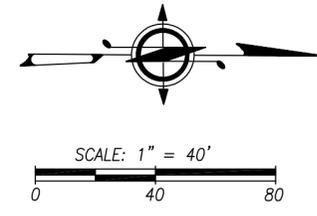
INSTRUMENTATION:
LEICA TCPR 1201 ROBOTIC ELECTRONIC TOTAL STATION

PRECISION:
MEETS OR EXCEEDS STATE STANDARDS WAC 332-130-090

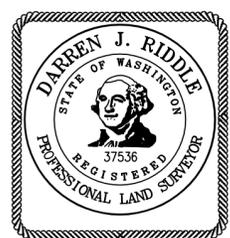
BASIS OF BEARING:
THE MONUMENTED NORTH LINE OF THE NW 1/4 SECTION 30, AS THE BEARING OF N 88°56'52" W

LEGEND

- SET 1/2" X 24" REBAR W/CAP STAMPED "L.S. 37536"
- FOUND REBAR/CAP AS NOTED
- ⊗ FOUND CASED CONC. MON. AS NOTED
- ⊙ SET CASED CONC. MON. STAMPED "PCS - 37536"
- ℄ RIGHT OF WAY CENTERLINE
- ① OFFSET DISTANCE TO CORNER ON LINE



©



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A.F. NO. _____ SHEET 3 of 3

PLAT OF BROOKSIDE DIV. 3
LUA2015-0105
NW 1/4, NW 1/4, SEC.30, T.29N., R.6E., W.M.
SW 1/4, NW 1/4, SEC.30, T.29N., R.6E., W.M.

DRAWN BY	DATE	DRAWING FILE NAME	SCALE	JOB NO.
MAH	11.13.15	1477ofpm-3.dwg	1"=40'	14-770



NOTICE OF APPLICATION & PUBLIC MEETING Subdivision

Project Name: Final Plat Approval: Brookside Division III Plat
Project Location: 9924 South Lake Stevens Road, Lake Stevens, WA 98258
Project File No.: LUA2015-0105
Applicant: 1 LR Holdings, LLC

Proposed Project Description: The request is to create an (11) eleven lot plat in the Urban Residential Zone. The 3.86 acre site will be developed with (11) eleven single family detached units. The plat will be accessed from a new public road via South Lake Stevens Road. The applicant will submit necessary financial securities and install all required improvements prior to the recording of the plat. The Lake Stevens City Council will consider acceptance of the subdivision at a public meeting scheduled for Tuesday, November 24, 2015 at 7 pm at the Lake Stevens School District Educational Service Center.

Permits Required: Subdivision
Date of Application: October 27, 2015
Completeness Date: October 27, 2015
Notice of Application: November 2, 2015
Notice of City Council Meeting: November 2, 2015

Public Review and Comment Period: Interested parties may view the project file at the City of Lake Stevens Permit Center, 1812 Main Street, Monday-Friday 8 am to 4:30 pm. Please contact Planning and Community Development to receive more information or to submit written comments.

Phone number: (425) 377-3219
Email: spratschner@lakestevenswa.gov
Mailing address: P.O. Box 257, Lake Stevens, WA 98258

Upon publication of the Notice of Application, there is a 14-day period comment period. **The deadline for public comments is 5:00 PM, November 16, 2015.**

It is the City's goal to comply with the American with Disabilities Act. The City offers its assistance to anyone with special needs, including the provision of TDD services.

Distribution: Applicant and Project Contact
Official City Notification Boards (City Hall, Subject Property) & Website
Property Owners within 300 feet of project site & The Herald



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LAKE STEVENS CITY COUNCIL

STAFF REPORT

Council Agenda Date: November 24, 2015

Subject: Final Plat – Brookside Division IV (AKA Holly Division 1) (LUA2015-0106)

Contact Person/Department: Amy Lucas / Planning and Development **Budget Impact:** N/A

RECOMMENDATION(S)/ACTION REQUESTED OF COUNCIL:

1. **ACTION:** Hold a public meeting pursuant to LSMC 14.18.035(a); and
2. **MOTION:** Accept Brookside Division IV subdivision and associated right-of-way dedication (LUA2015-0106) by motion.

SUMMARY: Public meeting and City Council acceptance of the final plat of Brookside Division IV – a proposed 9 lot subdivision on 3.22 acres.

BACKGROUND: Final Plats are Type V Quasi-Judicial decisions per Table 14.16A-I. City Council accepts final plats, following a public meeting and dedication of right-of-way, when the subdivision's proponent has met municipal requirements for preliminary plats (Chapter 14.18 LSMC), completed applicable conditions of approval and met the requirements of Chapter 58.17 RCW.

Snohomish County issued a SEPA Determination of Non-Significance for the project October 1, 2007, and later approved the preliminary subdivision on June 2, 2008. The city annexed the property in 2010 and approved both a one-year original plat extension and an additional plat extension due to expire June 2, 2016. The city of Lake Stevens has approved revised construction plans for the subdivision as of November 12, 2015. The proponent submitted an application for Final Plat approval on October 27, 2015. The city issued a Notice of Application and Public Meeting for the final subdivision on October 29, 2015.

Planning and Community Development have prepared a final plat recommendation for City Council's review and consideration along with the final plat map. Staff concludes the final subdivision meets the requirements of the Lake Stevens Municipal Code, conditions of approval and the requirements of Chapter 58.17 RCW (Subdivisions-Dedications). Staff recommends Council approve the final plat and accept the right-of-way dedications.

RECOMMENDATION & CONDITIONS:

The Planning and Community Development Department recommends **APPROVAL**, of the Final Plat for Brookside Division IV along with dedication of right-of-way as shown, subject to the listed conditions:

1. The proponent or successor shall record the approved subdivision (final plat) as depicted in **Exhibit B** – all recording fees shall be the obligation of the subdivision proponent.
2. The proponent or successor shall provide conformed copies of the approved final plat to the city of Lake Stevens after recording with Snohomish County.

3. The proponent or successor must comply with any federal, state, or local statutes, ordinances, or regulations applicable to this project. Failure to meet or maintain strict compliance with these regulations and conditions shall be grounds for revocation of this permit.

APPLICABLE CITY POLICIES: Chapter 14.18 LSMC - Subdivisions, Boundary Line Adjustments and Binding Site Plans and Chapter 14.16B LSMC

BUDGET IMPACT: None at the time of subdivision; however, the city will collect impact fees for schools, parks, and traffic when building permits are issued.

ATTACHMENTS: Attachment 1 - Final Plat Recommendation with exhibits



**Planning and Community Development
 Type V Permit: Final Plat**

Brookside Division IV (AKA Holly Division 1)

LUA2015-0106

A. PROJECT DESCRIPTION AND REQUEST

Project Description:

Final plat application for the Brookside Division IV (AKA Holly Div. 1), a proposed 9 lot subdivision, received October 27, 2015. Snohomish County approved the preliminary subdivision on June 2, 2008 after an open record hearing and issuance of an environmental determination of non-significance. The city annexed the property in 2010 and approved both a one-year original plat extension and an additional plat extension due to expire June 2, 2016.

The city of Lake Stevens approved revised construction plans for the subdivision November 12, 2015. The proponent has met the requirements for final plat approval and has installed required improvements or provided necessary financial securities before recording. Along with the final plat approval, the proponent will dedicate rights-of-way (new roads) to the city of Lake Stevens.

B. GENERAL INFORMATION

1. Property Owner/ Applicant: 1LR LLC / Natural 9 Holdings LLC
2. Contact Person: Tim Bruggman
 Golden Eagle Development
 PO Box 1377
 Monroe, WA 98272
3. Project Location: West of 103 Ave SE, East of SR 9 and south of South Lake Stevens Road
4. Comprehensive Plan Land Use Designations, Zoning Designation and Existing Land Uses of the Site and Surrounding Area:

AREA	LAND USE DESIGNATION	ZONING	EXISTING USE
Project Site	Medium Density Residential	Urban Residential	Residential / Underdeveloped
North of Site	High Density Residential	High Urban Residential	Residential
South of Site	Medium Density Residential	Urban Residential	Residential / Underdeveloped
East of Site	Medium Density Residential	Urban Residential	Residential / Underdeveloped
West of Site	High Density Residential	High Urban Residential	Residential / Underdeveloped

5. Public Utilities and Services Provided by:

Water:	Snohomish County PUD	Gas:	Puget Sound Energy
Sewer:	Lake Stevens Sewer District	Cable TV:	Comcast
Garbage:	Allied Waste or Waste Management	Police:	City of Lake Stevens
Storm Water:	City of Lake Stevens	Fire:	Lake Stevens Fire District
Telephone:	Frontier	School:	Lake Stevens School District

2. The proposed subdivision documents submitted to the city of Lake Stevens meet all requirements of the Preliminary Plat Approval issued by Snohomish County and the city's standards for Final Plat Approval.
3. The subdivision, as proposed, is consistent with all applicable requirements, permit processing procedures, and other applicable codes.

F. RECOMMENDATION & CONDITIONS

The Planning and Community Development Department recommends **APPROVAL**, of the Final Plat for Brookside Division IV along with dedication of right-of-way as shown, **subject to the listed conditions:**

1. The proponent or successor shall record the approved subdivision (final plat) as depicted in **Exhibit B** - all recording fees shall be the obligation of the subdivision proponent.
2. The proponent or successor shall provide conformed copies of the approved final plat to the city of Lake Stevens after recording with Snohomish County.
3. The proponent or successor must comply with any federal, state, or local statutes, ordinances, or regulations applicable to this project. Failure to meet or maintain strict compliance with these regulations and conditions shall be grounds for revocation of this permit.

G. APPEALS

Per LSMC 14.16B.740, to appeal the Council's decision interested parties must file an appeal application, with all required fees, within 14 days of the date of issuance of this permit. An appeal of this decision would be heard by the Snohomish County Superior Court.

H. EXHIBITS

- A. Final Plat Application received October 27, 2015
- B. Final Plat of Brookside Division IV
- C. Notice of Application and Public Meeting issued October 29, 2015


Amy Lucas, Associate Planner

11/17/15

Date

Distributed to the Following Parties:

1. Lake Stevens City Council
2. Tim Bruggman, contact

Exhibit A



*Div 2 Brookside
Div 4*



Planning and Community Development
1812 Main Street, P O Box 257
Lake Stevens WA 98258
Phone Number (425) 377-3235

To Be Completed By Staff
 Date of Application: 10.27.15
 Staff Initials: JM
 Permit Number: LUP2015-0106

TYPE IV, V AND VI - COUNCIL DECISIONS LAND USE DEVELOPMENT APPLICATION

CHECK ONE

<p>TYPE IV – Quasi-judicial</p> <input type="checkbox"/> Essential Public Facility <input type="checkbox"/> Planned Neighborhood Development <input type="checkbox"/> Rezone – Site Specific Zoning Map Amendment <input type="checkbox"/> Secure Community Transition Facility <input type="checkbox"/> Type IV Other: _____	<p>TYPE V – Quasi-judicial</p> <input checked="" type="checkbox"/> Final Plats <input type="checkbox"/> Plat Alterations <input type="checkbox"/> Plat Vacations <input type="checkbox"/> Right-of-Way Vacations <input type="checkbox"/> Type V Other: _____	<p>TYPE VI – Legislative</p> <input type="checkbox"/> Comprehensive Plan Amendment, Map and Text <input type="checkbox"/> Development Agreements <input type="checkbox"/> Land Use Code Amendments <input type="checkbox"/> Rezones – Area Wide Zoning Map Amendments <input type="checkbox"/> Type VI Other: _____
---	---	---

ARE ANY LOWER LEVEL PERMITS REQUIRED? Yes No Describe: _____

Property Information	Site Address: <u>9924 South Lake Stevens Rd</u>			
	Assessor Parcel No: <u>004571-000 04720</u>	Area of property	Square Feet:	Acres: <u>3.22</u>
	Land Use Designation: <u>Medium Density</u>	Zoning: <u>Urban Residential</u>		
	Number of Buildings on Site/: <u>0</u>	Number to be Retained: <u>0</u>		
	Existing Impervious Surface Area: <u>—</u>	Proposed Impervious Surface Area: <u>—</u>		
Applicant	Name/Company: <u>Ty Reed / LLC Holdings LLC</u>			
	Address: <u>10515 20th St SE Ste 130</u>	City/State/Zip: <u>Lake Stevens WA 98258</u>		
	Phone: <u>425-377-9262</u>	Applicants relationship to owner: <u>Same</u>		
	Fax:	Email: <u>treed@superiorconcrete.net</u>		
Primary Contact	Name/Company: <u>Tim Bruggeman / Golden Eagle Development Services</u>			
	Address: <u>Po Box 1377</u>	City/State/Zip: <u>Mornore WA 98272</u>		
	Phone: <u>425-308-3519</u>	Email: <u>tb@goldeneagleds.com</u>		
	Fax:			

Exhibit A

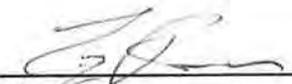
Property Owner	Name/Company: <u>TY Reoh / 1LR Holdings LLC</u>				
	Address: <u>10515 20th St SE Suite 130</u>		City/State/Zip: <u>Lake Stevens WA 98258</u>		
	Phone: <u>425-377-9262</u>		Email: <u>treoh@superiorconcrete.net</u>		
	Fax:				
Project Description	Grading Quantities		Cut: <u> </u>		Fill: <u> </u>
	Proposed project/land use (attach additional sheets if necessary):				
	<u>9 Residential Lots Holly Div 1 - New Brookside Div 4</u>				
Building Information	Gross Floor Area of Existing and Proposed Buildings:				
	Bldg 1:	Bldg: 2	Bldg 3:	Bldg 4:	Bldg 5:
	Gross Floor Area by Use of Buildings (please describe use as well as floor area):				
	Use 1:				
	Use 2:				
	Use3:				
	Use4:				

You may not begin any activity based on this application until a decision, including the resolution of any appeal, has been made. Conditions or restrictions may be placed on your permit if it is approved. After the City has acted on your application, you will receive notice of the outcome. If an appeal is filed, you may not begin any work until the appeal is settled. You may also need approvals from other agencies; please check this before beginning any activity.

This application expires 180 days after the last date that additional information is requested (LSMC 14316A.245)

If you suspect that your site contains a stream or wetland or is adjacent to a lake, you may need a permit from the state or federal government.

I DECLARE UNDER PENALTY OF THE PERJURY LAWS THAT THE INFORMATION I HAVE PROVIDED ON THIS APPLICATION IS TRUE, CORRECT AND COMPLETE.



 Signature of Property Owner/Agent

10-21-17

 Date of Application

By affixing my signature I certify that I am the legal owner of the property for which this application is issued or an authorized agent of the owner.

DEDICATION

KNOW ALL MEN (PERSONS) BY THESE PRESENTS THAT 1LR LLC, A WASHINGTON LIMITED LIABILITY CORPORATION, THE UNDERSIGNED OWNERS, IN FEE SIMPLE OF THE LAND HEREBY PLATTED DECLARE THIS PLAT AND DEDICATE TO THE USE OF THE PUBLIC FOREVER ALL STREETS, AVENUES, PLACES AND SEWER EASEMENTS OR WHATEVER PUBLIC PROPERTY THERE IS SHOWN ON THE PLAT, AND THE USE FOR ANY AND ALL PUBLIC PURPOSES NOT INCONSISTENT WITH THE USE THEREOF FOR PUBLIC HIGHWAY PURPOSES. ALSO, THE RIGHT TO MAKE ALL NECESSARY SLOPES FOR CUTS AND FILLS UPON LOTS, BLOCKS, TRACTS, ETC., SHOWN ON THIS PLAT IN THE REASONABLE ORIGINAL GRADING OF ALL THE STREETS, AVENUES, PLACES, ETC., SHOWN HEREON. ALSO, THE RIGHT TO DRAIN ALL STREETS OVER AND ACROSS ANY LOT OR LOTS WHERE WATER MIGHT TAKE A NATURAL COURSE AFTER THE STREET OR STREETS ARE GRADED. ALSO, ALL CLAIMS FOR DAMAGE AGAINST ANY GOVERNMENTAL AUTHORITY ARE WAIVED WHICH MAY BE OCCASIONED TO THE ADJACENT LAND BY THE ESTABLISHMENT, CONSTRUCTION, DRAINAGE, AND MAINTENANCE OF SAID ROADS.

FOLLOWING ORIGINAL REASONABLE GRADING OF ROADS AND WAYS HEREON, NO DRAINAGE WATERS ON ANY LOT OR LOTS SHALL BE DIVERTED OR BLOCKED FROM THEIR NATURAL COURSE SO AS TO DISCHARGE UPON ANY PUBLIC ROAD RIGHTS-OF-WAY TO HAMPER PROPER ROAD DRAINAGE. THE OWNER OF ANY LOT OR LOTS, PRIOR TO MAKING AN ALTERATION IN THE DRAINAGE SYSTEM AFTER THE RECORDING OF THE PLAT, MUST MAKE APPLICATION TO AND RECEIVE APPROVAL FROM THE DIRECTOR OF THE DEPARTMENT OF PUBLIC WORKS FOR SAID ALTERATION. ANY ENCLOSING OF DRAINAGE WATERS IN CULVERTS OR DRAINS OR REROUTING THEREOF ACROSS ANY LOT AS MAY BE UNDERTAKEN BY OR FOR THE OWNER OF ANY LOT SHALL BE DONE BY AND AT THE EXPENSE OF SUCH OWNER.

TRACTS 996, 998 & 999 ARE HEREBY GRANTED AND CONVEYED TO THE BROOKSIDE DIVISION 4 HOMEOWNERS ASSOCIATION (HOA) UPON RECORDING OF THIS PLAT SUBJECT TO AN EMERGENCY MAINTENANCE EASEMENT GRANTED AND CONVEYED TO CITY OF LAKE STEVENS. OWNERSHIP AND MAINTENANCE OF SAID TRACTS CONSISTENT WITH CITY CODE SHALL BE THE RESPONSIBILITY OF THE HOA UNLESS AND UNTIL TRACTS OWNERSHIP BY ALL LOTS WITHIN THIS SUBDIVISION IS AUTHORIZED PURSUANT TO A FINAL PLAT ALTERATION. USE OF SAID TRACTS IS RESTRICTED TO THAT SPECIFIED IN THE APPROVED FINAL PLAT. THE HOA AND THE OWNERS OF ALL LOTS WITHIN THE SUBDIVISION SHALL COMPLY WITH THOSE CITY REGULATIONS AND CONDITIONS OF FINAL SUBDIVISION APPROVAL SPECIFIED ON THE PLAT. THE HOA SHALL REMAIN IN EXISTENCE UNLESS AND UNTIL ALL LOTS WITHIN THIS SUBDIVISION HAVE DISSOLVED, THEN EACH LOT SHALL HAVE AN EQUAL AND UNDIVIDED OWNERSHIP INTEREST IN THE TRACTS PREVIOUSLY OWNED BY THE HOA AS WELL AS RESPONSIBILITY FOR MAINTAINING THE TRACTS. MEMBERSHIP IN THE HOA AND PAYMENT OF DUES OR OTHER ASSESSMENTS FOR MAINTENANCE PURPOSES SHALL BE A REQUIREMENT OF LOT OWNERSHIP, AND SHALL REMAIN AN APPURTENANCE TO AND INSEPARABLE FROM EACH LOT. THIS COVENANT SHALL BE BINDING UPON AND INURE TO THE BENEFIT OF THE HOA, THE OWNERS OF ALL LOTS WITHIN THE SUBDIVISION AND ALL OTHERS HAVING ANY INTEREST IN THE TRACTS OR LOTS.

PUBLIC DRAINAGE EASEMENTS DESIGNATED ON THE PLAT ARE HEREBY RESERVED FOR AND GRANTED TO THE CITY OF LAKE STEVENS, EXCEPT THOSE DESIGNATED ON THE PLAT AS PRIVATE DRAINAGE EASEMENTS, FOR THE RIGHT OF INGRESS AND EGRESS AND THE RIGHT TO EXCAVATE, CONSTRUCT, OPERATE, MAINTAIN, REPAIR AND/OR REBUILD AN ENCLOSED OR OPEN CHANNEL STORMWATER CONVEYANCE SYSTEM AND/OR OTHER DRAINAGE FACILITIES, UNDER, UPON OR THROUGH THE DRAINAGE EASEMENT.

IN WITNESS WHEREOF, WE SET OUR HANDS AND SEALS THIS _____ DAY OF _____, 2015.
1LR LLC, A WASHINGTON LIMITED LIABILITY COMPANY

BY: TY REOH, OWNER

IN WITNESS WHEREOF, WE SET OUR HANDS AND SEALS THIS _____ DAY OF _____, 2015.
NATURAL 9 HOLDINGS LLC, A WASHINGTON LIMITED LIABILITY COMPANY

BY: TIM KAINTZ, OWNER

ACKNOWLEDGMENTS

STATE OF WASHINGTON)
)SS
COUNTY OF SNOHOMISH)

I CERTIFY THAT I KNOW OR HAVE SATISFACTORY EVIDENCE THAT TY REOH THE PERSON WHO APPEARED BEFORE ME, AND SAID PERSON ACKNOWLEDGED THAT THEY SIGNED THIS INSTRUMENT ON OATH STATING THAT HE OR SHE WAS AUTHORIZED TO EXECUTE THE INSTRUMENT AND ACKNOWLEDGED IT AS THE OWNER OF 1LR LLC, A WASHINGTON LIMITED LIABILITY COMPANY TO BE THE FREE AND VOLUNTARY ACT AND DEED OF SUCH PARTY FOR THE USE AND PURPOSES MENTIONED IN THIS INSTRUMENT.

NOTARY SIGNATURE

(PRINT NAME)

NOTARY PUBLIC IN AND FOR THE STATE OF WASHINGTON
RESIDING AT _____
MY APPOINTMENT EXPIRES: _____

STATE OF WASHINGTON)
)SS
COUNTY OF SNOHOMISH)

I CERTIFY THAT I KNOW OR HAVE SATISFACTORY EVIDENCE THAT TIM KAINTZ IS THE PERSON WHO APPEARED BEFORE ME, AND SAID PERSON ACKNOWLEDGED THAT THEY SIGNED THIS INSTRUMENT ON OATH STATING THAT HE OR SHE WAS AUTHORIZED TO EXECUTE THE INSTRUMENT AND ACKNOWLEDGED IT AS THE OWNER OF NATURAL 9 HOLDINGS LLC, A WASHINGTON LIMITED LIABILITY COMPANY, TO BE THE FREE AND VOLUNTARY ACT AND DEED OF SUCH PARTY FOR THE USE AND PURPOSES MENTIONED IN THIS INSTRUMENT.

NOTARY SIGNATURE

(PRINT NAME)

NOTARY PUBLIC IN AND FOR THE STATE OF WASHINGTON
RESIDING AT _____
MY APPOINTMENT EXPIRES: _____

EASEMENTS, RESTRICTIONS AND CONDITIONS

(PER CHICAGO TITLE COMPANY PLAT CERTIFICATE UNDER ORDER NO. 5610884, DATED OCTOBER 21, 2015)

- 1 THE LOTS WITHIN THIS SUBDIVISION WILL BE SUBJECT TO SCHOOL IMPACT MITIGATION FEES FOR THE LAKE STEVENS SCHOOL DISTRICT NO. 4 TO BE DETERMINED BY THE CERTIFIED AMOUNT WITHIN THE BASE FEE SCHEDULE IN EFFECT AT THE TIME OF BUILDING PERMIT APPLICATION, AND TO BE COLLECTED PRIOR TO BUILDING PERMIT ISSUANCE, IN ACCORDANCE WITH THE PROVISIONS OF SCC 30.66C.010. CREDIT SHALL BE GIVEN FOR ONE EXISTING PARCEL. LOT ONE SHALL RECEIVE CREDIT.
- 2 THE CITY REQUIRES THE NEW LOT MITIGATION PAYMENTS IN THE AMOUNT SHOWN BELOW FOR EACH SINGLE-FAMILY RESIDENTIAL BUILDING PERMIT:

\$2,917 PER LOT FOR MITIGATION OF IMPACTS ON CITY ROADS PAID TO THE CITY,

\$100.01 PER LOT FOR MITIGATION OF IMPACTS TO STATE HIGHWAYS PAID TO WSDOT. (WSDOT ID#DOT-8-SR 2/SR 9 INTERCHANGE).

THESE PAYMENTS ARE DUE PRIOR TO OR AT THE TIME OF BUILDING PERMIT ISSUANCE. NOTICE OF THESE MITIGATION PAYMENTS OBLIGATIONS SHALL BE CONTAINED IN ANY DEEDS INVOLVING THIS SUBDIVISION OR THE LOTS THEREIN. ONCE A BUILDING PERMIT HAS BEEN ISSUED ON A LOT, ALL MITIGATION PAYMENTS FOR THAT LOT SHALL BE DEEMED PAID.

- 3 "ALL NATIVE GROWTH PROTECTION AREAS SHALL BE LEFT PERMANENTLY UNDISTURBED IN A SUBSTANTIALLY NATURAL STATE. NO CLEARING, GRADING, FILLING, BUILDING CONSTRUCTION OR PLACEMENT, OR ROAD CONSTRUCTION OF ANY KIND SHALL OCCUR, EXCEPT REMOVAL OF HAZARDOUS TREES. THE ACTIVITIES AS SET FORTH IN SCC 30.91N.010 ARE ALLOWED WHEN APPROVED BY THE COUNTY."
- 4 THE APPLICANT MUST PROVIDE EVIDENCE THAT C47-1 TYLER, LLC HAS LEGAL AUTHORITY TO GRANT A GRADING AND SIGHT DISTANCE EASEMENT ON THE PROPERTY ON THE NORTH SIDE OF SOUTH LAKE STEVENS ROAD. THE APPLICANT MUST ALSO PROVIDE EVIDENCE THAT THE SIGNATORIES TO THE GRADING AGREEMENT ARE LEGALLY AUTHORIZED TO SIGN FOR C47-1 TYLER, LLC. THE SIGHT DISTANCE EASEMENT MUST BE CLEARLY SHOWN AND LABELED ON THE MAP.
- 5 THE DEVELOPER SHALL PAY THE CITY \$1,361.22 PER NEW DWELLING UNIT AS MITIGATION FOR PARKS AND RECREATION IMPACTS IN ACCORDANCE WITH CHAPTER 30.66A SCC; PROVIDED, HOWEVER, THE DEVELOPER MAY ELECT TO POSTPONE PAYMENT OF THE MITIGATION REQUIREMENT UNTIL ISSUANCE OF A BUILDING PERMIT FOR THAT LOT. THE ELECTION TO POSTPONE PAYMENT SHALL BE NOTED BY A COVENANT PLACED ON THE FACE OF THE RECORDED PLAT AND INCLUDED IN THE DEED FOR EACH AFFECTED LOT WITHIN THE SUBDIVISION.

- 6 SUBJECT TO EASEMENT TO PUBLIC UTILITY DISTRICT NO. 1 AS RECORDED UNDER RECORDING NUMBER 8211150154.
- 7 SUBJECT TO MATTERS DISCLOSED ON THE FACE OF SURVEY RECORDED UNDER RECORDING NUMBER 9702195014, AS FOLLOWS:

FENCE LINES AS DEPICTED ON SURVEY DO NOT CONFORM TO PROPERTY LINES.

POSSIBLE RIGHTS OR CLAIMS OF PARTIES IN POSSESSION BETWEEN THE FENCE LINES AND BOUNDARY LINES AS DEPICTED ON THE FACE OF SAID SURVEY.

- 8. SUBJECT TO THE RECORD OF SURVEY FOR BOUNDARY LINE ADJUSTMENT RECORDED UNDER AUDITOR'S FILE NUMBER 201506175001 AND AFFIDAVIT OF BOUNDARY LINE ADJUSTMENT RECORDED UNDER AUDITOR'S FILE NUMBER 201506170091.
- 9. SUBJECT TO HOLLY DIVISION I DEVELOPER EXTENSION AGREEMENT AND THE TERMS, CONDITIONS AND PROVISIONS CONTAINED THEREIN AS RECORDED UNDER RECORDING NUMBER 200612210397.

ADDENDUM RECORDED UNDER AUDITOR'S FILE NUMBER 200806130355, 200912150730, 201103160261, 201201310383, 201212130701, 201404240556, 201501080389.

- 10. SUBJECT TO HOLLY DIVISION II DEVELOPER EXTENSION AGREEMENT AND THE TERMS, CONDITIONS AND PROVISIONS CONTAINED THEREIN AS RECORDED UNDER RECORDING NUMBER 200612210398.

ADDENDUM RECORDED UNDER AUDITOR'S FILE NUMBER 200806300700, 200912150731, 201103160262, 201201310384, 201212130704, 201404240557, 201501080390.

- 11. SUBJECT TO HOLLY DIVISION IV DEVELOPER EXTENSION AGREEMENT AND THE TERMS, CONDITIONS AND PROVISIONS CONTAINED THEREIN AS RECORDED UNDER RECORDING NUMBER 200612210399.

ADDENDUM RECORDED UNDER AUDITOR'S FILE NUMBER 200806130353, 200912150733, 201103160264, 201201310382, 201212130702, 201404240559, 201501080392.

- 12. SUBJECT TO HOLLY DIVISION III DEVELOPER EXTENSION AGREEMENT AND THE TERMS, CONDITIONS AND PROVISIONS CONTAINED THEREIN AS RECORDED UNDER RECORDING NUMBER 200703090851.

ADDENDUM RECORDED UNDER AUDITOR'S FILE NUMBER 200912150732, 201103160263, 201201310385, 201212130703, 201404240558, 201501080391.

- 13. SUBJECT TO EASEMENT TO PUGET SOUND ENERGY AND THE TERMS AND CONDITIONS THEREOF AS RECORDED UNDER RECORDING NUMBER 201506020543.

- 14. SUBJECT TO AFFIDAVIT OF BOUNDARY LINE ADJUSTMENT AND THE EFFECT THEREOF AS RECORDED UNDER RECORDING NUMBER 201506170091 AND RELATED SURVEY RECORDED UNDER AUDITOR'S FILE NUMBER 201506175001.

- 15. SUBJECT TO DEED OF TRUST AND THE TERMS AND CONDITIONS THEREOF AS RECORDED UNDER RECORDING NUMBER 201408140300.

- 16. SUBJECT TO DEED OF TRUST AND THE TERMS AND CONDITIONS THEREOF AS RECORDED UNDER RECORDING NUMBER 201505150552.

- 17. SUBJECT TO SUBORDINATION AND RECOGNITION AGREEMENT AND THE TERMS, CONDITIONS AND PROVISIONS CONTAINED THEREIN AS RECORDED UNDER RECORDING NUMBER 201505200366.

PLANNING AND COMMUNITY DEVELOPMENT
SUBDIVISION APPROVAL

EXAMINED AND APPROVED THIS _____ DAY OF _____, 2015.

LAKE STEVENS PLANNING AND COMMUNITY DEVELOPMENT DIRECTOR

APPROVAL OF PUBLIC IMPROVEMENTS

EXAMINED AND APPROVED THIS _____ DAY OF _____, 2015.

LAKE STEVENS PUBLIC WORKS DIRECTOR

CITY COUNCIL APPROVAL

EXAMINED, FOUND TO BE IN CONFORMITY WITH APPLICABLE ZONING AND OTHER LAND USE CONTROLS, AND APPROVED THIS _____ DAY OF _____, 2015.

LAKE STEVENS MAYOR

DATE

CERTIFICATE OF CITY TREASURER

I HEREBY CERTIFY THAT ALL MONIES AND DEBTS PERTAINING TO THIS DIVISION WERE PAID TO THE CITY OF LAKE STEVENS BY THE _____ DAY OF _____, 2015.

FINANCE DIRECTOR

DATE

TREASURER'S CERTIFICATE

I HEREBY CERTIFY THAT ALL STATE AND COUNTY TAXES HERETOFORE LEVIED AGAINST THE PROPERTY DESCRIBED HEREIN, ACCORDING TO THE BOOKS AND RECORDS OF MY OFFICE, HAVE BEEN FULLY PAID AND DISCHARGED, INCLUDING _____ TAXES.

TREASURER, SNOHOMISH COUNTY

AUDITOR'S CERTIFICATE

FILED FOR RECORD AT THE REQUEST OF PACIFIC COAST SURVEYS, INC. THIS _____ DAY OF _____ 2015, AT _____ MINUTES PAST _____ M. AND RECORDED IN VOLUME _____ OF PLATS, PAGES _____, RECORDS OF SNOHOMISH COUNTY, WASHINGTON.

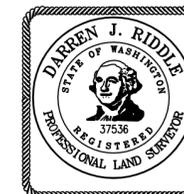
AUDITOR, SNOHOMISH COUNTY

BY: _____
DEPUTY COUNTY AUDITOR

LAND SURVEYOR'S CERTIFICATE

THIS MAP CORRECTLY REPRESENTS A SURVEY MADE BY ME OR UNDER MY DIRECTION IN CONFORMANCE WITH THE REQUIREMENTS OF THE SURVEY RECORDING ACT AT THE REQUEST OF TY REOH, IN MAY, 2015.

I HEREBY CERTIFY THAT THE PLAT OF BROOKSIDE DIVISION 4 IS BASED UPON AN ACTUAL SURVEY AND SUBDIVISION OF SECTION 30, TOWNSHIP 29 NORTH, RANGE 6 EAST, W.M. AS REQUIRED BY THE STATE STATUTES; THAT THE DISTANCES, COURSES AND ANGLES ARE SHOWN HEREON CORRECTLY; THAT THE MONUMENTS ARE SET AND THE LOT AND BLOCK CORNERS ARE STAKED CORRECTLY ON THE GROUND, THAT I FULLY COMPLIED WITH THE PROVISIONS OF THE STATE AND LOCAL STATUTES AND REGULATIONS GOVERNING PLATTING.



DARREN J. RIDDLE
PROFESSIONAL LAND SURVEYOR
CERTIFICATE NO. 37536

DATE

A.F. NO. _____

SHEET
1 of 3

Pacific Coast Surveys, Inc. LAND SURVEYING & MAPPING P.O. BOX 13619 MILL CREEK, WA 98082 PH. 425.508.4951 FAX 425.357.3577 www.PCSurveys.net	PLAT OF BROOKSIDE DIV. 4 LUA2015-0106 NW 1/4, NW 1/4, SEC.30, T.29N., R.6E., W.M. SW 1/4, NW 1/4, SEC.30, T.29N., R.6E., W.M.		
	DRAWN BY DATE MAH 11.13.15	DRAWING FILE NAME 14770fpm-3.dwg	SCALE 1" = 40'

DRAINAGE FACILITY MAINTENANCE COVENANT

WE, THE OWNERS AND CONTRACT PURCHASERS OF THE LANDS HEREIN PLATTED (GRANTOR), AGREE THAT THE OBLIGATIONS OF GRANTOR SHALL INURE TO THE BENEFIT OF AND BE BINDING UPON THE HEIRS, SUCCESSORS, AND ASSIGNS. GRANTOR AGREES THAT THIS COVENANT TOUCHES AND CONCERNS THE LAND DESCRIBED HEREIN AND SHALL RUN WITH THE LAND.

GRANTOR BY EXECUTION OF THIS COVENANT ACKNOWLEDGES THAT THE BENEFITS OF THIS COVENANT INURE TO GRANTOR, DOWNSTREAM PROPERTY OWNERS, AND THE GENERAL PUBLIC, AND THAT THE CITY OF LAKE STEVENS (CITY) AS THIRD-PARTY BENEFICIARY OF THIS COVENANT HAS THE RIGHT, BUT NOT THE OBLIGATION, TO ENFORCE THIS COVENANT ON BEHALF OF DOWNSTREAM PROPERTY OWNERS AND THE GENERAL PUBLIC. CITY REQUIRES THIS COVENANT TO PROTECT PRIVATE AND PUBLIC PROPERTY, PRIVATE AND PUBLIC DRAINAGE INFRASTRUCTURE, AND NATURAL RESOURCES OF DOWNSTREAM PROPERTY OWNERS AND THE GENERAL PUBLIC.

GRANTOR, IN CONSIDERATION OF THE APPROVAL OF THIS SUBDIVISION, HEREBY COVENANTS TO PERFORM REGULAR MAINTENANCE UPON THE DRAINAGE FACILITIES INSTALLED, OR TO BE INSTALLED, UPON GRANTOR'S PROPERTY. REGULAR MAINTENANCE SHALL INCLUDE, AT A MINIMUM, ANNUAL INSPECTION OF THE STORM WATER DRAINAGE SYSTEM. AS APPLICABLE, THE SYSTEM SHALL INCLUDE THE STORM WATER CONVEYANCE SYSTEM PIPES, DITCHES, SWALES, AND CATCH BASINS; STORM WATER FLOW REGULATION SYSTEM DETENTION PONDS, VAULTS, PIPES, RETENTION PONDS, FLOW REGULATION AND CONTROL STRUCTURES; INFILTRATION SYSTEMS AND WATER QUALITY CONTROL SYSTEM.

THE SCOPE OF THIS COVENANT AND RIGHT OF ENTRY SHALL BE ADEQUATE TO PROVIDE FOR THE ACCESS, INSPECTION, AND MAINTENANCE OF THE STORM WATER DRAINAGE SYSTEM, AND SHALL BE SUBJECT TO THE FOLLOWING TERMS AND CONDITIONS:

1. CITY SHALL HAVE THE PERPETUAL RIGHT OF ENTRY ACROSS ADJACENT LANDS OF THE GRANTOR FOR PURPOSES OF INSPECTING, AUDITING, OR CONDUCTING REQUIRED MAINTENANCE OF THE DRAINAGE FACILITY.
2. IF CITY INSPECTION DETERMINES THAT MAINTENANCE IS NOT PERFORMED, CITY SHALL ENDEAVOR TO PROVIDE GRANTOR REASONABLE ADVANCE NOTIFICATION OF THE NEED TO PERFORM THE MAINTENANCE AND A REASONABLE OPPORTUNITY FOR GRANTOR TO PERFORM IT. IN THE EVENT THAT GRANTOR FAILS TO COMPLETE THE REQUIRED MAINTENANCE WITHIN A REASONABLE TIME PERIOD, CITY SHALL HAVE THE RIGHT TO PERFORM OR CONTRACT WITH OTHERS TO PERFORM IT AT THE SOLE EXPENSE OF THE GRANTOR. IF CITY IN ITS SOLE DISCRETION DETERMINES THAT AN IMMINENT OR PRESENT DANGER EXISTS, REQUIRED MAINTENANCE AND/OR REPAIR MAY BEGIN IMMEDIATELY AT GRANTOR'S EXPENSE WITHOUT PRIOR NOTICE TO GRANTOR. IN SUCH EVENT, CITY SHALL PROVIDE GRANTOR WITH A WRITTEN STATEMENT AND ACCOUNTING OF ALL WORK PERFORMED AND THE FEES, CHARGES, AND EXPENSES INCURRED IN MAKING SUCH REPAIRS. GRANTOR SHALL AGREE TO REIMBURSE CITY OR PAY CITY'S VENDORS DIRECTLY FOR ALL REASONABLE FEES, CHARGES, AND EXPENSES IDENTIFIED IN CITY'S STATEMENT.
3. IF CITY IS REQUIRED TO ACT AS A RESULT OF GRANTOR'S FAILURE TO COMPLY WITH THIS COVENANT, CITY MAY REMOVE ANY OBSTRUCTIONS AND/OR INTERFERENCES THAT IN THE SOLE OPINION OF CITY IMPAIR THE OPERATION OF THE DRAINAGE FACILITY OR THE MAINTENANCE THEREOF. GRANTOR AGREES TO HOLD CITY, ITS OFFICERS, EMPLOYEES, AND AGENTS HARMLESS FROM ANY AND ALL CLAIMS, ACTIONS, SUITS, LIABILITY, LOSS, EXPENSES, DAMAGES AND JUDGMENTS OF ANY NATURE WHATSOEVER, INCLUDING COSTS AND ATTORNEY'S FEES, INCURRED BY THE REMOVAL OF VEGETATION OR PHYSICAL INTERFERENCE FROM THE DRAINAGE FACILITY.
4. WHEN EXERCISING THE MAINTENANCE PROVISIONS OF THE COVENANT, IN THE EVENT OF NONPAYMENT, CITY MAY BRING SUIT TO RECOVER SUCH COSTS, INCLUDING ATTORNEY'S FEES, AND UPON OBTAINING A JUDGEMENT, SUCH AMOUNT SHALL BECOME A LIEN AGAINST THE PROPERTY OF GRANTOR AS PROVIDED IN RCW 4.56.190.
5. GRANTOR COVENANTS THAT ALL OF THE OWNERS, CONTRACT PURCHASERS AND LIEN HOLDERS OF THE PROPERTY DESCRIBED HEREIN HAVE SIGNED THE DEDICATION AND/OR DECLARATION OF THIS SUBDIVISION, THAT THEY HAVE THE RIGHT TO GRANT THIS COVENANT ON THE PROPERTY, AND THAT THE TITLE TO THE PROPERTY IS FREE AND CLEAR OF ANY ENCUMBRANCES WHICH WOULD INTERFERE WITH THE ABILITY TO GRANT THIS COVENANT.

10 FOOT FRONTAGE UTILITY EASEMENT

AN EASEMENT IS HEREBY RESERVED FOR AND GRANTED TO ALL UTILITIES SERVING THE SUBJECT PLAT AND THEIR RESPECTIVE SUCCESSORS AND ASSIGNS, UNDER AND UPON THE EXTERIOR TEN (10) FEET PARALLEL WITH AND ADJOINING THE STREET FRONTAGE OF ALL LOTS, TRACTS AND COMMON AREAS IN WHICH TO INSTALL, LAY, CONSTRUCT, RENEW, OPERATE AND MAINTAIN UNDERGROUND CONDUITS, CABLES, PIPES AND WIRES WITH NECESSARY FACILITIES AND OTHER EQUIPMENT FOR THE PURPOSE OF SERVING THIS SUBDIVISION AND OTHER PROPERTY WITH ELECTRICITY, TELEPHONE, GAS, TELEVISION CABLE, AND OTHER UTILITY SERVICES, TOGETHER WITH THE RIGHT TO ENTER UPON THE LOTS, TRACTS AND COMMON AREAS AT ALL TIMES FOR THE PURPOSE HEREIN STATED.

PRIVATE STORM DRAINAGE EASEMENT PROVISIONS

- 1). THE PRIVATE DRAINAGE EASEMENT WITHIN LOTS 4 AND 5 AND TRACT 996 AS SHOWN ON SHEET 3 OF 3 HEREON, IS HEREBY GRANTED AND CONVEYED TO LOTS 4 AND 5 AND TRACT 996. THE OWNERS OF LOTS 4 AND 5 AND TRACT 996 SHALL BE EQUALLY RESPONSIBLE FOR THE MAINTENANCE, REPAIR AND/OR RECONSTRUCTION OF THAT PORTION OF THE DRAINAGE FACILITIES THEY HAVE THE BENEFIT OF USE, EXCEPT THAT NO OWNER SHALL BE RESPONSIBLE FOR THE MAINTENANCE, REPAIR AND/OR RECONSTRUCTION OF THAT PORTION OF THE COMMONLY USED STORM DRAINAGE LOCATED UPSTREAM FROM THE POINT OF CONNECTION OF THAT RESPECTIVE OWNER.
- 2). THE 10 FOOT WIDE OFFSITE PRIVATE DRAINAGE EASEMENT EASTERLY OF LOT 2 AS SHOWN ON SHEET 3 OF 3 HEREON IS HEREBY GRANTED AND CONVEYED TO LOTS 1, 2, 3, 4, 5, 6, 7, 8 AND 9. THE OWNERS OF LOTS 1, 2, 3, 4, 5, 6, 7, 8 AND 9 SHALL BE EQUALLY RESPONSIBLE FOR THE MAINTENANCE, REPAIR AND/OR RECONSTRUCTION OF THAT PORTION OF THE DRAINAGE FACILITIES THEY HAVE THE BENEFIT OF USE, EXCEPT THAT NO OWNER SHALL BE RESPONSIBLE FOR THE MAINTENANCE, REPAIR AND/OR RECONSTRUCTION OF THAT PORTION OF THE COMMONLY USED STORM DRAINAGE LOCATED UPSTREAM FROM THE POINT OF CONNECTION OF THAT RESPECTIVE OWNER.

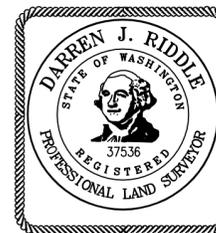
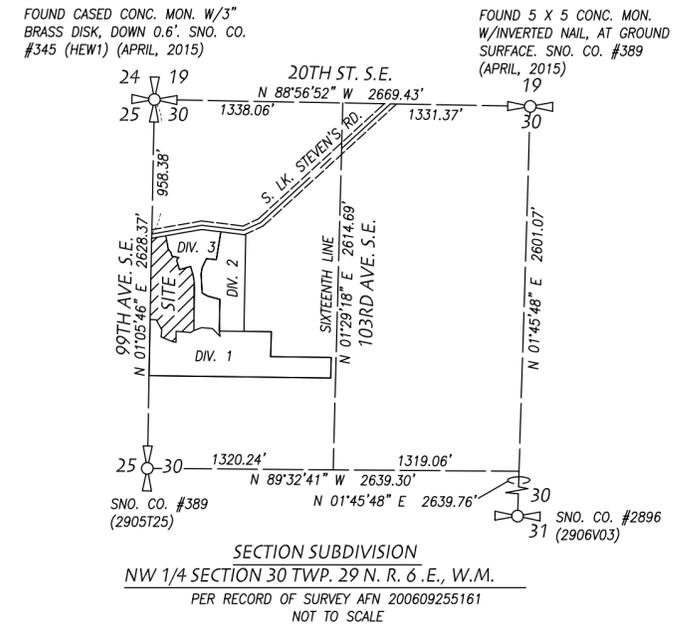
LAKE STEVENS SEWER DISTRICT EASEMENT PROVISIONS

- 1). THE 15' OFF-SITE PRIVATE SEWER EASEMENT EAST OF LOT 2 AS SHOWN ON SHEET 3 OF 3 HEREON, IS HEREBY GRANTED AND CONVEYED TO THE OWNERS OF LOTS 1, 2, 3, 4, 5, 6, 7, 8 AND 9. THE MAINTENANCE, REPAIR AND/OR RECONSTRUCTION OF THE SANITARY SEWER FACILITY IN THIS AREA SHALL BE THE RESPONSIBILITY OF THE OWNER OF LOTS 1, 2, 3, 4, 5, 6, 7, 8 AND 9.
- 2). THE 15' WIDE OFF-SITE SEWER EASEMENT EAST OF LOT 2 AS SHOWN ON SHEETS 3 AND 3 HEREON IS HEREBY GRANTED AND CONVEYED TO THE LAKE STEVENS SEWER DISTRICT.

LEGAL DESCRIPTION

NEW LOT 1 OF CITY OF LAKE STEVENS BOUNDARY LINE ADJUSTMENT RECORDED UNDER AUDITOR'S FILE NUMBER 201506170091 AND DEPICTED ON SURVEY RECORDED UNDER AUDITOR'S FILE NUMBER 201506175001, BEING A PORTION OF TRACTS 43, 46 AND 47 PLAT OF GLENWOOD DIVISION B ACCORDING TO THE PLAT THEREOF RECORDED IN VOLUME 7 OF PLATS PAGE 47, RECORDS OF SNOHOMISH COUNTY, WASHINGTON.

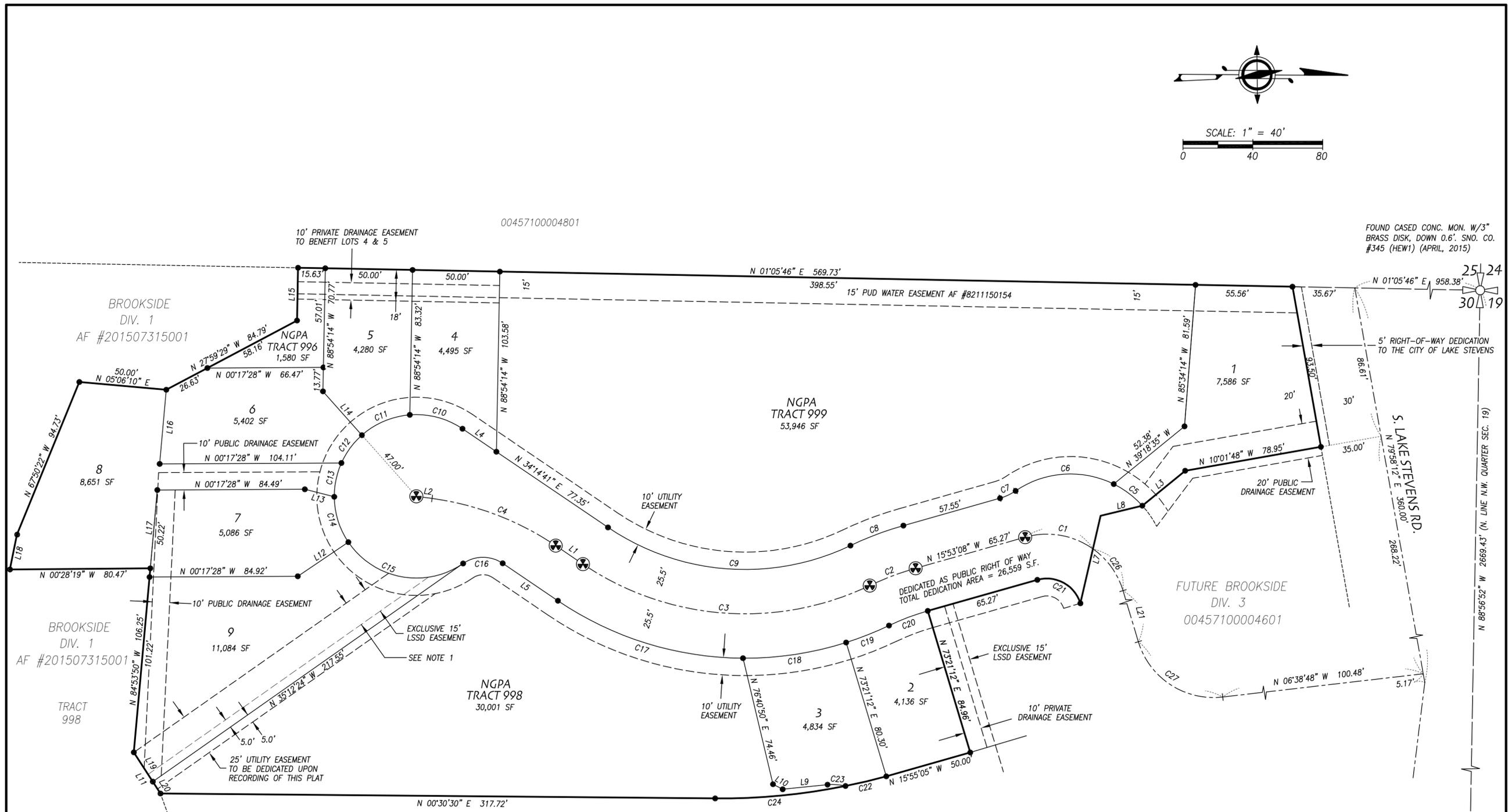
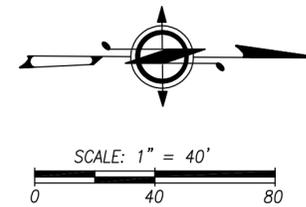
SITUATE IN THE COUNTY OF SNOHOMISH, STATE OF WASHINGTON.



Pacific Coast Surveys, Inc.
LAND SURVEYING & MAPPING
P.O. BOX 13619
MILL CREEK, WA 98082
PH. 425.508.4951 FAX 425.357.3577
www.PCSurveys.net

PLAT OF
BROOKSIDE DIV. 4
LUA2015-0106
NW 1/4, NW 1/4, SEC.30, T.29N., R.6E., W.M.
SW 1/4, NW 1/4, SEC.30, T.29N., R.6E., W.M.

DRAWN BY	DATE	DRAWING FILE NAME	SCALE	JOB NO.
MAH	11.13.15	14770fpm-3.dwg	1" = 40'	14-770



CURVE TABLE

CURVE	LENGTH	RADIUS	DELTA
C1	40.74	45.50	51°18'01"
C2	28.12	165.00	9°45'49"
C3	172.48	165.00	59°53'37"
C4	76.52	165.00	26°34'18"
C5	20.69	55.50	21°21'25"
C6	59.10	55.50	61°01'02"
C7	9.91	30.50	18°37'01"
C8	32.46	190.50	9°45'49"
C9	145.83	139.50	59°53'37"
C10	31.84	47.00	38°48'43"
C11	30.34	47.00	36°59'08"
C12	20.00	47.00	24°22'44"
C13	20.00	47.00	24°22'55"
C14	27.71	47.00	33°46'27"
C15	74.38	47.00	90°40'37"
C16	24.09	20.00	69°00'35"
C17	112.70	190.50	33°53'44"
C18	60.00	190.50	18°02'45"
C19	26.44	190.50	7°57'08"
C20	23.77	139.50	9°45'44"
C21	31.15	20.00	89°14'20"
C22	24.04	360.50	3°49'13"
C23	10.34	33.15	17°52'42"
C24	75.14	360.50	11°56'34"
C25	99.18	360.50	15°45'47"
C26	30.13	45.50	37°56'06"
C27	62.83	45.00	80°00'00"

LINE TABLE

LINE	LENGTH	BEARING
L1	18.88	N 34°14'41" E
L2	9.10	N 07°40'23" E
L3	31.70	N 39°18'35" W
L4	23.48	N 34°14'41" E
L5	38.28	N 34°14'41" E
L6	6.40	N 79°58'12" E
L7	51.64	N 77°03'10" W
L8	24.63	N 13°39'05" W
L9	25.84	N 05°52'17" W
L10	6.27	N 27°30'51" E
L11	28.15	N 57°08'12" E
L12	35.00	N 34°05'21" W
L13	17.42	N 14°21'18" E
L14	33.65	N 48°27'00" E
L15	30.34	N 88°54'14" W
L16	42.81	N 84°53'50" W
L17	45.19	N 84°53'50" W
L18	20.45	N 78°26'15" W
L19	20.03	N 57°08'12" E
L20	8.13	N 57°08'12" E
L21	161.97	N 73°21'12" E

FUTURE BROOKSIDE
DIV. 3
00457100004601

EQUIPMENT & PROCEDURES

METHOD OF SURVEY:
SURVEY PERFORMED BY FIELD TRAVERSE

INSTRUMENTATION:
LEICA TC RP 1201 ROBOTIC ELECTRONIC TOTAL STATION

PRECISION:
MEETS OR EXCEEDS STATE STANDARDS WAC 332-130-090

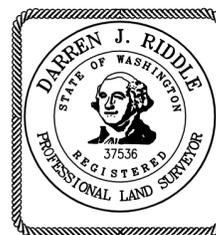
BASIS OF BEARING:
THE MONUMENTED NORTH LINE OF THE NW 1/4 SECTION 30, AS THE BEARING OF N 88°56'52" W

LEGEND

- SET 1/2" X 24" REBAR W/CAP STAMPED "L.S. 37536"
- FOUND REBAR/CAP AS NOTED
- ⊗ FOUND CASED CONC. MON. AS NOTED
- ⊙ SET CASED CONC. MON. STAMPED "PCS - 37536"
- ⊥ RIGHT OF WAY CENTERLINE

NOTES

1). 15' WIDE PRIVATE PEDESTRIAN ACCESS EASEMENT DEDICATED TO, AND MAINTAINED BY THE BROOKSIDE DIVISION 4 HOMEOWNERS ASSOCIATION UPON RECORDING OF THIS PLAT.



Pacific Coast Surveys, Inc.
LAND SURVEYING & MAPPING
P.O. BOX 13619
MILL CREEK, WA 98082
PH. 425.508.4951 FAX 425.357.3577
www.PCSurveys.net

A.F. NO. _____

SHEET
3 of 3

**PLAT OF
BROOKSIDE DIV. 4**
LUA2015-0106
NW 1/4, NW 1/4, SEC.30, T.29N., R.6E., W.M.
SW 1/4, NW 1/4, SEC.30, T.29N., R.6E., W.M.

DRAWN BY	DATE	DRAWING FILE NAME	SCALE	JOB NO.
MAH	11.13.15	14770fpm-3.dwg	1" = 40'	14-770



NOTICE OF LAND USE APPLICATION / NOTICE OF PUBLIC MEETING Final Subdivision

PROJECT NAME/ FILE NUMBER: Brookside Division IV Final Plat / LUA2015-0106

APPLICANT: 1 LR Holdings, LLC

PROJECT LOCATION: 9924 South Lake Stevens Road, Lake Stevens, WA 98258 /
APN 00457100004700

DATE OF APPLICATION: October 27, 2015

NOTICE OF APPLICATION ISSUED: November 2, 2015

PROPOSED PROJECT DESCRIPTION:

- Creation of a nine (9) lot plat in the Urban Residential Zone on a 3.22 acre site, accessed from a new public road via South Lake Stevens Road;
- Final Plat Approval - Snohomish County issued a SEPA DNS on October 1, 2007. Original Hearing Examiner decision of approval issued by Snohomish County on December 26, 2007;
- The application for Final Plat approval was received on October 27, 2015 and determined to be complete at the time of submittal. The applicant will submit necessary financial securities and install all required improvements prior to the recording of the plat; and
- Long Subdivision / Type V Decision - The Lake Steven's City Council will consider acceptance of the subdivision at a public meeting scheduled for Tuesday, November 24, 2015 at 7 pm at the Lake Stevens School District Educational Service Center.

PUBLIC REVIEW AND COMMENT:

Interested parties may submit written comments before the November 24, 2015 meeting or testify at the public meeting. Comments can be submitted to City Hall, Attn: Amy L. Lucas, PO Box 257, Lake Stevens, WA 98258 or by email at alucas@lakestevenswa.gov. Persons who submit written or oral testimony may appeal the decision.

The project file, including the staff report, site map and recommendations is available for review at the Permit Center, located behind City Hall, Monday-Friday 8:30 am- 4:30 pm. Limited materials are available at: <http://www.ci.lake-stevens.wa.us/index.aspx?nid=380>.

For additional information please contact the Department of Community Development at 425-377-3223.

It is the City's goal to comply with the American with Disabilities Act. The City offers its assistance to anyone with special needs, including the provision of TDD services.

Distribution: Applicant
Posted at Permit Center, City Hall, Subject Property and Website
Mailed to property Owners within 300 feet of project site
Published in Everett Herald

Exhibit C



AFFIDAVIT OF NOTICE

Project Name: Brookside Dr IV NOA + Public Meeting

Project Number: LUA2015-0106

Place Posted

Date Posted

Signature

1. Property

11.2.15

done by Jim Bruggman

2. City Hall

10.30.15

[Signature]

3. Planning

10.30.15

[Signature]

4. Everett Herald

11.2.15

[Signature]

5. Mailings

10.30.15

[Signature]

6. Website

10.30.15

[Signature]



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City of Lake Stevens

Memo

To: City Council
From: Mayor Little
Date: November 24, 2015
RE: Planning Commission Reappointments

I am recommending reappointment of Linda Hoult and Jennifer Davis for a four-year term beginning January 1, 2016 and ending December 31, 2019.

With these reappointments the Planning Commission will have one vacancy which has been advertised.



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LAKE STEVENS CITY COUNCIL
STAFF REPORT

Council Agenda Date: November 24, 2015

Subject: City Attorney Services for 2016

Contact Person/Department: Barb Stevens – Finance/City Clerk **Budget Impact:** N/A

RECOMMENDATION(S)/ACTION REQUESTED OF COUNCIL:

Approve City Attorney Retainer Agreement for 2016

SUMMARY/BACKGROUND:

This professional services agreement will continue the contract with Weed, Graafstra and Associates for City Attorney services through 2016. The City has utilized the services of this law firm for several years, and recommends continuing this association through the current transition of city management team. No hourly rate increases are proposed in this agreement. Hourly rates are as follows:

- Retainer hours - \$175/hour
- Additional and special legal services - \$185/hour
- Litigation services - \$195/hour

Based upon the average number of hours used each month in 2015, this agreement includes a proposed increase in the monthly retainer hours from 30 to 40. This will allow more hours to be billed at the lower rate.

A survey was done with a number of cities in the area to determine the rates being paid for legal services and found that these rates were very reasonable and most often well below those of other firms.

A Request for Proposal (RFP) process will be conducted next year for legal services for 2017.

BUDGET IMPACT:

The proposed 2016 rate is included in the adopted 2016 budget.

ATTACHMENTS:

- ▶ Exhibit A: City Attorney Retainer Agreement Calendar Year 2016
- ▶ Exhibit B: Attorney Hours - 2015

EXHIBIT A

**CITY ATTORNEY RETAINER AGREEMENT
CALENDAR YEAR 2016**

I - PARTIES/EMPLOYMENT

The CITY OF LAKE STEVENS (hereinafter "CITY") agrees to retain the law firm of WEED, GRAAFSTRA & ASSOCIATES, INC., P.S., 110 Cedar Avenue, Suite 102, Snohomish, Washington, and said law firm (hereinafter "CITY ATTORNEY") agrees to serve as CITY ATTORNEY on the terms and conditions stated below. The CITY ATTORNEY shall serve at the pleasure of the Mayor; PROVIDED, that all decisions relative to such employment, or termination of the same, shall be subject to confirmation by a majority vote of the City Council.

II - QUALITY OF SERVICES

The CITY ATTORNEY shall perform all legal services covered by this contract in a capable and efficient manner, and in accordance with the professional and ethical standards of the Washington State Bar Association.

III - COMPENSATION

A. Basic Retainer: The CITY shall pay the CITY ATTORNEY a retainer in the amount of \$7,000.00 per month, which retainer shall be compensation for up to 40 hours of work per month for the following legal services:

1. To attend the two regularly scheduled meetings of the City Council per month.
2. To provide legal advice to the Mayor, Councilpersons, and administrative heads of the various departments of the CITY under the direction of the Mayor.
3. To prepare and/or review such ordinances, resolutions, and instruments as the Mayor, City Council and department heads may direct, to render legal advice on all civil and criminal matters, and to prepare or review such correspondence, contracts, easements, and instruments as may be necessary and appropriate.

B. Additional Services: The CITY shall pay the CITY ATTORNEY for the following additional or special legal services at the rate of \$185.00 per hour, or, if said services are performed by a paralegal in the CITY ATTORNEY's office the same shall be compensated at

the rate of \$140.00 per hour:

1. Time in excess of basic retainer. Any and all hours expended on legal services referred to in paragraph A above (Basic Retainer) in excess of 30 hours per month.
2. Extra meetings. Attendance, at the request of the Mayor or Chief Administrative Officer, at evening meetings of CITY boards, commissions or committees, except for regular City Council meetings held two times a month.
3. Local Improvement Districts. All legal services performed in connection with the formation and financing of any LID or ULID (although it is understood that the primary responsibility for this type of legal work will fall under the exceptions referred to in paragraph V below).

C. Litigation. The CITY shall pay the CITY ATTORNEY for all superior and appellate court litigation and all administrative hearings of a quasi-judicial nature, except those conducted by the CITY itself, at the rate of \$195.00 per hour.

D. Time Records. In order to determine appropriate compensation, the CITY ATTORNEY shall maintain accurate time records, copies of which shall be made available to the CITY.

E. Time for Payment. The CITY shall pay all compensation provided herein to the CITY ATTORNEY on a monthly basis, and within four weeks of the date on which each billing statement is received.

IV - REIMBURSEMENT

In addition to compensation for the legal services specified above, the CITY shall reimburse the CITY ATTORNEY for direct expenses incurred, and costs advanced, including but not limited to court costs, filing fees, witness fees, recording fees, copying expenses at cost, long distance phone calls, and the cost of travel, lodging and tuition relating to meetings of the Association of Washington Cities and Association of Municipal Attorneys. However, ordinary law office operating expenses, such as rent and secretarial services, shall not be compensated or reimbursed.

V - EXCEPTIONS

This contract shall not cover legal representation relating to insurance defense, the formation and financing of local improvement districts, or other specialized fields where it is agreed by the parties that outside legal counsel should be retained.

VI - INSURANCE COVERAGE

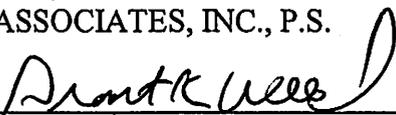
The CITY shall provide insurance coverage for the CITY ATTORNEY's errors and omissions, and malpractice, while acting in the capacity of CITY ATTORNEY, and shall indemnify and hold the CITY ATTORNEY harmless from any and all claims brought by third parties against the CITY ATTORNEY in said capacity.

VII - EFFECTIVE DATE AND DURATION

This contract shall take effect on and after January 1, 2016 and shall continue in effect until December 31, 2016 unless earlier terminated or renegotiated by either party upon 60 days' written notice. This contract shall also be renegotiable within the final 90 days of calendar year 2016 for the succeeding year. If no such renegotiation is undertaken, this contract shall be renewed automatically for one calendar year upon the same terms and conditions.

DATED this _____ day of _____ 2015.

WEED, GRAAFSTRA
& ASSOCIATES, INC., P.S.

By 
GRANT K. WEED, PRESIDENT

CITY OF LAKE STEVENS

By _____
VERN LITTLE, MAYOR

ATTEST:

By _____
BARB STEVENS, CITY CLERK

EXHIBIT B

DATE	CONTRACT HOURS	ACTUAL HOURS	Over
Jan 15	30	62	(32)
Feb 15	30	54	(24)
Mar 15	30	63	(33)
Apr 15	30	61	(31)
May 15	30	40	(10)
June 15	30	50	(20)
July 15	30	40	(10)
Aug 15	30	61	(31)
Sept. 15	30	71	(41)
Oct 15	30	<u>72</u>	<u>(42)</u>
Average		57	(27)
Total Overage			274

2015 Contract

30 Retainer Hours	\$	5,250	\$	175
Additional Hours			\$	185
Jan-Oct 15 "Retainer"	\$	52,500		
"Additional Hours"	\$	50,690	(274 hrs * \$185)	
Total	\$	103,190		

Proposed 2016 Contract

40 Retainer Hours	\$	7,000	\$	175
Additional Hours			\$	185
Jan-Oct 16 "Retainer"	\$	70,000		
"Additional Hours"	\$	32,190	(174 hrs * \$185)	
Total	\$	102,190		



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LAKE STEVENS CITY COUNCIL
STAFF REPORT

Council Agenda Date: November 24, 2015

Subject: 2016 Legislative Priorities List

Contact	Barb Stevens – Finance/City Clerk	Budget	N/A
Person/Department:	_____	Impact:	_____

RECOMMENDATION(S)/ACTION REQUESTED OF COUNCIL:

Approve 2016 Legislative Priority List for the City of Lake Stevens

SUMMARY/BACKGROUND:

In preparation for the upcoming 2016 Legislative session, the previous year’s priority list has been reviewed and updated for City Council’s consideration. This list includes funding requests for capital investments as well as statements for support on multiple legislative issues of concern. The priority list will be used by city officials, city staff and the city’s lobbyists to meet with Legislators during the 2016 session.

APPLICABLE CITY POLICIES: N/A

BUDGET IMPACT: N/A

ATTACHMENTS:

- ▶ 2016 Legislative Priority List

**CITY OF LAKE STEVENS –
2016 LEGISLATIVE AGENDA PRIORITIES**

2016 Supplemental Capital Budget to Help Fund North Cove Launch Upgrade

Lake Stevens will actively support a Fiscal Year 2016 Supplemental Capital Budget request by the Recreation and Conservation Office (RCO), with respect to the “Boating Facilities Program” (BFP). The BFP, which funds capital improvements to state agency and local government boating facilities, will receive about \$4.7 million in the next year as a result of the “marine fuels” percentage of the gas tax increase in the 2015 “Connecting Washington” Transportation Package.

- Lake Stevens strongly supports appropriating the new funding in the 2016 Supplemental Capital Budget, which would enable a **\$544,000 upgrade of the North Cove boat launch** operated by Washington Department of Fish & Wildlife and maintained by the City.

Invest in Transportation

Lake Stevens greatly appreciates the work by the 2015 Washington State Legislature and Governor Inslee to enact a 16-year, \$16.1 billion transportation package – the first major new investment in the system in a decade. However, funding to get started on addressing the US 2 “Trestle” fell out of the package in final negotiations.

- Lake Stevens will join Snohomish County, Everett, and other area cities in seeking approximately \$1.5 million for early design and pre-construction on the **U.S. Highway 2 “Trestle.”** The Trestle suffers from daily congestion problems and the westbound section is a looming safety hazard. In particular, Lake Stevens will want to ensure that any US-2 Trestle progress provides connectivity between State Route 9 and State Route 204.

Provide Local Revenue & Cost-Containment Tools; Protect State Shared Revenues

Lake Stevens urges lawmakers to collaborate with local governments in rebuilding “state-shared” revenues that were reduced and capped during the Great Recession.

- The City will support a coalition effort led by the Association of Washington Cities (AWC) and a number of individual cities, to **remove current statutory caps that restrict liquor revolving account (“liquor profit”) distributions** to cities and counties to Fiscal Year 2011 levels.

Strengthening the Public Records Act (PRA) and Making It Easier to Administer

Lake Stevens is a strong supporter of the transparency and open government objectives underlying the PRA and strives to provide records to citizens in a timely way. But in some cases, records requests are harassment-related or made for commercial purposes vs. open-government needs. As a result, the City supports 2016 legislative initiatives to:

- Provide an **Alternative Dispute Resolution mechanism** to settle conflicts over burdensome requests; put **caps on overall expenditure requirements** that smaller

jurisdictions must spend on processing records requests; and **incentivize local agencies to use more web-based and open-portal** tools to provide public records;

- Closely track pending legislation related to the **use of body cameras by police officers**, so that a workable system can be put in place regarding disclosure of “Body Cam” video;
- Support pending legislation allowing public agencies to **recover “actual costs” from those who make records requests for commercial and for-profit purposes.**

Ensuring Safe Streets, Addressing Homelessness, Providing Affordable Housing

While Lake Stevens does not experience the magnitude of the problems that larger and Interstate 5-based jurisdictions see, the City strongly supports legislative initiatives to provide funding and tools to local communities to address mental health and treatment facilities, beds, and shelters; to expand affordable housing units; and to ensure public safety.



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LAKE STEVENS CITY COUNCIL
STAFF REPORT

Council Agenda November 24, 2015
Date: _____

Subject: Association of Washington Cities / City Action Days

Contact Barb Stevens, Finance Director/City Clerk **Budget** -0-
Person/Department: _____ **Impact:** _____

RECOMMENDATION(S)/ACTION REQUESTED OF COUNCIL: **Discuss and provide direction regarding January 26, 2016 City Council Meeting**

SUMMARY/BACKGROUND: Association of Washington Cities (AWC) annual City Action Days in Olympia is scheduled for January 27 and 28, 2016. The morning of January 27 and the afternoon of January 28 is reserved for local officials to meet with their legislators. To allow for scheduling of these meetings, attending Council members in previous years have traveled to Olympia the day prior to City Action Days.

In 2016 the day prior to the commencement of City Action Days is also a regularly scheduled City Council meeting. Staff requests direction as to whether Council wishes to hold the regularly scheduled meeting, cancel the meeting or cancel the meeting and schedule a special meeting.

APPLICABLE CITY POLICIES: N/A

BUDGET IMPACT: None

ATTACHMENTS: None