



PLANNING COMMISSION AGENDA

Regular Meeting Date: July 18, 2012

Planning Commission Meeting:
First Wednesday of every Month @ 7:00pm
Community Center
1808 Main Street
Lake Stevens, WA 98258
www.lakestevenswa.gov/planning.htm

Planning & Community Development Department
1812 Main Street
Lake Stevens, WA 98258
(425) 377-3235
www.lakestevenswa.gov

Municipal Code
Available online:
www.codepublishing.com/WA/LakeStevens/

- A. **CALL TO ORDER: 7:00pm**
Pledge of Allegiance
- B. **ROLL CALL**
- C. **GUEST BUSINESS**
- D. **ACTION ITEMS**
 - 1. Approve Minutes of June 6, 2012
- E. **DISCUSSION ITEMS**
 - 1. **Subarea Plans**
 - A. Follow-up: Parking Ratios and Electronic Signs Russ
 - B. Subarea Plan: Council Review Comments Becky
 - C. Subarea Comprehensive Plan Amendments Russ
 - D. Subarea Code Amendments Russ
 - E. Proposed Zoning Maps and Land Use Maps Russ
 - F. Subarea Plan Schedule Becky
 - G. Other Needs Before PC begins Subarea Public Hearing Process? Becky
- F. **FUTURE AGENDA ITEMS**
 - 1. Subarea Adoption Package Public Hearing
 - 2. 2012 Work Plan
- G. **COMMISSIONER'S REPORT**
- H. **PLANNING DIRECTOR'S REPORT**
 - 1. Shoreline Master Program Update
 - 2. Snohomish County Tomorrow
- I. **ADJOURN**

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, at (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, at (800) 833-6388, and ask the operator to dial the City of Lake Stevens City Hall number.

PLANNING COMMISSION REGULAR MEETING MINUTES

Community Center
1808 Main Street, Lake Stevens
Wednesday, June 06, 2012

CALL TO ORDER: 7:01 pm by Chair Hoult

MEMBERS PRESENT: Pam Barnett, Jennifer Davis, Dean Franz, Janice Huxford, Gary Petershagen, and Sammie Thurber

MEMBERS ABSENT: None

STAFF PRESENT: Planning and Community Development Director Rebecca Ableman and Senior Planner Russell Wright

OTHERS PRESENT:

Excused absence: None

Guest business: None

Public Hearing: None

Approval of Minutes:

1. Commissioner Huxford made a motion to approve the minutes of March 07, 2012. Commissioner Thurber seconded the motion. Motion passed 7-0-0-0.
2. Commissioner Barnett made a motion to approve the minutes of May 02, 2012 with correction. Commissioner Petershagen seconded the motion. Motion passed 7-0-0-0.

Information Items:

Subarea Plan Update – Senior Planner Wright informed the Planning Commission that the City Council had selected Alternative 2 as the Preferred Alternative for both subareas. Planner Wright recapped the major objectives for the preferred alternatives.

Information Items:

Draft Subarea Zoning Regulations and Design Guidelines – Senior Planner Wright introduced the draft zoning regulations (Chapter 14.38 LSMC) and the *Subarea Design Guidelines* to the Planning Commission. The zoning regulation discussion included an overview of proposed zoning districts and uses, building typologies, dimensional standards, Floor Area Ratio, parking requirements; landscape regulations, lighting regulations, street standards, commercial sign requirements, the planned action ordinance, and definitions. Staff also covered the major themes from the *Subarea Design Guidelines*, such as administration of the guidelines, site orientation and development, building design, and multifamily development. Director Ableman shared comments from the Design Review Board throughout the presentation.

The Planning Commission discussed several topics related to the draft regulations and guidelines with staff. The following list summarizes major questions and comments from the Commission:

- Commissioner Franz requested clarification on height regulations;
- Several Commissioners commented on their desire to see minimized and/or aesthetically attractive parking facilities;
- Commissioner Franz would like to see more information related to parking ratios – he suggested staff provide information on the Safeway parking lot at Frontier Village;
- The Commission discussed the appropriateness of electronic/animated signage. Staff agreed to bring examples of different electronic/animated signage to the next meeting;
- Commissioner Petershagen commented on the importance of site maintenance throughout the City and recommended that the City focus on compliance citywide and even consider a Compliance Officer;
- Commission members discussed the makeup of required open space and plaza areas, specifically landscape features, hardscape, and seating areas;
- Commission members also discussed several text descriptions and example photos within the guidelines – Commissioner Hoult requested staff look for examples more representative of a few specific guidelines.

Commissioner Reports:

Commissioner Barnett asked about the weir level on the lake – Director Ableman noted she would pass this comment to Public Works. Commissioner Huxford mentioned Miss Aquafest was crowned and that she is available for community events. Commissioner Petershagen asked about the road closure signs on North Lakeshore Drive. Director Ableman responded the closure is for a PUD water replacement project. Commissioner Thurber announced future planning forum dates to the Commission.

Planning Director's Report:

Director Ableman mentioned that Commissioner Barnett had attended the Short Course in Local Planning. She also noted the mini-roundabouts were going to construction. Finally, she mentioned staff is making progress on the completion of the subarea documents.

Adjourn: Commissioner Franz made a motion to adjourn the meeting at approximately 8:40 p.m. Commissioner Pertershagen seconded the motion. Motion passed 7-0-0-0.

Linda Hoult, Chair

Russell Wright, Senior Planner



Staff Report
City of Lake Stevens
Planning Commission

Planning Commission Meeting
Date: **July 18, 2012**

Subject: **Subarea Plan Plans**

1. Responses to June 6, 2012 PC meeting (e.g., parking ratios and electronic signs)
2. Briefing on Draft Comprehensive Plan Amendments and Draft Code Amendments
3. Briefing on Draft Zoning Maps and Land Use Maps

Contact Person/Department: **Russell Wright**, Senior Planner, **Karen Watkins**, Principal Planner and **Rebecca Ableman**, Planning & Community Development Director

Subarea Plan and Planned Action Community Meeting:

City Staff will hold a special meeting at 6:30-7 pm before PC Meeting in the Community Center to discuss the planned action ordinance component of the subarea plan. City Staff will be available to respond to questions. Attendance by Planning Commissioners is not required, but you may attend to speak with residents.

SUMMARY:

At tonight's briefing, City Staff will respond to the Planning Commission's questions related to the draft subarea zoning regulations from the June 6, 2012 meeting; second introduce the draft comprehensive plan amendments and draft land use code amendments related to adoption of the subarea plans and planned action ordinances.

ACTION REQUESTED OF PLANNING COMMISSION:

Briefing only, no Planning Commission action required at this time.

BACKGROUND/HISTORY:

- 1. Follow-Up From June 6, 2012 Meeting:** At the June 6, 2012 Planning Commission meeting, staff introduced the draft subarea zoning regulations and draft subarea design guidelines to the Commission. During the discussion, the Commission requested that staff bring back additional information related to parking ratios (using Frontier Village as an example) and electronic signs.
 - The overall existing parking ratio at Frontier Village is 4.5 spaces per 1,000 square feet with a total of 1035 spaces at the time of development. This complex was developed through a binding site plan process (i.e., a commercial subdivision), where a generalized parking ratio was applied to the entire

development that allowed cross parking for different businesses / parcels. By comparison, the draft regulations propose a ratio based on use that ranges from a minimum of 2 spaces to a maximum of 5 spaces per 1,000 square feet.

- A slideshow will show different electronic sign examples with a discussion on visual preference to follow.
2. **Draft Comprehensive Plan Amendments and Draft Code Amendments:** Over the past few months, staff has presented documents and maps that will become part of the final Subarea Adoption Package. Adoption of the two subarea plans and planned action ordinances require amendments to the Lake Stevens Comprehensive Plan and amendments to the Land Use Code (Title 14 LSMC). The proposed amendments are included as **Attachments A and B**.
 3. **Draft Zoning Maps and Land Use Maps:** Once Council selected Alternative 2 as the Preferred Alternative, staff used the Alternative 2 Concept Plan and created a draft zoning map and land use map to implement the Preferred Alternative for each subarea (**Attachment C**). Two open houses were held for property owners located within both subareas on June 20, 2012. Postcard notices were sent to over 1,600 properties within the subareas. Approximately 30 residents attended each meeting to ask questions and look at the proposed maps. Other residents called or visited the Permit Center to ask about the proposed zoning on their property. Staff took the maps and the comments from the residents to the City Council on June 25. Staff welcomes your comments as the maps are still being refined.

SUBAREA ADOPTION PACKAGE:

The Planning Commission is scheduled to hold a Public Hearing on the Subarea Adoption Package on August 1, 2012 with continuance to August 15, if required. The final adoption package will include the following documents:

- A separate Planned Action Ordinance for each subarea plan
- Comprehensive Plan-related amendments
 - o Lake Stevens Center Subarea Plan
 - o 20th Street SE Corridor Subarea Plan
 - o Land Use Map amendments
 - o Comprehensive plan amendments including capital facilities plans
- Land Use Code-related amendments
 - o Official Zoning Map amendments
 - o Subarea development regulations
 - o Land use code amendments
 - o Subarea design guidelines
 - o Traffic mitigation

NEXT STEPS:

The next steps include:

1. A Community Meeting on Wednesday, July 18, 2012, 6:30 – 7:00 pm before Planning Commission at the Community Center to answer questions related to the subarea plans and planned actions
 2. Issuance of the Lake Stevens Center Final Environmental Impact Statement mid-July
 3. Issuance of the 20th Street SE Corridor Final Environmental Impact Statement late-July
 4. Planning Commission Public Hearings August 1, 2012 and continue to August 15, if needed
 5. City Council Public Hearings August 27, 2012 and continue to September 10 and September 24, if needed
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ATTACHMENT:

- A. Proposed Comprehensive Plan Amendments Related to Subarea Plans
- B. Proposed Land Use Code Amendments Related to Subarea Plans
- C. Draft Zoning Maps and Land Use Maps

ATTACHMENT A - PROPOSED COMPREHENSIVE PLAN AMENDMENTS RELATED TO SUBAREA PLANS

Cover Page – Add new amendment date to title.
All Footers – Add new amendment date to footer.
Table of Contents – Update as necessary.

Planning in Lake Stevens

Amendments to pages vi and vii as provided below:

PLANNING IN LAKE STEVENS

Prior to 2006, much of what is now the City was governed and controlled by County government. As the area grew, there was a desire to secure more local control and become “One Community Around the Lake.” As a City which has grown in the past five years from a small town to a large city((-F)), the City of Lake Stevens is currently involved in many planning efforts which may present future amendments to the Comprehensive Plan. All the projects should be completed before or with the required seven year Comprehensive Plan update in 2015((4)). The planning projects are summarized below.

Citywide Economic Development Strategy. The City hired a consultant to complete an economic analysis and development strategy for the entire City in 2010, including four growth areas: Frontier Village, South Lake (20th Street SE Corridor), Old Town (Downtown), and Hartford Industrial. The Economic Development Plan included an economic assessment, fiscal outlook and retail forecast. The main findings identified that residents were spending retail dollars outside the City and that most residents left the City for employment. The UGA is the primary retail market area, but a larger area from Granite Falls to Monroe and south to Snohomish is a secondary retail market, which could be captured to increase retail dollars collected within the City. The final recommendation was to complete plans for four distinct areas of the City: Downtown, Frontier Village, Hartford area, and 20th Street SE Corridor, which correspond to the areas mentioned above.

Subarea Planning. Based on the economic development strategy, the City decided to move forward with two subarea plans – one for Frontier Village and the other for the 20th Street SE Corridor in addition to a framework plan for Downtown. In 2011, the City hired consultants to complete a subarea plan and planned action for Lake Stevens Center (a larger area around Frontier Village) and the 20th Street SE Corridor, and the framework plan for Downtown. The two subarea plans and Planned Action Ordinances with associated development regulations, design guidelines, capital facilities plans, new zoning and land use, and amendments to the land use code and comprehensive plan were adopted in 2012. The framework plan was approved in 2012.

Annexations. Since 2005, the City of Lake Stevens has increased in population and size through three large annexations. Population increased from 6,900((7,400)) to over 28((6)),000 by 2010. During the same period, the city area increased by over 2,400 acres. The City is working through the implementation of the ((recent10,500 person)) 2009 annexation. Therefore, some chapters of the Comprehensive Plan will be updated as the information is collected and analyzed: 4 - Land Use Element, 5 - Parks & Recreation Element, 6 - Transportation Element, 7 - Capital Facilities Element, and 9 - Economic Development Element.

Shoreline Master Program. The City received a grant from the Washington State Department of Ecology (Ecology) to update the Shoreline Master Program (SMP) for consistency with the Growth Management Act and the Shoreline Master Program Guidelines by mid-2012. The City’s shoreline jurisdictional areas are the shores of Lake Stevens (approximately seven miles) and one mile of Catherine Creek down river from where the outlet creek of Lake Stevens enters it. The SMP project involves a participation process with the public, and local and state agencies; an inventory of shoreline conditions; analysis of shoreline conditions to address any special issues; assigning or developing proposed environmental designations; development of shoreline goals, policies, and regulations; development of a restoration plan with

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implementation strategies; and final review and adoption. Amendments to the Plan may be required once the SMP update is adopted in 2012.

Park Planning. The Park Board ~~((is-))~~adopted~~((ing))~~ the Eagle Ridge Park Master Plan with review and assistance from the public in 2010. The Master Plan includes all uses intended to be available in the park. These uses may include railings on trail; tot lot or small playground; swings; interpretive signs; use barn as interpretive center or other educational programs (Master Gardener); maintenance and clean up; picnic tables; and amphitheater. ~~((The Master Plan will be adopted in 2010.-))~~In addition, the Park Board ~~((is))~~will begin studying Level of Service (LOS) for parks to reflect and categorize the different types of parks and facilities. ~~((This project should be completed by 2012.-))~~

~~((Citywide Economic Development Strategy. The City hired a consultant to complete an economic analysis and development strategy for the entire City, including four growth areas (Frontier Village, South Lake/20th Street SE Corridor, Downtown, and Hartford Industrial). One or more subarea plans may be adopted as part of the project. The project is expected to be completed and adopted in early 2011. It is expected the study will include detailed changes to the growth areas, which will need to be carried forward into the Plan. Therefore, amendments to the Comprehensive Plan will occur in 2011 or later.))~~

2010 Census. The Census Bureau began collecting information for the 2010 Census. The information collected ~~((will be))~~was released in 2011~~((and 2012))~~. The reconciled OFM and Census Bureau data for Lake Stevens is 28,069. (Source: OFM Fact Sheets. OFM/Forecasting Division, February 24, 2011.) The information will allow the City to update population and other related statistics with future updates to the Comprehensive Plan. ~~((The Comprehensive Plan will be updated in 2011 or later based on the date the information is received.))~~

Chapter 1 - Introduction

New paragraph related to citizen involvement to be inserted on page 1-9 before “The Lake Stevens Vision”.

The Lake Stevens Center Subarea Plan and 20th Street SE Corridor Subarea Plan had separate and combined public participation processes. Each subarea plan includes a Public Input Summary as an appendix. The summary includes a list of public meetings, open houses, public hearings, document issuance dates, etc. held to elicit comments from the public on the Planned Action, environmental impact statement, subarea plan, development regulations, design guidelines, and zoning map and land use map changes. Public comments and responses on the draft environmental impact statements are included in the Final EIS.

New subsection related to subarea visions to be inserted on page 1-13 before “Consistency Requirements”.

Subarea Plan Visions

The objectives, goals, and policies of the 20th Street SE Corridor Subarea Plan and Lake Stevens Center Subarea Plan echo the City’s overall vision to ensure that future development is sensitive to the natural environment, considers sustainable approaches to development and mitigates related impacts. *The following sections describe the vision for each subarea plan.*

20th Street SE Corridor Subarea Plan. The plan provides a framework for the development of an Employment Center. Being a crossroads for markets, the 20th Street SE Corridor’s location favors its

ATTACHMENT A - PROPOSED COMPREHENSIVE PLAN AMENDMENTS RELATED TO SUBAREA PLANS

position for employment growth with considerable pass-through traffic from commuters to the east and north. This subarea could provide a needed alternative regional employment center, specifically for northern Snohomish County and communities east of Interstate 5.

The primary impetus of the subarea plan is to add employment opportunities in business parks and mixed-use nodes, increase the City's retail opportunities, and bestow a renewed vitality, purpose and character to the district that capitalizes on the existing infrastructure and natural setting that offers views to the west of the Snohomish River valley and the Olympic Mountains. The subarea plan will guide the transformation of the area into a vibrant employment and commercial corridor for a wide variety of small and mid-sized companies by adding retail and office complexes in distinctive commercial/mixed-use nodes balanced with higher-density residential housing opportunities available to all residents. Larger employers will develop in campus-like settings alongside small nodes of shops, services, restaurants, and larger retail centers. Enhanced transit services, new trails and greenbelts will connect new development to existing uses, especially parks and schools. A variety of new housing types will be integrated with existing development and provide innovative options like cottage housing and some retirement housing. New development will be bound to high-quality design and development standards to sustain a positive development atmosphere and community image.

Lake Stevens Center Subarea Plan. The plan provides a framework for the development of this area as a regional retail center. The primary impetus of the subarea plan is to influence the revitalization of the City's retail core positively and to bestow a renewed vitality, purpose and character to the district that capitalizes on the existing infrastructure and natural setting that offers views of the lake and mountains. The subarea plan will guide the transformation of the area by adding or improving retail and office complexes in distinctive commercial /mixed-use neighborhoods balanced with higher density residential housing opportunities. New development will be bound to high-quality design and development standards to sustain a positive development atmosphere and community image.

New paragraph describing SEPA review for subarea plans to be inserted on page 1-28 at end of chapter.

Draft and final environmental impact statements were issued for each subarea plan (20th Street SE Corridor and Lake Stevens Center) during the Subarea Planning Process. The documents included analysis of the subarea plan, planned action, development regulations, design guidelines, zoning and land use map amendments, land use code amendments, and comprehensive plan amendments. .

Chapter 4 - Land Use Element

Remove Figure 4.0b – Existing Land Use Map on page 4-5 and reference on page 4-4.

Add sentence to end of first partial paragraph on page 4-7:

As described in the introduction, the City began an implementation process to transform Frontier Village and South Lake from conceptual to community growth centers to adopted subarea plans. The Lake Stevens Center Subarea Plan and 20th Street SE Corridor Subarea Plan were adopted by the City Council in 2012 and are incorporated into the Comprehensive Plan as part of this Land Use Element.

New Subsection to be inserted on page 4-7 before “Rural Urban Transition Area”.

Subarea Plans

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The Growth Management Act provides for subarea plans to be developed. Subarea plans focus on a specific area within a City or Urban Growth Area that has unique planning needs different from the jurisdiction as a whole. The City of Lake Stevens has adopted the following subarea plans as described in the following sections.

20th Street SE Corridor Subarea Plan

In September 2012, the City Council adopted the 20th Street SE Corridor Subarea Plan. This plan provides specific goals and policies for approximately 850 acres located in across the southern portion of the city along 20th Street SE east and west of State Route 9. The plan also amended the Land Use Map for many parcels within the subarea. The Subarea Plan was prepared under the Growth Management Act; it includes plan, goals and policies, capital improvement plan, environmental impact statement, and a Planned Action Ordinance. Adoption of the plan has resulted in area specific design guidelines, development regulations and zoning districts.

Goals

The following goals are contained in the 20th Street SE Corridor Subarea Plan, and are reprinted here to provide a complete set of land use goals in this document. The subarea plan includes policies for each goal.

Goal 1: *Dramatically modify the appearance, function, identity and economic value of the area by creating a cohesive district.*

Goal 2: *Create a collection of neighborhoods offering a range of choices in housing type and size, tenured retail goods and services, and employment with high quality design.*

Goal 3: *Identify business/office park locations, and areas of commercial/mixed use nodes and specific locations for higher density housing to create a vibrant district for economic development, jobs, regional shopping and housing options over a 10 to 20 year period with some areas developing earlier and others later depending upon access, market demand, environmental factors and other variables.*

Goal 4a: *Develop a complete and efficient transportation system that supports all modes of travel based on an attainable Level of Service.*

Goal 4b: *Acknowledge that designing a road network to accommodate the peak one hour of vehicle travel per day may not be economically feasible and has negative consequences for other modes of travel and the environment.*

Goal 5: *Development and infill projects should apply best management practices and integrate site design into the natural systems and greenbelts while striving to retain natural elements such as existing vegetation and significant trees and take advantage of mountain and valley views.*

Goal 6: *Invest in and/or plan for public and semi-public gathering places and community facilities to attract high-quality residential and employment development throughout the subarea.*

Lake Stevens Center Subarea Plan

In September 2012, the City Council adopted the Lake Stevens Center Subarea Plan. This plan provides specific goals and policies for approximately 360 acres centered on the State Route 9/State Route 204 intersection. The plan also amended the Land Use Map for many parcels within the subarea. The

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Subarea Plan was prepared under the Growth Management Act; it includes plan, goals and policies, capital improvement plan, environmental impact statement, and a Planned Action Ordinance. Adoption of the plan has resulted in area specific design guidelines, development regulations and zoning districts.

Goals

The following goals are contained in the Lake Stevens Center Subarea Plan and are reprinted here to provide a complete set of land use goals in this document. The subarea plan includes policies for each goal.

Goal 1: *Dramatically upgrade the appearance, function, identity and economic value of the area.*

Goal 2: *Transform the subarea into a safe, complete, and vibrant district with a wide range of retail, employment, and housing uses that are mutually supportive and integrated through appropriate design requirements and zoning regulations.*

Goal 3: *Encourage a mix of uses, including retail, office, entertainment, institutional, civic, tourism, and residential throughout the subarea that support the redevelopment of older properties into a more vibrant, intense and diverse center.*

Goal 4a: *Develop a complete and efficient transportation system that supports all modes of travel based on an attainable Level of Service.*

Goal 4b: *Acknowledge that designing a road network to accommodate the peak one hour of vehicle travel per day may not be economically feasible and has negative consequences for other modes of travel and the environment.*

Goal 5: *Redevelopment and infill projects should apply best management practices, integrate site design with elements of natural environment such as existing vegetation and significant trees, and take advantage of lake and mountain views.*

Goal 6: *Invest in and/or plan for public and semi-public open spaces to attract high-quality residential and employment development throughout the subarea.*

Replace Figure 4.1 – City Land Use Map on page 4-12 with updated map.

Add one new commercial land use description at the end of the Commercial Land Use section on page 4-14 after “Planned Business District”.

Commercial: This is a high intensity land use that includes both high-intensity retail and employment uses including community and regional retail centers, offices, business parks, and associated uses. Multi-family residential uses could be included above or behind commercial uses. It should be located in areas with direct access to highways and arterials in addition to transit facilities, adequate public services and traffic capacity.

Change Figure 4.0c to Figure 4.0 and amend reference on page 4-7; add note that Frontier Village and South Lake are no longer Growth Centers, but included in adopted Subarea Plans.

Amend pages 4-15 to 4-17 as proposed below to include changes in proposed subarea plans: (Yellow highlights are numbers that need to be updated.)

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Existing Zoning in City and UGA

The City establishes zoning for areas within city limits while Snohomish County establishes zoning for areas within the unincorporated portions of the Lake Stevens UGA. Existing zoning within the City and its UGA allows a range of residential and employment uses.

With adoption of the Lake Stevens Center and 20th Street SE Corridor subarea plans, ~~((A))~~ approximately 11% of the land within the City, or 6% of total UGA (City plus UGA) is zoned for commercial and employment uses. This compares with approximately; 26% in the City of Snohomish’s total UGA; and 29% in the City of Monroe’s total UGA.

The City’s ~~eleven~~~~((seven))~~ zones that allow employment uses primarily occur within growth centers and subareas. These zones vary in number and type of permitted uses and requirement for special or conditional use permits. The two industrial zones – Light Industrial (LI) and General Industrial (GI) – are exclusively within the Hartford Industrial Center. These zones permit a range of uses including manufacturing, processing and equipment repair uses, as well as allowing indoor recreational uses, restaurants, storage, motor vehicle sales, and home occupations. Other employment zones include Planned Business District (PBD), Local Business (LB), Central Business District (CBD), Mixed Use (MU), and Public/Semi-Public (P/SP). These zones allow a wide range of employment uses including sales and rental of goods, office, some manufacturing uses, and retail uses. New employment zones since adoption of the subarea plans include Business District (BD), Commercial District (CD), Main Street District (MS), and Mixed-Use Neighborhood (MUN). Residential uses above and/or behind permitted non-residential uses are allowed in PBD, LB, CBD, ~~((and-))~~ MU, BD, CD, MS, and MUN. The MUN zone is mainly a residential zone that allows mixed-use buildings or sites. ~~((t))~~ The CBD zone allows two-family and multi-family residences.

According to the City’s Comprehensive Plan there remains untapped capacity for new commercial development in the two Planned Business District zones and in Central Business District (CBD) and Mixed Use (MU) zones where existing houses have not yet converted to commercial uses. In 2007, the City purchased approximately 40 acres north of the existing police station to develop a complex of civic facilities, which could include a library, city hall, and a public safety facility including both police and fire stations. The remainder of the site would contain retail development and residential uses within cottage housing, townhouses, and two- or three-story multi-family buildings. ~~((However, two proposed projects in the Planned Business District (PBD) zone mean that the actual space available in this zone is limited. The two projects include a 70,000 square foot commercial/retail/office development on a 15 acre site in the SR 92 PBD area (within the Hartford Industrial Growth Center), and the City’s planned Civic Center in the Grade Road PBD area (within the Old Town Growth Center). The Civic Center will include 60,000 square feet of government and public service uses, 7,500 square feet of retail, and 100 residential units on a 40 acre site. These projects are currently under land use review by the City.))~~

Table 4.0a shows a summary of employment zones by acres within the City and its UGA.

Approximately 10.7% of the City is zoned multi-family while 71.7% is zoned for single-family residential uses. Areas zoned for multi-family development are found ~~((both-))~~ within designated growth centers, subareas, and several areas outside of these centers, along SR 9 and Callow Road in the northern portion of the City. A smaller area zoned for multi-family residential uses occurs along Lundeen Parkway, approximate to the northwest tip of the Lake.

TABLE 4.0a - EMPLOYMENT ZONING IN LAKE STEVENS UGA

EMPLOYMENT ZONE	ACRES	PERCENT OF CITY AND UNINCORPORATED UGA
General Industrial	72.1	1.6%
Light Industrial	17.7	0.4%

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EMPLOYMENT ZONE	ACRES	PERCENT OF CITY AND UNINCORPORATED UGA
Sub Regional Center	78.2	1.7%
Central Business District	9.9	0.2%
Planned Business District	40.5	0.9%
Local Business	7.8	0.2%
Mixed Use	3.7	0.1%
Business District		
Commercial District		
Main Street District		
Mixed-Use Neighborhood		
Urban Industrial (SCC)	28.3	0.6%
Urban Commercial (SCC)	27.0	0.6%
((Urban Village (SCC)	40.7	0.2%))
TOTAL	295.8	6.4%

SCC is Snohomish County Code

Table 4.0b shows a summary of residential zones by acres within the City and its unincorporated UGA.

TABLE 4.0b - RESIDENTIAL ZONING

	CITY ONLY		UNINCORPORATED UGA	
	Acres	Percent	Acres	Percent
Multi-family Zoning	232	10.7%	551.5	22%
Single-family Zoning	1,548	71.7%	1,788	72%

The County’s zoning applies to unincorporated areas within the Lake Stevens UGA. Approximately 22% of the unincorporated UGA is zoned for multi-family residential uses while 72% of the area is zoned for single-family residential. Approximately 2.7% (1.4% of total UGA) of the unincorporated UGA is zoned for employment uses. These employment zones in unincorporated areas are found ((in the South Lake area and an area)) in the northeast portion of the City adjacent to the Hartford Industrial Center. It is assumed that similar City zoning would be applied once these areas are annexed to the City.

Amend pages 4-21 and 4-28 to 4-32 as proposed below to include changes from subarea planning process:

Analysis of Employment Growth Strategy

The following is an analysis of the City’s employment growth strategy and potential based on the documents and information summarized in this chapter, and the existing attributes of each of the defined centers. The City’s existing growth strategy, in growth centers, is illustrated in Figure 4.0((e)). It is the City’s vision to accommodate and attract new businesses that provide approximately 3,500 new family-wage jobs in the UGA (2011 City limits) by 2025, 1,000 of which are targeted for the hi-tech sector. The Staff Report PC Briefing Code-CompPlan Amendments 7-18-12.docx

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City's current employment growth strategy calls for a mix of employment and residential uses within its Growth Centers and employment uses within the Hartford Industrial Center.

Each defined Growth Center has varying suitability and potential for future employment uses due to location, access, overall size, redevelopment potential, and range of parcel sizes. The attributes of each of these Centers are described in detail in Table 4.4. Summaries of the growth potential and issues that may limit it for each Growth Center are described.

In 2010, the City hired consultants to assist the City with an Economic Development Strategy. The main findings suggested residents were spending retail dollars outside the City and leaving the City to work. In order to capture the retail spending and provides jobs within the City, the City began implementing the economic development strategy by adopting subarea plans for two Growth Centers (Frontier Village and South Lake). The Lake Stevens Center Subarea (a larger area around Frontier Village) and the 20th Street SE Corridor Subarea (including South Lake) were adopted in 2012. In order to attract development to the City, a Planned Action Ordinance was also adopted for each subarea. In addition, a framework plan was completed for Old Town (Downtown) as a precursor to a future subarea plan. Therefore, three of the initial Growth Centers have moved closer to development.

Old Town/Central Business District

The Old Town, or Central Business District, is a 239 acre area centered on 20th St NE, Main St and Hartford Dr NE. It consists of the historic town center adjacent to the northwestern tip of the lake, a larger commercially zoned area between Hartford Dr NE and Grade Road, and large areas that are zoned residential. The historic town center portion serves as the City's Civic Center and is characterized primarily by low-intensity commercial and residential development on small to medium-sized parcels. The Civic Center is moving to a new site within the Old Town area, as discussed above under "Existing Zoning and City." The Grade Road portion of the Old Town Growth Center is made up of medium to large parcels that are largely undeveloped. It is one of the two areas in the City zoned Planned Business District (PBD). The Grade Road Planned Business District Master Plan prepared in 2006 shows that the area has several constraints. A significant portion (just under 40%) of the Grade Road area is encumbered by wetlands and streams and the area is prone to flooding. In addition, access to the Grade Road area is constrained by limited roadway frontage, growing congestion along Grade Road, and the substandard condition of Hartford Dr. NE. At the same time, the potential for developing new residential development at greater densities in this area is seen as a catalyst for downtown revitalization efforts.

The Buildable Lands Report shows limited capacity for new employment uses (84 jobs) within the Old Town area based upon the existing zoning and redevelopment potential of properties. The Old Town area also includes the Civic Center project on a 40-acre site, which is currently under land use review by the City; this project reduces the amount of available land in Old Town. In addition, the Old Town Growth Center may not be suitable for some employment uses due to access. The Center is removed from any major arterial or regional highway, and access is limited to several minor arterial roadways. Grade Road, a minor arterial, provides a connection to SR 92 to the north. Several road improvements and new road segments are proposed to improve access to the Hartford Industrial Center, which is immediately adjacent to the Old Town Growth Center; these could also improve access to the Old Town area. Relatively small parcel sizes may also limit the potential for some employment uses within the Old Town Growth Center.

The historic town center has several key attributes in place to support its revitalization including its lake front setting, strong projected population growth, and the potential for higher density residential development in the adjacent Grade Road area. Development of an effective plan and an active marketing campaign for this area is a high priority for the City. Key factors related to further development of the Old Town Growth Center that must be studied and discussed with stakeholders during subarea planning include use mixture, development intensity, parking, public improvements, and program development.

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However, the historic town center portion of the Old Town Growth Center has limited potential for large employment uses.

The Old Town Growth Center has limited potential for accommodating larger employment uses due to transportation access and small parcel sizes. It is more suitable as mixed-use Town Center consisting of civic and local-serving retail uses, higher density residential uses, and limited office uses.

A Framework Plan was approved for Old Town (Downtown) in 2012 after public input on the vision for the area. A basic street grid and new streets with suggestions for types of land use for the area are included in the Framework Plan. A full subarea plan will be completed in the next few years.

((Frontier Village))Lake Stevens Center Subarea (formerly Frontier Village Growth Center)

Lake Stevens Center is comprised of approximately 360 acres of land centered on the State Route 9/State Route 204 intersection. A Subarea Plan was adopted for the growth center in 2012 to revitalize the center, emphasizing retail and office growth. Future residential development would be primarily high density residential. The general land use pattern would consist of a commercial core, smaller commercial and mixed-use areas, a main street area, and transit-oriented development. The plan assumes future growth of 140,000-150,000 gross square feet of retail, 140,000-150,000 gross square feet of office, and 180 to 200 additional dwelling units. A Planned Action Ordinance, capital facilities plan, development regulations, and design guidelines were also adopted.

~~((Frontier Village is located west of the lake at the intersection SR 204 and SR 9. It serves as a regional commercial center for east Snohomish County from North Marysville to the City of Snohomish. The 279 acres of Frontier Village consist of large scale, auto-oriented uses with a large proportion of the area dedicated to parking and low intensity strip malls on relatively large parcels. Frontier Village is primarily surrounded by single family residential neighborhoods. The Center has excellent access, being situated at the intersection of two regional highways, however large parcels result in a limited local road network. The City recently annexed Frontier Village and the surrounding areas, therefore much of the development within the area occurred while it was part of unincorporated Snohomish County. The City is committed to the success of this Center, and is working accordingly with owners, developers, and service agencies in the area to organize land use, transportation, infrastructure and service plans. The City will also be developing a subarea plan for the Frontier Village Growth Center to better plan for intensification and subsequent improvements in the area. However, the suitability of this area for larger employment uses may be limited due to the redevelopment potential of parcels. The Buildable Lands Report shows limited employment capacity (130 jobs) for the area.~~

~~The Frontier Village Growth Center has potential as a commercial mixed-use center consisting primarily of regional retail commercial uses and higher density residential uses toward the periphery of the center. It has some potential for larger employment uses given its excellent transportation access, however, this potential is contingent upon the redevelopment potential of larger parcels.))~~

((South Lake/))20th Street SE Corridor (formerly South Lake Growth Area)

The 20th Street SE Corridor is comprised of approximately 850 acres of land crossing the southern portion of the City from approximately South Lake Stevens Road in the east to Cavalero Road in the west. A Subarea Plan was adopted for the growth center in 2012 to create an employment center emphasizing business parks and commercial development. Future residential development would be primarily higher density development including townhomes, row houses, cottage housing, and live/work units. The general land use pattern would consist of at least one large business park, a regional retail center, and commercial or mixed-use nodes with higher-density residential growth in transitional areas between existing single-family developments and higher intensity development. The plan assumes future growth

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of 400,000-450,000 gross square feet of retail, 1-1.25 million gross square feet of office, and 900 to 1,000 additional dwelling units. A Planned Action Ordinance, capital facilities plan, development regulations, and design guidelines were also adopted.

~~((The South Lake/20th Street SE Corridor is an area located generally along 20th St SE from the Highway 2 trestle at State Route 204 to South Lake Stevens Road within the Lake Stevens City limits. The City annexed this area on December 31, 2009. Most of the existing uses within the center are residential with a small amount of retail and professional office uses. There is also a considerable amount of vacant land. The City is currently completing a Citywide Economic Development and Planning Strategy which includes this corridor. There is potential for South Lake to become an expanded mixed use commercial/residential center given the low intensity of existing development both within and adjacent to the existing center boundaries, and undeveloped or underdeveloped properties. Infrastructure would need to be expanded and upgraded to City standards before any significant expansion of the Corridor occurs. The intention of the City is to develop a subarea plan which would better define the Center's boundaries, include development regulations that would avoid strip commercial development along 20th St SE, and ensure that any development is compatible with the transportation needs of 20th St SE, including auto, pedestrian, and transit access. The employment capacity could potentially increase given an expanded corridor boundary and rezoning of portions of the area that are currently underdeveloped, however the City recognizes that any expansion of this Corridor must be timed on market demand.~~

~~The South Lake/20th Street SE Corridor has potential as a residential mixed use center consisting primarily of residential uses with some office and local serving retail commercial uses. Its ability to accommodate larger employment uses is limited due to predominant residential uses both within and immediately adjacent to the Corridor, and its location and transportation access.))~~

Hartford Industrial Center

The Hartford Industrial Center is a 267 acre area located in the northeast portion of the City, between the Old Town Center and unincorporated Snohomish County outside the Lake Stevens UGA. Access to this Center is presently constrained by inadequate connections to SR 92 and a discontinuous network of undersized roads, which affects its suitability for certain types of employment uses. The City has identified improvements in its Transportation Plan, including extending 28th St NE from Old Hartford Rd to Hartford-Machias Road and upgrading 131st Ave NE as an arterial roadway south to the Machias area. Provided these and possibly other improvements are made, this area would have good access to the regional highway network with Machias Road providing access to US 2 to the south, and SR 92 providing connections to SR 9.

However, the area is still distant from the I-5 and US 2 corridors. The area is zoned General Industrial (GI) and Light Industrial (LI), which allow a wide range of non-industrial uses. The Hartford Center is adjacent to industrially zoned areas currently outside City limits, but within the City's UGA. The City and the Sewer District have attempted over the past 4 years to establish a Local Improvement District to bring the needed infrastructure into the area. Because of limitations discussed, including location, the cost benefit ratio does not yet support an improvement project.

The Hartford Industrial Center currently has capacity for 1,097 jobs, the highest employment capacity of any area within the City's UGA. However, this capacity is reduced based on a commercial/retail/office project on a 15-acre site currently under land use review by the City in the SR 92 area. It is the City's intention to promote and develop the Hartford Industrial Center as an employment center. The City will conduct a market study of the area to determine any need for expansion, infrastructure improvements, and marketing strategies to attract the types of industries expected to locate in the Snohomish County area.

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Policy 3.D.5 of the Snohomish County Comprehensive Plan provides support for this effort, and states that the county shall prioritize the redevelopment of existing industrial areas and investigate potential incentives that may make redevelopment a greater financial opportunity. However, while Hartford Center could accommodate considerable employment growth in a strong market, its location and industrial emphasis have resulted in limited recent growth.

The Hartford Industrial Center has potential as an employment center consisting primarily of industrial uses and limited office uses. Its potential to accommodate larger employment uses may be limited by location, limited visibility, and transportation access

Small Neighborhood Service Centers

Small neighborhood service centers are mentioned in Vision Goal 3 of the City's Comprehensive Plan as areas where the City will focus its economic development activity (in addition to the Hartford Industrial and Community Growth Centers), but no specific policies or narrative about these centers can be found elsewhere in the Plan. There are two small areas on the northwest side of the Lake zoned Local Business (LB). These areas could potentially be developed as small neighborhood service centers, however their capacity for employment is limited.

Conclusion Regarding Existing Employment Growth Strategy

The City's growth strategy focuses new development primarily within three designated Community Growth Centers and the Hartford Industrial Center. Within its Community Growth Centers, the City has capacity for a limited number of new employment uses while the Hartford Industrial Center has significant capacity for new employment uses. However, each of the designated Growth Centers have varying suitability for the development of the types of employment uses that will provide a significant amount of jobs due to their location, transportation access, and availability of sizable developable parcels. Existing land use and transportation patterns, as well as topographical and environmental constraints present some challenges to the full utilization of land zoned for employment uses within the UGA.

The City's analysis of its annexation plan has revealed a fiscal deficit, limiting the City's ability to pay for needed infrastructure to serve residents and promote economic development. It is unlikely that existing Growth Centers will accommodate the types of employment uses needed to facilitate the City meeting its fiscal needs. Section III provides more discussion and analysis of the City's fiscal condition and how it relates to land use.

Amend Table 4.4 on pages 4-26 and 4-27 to reflect adoption of subarea plans as shown below:

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Table 4.4 - Growth and Development Potential of Existing Growth Centers

	OLD TOWN (DOWNTOWN)	LAKE STEVENS CENTER SUBAREA (FRONTIER VILLAGE))	HARTFORD CENTER	20TH STREET SE CORRIDOR SUBAREA ((SOUTH LAKE))
Size (Acres)	239	359((278))	267	845((296))
Subarea Planning	<ul style="list-style-type: none"> • <u>Framework plan approved in 2012</u> 	<ul style="list-style-type: none"> • <u>Subarea Plan adopted 2012</u> • <u>Planned Action Ordinance adopted 2012</u> 	<ul style="list-style-type: none"> • <u>None</u> 	<ul style="list-style-type: none"> • <u>Subarea Plan adopted 2012</u> • <u>Planned Action Ordinance adopted 2012</u>
Relation to Transportation System	<ul style="list-style-type: none"> • Local access via 20th St NE • Indirect access to SR 92 via Grade Rd 	<ul style="list-style-type: none"> • Direct access to SR 9 and SR 204 • Indirect access to US 2 via SR 204 	<ul style="list-style-type: none"> • Indirect access to SR 92 via Machias Rd., Old Hartford Dr. • Indirect access to US 2 via Machias Road • Limited internal network of roads 	<ul style="list-style-type: none"> • Indirect access to SR 9 via 20th St SE, S Lake Stevens Rd.
Existing Land Use Pattern	<ul style="list-style-type: none"> • Small to medium parcels (0.2-3.0 acres) in Historic Town Center • Existing residential uses on commercially zoned parcels • Significant amount of multi-family residential uses and zoning in southeast portion of center with small to large parcels (0.3-10 acres) • Medium to large parcels (1-10 acres) in Grade Rd. area, largely undeveloped 	<ul style="list-style-type: none"> • Auto-oriented commercial uses primarily on large parcels (>10acres) with smaller parcels (<0.5 acres) carved out along street frontage • Primarily multi-family residential uses and zoning at edges of center with some single family residential uses in eastern portion of center • Significant portion of government-owned property on eastside of SR 9 @ Market Pl. 	<ul style="list-style-type: none"> • Primarily medium to large parcels (3-30 acres) • Cluster of smaller parcels (< 1 acre) in middle of center • Largely undeveloped 	<ul style="list-style-type: none"> • Primarily medium to large parcels (1-10 acres) with several irregular parcels due to diagonal intersection • Limited existing commercial uses and zoning at intersection of 20th St SE and S Lake Stevens Rd. in eastern portion of center • Primarily mix of multi-family and single-family residential uses • Several large parcels (> 10 acres) zoned multi-family

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	OLD TOWN (<u>DOWNTOWN</u>)	<u>LAKE STEVENS CENTER SUBAREA ((FRONTIER VILLAGE))</u>	HARTFORD CENTER	<u>20TH STREET SE CORRIDOR SUBAREA ((SOUTH LAKE))</u>
Environmental Constraints	<ul style="list-style-type: none"> Wetlands and flood prone areas within Grade Rd. area Category 2 wetlands east of historic town center area where zoned multi-family residential. Catherine Creek bisects the Grade Rd. area and downtown 	<ul style="list-style-type: none"> Wetlands between SR 9 and 91st Ave SE, near SR 204 	<ul style="list-style-type: none"> Small amount of wetlands just north of Hartford Dr. NE and just north of 36th St NE 	<ul style="list-style-type: none"> Wetlands at northeast corner of S Lake Stevens Rd and 20th St SE, north of S Lake Stevens Rd
Amenities	<ul style="list-style-type: none"> Lake Stevens shoreline access Catherine Creek View potential 	<ul style="list-style-type: none"> View potential 	<ul style="list-style-type: none"> View potential 	<ul style="list-style-type: none"> View potential
Potential Land Use Compatibility Issues	<ul style="list-style-type: none"> Center has lower intensity single-family uses to the north, west, and south and higher intensity industrial uses to the east 	<ul style="list-style-type: none"> Center is surrounded by lower-intensity single-family <u>and multi-family</u> residential uses 	<ul style="list-style-type: none"> Center is surrounded by lower intensity residential uses 	<ul style="list-style-type: none"> Center is surrounded by lower-intensity single-family residential uses
Conclusion	<ul style="list-style-type: none"> Limited potential for larger employment uses due to transportation access and small parcel sizes More suitable for local-serving retail and small commercial uses Potential as a Mixed-Use Town Center consisting of civic and local-serving retail uses, limited office and residential uses 	<ul style="list-style-type: none"> Some potential for larger employment uses given transportation access and large parcels, but contingent upon redevelopment potential <u>Potential for Main Street center on 91st Street NE between Market Place/SR 204</u> Potential as a Commercial Mixed-Use Center consisting primarily of regional retail commercial uses with multi-family residential uses towards the edges of the center 	<ul style="list-style-type: none"> Potential to accommodate larger employment uses, but limited by location and transportation access Potential as an Industrial Center consisting primarily of industrial uses and limited office uses 	<ul style="list-style-type: none"> ((Limited-p)) Potential for larger employment uses <u>including business parks and retail centers</u> ((due to predominant residential uses both within and immediately adjacent to Center)) Potential ((as a Residential)) <u>for</u> Mixed-Use Center consisting primarily of residential uses with some office and local-serving retail commercial uses

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Add a new Commercial land use designation for “Commercial District” on page 4-35.

5. **Commercial District** – The Commercial District allows for high-intensity commercial and employment with some mixed-use. Principal uses include community and regional retail centers, offices, business parks, civic, cultural, recreational, and associated uses. Multi-family residential uses could be included above or behind commercial uses. This land use designation should be located in areas with direct access to highways and arterials in addition to transit facilities, adequate public services and traffic capacity.

Chapter 6 - Transportation Element

Add the following subsection after the “Introduction” on page 6-3.

Subarea Plans

In 2012, the City adopted subarea plans for the Lake Stevens Center and the 20th Street SE Corridor. As part of the environmental impact statement, the consultant identified the transportation projects required for development of both subareas. A Planned Action Ordinance was also adopted setting the development thresholds for land use and the available maximum trip thresholds for each subarea, and identified mitigation measures for development. The need for transportation projects will depend on the pace of development within the subareas.

As part of the subarea plans, the Level of Service for the subareas has been modified from an intersection LOS Standard “C” to a system LOS Standard “E” for each subarea. The system would consist of key intersections and connecting roads servicing each subarea. Under this approach, the LOS analysis would take the accumulative average LOS from intersections within the transportation network, while excluding intersections with State Route Facilities. For the 20th Street SE Corridor Subarea, this would include the intersections along 20th Street SE with the exclusion of SR-9. For the Lake Stevens Center Subarea, this would include all intersections within the defined subarea boundaries of the LSC excluding SR-9 and SR-204 intersections.

The subarea plans include discussion of the layered street network for the subareas that prioritize various types of travel on different roadways to reflect and emphasize the character of the neighborhood. The network includes state highways, boulevards, local streets, school connection streets, and trail streets.

Chapter 7 – Utilities and Facility and Public Services Element

Add to page 7-3 the following paragraph to the end of the “Introduction” section.

The Planned Action EIS documents for the 20th Street SE Corridor and Lake Stevens Center subarea plans included updated information on utilities and public services and facilities. The City met with service and utility providers to determine the availability of service for future development within the subareas. The EIS documents provide details for each subarea plan including mitigation measures, if required. This Element will be entirely updated in 2015 as part of the 7-Year Comprehensive Plan Update.

Add to page 7-14 the following paragraph to the end of the “Sewer” subsection.

During the environmental impact process for the 20th Street SE Corridor and Lake Stevens Center subarea

**ATTACHMENT A - PROPOSED COMPREHENSIVE PLAN
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plans, the City and District reviewed projects required for development of the two subareas. Most of the projects are included in the District’s Sewer Comprehensive Plan as a capital improvement project and listed in Table 7-1. A few projects are not currently included in the District’s CIP, but will be required at some point in development of the subareas over the next 20 years. Table 7.0a identifies sewer system capital improvements required within the Lake Stevens Center Subarea over the next 20 years. Table 7-0b identifies sewer system capital improvements required with the 20th Street SE Corridor Subarea over the next 20 years. The improvements are divided by those in the current District Comprehensive Plan and those not identified in the District Plan.

**Table 7-0a Lake Stevens Center Subarea –
Sewer System Capital Improvements**

Sewer System Capital Improvements – Comprehensive Plan		Current Schedule
B1-A Vernon Rd West @ Vernon Rd Diversion – District funded upgrade	\$1,230,000	2023
B1-B Vernon Rd West @ Lift Station 15 Discharge – District funded upgrade	\$1,230,000	2023
Sewer System Capital Improvements – Not identified in Comprehensive Plan		Current Schedule
SR9/SR204 Intersection – Possibly lift station E of SR9 as Vernon Road Diversion (VRD) pipe is shallow across SR9 & depth increased if new roadway including new piping to lift station and VRD	Unknown, needs feasibility study	With SR9/SR204 construction

**Table 7-0b 20th Street SE Corridor Subarea –
Sewer System Capital Improvements**

Sewer System Capital Improvements – Comprehensive Plan		Current Schedule
G1-B Southwest Interceptor Phase II-B – District funded upgrade	\$1,400,000	With 20th Street SE road improvement
B5 Lift Stations 1 and 11 – District funded upgrade	\$460,000	2016
C2-A1 Lift Station 17 – Donated	\$420,000	Any development south of S LS Rd from SR9 to 107th Ave SE to UGA Boundary
C1-A and C1-B Lift Station 14 and Reroute flows to SWI – Donated	\$1,280,000	Completion of Lift Station 17 could push out need
G3 new Lift Station and Pipe west of 79th – Donated	\$2,620,000	Any development S of 20th and west of 79th
Sewer System Capital Improvements – Not identified in Comprehensive Plan		Current Schedule
Two new Lift Stations and Pipes east of 79th to SR 9 – Donated	\$2,190,000 \$2,200,000	Any development S of 20th between 79th and SR9

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Chapter 8 – Capital Facilities Element

Add following new subsection after “Definition of Capital Improvement” on page 8-5.

As part of the adopted subarea plans, the City adopted a *Lake Stevens Center Revitalization and 20th Street SE Corridor Development Capital Facilities Phasing, Cost Partitioning, and Financing Study*, which is adopted by reference into this Element. The study describes utility infrastructure required for redevelopment of the Lake Stevens Center and development of the 20th Street SE Corridor including transportation, sewer, water, and stormwater. The City is currently responsible for transportation outside of state routes and stormwater facilities. Special purpose districts provide sewer and water infrastructure and services.

The proposed projects are described for each proposed alternative and estimated costs representing costs typical for public works projects bid competitively in accordance with Washington State law. The estimated costs are partitioned by expected funding, which could change based on available public funding, grants, development or private financing, or negotiated development agreements. Part 1 describes the infrastructure requirements, phasing, cost partitioning and proposed financing for the Lake Stevens Center. Part 2 describes the same information for 20th Street SE Corridor. Part 3 describes financing alternatives, which can be used for either subarea.

The Capital Facilities Element is not updated with this information, as the entire chapter will be updated as part of the 7-Year Comprehensive Plan Update in 2015.

Table 8-1 Schedule of Funded Improvements on page 8-7 should be updated with all projects included within the traffic impact fee program for subareas.

Table 8-6 Revenue Projections Affecting Capital Improvements on page 8-21, Street Fund line should be updated for consistency with impact fee projects for subareas.

Chapter 9 – Economic Development Element

Remove the Hartford Center Study Area map from page 9-3.

Add a new section on the Economic Development Strategy, Subarea Plans and Framework Plan at the end of the Introduction on page 9-4.

Economic Development Strategy

In 2010, the City hired the Leland Consulting Group and LMN Architects to complete a Citywide Economic Development Plan. The plan assessed the entire city (including the urban growth area) to better understand the economic conditions, characteristics, qualities, and drivers affecting the City and each of its major commercial and mixed-use subareas (Downtown, 20th Street SE Corridor, Frontier Village, the Hartford Industrial District). It provides a base of economic information and collected the visions for the City from City documents and key stakeholders. The plan looks at the fiscal realities of the city in order to help prioritize where the biggest effect is found in terms of stabilizing and enhancing revenues. The plan also looks at the strategic value of each subarea and how they interrelate. The reports completed as part of the Citywide Economic Development Plan include a retail forecast, fiscal outlook, market profiles, economic assessment, and action plan.

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The action plan identified three focus areas for completion of framework plans: Downtown, Frontier Village, and 20th Street SE Corridor. In 2011, the City hired consultants to assist in completing two subarea plans for Lake Stevens Center (larger area around Frontier Village) and 20th Street SE Corridor, and a framework plan for Downtown. The subarea plans were adopted by the City Council in 2012. The framework plan was approved in 2012 with plans to complete as a subarea plan in the next few years.

The information collected and reports completed as part of the Citywide Economic Development Plan provides updated information to many sections of this chapter. This chapter will be updated completely as part of the 2015 7-Year Comprehensive Plan Update.

Planned Actions

A separate Planned Action Ordinance was adopted for the Lake Stevens Center Subarea Plan and the 20th Street SE Corridor Subarea Plan in 2012. Projects within the two subareas may request review as a planned action project. If the proposed projects meet the requirements of the Planned Action Ordinance, they will be considered planned action projects.

A planned action is a development project whose impacts have been addressed by an EIS associated with a plan for a specific geographic area before individual projects are proposed. A planned action involves detailed SEPA review and preparation of EIS documents in conjunction with subarea plans and adoption of a Planned Action Ordinance designating the types of projects to be considered planned actions and including mitigation measures to be applied. Such up-front analysis of impacts and mitigation measures then facilitates environmental review of subsequent individual development projects.

The intent of a Planned Action is to provide a more streamlined environmental review process at the project stage by conducting more detailed environmental analysis during planning. Early environmental review provides more certainty to permit applicants with respect to what will be required and to the public with respect to how the environmental impacts will be addressed.

While normal project review requires a threshold determination, a project qualifying as a planned action project does not require a new threshold determination. If the city or county reviews the project, verifies that it is consistent with the planned action project(s) previously designated, and determines that the impacts are adequately addressed in the EIS on which the planned action relies, project permit review continues without a threshold determination.

Designating planned action projects reduces permit-processing time. There are no SEPA public notice requirements or procedural administrative appeals at the project level because a threshold determination or new EIS is not required. The only notice requirements are those required for the underlying permit.

Framework Plan

Approval of a Framework Plan for the Old Town/Downtown area in 2012 provides the first step towards completion of a Subarea Plan and Planned Action. The City plans to continue the planning process for Downtown in order to attract economic development to a town center development with lakeside access.

ATTACHMENT B - PROPOSED TITLE 14 CODE AMENDMENTS RELATED TO SUBAREA PLANS

14.08.010 Definitions of Basic Terms.

Amended:

Residence, Multi-Family~~((*Townhouses*))~~*Townhomes and Row Houses.* ~~((A multi-family resident use in which each dwelling unit shares a common wall (including without limitation the wall of an attached garage or porch) with at least one other dwelling unit and in which each dwelling unit has living space on the ground floor and a separate, ground floor entrance.))~~A multi-story structure containing a group of three or more attached dwelling units, in which each dwelling unit shares a common wall (including without limitation the wall of an attached garage or porch) with at least one other dwelling unit; has a separate, ground floor entrance; and each dwelling unit has open space on at least two sides.

New:

Amusement and Recreation. Enterprises that operate facilities or provide services that enable patrons to participate in recreational activities or pursue amusement, hobby, and leisure-time interests that may include specific uses, such as amusement parks, arcades, golf courses, and bowling centers.

Arts and Entertainment. Enterprises involved in producing or promoting performances, events, exhibits, or spectator sports intended for public viewing; and enterprises that exhibit objects of historical, cultural, and educational interest or animals, such as art galleries, museums and zoos.

Commercial Parking Structures/Lots. Facilities that provide motor vehicle parking spaces on an hourly, daily, or monthly basis and/or valet parking services.

Construction Facilities. Establishments designed primarily to store construction equipment and materials for the construction of buildings or engineering projects.

Educational Services. Facilities that provide instruction and training in a wide variety of subjects by specialized enterprises, such as schools, colleges, universities, and training centers.

Finance and Insurance. Enterprises engaged in financial transactions and/or in facilitating financial transactions including banking, insurance and annuities, specialized services facilitating or supporting financial intermediation, insurance, and employee benefit programs.

Food Services. Enterprises that prepare meals, snacks, and beverages for on-premises and off-premises consumption including full service restaurants, cafes, fast food restaurants, coffee shops, and taverns.

Floor Area Ratio. The ratio of the floor area of a building to the area of the lot on which the building is located.

Health Care Services. Facilities that provide health care and social assistance for individuals, such as physicians, dentists, mental health and social health care specialists, nursing facilities, and clinics.

Information Services. Enterprises that produce and distribute information and cultural products; provide the means to transmit or distribute these products as well as data or communications, and process data including publishing (software, traditional media, and internet); recording industries; broadcasting industries; and telecommunications industries.

Light Manufacturing and Assembly. Enterprises engaged in the mechanical, physical, or chemical

ATTACHMENT B - PROPOSED TITLE 14 CODE AMENDMENTS RELATED TO SUBAREA PLANS

transformation of materials, substances, or assemblage of components into new products. This category typically includes electronics production and assembly, machine shops, medical supplies, clothing manufacturing and similar industries, but does not include smelting, pulp mills, fertilizer production, refineries, animal products, and similar intensive industries that require large footprints and land area.

A Live/Work Unit. A structure or portion of a structure combining a commercial/office activity and a residential unit, where the owner of the business or the owner's employee and that person's household occupy the residential space.

Management of Companies and Enterprises. Enterprises that administer, oversee, and manage the operation of companies, corporations, or enterprises.

Mining, Quarrying, and Oil and Gas Extraction. Enterprises that extract naturally occurring mineral solids (e.g., coal and ores); liquid minerals (e.g., petroleum); and gases (e.g., natural gas), processing of these materials (e.g., crushing, screening, washing, and flotation), and other preparation customarily performed at the mine site, or as a part of mining activity or mining support activities

Mixed-Use. A building or site with two or more different land uses, such as residential, office, manufacturing, retail, public or entertainment.

Personal Services. Enterprises that provide personal benefits to individuals, such as repairs shops, laundry services, personal care services, death care services, pet care services, etc.

Places of Worship. A church, synagogue, temple, or other place of religious worship.

Professional, Scientific, and Technical Services. Enterprises that perform professional, scientific, and technical activities for others that require a high degree of expertise and training. Activities performed may include legal services; accounting, bookkeeping, and payroll services; architectural, engineering, and specialized design services; computer services; consulting services; research services; advertising services; veterinary services; and other professional, scientific, and technical services.

Public Administration. Federal, state, and local government agencies that administer, oversee, and manage public programs and have emergency, executive, legislative, or judicial authority within a given area.

Retail Trade. Enterprises, such as department stores, electronic stores and hardware stores engaged in direct retail sales of goods and merchandise to the public.

Sign, Informational/Directional. a small sign of a noncommercial nature intended primarily for the convenience of the public. Included are signs designating restrooms, address numbers, hours of operation, entrances to buildings, directions, help wanted, public telephone, parking directions, etc.

Sign, Portable. A sign not permanently attached to a building or the ground that includes A-frame, sandwich boards, and signs with mobile bases, etc, but does not include real estate, open house, or political signs.

Sign, Projecting. A sign that extends out from the face of a building supported by a frame or arm attached to the structure.

Sign, Monument. A ground-mounted, freestanding sign with a wide, solid, and decorative base attached to the ground.

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Sign, Suspended. a sign hanging down from a marquee, awning, canopy or similar structure.

Transit-Oriented Development. Developments that emphasize access to public transportation and often incorporate features that encourage pedestrian activity and transit ridership.

Travel Accommodation Services. Facilities that provide lodging or short-term accommodations for travelers, vacationers, and others that include bed and breakfasts, hotels, inns, and motels.

Waste Management and Remediation Services. Enterprises engaged in the collection, treatment, and disposal of waste materials, including hauling waste materials; operating materials recovery facilities; remediation services and facilities (i.e., those that provide for the cleanup of contaminated buildings, mine sites, soil, or groundwater); and septic pumping and other miscellaneous waste management services.

Warehousing, Storage and Distribution. Enterprises that provide facilities to store general merchandise, refrigerated goods, and other warehouse products. These establishments generally handle goods in containers, such as boxes, barrels, and/or drums, using equipment, such as forklifts, pallets, and racks

Wholesale Trade. Enterprises that sell or arrange the purchase of goods for resale (i.e., goods sold to other wholesalers or retailers), nonconsumer goods, and raw and intermediate materials and supplies used in production that are normally operated from a warehouse or office, characterized by having little or no display of merchandise.

14.16A.210 Types of Review.

(a) The purpose of this section is to provide an overview of the six levels of land use review. Land use and development decisions are classified into six processes based on who makes the decision, the amount of discretion exercised by the decision maker, the level of impact associated with the decision, the amount and type of input sought, and the type of appeal opportunity.

(b) Classification of Permits and Decisions.

(1) Type I Review - Administrative Decisions without Notice. A Type I process is an administrative review and decision by the appropriate department or division. Applications reviewed under the Type I process are minor administrative decisions and are exempt from certain administrative procedures, such as complete application review, noticing, and decision time frames. Appeals of Type I decisions are made to the Hearing Examiner, except shoreline permit appeals are made to the Shoreline Hearings Board. The permits and actions reviewed and decided as Type I are listed in the table in subsection (d) of this section.

(2) Type II Review - Administrative Decisions with Notice. A Type II process is an administrative review and decision with recommendation from staff, City departments or others and requiring public notice at the application and/or decision stages of the review. Appeals of Type II decisions are made to the Hearing Examiner, except shoreline permit appeals are made to the Shoreline Hearings Board. The permits and actions reviewed and decided as Type II are listed in the table in subsection (d) of this section.

(3) Type III Review - Quasi-Judicial Decisions - Hearing Examiner. This Type III process is a quasi-judicial review and decision by the Hearing Examiner. The Hearing Examiner makes a decision based on a staff report and, if required, the Design Review Board. A public meeting may be held prior to the Design Review Board recommendation. The Hearing Examiner considers public testimony received at an open record public hearing. Public notification is provided at the

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application, public hearing, and decision stages of application review. Appeals of Hearing Examiner decisions are made to Snohomish County Superior Court, except shoreline permit appeals are made to the Shoreline Hearings Board. The permits and actions reviewed and decided as Type III are listed in the table in subsection (d) of this section.

(4) Type IV Review - Quasi-Judicial Decisions - City Council with Hearing Examiner Recommendation. A Type IV process is a quasi-judicial review and recommendation by the Hearing Examiner and a decision by the City Council. The Hearing Examiner considers the recommendation from the Design Review Board, if required, as well as public testimony received at an open record public hearing. The City Council makes a decision based on a recommendation from the Hearing Examiner during a closed record public meeting. Public notification is provided at the application, public hearing, and decision stages of application review. There is no opportunity for an administrative appeal. Appeals of City Council decisions are made to Snohomish County Superior Court. The permits and actions reviewed and decided as Type IV are listed in the table in subsection (d) of this section.

(5) Type V Review - Quasi-Judicial Decisions - City Council. A Type V process is a quasi-judicial review and decision by the City Council. Public notification is provided at the application, public hearing (if any), and decision stages of application review. There is no opportunity for an administrative appeal. Appeals of City Council decisions are made to Snohomish County Superior Court. The permits and actions reviewed and decided as Type V are listed in the table in subsection (d) of this section.

(6) Type VI Review - Legislative Decisions - City Council with Planning Commission Recommendation. A Type VI review is for legislative and/or nonproject decisions by the City Council under its authority to establish policies and regulations regarding future private and public development and management of public lands. The Planning Commission makes a recommendation to the City Council. The Planning Commission will conduct a public hearing to obtain public testimony on the proposed legislation. The City Council may elect to conduct an additional public hearing. The actions reviewed and decided as Type VI are listed in the table in subsection (d) of this section.

(c) Permits and Actions Not Listed. If a permit or land use action is not listed in Table 14.16A-I, the Planning Director shall make the determination as to the appropriate review procedure.

(d) Permit-Issuing Authority and Appeal Authority. The permit-issuing authority and appeal authority for permit applications and legislative actions are established in Table 14.16A-I. A detailed explanation for each review procedure is in Chapter [14.16B](#) under each subsection for each review type.

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Table 14.16A-I: Classification of Permits and Decisions					
Type of Review	Land Use Actions and Permits	Recommendation By	Public Hearing Prior to Decision	Permit-Issuing Authority	Administrative Appeal Body & Hearing
<p>TYPE I</p> <p>Administrative without Public Notice</p>	<ul style="list-style-type: none"> • Administrative Design Review • Administrative Modifications • Boundary Line Adjustments • Change of Use • Code Interpretations • Events • Floodplain Development Permits • Grading Permit • Home Occupations • Master Sign Program • Reasonable Use Exceptions • Shoreline Exemptions • Signs • Temporary Uses 	None	None	Department director or designee	Hearing Examiner, except shoreline permits to State Shoreline Hearings Board, & Open Record
<p>TYPE II</p> <p>Administrative with Public Notice</p>	<ul style="list-style-type: none"> • Administrative Conditional Use (formerly Special Use) • Binding Site Plans <ul style="list-style-type: none"> • <u>Design Review</u> • <u>Planned Action Certification</u> • SEPA Review (early or when not combined with another permit or required for a Type I permit) • Shoreline Substantial Developments 	None	None	Planning Director or designee	Hearing Examiner, except shoreline permits to State Shoreline Hearings Board, & Open Record

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	<ul style="list-style-type: none"> • Short Plats • Short Plat Alterations • Short Plat Vacations • Site Plan Reviews 				
<p>TYPE III</p> <p>Quasi-Judicial, Hearing Examiner</p>	<ul style="list-style-type: none"> • Conditional Uses • Preliminary Plats • Shoreline Conditional Uses • Shoreline Variances • Variances 	Design Review Board (if required)	Open Record	Hearing Examiner	Superior Court, except shoreline permits to State Shoreline Hearings Board, & Closed Record
<p>TYPE IV</p> <p>Quasi-Judicial, City Council with Hearing Examiner Recommendation</p>	<ul style="list-style-type: none"> • Essential Public Facilities • Planned Neighborhood Developments • Rezone - Site-Specific Zoning Map Amendments • Secure Community Transition Facilities 	Hearing Examiner with Open Record Hearing	Closed Record	City Council	None, appeal to Superior Court
<p>TYPE V</p> <p>Quasi-Judicial, City Council</p>	<ul style="list-style-type: none"> • Final Plats • Plat Alterations • Plat Vacations • Right-of-Way Vacations 	Design Review Board (if required)	Open Record	City Council	None, appeal to Superior Court
<p>TYPE VI</p> <p>Legislative, City Council with Planning Commission Recommendation</p>	<ul style="list-style-type: none"> • Comprehensive Plan Amendments, Map & Text • Development Agreements • Land Use Code Amendments • Rezones - Area-Wide Zoning Map Amendments 	Planning Commission with Open Record Hearing	Closed Record	City Council	Growth Management Hearings Board & Closed Record

(e) Associated Land Use Determinations. Associated land use determinations are decisions that need to

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be made as part of another land use action or permit review, as set forth in Table 14.16A-II. Each type of determination has a separate review process determined by the Planning Director or Public Works Director, except Design Review, which is reviewed pursuant to Section [14.16C.050](#).

Table 14.16A-II: Associated Land Use Determinations
Associated Land Use Determinations
• EDDS Street Deviations
• Design Review
• Miscellaneous Administrative Determinations (e.g., application requirements, waiver allowed by code in parking or landscaping, etc.)
• Right-of-Way Improvement Exception
• Underground Utility Deviations

14.16A.220 Application Procedures.

(a) This section describes the requirements for making application for review, including pre-application conferences, submittal requirements, and fees.

(b) Applications for development permits and other land use actions shall be made to the Department of Planning and Community Development, except Type I applications shall be made to the department which has the decision making authority (See Section 14.16A.210(d)).

(c) The property owner or any agent of the owner with authorized proof of agency may apply for a permit or approval under the type of process specified. Consent to the application must be made by the owners or lessees of property or persons who have contracted to purchase property. Signatures by agents of these parties may be accepted, if a letter from the party with ownership interest is submitted which authorizes the agent to sign the application in their name.

(d) Pre-Application Conferences.

(1) To achieve efficient and effective application of the requirements of this title, a pre-application conference between the applicant and the City staff is required for projects needing a conditional use permit, planned action certification and planned neighborhood developments.

(2) Pre-application conferences are highly recommended for applications requiring Type III, IV or V reviews, and/or design review. Pre-application conferences are optional for applications requiring Type I, II and VI reviews.

(3) Prior to submitting an application, the applicant may arrange a conference with Planning and Public Works staff to review the proposed action, to become familiar with City policies, plans and development requirements and to coordinate all necessary permits and procedures. Pre-application procedures and submittal requirements shall be determined by the Planning Director and available in the Department of Planning and Community Development.

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(4) Since it is impossible for the conference to be an exhaustive review of all potential issues, the discussions at the conference shall not bind or prohibit the City's future application or enforcement of all applicable law.

(5) To request a pre-application conference, an applicant shall submit a set of preliminary plans to the City. The amount and quality of the information submitted is up to the applicant; however, better information provided initially is more likely to result in better feedback and discussion with Planning staff. At a minimum, the plans should include a basic layout of the proposal, including circulation, lot patterns and building locations, location of critical areas, and other site constraints.

(e) Submittal Requirements.

(1) The Planning Director shall specify submittal requirements, including type, detail, and number of copies, for an application to be complete. Submittal requirements for each permit application shall be available in the Department of Planning and Community Development. At a minimum the following shall be submitted with new applications:

- (i) General application form;
- (ii) Applicable fees;
- (iii) Environmental checklist (if not exempt);
- (iv) Applicable signatures, stamps or certifications;
- (v) All required items stated in the applicable development handouts.

(2) The Planning Director may waive in writing specific submittal requirements determined to be unnecessary for review of an application. Alternatively, the Planning Director may require additional material such as maps, studies, or models, when the Planning Director determines such material is needed to adequately assess the proposed project and submits the request in writing to the applicant.

(3) Applications for shoreline substantial development permits shall include submittal of the supplemental requirements set forth in Section [14.92.050](#).

(f) Determination of Complete Application.

(1) The presumption established by this title is that all of the information set forth in the specified submittal checklists is necessary to satisfy the requirements of this section. However, each development is unique, and therefore the Planning Director may request additional information, if necessary, or may waive certain items if it is determined they are not necessary to ensure that the project complies with City requirements.

(2) The Planning Director shall make a determination of completeness pursuant to Section [14.16A.230\(c\)](#).

(g) Consolidated Permit Process.

(1) When applying concurrently for a development that involves two or more related applications, individual permit numbers shall be assigned and separate permit fees shall be paid, but the applications shall be reviewed and processed collectively. A consolidated report setting forth the recommendation and decision shall be issued.

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(2) Applications processed in accordance with subsection (1) of this section, which have the same highest numbered procedure but are assigned different hearing bodies, shall be heard collectively by the highest decision maker(s). The City Council is the highest, followed by the Hearing Examiner and then the Design Review Board.

(3) No hearing or deliberation upon an application for a conditional use permit, subdivision, variance, planned neighborhood development, site plan review, administrative conditional use permit, shoreline permit, or similar quasi-judicial or administrative action, which is inconsistent with the existing Zoning Map, shall be scheduled for the same meeting at which the required Zoning Map amendment will be considered by the Hearing Examiner or the City Council. This section is intended to be a procedural requirement applicable to such actions as noted in [RCW 58.17.070](#).

(h) Application and Inspection Fees. Fees are set forth in a separate fees resolution adopted by the City Council.

14.16B.225 Notice of Application.

(a) Notice of application for Type II permits shall be provided within 14 days of the determination of completeness pursuant to Section [14.16A.230](#), Time Frames for Review. Notice shall be provided as indicated in subsection (b) of this section.

(b) Notice of Application Requirements of Type II Review.

Type II Action or Permit	Mail	Post	Publish
All Type II Actions and Permits <u>except for Design Review and Planned Action Certification as specified in Section 14.16B.225(e) below</u>	X	X	X

(c) Mailed Notices and Postcard Notices. Mailings shall be completed pursuant to Section [14.16A.225](#) with the following additional requirements for shoreline substantial development permits: a statement that any person desiring to submit written comments concerning an application, or desiring to receive notification of the final decision concerning the application as expeditiously as possible after issuance of the decision, may submit the comments or requests for decisions to the City within 30 days of the last date the notice is to be published pursuant to this section.

(d) Posted Notices. Posted notices shall be completed pursuant to Section [14.16A.225](#).

(1) On-Site Posting. At least one public notice board shall be posted on the site on each public right-of-way fronting on the site.

(2) Public Posting. A public notice shall also be posted on the official notice board at City Hall.

(e) Special Notification Requirements.

(1) Design Review. Public notice requirements for design review is a posted notice at City Hall and the Permit Center stating the date, time, and summary of the project to be heard by the Design Review Board.

(2) Planned Action Certification. A certification notice is required per Section 14.38.120(b)(4) in lieu of a notice of application; however, the planned action certification notice may be combined with other required permit notices including a notice of application.

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14.16C.050 Design Review.

(a) The Design Review Board is created to review and make urban design decisions that will promote visual quality throughout the City. The purpose of design review includes but is not limited to the following:

- (1) To encourage and promote aesthetically pleasing and functional neighborhood and commercial developments for the citizens of Lake Stevens by establishing design review standards and guidelines including site layout, landscaping, parking and preferred architectural features;
- (2) To implement the City's Comprehensive Plan policies and supplement the City's land use regulations, promote high-quality urban design and development supplement land use regulation, promote a coordinated development of the unbuilt areas, improve walkability, lessen traffic congestion, provide light and air, prevent the overcrowding of land, and conserve and restore natural beauty and other natural resources;
- (3) To encourage originality, flexibility, and innovation in site planning and development, including the architecture, landscaping and graphic design of proposed developments in relation to the City or subarea as a whole;
- (4) To encourage low impact development (LID) by conservation and use of existing natural site features in order to integrate small-scale stormwater controls and to prevent measurable harm to natural aquatic systems from commercial, residential or industrial development sites by maintaining a more hydrologically functional landscape;
- (5) To encourage green building practices in order to reduce the use of natural resources, create healthier living environments, and minimize the negative impacts of development on local, regional, and global ecosystems;
- (6) To encourage creative, attractive and harmonious developments and to promote the orderliness of community growth, the protection and enhancement of property values for the community as a whole and as they relate to each other, the minimization of discordant and unsightly surroundings, the need for harmonious and high quality of design and other environmental and aesthetic considerations which generally enhance rather than detract from community standards and values for the comfort and prosperity of the community and the preservation of its natural beauty and other natural resources which are of proper and necessary concern of local government, and to promote and enhance construction and maintenance practices that will tend to prevent visual impairment and enhance environmental and aesthetic quality for the community as a whole;
- (7) To aid in assuring that structures, signs and other improvements are properly related to their sites and the surrounding sites and structures, with due regard to the aesthetic qualities of the natural terrain and landscaping and that proper attention is given to exterior appearances of structures, signs and other improvements;
- (8) To protect and enhance the City's community vision for living and working and thus support and stimulate business and industry and promote the desirability of investment and occupancy in business and other properties;
- (9) To stabilize and improve property values to help provide an adequate tax base to the City to enable it to provide required services to its citizens;

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- (10) To foster civic pride and community spirit by reason of the City's favorable environment and thus promote and protect the health, safety and welfare of the City and its citizens; and
- (11) To ensure compatibility between new and existing developments.
- (b) The City Council shall adopt design guidelines or standards by ordinance.
- (1) City of Lake Stevens Design Guidelines (*Residential Development Handbook for Snohomish County Communities*) were re-adopted on April 17, 1995 for use within City limits, excluding subareas.
- (2) Subarea Design Guidelines were adopted in September 2012 as an exhibit of the Lake Stevens Center Subarea Plan and 20th Street SE Corridor Subarea Plan. To assure and attractive, pedestrian-friendly environment, all development occurring within either subarea shall comply with these design guidelines which are attached to the subarea plans. If design guidelines appear to conflict with another provision of this title, the design guidelines shall prevail.
- (c) Design Review Board. Review of permit applications for conformance with the development design guidelines shall be done by the Design Review Board in public meetings, as set forth in Section [14.16A.260](#).
- (d) Projects requiring design review that meet the limitations in Section [14.16C.020](#)(d) shall follow the procedures established in Chapter [14.16B](#) for a Type I permit process as an administrative design review. All other projects requiring design review shall follow the procedures in subsection (e) of this section.
- (e) Procedure.
- (1) Pre-Application Meeting. If design review is required, a pre-application meeting with the City is highly recommended prior to submittal of a formal application.
- (2) Design Review Submittal Requirements. Seven color, hard copies and one electronic copy are required for each submittal for review by the Design Review Board.
- (i) Buildings and Site Development Plans. The following information and materials shall be submitted to the City for review under this chapter:
- a. A completed application.
 - b. Site plan at an engineering scale from one inch equals 20 feet to one inch equals 50 feet, showing:
 1. Location of all proposed structures and any existing structures to be retained or incorporated into the development.
 2. Location of building setback lines.
 3. Proposed pedestrian and vehicular circulation including driveways, access points, sidewalks and pedestrian pathways.
 4. Parking lot layout, design and, if applicable, loading areas.
 5. Public improvements including sidewalks, curbs, gutters, etc.
 6. Location of existing trees and vegetation to be retained.
 - c. Building material samples and color chips.
 - d. Plans and section drawings depicting the relationship of the proposed project to abutting properties and buildings.
 - e. Building elevations and/or perspective renderings drawn to scale and indicating the exterior color and material composition (including mechanical equipment and screening).

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- f. Roof plan including the location of mechanical equipment.
- g. A lighting plan, if required, adequate to determine the location, character, height and style of fixtures and the amount and impacts of spillover on adjacent properties.
- h. A brief narrative description of the design elements or objectives of the proposal and discussion of the project's relationship to surrounding properties.

(ii) Landscape Plans. The following information and materials shall be submitted to the City for review under this chapter:

- a. A completed application.
- b. Site plan at an engineering scale from one inch equals 20 feet to one inch equals 50 feet, showing:
 - 1. Location of all proposed structures and any existing structures to be retained or incorporated into the development.
 - 2. Proposed pedestrian and vehicular circulation including driveways, access points, sidewalks and pedestrian pathways.
 - 3. Parking lot layout, design and loading areas if applicable.
 - 4. Public improvements including sidewalks, curbs, gutters, etc.
 - 5. Location and size of existing trees and vegetation to be retained.
 - 6. Plans and section drawings depicting the relationship of the proposed project to abutting properties and buildings.
 - 7. Landscape plan showing the location of proposed plant materials, including a plant schedule identifying plants by common and scientific names, spacing, size at time of planting, size at maturity, location of any existing vegetation and trees to be retained, and special notes.
 - 8. Photographs of proposed plant material.
 - 9. Plans showing proposed grading/topography, drawn to the same scale as the landscape plan.

(iii) Sign Plans. The following information and materials shall be submitted to the City for review under this chapter:

- a. A completed application.
- b. A site plan, drawn to scale, showing the location of the building upon which the sign will be installed, surrounding buildings, and adjacent streets.
- c. A drawing showing the size, shape and exact location of the proposed sign(s). For wall or building-mounted signs, the drawing shall portray the proposed sign's relationship to any existing or proposed signs located on the same facade or common building wall. Drawings must be to scale or contain dimensions indicating the size of the sign and the length and height of the appropriate building surface.
- d. Dimensions, area (in square feet), and style of letters/symbols of the proposed signs.
- e. A colored illustration of the proposed signs.
- f. Sign materials (wood, plastic, metal, etc.) and color samples.

(iv) The Director may require the submission of such other information determined to be appropriate and necessary for a proper review of the requested action.

(3) Recommendation. A staff report of findings, conclusions and recommendations shall be forwarded to the Planning Commission and Design Review Board before a public meeting. The conclusions and recommendations shall indicate how the recommendations carry out the goals, policies, plans and requirements of the development design guidelines. The findings shall be referenced to contested issues of fact, and the conclusions shall be referenced to specific provisions of the development design guidelines and review criteria incorporated therein, together with

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reasons and precedents relied upon to support the same. The conclusions shall make reference to the effect of the decision upon the Comprehensive Plan, as well as the effect of both approval and denial on property in the vicinity, on business or commercial aspects, if relevant, and on the general public. The decision shall be based upon a consideration of the whole record of the application.

(f) Conformance with Design Guidelines or Standards.

(1) Structures within the following zones are subject to the design guidelines or standards adopted per subsection (b) of this section, except when the project meets the limitations in Section [14.16C.025\(d\)](#) or when the development is located within an adopted subarea plan and is required to meet the adopted subarea design guidelines:

- (i) Central Business District (except Class 1.100 or 1.200 uses);
- (ii) Mixed Use (except Class 1.100 or 1.200 uses);
- (iii) Neighborhood Commercial (except Class 1.100 or 1.200 uses);
- (iv) Local Business (except Class 1.100 or 1.200 uses);
- (v) Planned Business District;
- (vi) Sub-Regional Commercial;
- (vii) Commercial Recreation;
- (viii) High Urban Residential;
- (ix) Multi-Family Residential;
- (x) Light Industrial;
- (xi) General Industrial; or
- (xii) Public/Semi-Public.

(2) Structures are subject to the design guidelines or standards adopted per subsection (b) of this section when developed under specified regulations listed below, except when the project meets the limitations in Section [14.16C.020\(d\)](#):

- (i) Planned Neighborhood Developments (Section 14.16C.080);
- (ii) Planned Residential Developments (Section 14.44.020); and
- (iii) Innovative Housing Options Demonstration Program (Chapter 14.46).

(3) No building or land use permit shall be issued for structures or uses which do not conform to the applicable guidelines or standards, except as allowed under subsection (f)(4) of this section.

(4) A building or land use permit may be issued for a structure or use that does not comply with subsections (f)(1), (2) or (3) of this section, if any one of the following findings can be made by the permit-issuing authority:

- (i) The structure is of a temporary nature which, in all likelihood, will be replaced by a permanent structure within a reasonable time frame.
- (ii) The structure is minor to the overall use of the property and will not be noticeably visible from a public right-of-way.
- (iii) The structure will not be visible from an existing, planned, or proposed public right-of-way.
- (iv) The structure is pre-existing with proposed changes to portions of the facade that are not visible from public rights-of-way.

14.16C.080 Planned Action Projects.

(a) The purpose of this section is to establish a review process for projects submitted under a planned action ordinance within the following adopted subarea plans:

- (1) Lake Stevens Center Subarea Plan; and

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(2) 20th Street SE Corridor Subarea Plan.

(b) Procedure. Proposed planned action projects shall be submitted for certification as a planned action under one of the planned action ordinances.

(c) Development Thresholds and Criteria. The proposed project shall meet the development thresholds and mitigation measures adopted in the appropriate planned action ordinance and codified in Sections 14.38.120(d) and (e), and the planned action review criteria of Section 14.38.120(f).

(d) Planned Action Certification. *Certification notice requirements for* qualifying Planned Action Projects in Section 14.16b.225(c)(1) shall be in accordance with Section 14.38.120(b)(4).

14.16C.090 Rezones - Official Zoning Map Amendments.

(a) The purpose of this section is to set forth criteria for amendments to the Official Zoning Map, adopted pursuant to Section [14.36.100](#).

(b) Types of Rezones and Map Amendments. Rezones are either a site-specific or area-wide. Map amendments are considered major if they rezone five or more tracts of land in separate ownership or any parcel of land, regardless of the number of lots or owners, in excess of 50 acres. All other map amendments are minor.

(1) Site-specific rezones are rezones of a particular property(ies) which conform to the Comprehensive Plan or an adopted subarea plan.

(2) Area-wide rezones are rezones which require a Comprehensive Plan amendment, include a large area, or the adoption of a new or substantially revised neighborhood or area-wide zoning map amendment.

(c) Procedure. A site-specific rezone shall be reviewed in the manner and following the procedures established in Chapters [14.16A](#) and [14.16B](#) for a Type IV review. An area-wide rezone shall be reviewed in the manner and following the procedures for a Type VI review and require a concurrent amendment to the Comprehensive Plan.

(d) Initiation of Amendments.

(1) Amendments to the Official Zoning Map may be initiated by the City Council, the Planning Commission, or the City Administration.

(2) Any other person may also petition the Planning Department to amend the Official Zoning Map. The petition shall be filed with the Department of Planning and Development Services and shall include:

(i) The name, address, and phone number of the applicant;

(ii) A description of all land proposed to be rezoned including a map highlighting the specific parcels; and

(iii) A rationale for the proposed map changes.

(e) Upon receipt of a petition, the Planning Director shall either:

(1) Determine if the proposed zoning map amendments meet the decision criteria in subsection (g) of this section; or

(2) Refer the proposed amendment to the Planning Commission for a recommendation.

(f) Special Application Requirements for Site-Specific Rezones.

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- (1) No application shall be filed or accepted for filing which on its face will not comply with the Lake Stevens Comprehensive Plan or an adopted subarea plan.
 - (2) No application without signatures of owners representing 75 percent of the area proposed for rezone shall be filed or accepted for filing.
- (g) Decision Criteria. The following factors are to be taken into account by the Planning Commission and the City Council when considering a map amendment:
- (1) The amendment complies with the Comprehensive Plan Land Use Map, policies, and provisions and adopted subarea plans;
 - (2) The amendment is in compliance with the Growth Management Act;
 - (3) The amendment serves to advance the public health, safety and welfare;
 - (4) The amendment is warranted because of changed circumstances, a mistake, or because of a need for additional property in the proposed zoning district;
 - (5) The subject property is suitable for development in general conformance with zoning standards under the proposed zoning district;
 - (6) The amendment will not be materially detrimental to uses or property in the immediate vicinity of the subject property;
 - (7) Adequate public facilities and services are likely to be available to serve the development allowed by the proposed zone;
 - (8) The probable adverse environmental impacts of the types of development allowed by the proposed zone can be mitigated, taking into account all applicable regulations, or the unmitigated impacts are acceptable; and
 - (9) The amendment complies with all other applicable criteria and standards in this title.
 - (10) If the proposal is located within an adopted subarea plan,
 - (i) The rezone is to a zoning designation allowed within the applicable subarea and
 - (ii) The rezone does not increase the established intensities adopted as part of the planned action ordinance or mitigates increased or additional impacts by supplementing, amending or adding the applicable Planned Action DEIS/FEIS.
- (h) Approval. All amendments shall be approved by ordinance by the Lake Stevens City Council.
- (i) Withdrawal. Any application for a site-specific rezone may be withdrawn upon the written request of any one of the property owners who signed the application, if the remaining owners do not own 75 percent of the area.
- (j) Reapplication after Denial without Prejudice. After the Council's final action denying a rezone, no further rezone action involving substantially the same property shall be requested for at least one year. If the Council finds that extraordinary circumstances exist, or that the request might deserve approval in the near future, but not at the present time, then the rezone may be denied without prejudice. In such a case, if the rezone request is reactivated in writing by the applicant within six months, and is reheard within nine months of the date of the original action, then the original case file and number shall be used and the rezone fee shall be waived.
- (k) Review or Revocation of Approval. Rezones and any concurrent or subsequent approvals issued pursuant to this chapter may be reviewed or revoked in accordance with Section [14.16A.255](#).
- 14.32.010 Continuation of Nonconforming Situations and Completion of Nonconforming Projects.** Nonconforming situations that were otherwise lawful on the effective date of this chapter may be continued subject to the restrictions and qualifications of this chapter and, if applicable, of an adopted subarea plan.

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14.36.020 Commercial Districts Established.

- (a) The following commercial districts are hereby established: Neighborhood Commercial, Central Business District, Local Business, Mixed Use, Planned Business District, and Sub-Regional Commercial. These districts are created to accomplish the purposes and serve the objectives set forth in the remainder of this section.
- (b) The Neighborhood Commercial (NC) zone is designed to accommodate neighborhood commercial activities that would cater to residential needs and to which local residents may walk.
- (c) The Central Business District (CBD) is designed to accommodate a wide variety of commercial activities (particularly those that are pedestrian-oriented) that will result in the most intensive and attractive use of the City's central business district.
- (d) The Local Business (LB) zone is designed to accommodate commercial development generally similar to the types permissible in a Central Business District, except that it is intended that this zone be placed along arterials to cater to commuters, or as a transition in some areas between a higher intensity zone (e.g., commercial, industrial, etc.) (~~Sub-Regional Commercial zone~~) and a lower intensity zone (e.g., residential, park, etc.) (~~zone~~), or may provide for a smaller scale shopping center that primarily serves one neighborhood or area of the City (as opposed to a sub-regional or regional shopping center).
- (e) The Mixed Use (MU) zone is designed to accommodate a horizontally stratified mixture of residential and commercial uses. It is intended that this zoning classification be applied primarily in areas adjacent to the Central Business District, Community Business, Sub-Regional Commercial, or Planned Business District zones as a transition or buffer zone to residential districts.
- (f) The Sub-Regional Commercial zone (SRC) is designed to accommodate the widest range of commercial activities.
- (g) The Planned Business District (PBD) is designed to accommodate commercial or mixed use development, including supporting residential structures, generally similar to the types permissible in a Central Business District or Mixed Use zone. It is intended that this zone be used on sites containing sensitive resources or other sites where, due to property-specific circumstances, detailed planning would benefit all property owners involved as well as the public by, among other things, allowing for comprehensive site planning and a transfer of densities among parcels in order to avoid impacts to sensitive resources.
- (h) The Business District (BD) is designed to promote community and regional employment and accommodate land uses such as corporate offices, general offices, research and development, medical clinics, technology, and light manufacturing and assembly. This district should be located in areas with direct access to highways and arterials in addition to transit facilities, adequate public services and traffic capacity.
- (i) The Commercial District (CD) is designed to accommodate the high-intensity retail needs of the community and regional market by attracting a mix of large to small format retail stores and restaurants to create a vibrant and unified regional shopping center. Transportation accessibility, exposure to highways and arterials with adequate public services and traffic capacity characterize this district.
- (j) The Main Street District (MS) is designed to provide pedestrian-oriented commercial uses that serve the community and region by attracting a variety of small (up to 10,000 gross square feet) to mid-sized (approximately 30,000 gross square feet) businesses along with high-density residential uses in proximity to other retail and residential areas. Building design and pedestrian-oriented features would support an

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active and pleasant streetscape. This district should include enhanced sidewalks, public spaces and amenities for pedestrians and cyclists that emphasize pedestrian movement over vehicular movement.

(k) The Mixed-Use Neighborhood (MUN) zone is designed to accommodate higher density residential development in proximity to employment and retail centers and provide basic convenience goods and services, in areas, with available public services and adequate traffic capacities. This district would have a minimum density of 15 dwelling units per acre and create a transition between higher and lower intensity land uses.

(l) The Neighborhood Business (NB) zone is designed to provide convenience goods, services, and opportunities for smaller scale shopping centers near neighborhoods that cater to pedestrians and commuters. This district should be located in areas with available public services, transportation accessibility to arterials and adequate traffic capacities.

14.36.200 Compatibility of Zoning Districts with Land Use Plan Defined.

Table 14.36-I defines which zoning districts are compatible with which land use designations of the Land Use Plan of the Comprehensive Plan. Only those zones defined as compatible with a given land use designation may be applied to that land use designation when a rezone is considered.

Table 14.36-I: Land Use Designation/Zone Compatibility Matrix

Zone	Comprehensive Plan Land Use Designation*											
	LDR	MDR	HDR	WR	D/LC	SRC	MU	PBD	LI	GI	P/SP	COM
Suburban Residential		X										
Waterfront Residential		X		X								
Urban Residential		X										X
High Urban Residential		X										X
Multi-Family Residential			X									
Neighborhood Commercial	X	X	X									
Local Business					X							
Central Business District					X							
Mixed Use							X					
Planned Business District								X				
Sub-Regional Commercial						X						

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Light Industrial									X	X		
General Industrial										X		
Public/Semi-Public	X	X	X	X	X	X	X	X	X	X	X	X
<u>Subarea Zones</u>												
<u>Business District</u>												X
<u>Commercial District</u>												X
<u>Main Street District</u>												X
<u>Mixed-Use Neighborhood</u>												X
<u>Neighborhood Business</u>												X
<u>Miscellaneous Designations</u>												
Floodplain and Floodway District	X	X	X	X	X	X	X	X	X	X	X	X
Shoreline Environment Designation	X	X	X	X	X	X	X	X	X	X	X	X

- LDR = Low Density Residential
- MDR = Medium Density Residential
- HDR = High Density Residential
- WR = Waterfront Residential
- D/LC = Downtown/Local Commercial
- SRC = Sub-Regional Commercial
- MU = Mixed Use
- PBD = Planned Business District
- LI = Light Industrial
- GI = General Industrial
- P/SP = Public/Semi-Public
- COM = Commercial (Subareas)

14.40.010 Table of Permissible Uses.

Table 14.40-I, the Table of Permissible Uses, sets forth the permissible uses for the various zoning districts in the City, subject to other applicable provisions in this title. It should be read in close conjunction with the definitions of terms set forth in Section [14.08.010](#) and the other interpretative provisions set forth in this chapter. Permissible uses for the Subarea zoning districts are not included in this table, but are included in Section 14.38.120.

Table 14.40-I – Add Note 14 reference to title and add Note “14 Permissible and prohibited uses for Subarea zoning districts are listed in Section 14.38.120. For development within adopted subareas, see Section 14.44.030.”

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<u>USE DESCRIPTIONS</u>	<u>SR</u>	<u>WR</u>	<u>UR</u>	<u>HUR</u>	<u>MFR</u>	<u>NC⁴</u>	<u>LB</u>	<u>CBD</u>	<u>MU¹</u>	<u>PBD⁵</u>	<u>SRC</u>	<u>LI</u>	<u>GI</u>	<u>P/SP</u>
8.000 RESTAURANTS, BARS, NIGHT CLUBS														
8.600 Public Places of Adult Entertainment											((€))	C	A	

14.44.030 ((Planned Neighborhood-))Development((s)) within Adopted Subareas.

((Repealed by Ord. 811.)) Developments within adopted subareas are subject to the regulations found in the standard municipal code requirements of Title 14 LSMC, except when modified by subarea specific regulations in Chapter 14.38 LSMC.

14.68.124 Incentive Provisions for Exceptional Efforts.

(a) To encourage the integration of signage into the visual framework of its location, special consideration may be given to signs of exceptional design. Special consideration may, at the Planning ((Commission))Director’s discretion, result in a relaxation of the number, dimensional and locational standards specified in this chapter. No other standards may be relaxed. This is not to be confused with a variance. It is to be based on an exceptional effort toward creating visual harmony between the sign, the building(s), and the site.

(b) Petitions for consideration of signs pursuant to this section shall be made to and decided by the Planning ((Commission))Director. The petition and application shall be presented with the entire sign plan to the ((Planning Commission))Design Review Board with a narrative outlining the proposed plan addressing, but not limited to, the following:

- (1) How the components of the sign improve legibility, readability, and aesthetics;
- (2) The relationship of the proposed sign to the community vision for the zone, as expressed in the Comprehensive Plan, intent of the zone, and Development Design Guidelines. In the Central Business District in particular, signs designed to enhance the historic character of downtown may be given special consideration;
- (3) Relationship of the sign to the immediate surroundings, including existing and proposed buildings, other signs, and landscape;
- (4) Relationship of the sign to the business that the sign is to promote; and
- (5) A colored rendering, showing the proposed sign, dimensions of the sign, and location of the sign.

ATTACHMENT C
DRAFT ZONING MAPS & LAND USE MAPS







