

City of Lake Stevens Mission Statement



The City of Lake Stevens' mission is not only to preserve the natural beauty that attracted so many of its citizens, but to enhance and harmonize with the environment to accommodate new people who desire to live here. Through shared, active participation among Citizen, Mayor, Council, and City Staff, we commit ourselves to quality living for this and future generations.

Growth in our community is inevitable. The City will pursue an active plan on how, when, and where it shall occur to properly plan for needed services, ensure public safety, and maintain the unique ambience that is Lake Stevens.



REGULAR CITY COUNCIL MEETING AGENDA
Lake Stevens School District Educational Service Center (Admin. Bldg.)
12309 22nd Street NE, Lake Stevens
Monday, October 10, 2011 - 7:00 p.m.

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

CALL TO ORDER: 7:00 p.m.
Pledge of Allegiance

ROLL CALL:

VOLUNTEER APPRECIATION: A. Diana Hale for landscape design and implementation on the eagle roundabout.

GUEST BUSINESS:

CONSENT AGENDA: *A. Approve October 2011 vouchers. Barb

PUBLIC HEARING: **PUBLIC HEARING FORMAT:**

1. Open Public Hearing
2. Staff presentation
3. Council's questions of staff
4. Proponent's comments
5. Comments from the audience
6. Close public comments portion of hearing
7. Discussion by City Council
8. Re-open the public comment portion of the hearing for additional comments (optional)
9. Close Hearing
10. **COUNCIL ACTION:**
 - a. Approve
 - b. Deny
 - c. Continue

*A. Public Hearing and second and final reading of Ordinance No. 860, Federal Emergency Management Agency regulations. (First hearing and reading September 26, 2011) Russ

ACTION ITEMS: *A. Approve Resolution No. 2011-13, fees amendment. Russ
*B. Approve minutes of September 26, 2011 regular meeting. Norma

Lake Stevens City Council Regular Meeting Agenda

October 10, 2011

- | | | |
|--------------------------|---|-------|
| | *C. Approve Marysville Jail agreement. | Randy |
| | *D. Approve agreement with Snohomish County for prisoner transport. | Randy |
| | *E. Authorize Supplemental #1 agreement with Shannon & Wilson for environmental services for 36 th Street. | Mick |
| | *F. Authorize Supplemental #1 agreement with Associated Underwater Services for aerator underwater inspections. | Mick |
| | *G. Approve amendment to Lake Stevens Center Subarea Plan – circulation modeling scope change with Weinman LLC. | Mick |
| DISCUSSION ITEMS: | A. 2012 budget presentation. | Barb |
| | *B. Lake Stevens Center Circulation – North Davies roundabout concept. | Mick |

COUNCIL PERSON'S BUSINESS:

MAYOR'S BUSINESS:

STAFF REPORTS:

INFORMATION ITEMS:

EXECUTIVE SESSION:

ADJOURN:

* ITEMS ATTACHED
** ITEMS PREVIOUSLY DISTRIBUTED
ITEMS TO BE DISTRIBUTED

THE PUBLIC IS INVITED TO ATTEND

Special Needs

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

**BLANKET VOUCHER APPROVAL
 2011**

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

Payroll Direct Deposits	904815-904882	\$121,408.22
Payroll Checks	32419-32421	\$5,001.87
Claims	32422-32481	\$152,064.52
Electronic Funds Transfers	377-382	\$131,670.49
Void Checks	32379	(\$3,035.00)
Tax Deposit(s)	9/30/2011	\$42,400.84
Total Vouchers Approved:		\$449,510.94

This 10th day of October 2011:

 Mayor

 Councilmember

 Finance Director

 Councilmember

 Councilmember

 Councilmember



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Direct Deposit Register

03-Oct-2011

Lake Stevens

Wells Fargo - AP

Direct Deposits to Accounts

<u>03-Oct-2011</u>	<u>Vendor</u>	<u>Source</u>	<u>Amount</u>	<u>Draft#</u>	<u>Bank Name</u>	<u>Transit</u>	<u>Account</u>
12112	AFLAC	C	\$1,354.38	377	Wells Fargo	121000248	4159656917
101	Assoc. Of Washington Cities	C	\$73,132.45	378	Wells Fargo	121000248	4159656917
9407	Department of Retirement (Pers	C	\$50,936.65	379	Wells Fargo	121000248	4159656917
9408	NATIONWIDE RETIREMENT SOL	C	\$698.25	380	Wells Fargo	121000248	4159656917
1418	Standard Insurance Company	C	\$5,120.26	381	Wells Fargo	121000248	4159656917
9405	Wash State Support Registry	C	\$428.50	382	Wells Fargo	121000248	4159656917
Total:			\$131,670.49		Count:	6.00	

Direct Deposit Summary

<i>Type</i>	<i>Count</i>	<i>Total</i>
C	6	\$131,670.49

Pre-Note Transactions

Detail Check Register

30-Sep-11

Lake Stevens

Check No	Check Date	VendorNo	Vendor	Check Amount	
32422	30-Sep-11	13757	Comdata Corporation		\$9,871.45
20145508	Fuel			\$9,871.45	\$0.00
001008521003200		Law Enforcement - Fuel		\$9,871.45	
Total Of Checks:					\$9,871.45

Detail Check Register

03-Oct-11

Lake Stevens

Check No	Check Date	VendorNo	Vendor	Check Amount	
32423	03-Oct-11	13824	Wash Teamsters Welfare Trust		\$1,464.50
10/01/11		Insurance Premiums		\$1,464.50	\$0.00
001010576802000		Parks - Benefits		\$58.58	
101016542002000		Street Fund - Benefits		\$702.96	
410016542402000		Storm Water - Benefits		\$702.96	
Total Of Checks:					\$1,464.50

Detail Check Register

06-Oct-11

Lake Stevens

Check No	Check Date	VendorNo	Vendor	Check Amount	
32424	10-Oct-11	13695	Aabco Barricade & Sign Co	\$436.38	
89900			Signs for Roundabout	\$436.38	\$0.00
101016542640000			Street Fund - Traffic Control	\$436.38	
32425	10-Oct-11	13328	ACES	\$589.00	
8381			Training	\$589.00	\$0.00
001003517620000			Admin. Safety program	\$139.00	
101016517620000			safety program	\$261.52	
410016517620000			safety program	\$188.48	
32426	10-Oct-11	12949	ALPINE FIRE & SAFETY SYS INC	\$46.37	
573671			First aid supplies	\$46.37	\$0.00
001008521003104			Law Enforcement-Operating Cost	\$46.37	
32427	10-Oct-11	12187	AUCKLAND ENTERPRISES	\$1,350.00	
533			Hazardous Tree Removal	\$1,350.00	\$0.00
410016542404800			Storm Water - Repairs & Maint.	\$1,350.00	
32428	10-Oct-11	137	Barmon Door and Plywood, Inc.	\$66.60	
A64136			Lock repair	\$66.60	\$0.00
001008521004800			Law Enforcement - Repair & Mai	\$66.60	
32429	10-Oct-11	13884	Brandon Gardner	\$86.00	
FR2011-15			Permit refund FR2011-15	\$86.00	\$0.00
001000342400000			Fire Inspection Fee	\$11.00	
633000386400000			fire dept. fees	\$75.00	
32430	10-Oct-11	11952	Carquest Auto Parts Store	\$294.17	
2421-165142			Air regulator	\$39.89	\$0.00
101016542004800			Street Fund - Repair & Mainten	\$39.89	
2421-165521			Fuel Filters	\$25.00	\$0.00
101016542004800			Street Fund - Repair & Mainten	\$25.00	
2421-165522			Batteries	\$94.79	\$0.00
101016542004800			Street Fund - Repair & Mainten	\$94.79	
2421-165676			Alternators	\$114.95	\$0.00
101016542004800			Street Fund - Repair & Mainten	\$114.95	
2421-165786			Diesel 911 80oz	\$19.54	\$0.00
101016542004800			Street Fund - Repair & Mainten	\$19.54	

Detail Check Register

06-Oct-11

Lake Stevens

Check No	Check Date	VendorNo	Vendor	Check Amount	
32431	10-Oct-11	13550	Case Power & Equipment		\$435.03
G15895			shoulder mower repair	\$435.03	\$0.00
			101016542004800 Street Fund - Repair & Mainten	\$435.03	
32432	10-Oct-11	13776	Chris L Griffen		\$187.50
12319773LSP			Public Defender services	\$187.50	\$0.00
			001013512800000 Court Appointed Attorney Fees	\$187.50	
32433	10-Oct-11	274	City of Everett		\$5,735.00
I11002541			Animal shelter services	\$3,035.00	\$0.00
			001008539004100 Code Enforcement - Professiona	\$3,035.00	
C995952			Animal shelter services	(\$1,485.00)	\$0.00
			001008539004100 Code Enforcement - Professiona	(\$1,485.00)	
I11002698			Animal shelter services	\$4,185.00	\$0.00
			001008539004100 Code Enforcement - Professiona	\$4,185.00	
32434	10-Oct-11	276	City Of Lake Stevens		\$35.05
1046			Retainage - New Chapter	\$35.05	\$0.00
			001007558004100 Planning - Professional Servic	\$1.15	
			001007559004100 Building Department - Professi	\$1.15	
			001008521004100 Law Enforcement - Professional	\$20.10	
			001013519904100 General Government - Professio	\$5.75	
			00101355504100 Community Center - Cleaning	\$4.60	
			101016542004100 Street Fund - Professional Ser	\$1.15	
			410016542404101 Storm Water - Professional Ser	\$1.15	
32435	10-Oct-11	12004	CITY OF MARYSVILLE		\$28,578.58
11-015			Court Citations August 2011	\$13,364.25	\$0.00
			001013512500001 Municipal Court Fees	\$13,364.25	
5815			Prof svcs - Hwy 9	\$875.00	\$0.00
			001013519904100 General Government - Professio	\$875.00	
POLIN11-0101			Prisoner Housing Aug 2011	\$12,373.33	\$0.00
			001008523005100 Law Enforcement - Jail	\$12,373.33	
POLIN11-0104			Prisoner Medical Aug 2011	\$385.00	\$0.00
			001008523005100 Law Enforcement - Jail	\$385.00	
POLIN11-0106			Prisoner Housing Okanogan Aug 20	\$1,581.00	\$0.00

Detail Check Register

06-Oct-11

Lake Stevens

Check No	Check Date	VendorNo	Vendor	Check Amount	
001008523005100			Law Enforcement - Jail	\$1,581.00	
32436	10-Oct-11	284	City Of Snohomish		\$24.95
303			Channel 21	\$24.95	\$0.00
001013519904200			General Government - Communica	\$24.95	
32437	10-Oct-11	290	Co-Op Supply		\$92.76
200937			Straw Bale	\$92.76	\$0.00
410016542403102			Storm Water - Operating Costs	\$92.76	
32438	10-Oct-11	13030	COMCAST		\$72.89
09/11 0630988			Communications	\$72.89	\$0.00
001008521004200			Law Enforcement - Communicatio	\$72.89	
32439	10-Oct-11	91	Corporate Office Supply		\$474.57
120414i			Digital Voice Recorder	\$474.57	\$0.00
001007558003100			Planning - Office Supplies	\$474.57	
32440	10-Oct-11	13196	Correctional Industries		\$590.16
WCCW05799			Supplies	\$590.16	\$0.00
101016542002600			Street Fund - Clothing	\$300.00	
410016542402600			Storm Water-Clothing	\$290.16	
32441	10-Oct-11	418	Department Of Labor and Indust		\$236.30
213785			Certification fees	\$194.90	\$0.00
001008521003104			Law Enforcement-Operating Cost	\$64.96	
001010576803103			Parks-Lundeen-Operating Costs	\$32.48	
001012572503100			Library - Office And Operating	\$32.48	
001013519903100			General Government - Operating	\$32.49	
001013551503100			Community Center - Operations	\$32.49	
213839			Certification fees	\$41.40	\$0.00
101016543504802			Facilities R&M (City Shop)	\$41.40	
32442	10-Oct-11	13027	DEPARTMENT OF LICENSING		\$234.00
96415-242			Weapons permits	\$234.00	\$0.00
633008586000000			Gun Permit - State Remittance	\$234.00	
32443	10-Oct-11	12800	DEPT OF CORRECTIONS		\$277.67
MCC4591 0811			Repair and Maint	\$277.67	\$0.00
101016542004800			Street Fund - Repair & Mainten	\$277.67	
32444	10-Oct-11	473	Electronic Business Machines		\$75.47

Detail Check Register

06-Oct-11

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Check No	Check Date	VendorNo	Vendor		Check Amount	
069165			Copier maint	\$75.47	\$0.00	\$75.47
001007558004800			Planning - Repairs & Maint.	\$37.73		
101016542004800			Street Fund - Repair & Mainten	\$18.87		
410016542404800			Storm Water - Repairs & Maint.	\$18.87		
32445	10-Oct-11	12711	EVERGREEN SECURITY SYSTEMS			\$1,859.17
22181			Security syst install new evidence ro	\$1,391.17	\$0.00	\$1,391.17
001008521003104			Law Enforcement-Operating Cost	\$1,391.17		
22183			Monitoring Sept 2011-2012	\$468.00	\$0.00	\$468.00
001008521914000			Law Enforcement -Alarm-Evid Rm	\$468.00		
32446	10-Oct-11	13390	Evergreen State Heat			\$612.50
16716			HVAC service	\$209.05	\$0.00	\$209.05
001008521004800			Law Enforcement - Repair & Mai	\$209.05		
16727			HVAC Maint	\$403.45	\$0.00	\$403.45
001013519904800			General Government - Repair/Ma	\$403.45		
32447	10-Oct-11	13468	Feldman & Lee			\$5,250.00
09/11			Public Defender	\$5,250.00	\$0.00	\$5,250.00
001013512800000			Court Appointed Attorney Fees	\$5,250.00		
32448	10-Oct-11	13764	Frontier			\$120.77
09/11			Communications	\$55.05	\$0.00	\$55.05
001008521004200			Law Enforcement - Communicatio	\$55.05		
09/13/11			Communications	\$65.72	\$0.00	\$65.72
001013519904200			General Government - Communica	\$21.91		
101016542004200			Street Fund - Communications	\$21.90		
410016542404200			Storm Water - Communications	\$21.91		
32449	10-Oct-11	13010	Grainger			\$147.91
9643839906			rubber floor mat	\$147.91	\$0.00	\$147.91
101016543504802			Facilities R&M (City Shop)	\$147.91		
32450	10-Oct-11	13509	Industrial Supply, Inc			\$303.79
486196			Gloves and Safety Glasses	\$303.79	\$0.00	\$303.79
410016542403102			Storm Water - Operating Costs	\$303.79		
32451	10-Oct-11	12648	IRON MOUNTAIN QUARRY LLC			\$146.40
0196596			Maintenance Suplies	\$146.40	\$0.00	\$146.40

Detail Check Register

06-Oct-11

Lake Stevens

Check No	Check Date	VendorNo	Vendor	Check Amount	
101016542004800			Street Fund - Repair & Mainten	\$146.40	
32452	10-Oct-11	13162	Jackelyn Eilert		\$215.96
8/31-9/22/11			Flex Med reimb	\$215.96	\$0.00
001000281000000			Payroll Liabilities	\$215.96	
32453	10-Oct-11	13863	Johns Cleaning Service		\$224.64
656			Uniform cleaning	\$224.64	\$0.00
001008521002600			Law Enforcment Clothing	\$224.64	
32454	10-Oct-11	13882	Knock Out Specialties		\$1,122.92
25763			Evidence boxes destroyed in flood	\$1,122.92	\$0.00
001008521003104			Law Enforcement-Operating Cost	\$1,122.92	
32455	10-Oct-11	852	Lake Stevens Journal		\$70.35
75829			Advertising - legal	\$70.35	\$0.00
001007558004400			Planning - Advertising	\$70.35	
32456	10-Oct-11	12751	LAKE STEVENS POLICE GUILD		\$876.00
09/30/11			Union dues	\$876.00	\$0.00
001000281000000			Payroll Liabilities	\$876.00	
32457	10-Oct-11	12841	Law Offices of Weed, Graafstra		\$5,974.00
93			Professional services	\$5,974.00	\$0.00
001005515204100			Legal - Professional Service	\$3,584.40	
101016542004100			Street Fund - Professional Ser	\$1,792.20	
410016542404101			Storm Water - Professional Ser	\$597.40	
32458	10-Oct-11	13147	LEIRA		\$100.00
10/4 Training			Public Disclosure Act Traingon	\$100.00	\$0.00
001008521004901			Law Enforcement - Staff Develo	\$100.00	
32459	10-Oct-11	12603	LES SCHWAB TIRE CENTER		\$1,444.61
40200006454			Tires	\$1,411.76	\$0.00
101016542004800			Street Fund - Repair & Mainten	\$1,060.32	
410016542404800			Storm Water - Repairs & Maint.	\$351.44	
40200007056			Flat Repair	\$32.85	\$0.00
101016542004800			Street Fund - Repair & Mainten	\$32.85	
32460	10-Oct-11	13755	LMN Architects		\$32,096.15
51521			Professional services	\$32,096.15	\$0.00

Detail Check Register

06-Oct-11

Lake Stevens

Check No	Check Date	VendorNo	Vendor	Check Amount	
001007558804111			Planning-Economic Development	\$31,134.07	
101016542003105			Traffic Safety Corridor	\$962.08	
32461	10-Oct-11	12215	LOWES COMPANIES		\$706.44
911411			4x4 sign posts	\$706.44	\$0.00
101016542640000			Street Fund - Traffic Control	\$706.44	
32462	10-Oct-11	13883	Lyle Matheson		\$1,281.19
Refund			Refund surface water charge	\$1,281.19	\$0.00
410000343008300			Storm Wtr Chrgs-Coll for City	\$1,281.19	
32463	10-Oct-11	13774	Maltby Container & Recycling		\$1,150.00
20967			Dump fees	\$1,005.00	\$0.00
410016542404800			Storm Water - Repairs & Maint.	\$1,005.00	
20968			Dump fees	\$145.00	\$0.00
001010576804800			Parks - Repair & Maintenance	\$21.67	
001013519904800			General Government - Repair/Ma	\$21.66	
101016542004800			Street Fund - Repair & Mainten	\$101.67	
32464	10-Oct-11	12684	NORTHWEST CASCADE INC.		\$21.20
1-355432			Equipment rental	\$90.00	\$0.00
001010576804500			Parks - Equipment Rental	\$90.00	
1-359513			Equipment rental	(\$68.80)	\$0.00
001010576804500			Parks - Equipment Rental	(\$68.80)	
32465	10-Oct-11	1053	Patricks Printing		\$107.56
41309			Business Cards	\$107.56	\$0.00
101016542003101			Street Fund Office Supplies	\$53.78	
410016542403101			Storm Water - Office Supplies	\$53.78	
32466	10-Oct-11	1128	PILCHUCK VETERINARY HOSPITAL		\$147.50
11-1904			Professional services	\$147.50	\$0.00
001008539004100			Code Enforcement - Professiona	\$147.50	
32467	10-Oct-11	1177	Puget Sound Clean Air Agency		\$1,890.50
11 054 S			Q3.2011 Clean Air Assesment	\$1,890.50	\$0.00
001013531705100			General Government - Air Pollu	\$1,890.50	
32468	10-Oct-11	12722	SHRED-it WESTERN WASHINGTON		\$49.50
101140144			Shredding services	\$49.50	\$0.00

Detail Check Register

06-Oct-11

Lake Stevens

Check No	Check Date	VendorNo	Vendor	Check Amount	
001008521003104			Law Enforcement-Operating Cost	\$49.50	
32469	10-Oct-11	1382	Snohomish County Public Works		\$5,777.73
I000282983			Repair and Maint	\$5,402.94	\$0.00
					\$5,402.94
001008521004800			Law Enforcement - Repair & Mai	\$5,356.47	
101016542004800			Street Fund - Repair & Mainten	\$46.47	
I000283213			Repair and Maint	\$374.79	\$0.00
					\$374.79
101016542004800			Street Fund - Repair & Mainten	\$374.79	
32470	10-Oct-11	12961	SNOHOMISH COUNTY PUD		\$1,722.68
100043869			Utilities - electric	\$640.64	\$0.00
					\$640.64
001010576804700			Parks - Utilities	\$213.55	
101016542004700			Street Fund - Utilities	\$213.55	
410016542404701			Storm Water Utilities	\$213.54	
120385051			Utilities - electric	\$125.67	\$0.00
					\$125.67
001008521004700			Law Enforcement - Utilities	\$125.67	
123701137			Utilities - electric	\$140.08	\$0.00
					\$140.08
101016542630000			Street Fund - Street Lighting	\$140.08	
130338220			Utilities - electric	\$124.68	\$0.00
					\$124.68
101016542630000			Street Fund - Street Lighting	\$124.68	
140196717			Utilities - electric	\$103.10	\$0.00
					\$103.10
101016542630000			Street Fund - Street Lighting	\$103.10	
140196718			Utilities - electric	\$119.78	\$0.00
					\$119.78
101016542630000			Street Fund - Street Lighting	\$119.78	
153461507			Utilities - electric	\$77.94	\$0.00
					\$77.94
101016542630000			Street Fund - Street Lighting	\$77.94	
156757946			Utilities - electric	\$390.79	\$0.00
					\$390.79
001010576804700			Parks - Utilities	\$390.79	
32471	10-Oct-11	12961	SNOHOMISH COUNTY PUD		\$110.01
120385568			Utilities - electric	\$72.14	\$0.00
					\$72.14
410016542404700			Storm Water-Aerat. Utilities	\$72.14	
127019409			Utilities - electric	\$37.87	\$0.00
					\$37.87

Detail Check Register

06-Oct-11

Lake Stevens

Check No	Check Date	VendorNo	Vendor	Check Amount	
001010576804700			Parks - Utilities	\$12.62	
101016542004700			Street Fund - Utilities	\$12.62	
410016542404701			Storm Water Utilities	\$12.63	
32472	10-Oct-11	12579	SUMMIT LAW GROUP		\$85.50
53310			Professional services	\$85.50	\$0.00
001013519904100			General Government - Professio	\$85.50	
32473	10-Oct-11	11787	Teamsters Local No. 763		\$569.00
09/30/11			Union dues	\$569.00	\$0.00
001000281000000			Payroll Liabilities	\$569.00	
32474	10-Oct-11	1491	The Everett Herald		\$121.80
1750941			Advertising - legal	\$121.80	\$0.00
001007558004400			Planning - Advertising	\$121.80	
32475	10-Oct-11	11788	United Way of Snohomish Co.		\$257.68
09/30/11			Employee Contributions	\$257.68	\$0.00
001000281000000			Payroll Liabilities	\$257.68	
32476	10-Oct-11	12158	VERIZON NORTHWEST		\$5,433.94
1015873779			Communications	\$5,433.94	\$0.00
001003511104200			Executive - Communication	\$57.80	
001003513104200			Administration-Communications	\$58.07	
001003513106400			Administration - Capital Outla	\$753.41	
001003514104200			City Clerks-Communications	\$34.73	
001003516104200			Human Resources-Communications	\$57.50	
001003518104200			IT Dept-Communications	\$115.00	
001007558004200			Planning - Communication	\$119.46	
001007558006400			Planning - Capital Outlay	\$753.41	
001008521004200			Law Enforcement - Communicatio	\$1,397.47	
001008521006400			Law Enforcement - Capital Outl	\$753.41	
001010576804200			Parks - Communication	\$193.42	
101016542004200			Street Fund - Communications	\$193.42	
101016595406401			Street Fund -Capital Purchases	\$753.41	
410016542404200			Storm Water - Communications	\$193.43	
32477	10-Oct-11	1579	VILLAGE ACE HARDWARE		\$1,308.47
09/11 1526			Supplies	\$1,308.47	\$0.00

Detail Check Register

06-Oct-11

Lake Stevens

Check No	Check Date	VendorNo	Vendor	Check Amount	
001008521003104			Law Enforcement-Operating Cost	\$57.53	
001008521004800			Law Enforcement - Repair & Mai	\$59.69	
001010576804800			Parks - Repair & Maintenance	\$151.06	
001010576804803			Parks-Lundeen-Repair & Maint	\$23.25	
001012572504800			Library - Repair & Maint.	\$25.93	
001013519904800			General Government - Repair/Ma	\$51.79	
101016542003102			Street Fund Operating Costs	\$41.25	
101016542004800			Street Fund - Repair & Mainten	\$228.29	
101016542640000			Street Fund - Traffic Control	\$7.15	
101016543504802			Facilities R&M (City Shop)	\$567.96	
410016531503106			DOE - G1100280 LID Grant Exp	\$34.20	
410016542404800			Storm Water - Repairs & Maint.	\$60.37	
32478	10-Oct-11	13127	WA State Dept of Natural Resou		\$17.40
9063136			Forest land assessment	\$17.40	\$0.00 \$17.40
001013519904900			General Government - Miscellan	\$17.40	
32479	10-Oct-11	12761	WASHINGTON STATE PATROL		\$272.60
T1200019			Training	\$272.60	\$0.00 \$272.60
001008521004300			Law Enforce - Travel & Mtgs	\$227.88	
001008521004901			Law Enforcement - Staff Develo	\$44.72	
32480	10-Oct-11	13843	Weinman Consulting LLC		\$22,048.00
6 20th St			Professional services-20th St	\$13,721.14	\$0.00 \$13,721.14
001007558804111			Planning-Economic Development	\$13,721.14	
6 LS Ctr			Professional services-LS Ctr	\$8,326.86	\$0.00 \$8,326.86
001007558804111			Planning-Economic Development	\$8,326.86	
32481	10-Oct-11	12845	ZACHOR & THOMAS, INC. P.S.		\$7,166.25
539			Prosecutor fees	\$7,166.25	\$0.00 \$7,166.25
001013515210000			Prosecutor fees	\$7,166.25	
Total Of Checks:					\$140,728.57



LAKE STEVENS CITY COUNCIL
STAFF REPORT

Council Agenda Date: October 10, 2011

Subject: Regulatory Floodplain Regulations (LS2011-05) / Fees Resolution (Resolution 2011-13)

Contact Person/Department: Rebecca Ableman,
Director of Planning & Community
Development

Budget Impact: New fee
proposed

RECOMMENDATION(S)/ACTION REQUESTED OF COUNCIL:

1. Motion to adopt proposed code amendments to Chapter 14.08 Basic Definitions; Subsection 14.16A.210(D) Classification of Permits and Decisions; Chapter 14.64 Floodways, Floodplains, Drainage, and Erosion (Part I); and Chapter 14.88 Critical Areas (Part V) of the Lake Stevens Municipal Code (LSMC).
2. Motion to adopt proposed fee for processing floodplain development permits per Resolution 2011-13.

PLEASE NOTE: THE ORDINANCE AND RESOLUTION ARE SEPARATE ACTION ITEMS. ACTION ON THE PROPOSED FEES RESOLUTION WILL PROCEED AS AN ACTION ITEM FOLLOWING APPROVAL OF THE ORDINANCE.

SUMMARY:

Tonight's meeting will include the second Council hearing and final reading of the revised floodplain Ordinance, in addition to Council action on a proposed fee to process floodplain development permits per Resolution 2011-13.

BACKGROUND/HISTORY:

In 2008, NMFS issued a biological opinion that required changes to the implementation of the NFIP to comply with the Endangered Species Act (ESA). The NMFS opinion found that the Federal Emergency Management Agency (FEMA) implementation of the National Flood Insurance Program, in the Puget Sound, adversely affects threatened and endangered species. In response to the findings, FEMA produced a model ordinance to address regulatory shortcomings in relation to endangered species. Subsequently, FEMA has required local jurisdictions to evaluate and/or amend their floodplain regulations by September 22, 2011 to comply with the biological opinion. Local governments have three primary compliance methods:

1. Adopt the newly revised model ordinance;
2. Demonstrate that existing plans and regulations provide protection for listed species; or
3. Comply project by project (by consulting with the federal services and preparing a habitat assessment).

Additionally, FEMA has updated its Flood Insurance Rate Maps (FIRMs) maps requiring local jurisdictions to update their adopted flood maps.

Floodplain regulations apply to properties around the lake and along a portion of Catherine Creek. City staff prepared regulations per Method 2 to show how existing and revised Flood Hazard, Critical Areas, and Shoreline codes and regulations adequately protect private properties and sensitive species in flood hazard

areas. FEMA has provided the City with a letter of conditional approval pending adoption of the proposed revisions.

Staff has held public hearings with the City Council and Planning Commission over the proposed regulations that include mandatory and optional elements from the model ordinance. The mandatory elements will ensure consistency with ESA. The optional elements are updates to existing standards that provide additional protections for development in flood areas. The retention of optional elements is favorable to overall insurance rates in flood areas. Both bodies reviewed staffs findings, conclusions, and supplementary materials at this time.

Subsequent to the Public Hearing with Council, staff has proposed an additional code revision to incorporate flood “floodplain development permits” as a Type I permit under the Land Use Actions and Permits column of Table 14.16a-I, found in LSMC 14.16a.210(d) Classification of Permits and Decisions. New Section 2 of ordinance 860 reflects this change.

APPLICABLE CITY POLICIES: Section 14.08.010 Definitions of Basic Terms; Section 14.16a.210(d) Classification of Permits and Decisions; Chapters 14.64 Floodways, Floodplains, Drainage, and Erosion (Part I); and 14.88 Critical Areas (Part V) of the LSMC

BUDGET IMPACT: Staff is proposing a fee of \$150.00 for processing floodplain development permits per Resolution 2011-13

ATTACHMENTS:

Ordinance 860 w/ exhibits

Resolution 2011-13

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

ORDINANCE NO. 860

AN ORDINANCE OF THE CITY OF LAKE STEVENS, WASHINGTON, RELATING TO REGULATION OF FLOODPLAINS; AMENDING SECTION 14.08.010 DEFINITIONS OF BASIC TERMS OF LSMC CHAPTER 14.08; AMENDING TABLE 14.16A-I: CLASSIFICATION OF PERMITS AND DECISIONS OF SUBSECTION 14.16A.210(D); REPEALING AND REPLACING PART I OF LSMC CHAPTER 14.64 FLOODWAYS, FLOODPLAINS, DRAINAGE, AND EROSION; AMENDING PART V (FREQUENTLY FLOODED AREAS) OF LSMC CHAPTER 14.88 CRITICAL AREAS OF THE LAKE STEVENS MUNICIPAL CODE; AND UPDATING REFERENCES TO INCORPORATING FUTURE FLOOD INSURANCE RATE MAPS INTO THE MUNICIPAL CODE.

WHEREAS, in 2008, the National Marine Fisheries Service (NMFS) issued a biological opinion that required changes to the implementation of the National Flood Insurance Program (NFIP) to comply with the Endangered Species Act (ESA); and

WHEREAS, in response to the NMFS opinion, the Federal Emergency Management Agency (FEMA) produced a model ordinance to address regulatory shortcomings in relation to endangered species; and

WHEREAS, FEMA required local jurisdictions to evaluate and/or amend their floodplain regulations by September 22, 2011 to comply with the biological opinion and ESA; and

WHEREAS, the City of Lake Stevens acknowledges that FEMA has updated its Flood Insurance Rate Maps (FIRMs) maps and desires to incorporate the current FIRMs and any subsequent changes into the Lake Stevens Municipal Code (LSMC or Code) by reference; and

WHEREAS, the floodplain regulations apply to all properties around the lake (Lake Stevens) and along a portion of Catherine Creek; and

WHEREAS, the City has shown that existing codes and proposed amendments adequately protect private properties and sensitive species in flood hazard areas and FEMA has provided a letter of conditional approval, dated August 16, 2011, attesting the same, pending adoption of the proposed regulations; and

WHEREAS, the City prepared a State Environmental Policy Act (SEPA) checklist and issued a Determination of Nonsignificance for the proposed code amendments on June 29, 2011 and published notice of the same in the Lake Stevens Journal; and

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

WHEREAS, pursuant to RCW 36.70A.106, a notice of intent to adopt proposed code amendments was transmitted to the Washington State Department of Commerce on June 29, 2011 for a 60-day review; and

WHEREAS, the Lake Stevens Planning Commission conducted a public hearing on September 7, 2011 to consider adopting the floodplain regulations and map revisions and recommended approval of the same; and

WHEREAS, the Lake Stevens City Council conducted public hearings on September 26 and October 10, 2011 to consider adopting the floodplain regulations and map revisions.

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

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

- (1) Consistent with the adopted Lake Stevens Comprehensive Plan;
- (2) Comply with the Growth Management Act; and
- (3) Advance the public health, safety and welfare.

Section 2. LSMC 14.08.010 Definitions of Basic Terms is hereby amended to delete the definitions of *Area of Shallow Flooding* and *Area of Special Flood Hazard*; amend the definitions of *Base Flood*, *Critical Facility*, *Flood Insurance Study*, *Floodplain*, and *Floodway*; and add definitions of *Base Flood Elevation*, *Basement*, *Breakaway Wall*, *Channel Migration Area*, *Development (definition related to flood permits only)*, *Elevation Certificate*, *FEMA*, *Flood Zones*, *Mitigation (definition related to flood permits only)*, *Moderate-to-low Risk Areas or Non-Special Flood Hazard Areas*, *Natural Floodplain Functions*, *National Marine Fisheries Service (NMFS)*, *Protected Area (definition related to flood permits only)*, *Regulatory Floodplain*, *Riparian Habitat Zone*, *Special Flood Hazard Area (SFHA)*, *Structure (definition related to flood permits only)*, *Substantial Damage*, *Substantial Improvement*, and *Undetermined-risk Areas*, all as shown in Exhibit 1, attached hereto and incorporated herein by this reference.

Section 3. Table 14.16a-I: Classification of Permits and Decisions of LSMC 14.16a.210(d) is amended to include "floodplain development permits" as a Type I permit under the Land Use Actions and Permits column.

Section 4. The chapter title for Chapter 14.64 Floodways, Floodplains, Drainage, and Erosion is hereby amended to read Chapter 14.64 Special Flood Hazard Areas, Drainage, and Erosion; Part I (Floodways and Floodplains) of Chapter 14.64 Floodways, Floodplains, Drainage, and Erosion of the Lake Stevens Municipal Code is hereby repealed in its entirety and replaced with a new Part I (Special Flood Hazard Areas and Regulatory Floodplain) of Chapter 14.64 Special Flood Hazard Areas, Drainage, and Erosion as shown in Exhibit 2, attached hereto and incorporated herein by this reference.

Section 5. Part V (Frequently Flooded Areas) of Chapter 14.88 Critical Areas of the Lake Stevens Municipal Code is hereby amended as shown in Exhibit 3, attached hereto and incorporated herein by this reference.

Section 6. Repealer. All portions of other ordinances in conflict herewith are hereby repealed

Section 7. Severability. If any section, clause, phrase, or term of this ordinance is held for any reason to be invalid or unconstitutional, such decision shall not affect the validity of the remaining portions of this ordinance, and the remaining portions shall be in full force and effect.

Section 8. Effective Date and Publication. A summary of this ordinance consisting of its title shall be published in the official newspaper of the City. This ordinance shall take effect and be in force five (5) days after the date of publication.

PASSED by the City Council of the City of Lake Stevens this _____ day of _____, 2011.

Vern Little, Mayor

ATTEST/AUTHENTICATION:

Norma J. Scott, City Clerk.

APPROVED TO FORM

Grant Weed, City Attorney
1st Reading: September 26, 2011
Final Reading: October 10, 2011
Published:
Effective Date:

EXHIBIT 1 – Amendments to LSMC 14.08.010 Definitions of Basic Terms

CHAPTER 14.08 BASIC DEFINITIONS AND INTERPRETATIONS

14.08.010 Definitions of Basic Terms.

~~*Area of Shallow Flooding.* Areas that are designated AO and AH Zone on the Flood Insurance Rate Map (FIRM). The base flood paths range from one to three feet; a clearly defined channel does not exist; the path of flooding is unpredictable and indeterminate; and, velocity flow may be evident. AO is characterized as sheet flow and AH indicates ponding.~~

~~*Area of Special Flood Hazard.* Land in a floodplain subject to a one percent or greater change of flooding in any given year. Designation on FIRM maps always includes the letters A or V.~~

~~*Base Flood.* The flood having a one percent chance of being equaled or exceeded in any given year (also referred to as the “100-year flood”). The area subject to the base flood is the Special Flood Hazard Area designated on Flood Insurance Rate Maps as Zones “A” or “V” including AE, AO, AH, A1-99 and VE. Also known as the 100-year flood.~~

~~*Base Flood Elevation (BFE).* The elevation of the base flood above the datum of the effective FIRM to which floodwater is anticipated to rise during the base flood.~~

~~*Basement.* Any area of a building having its floor below ground level (subgrade) on all sides in relationship to Chapter 14.64 Part I and Chapter 14.88 Part V.~~

~~*Breakaway Wall.* A wall that is not part of the structural support of the building and is intended through its design and construction to collapse under specific lateral loading forces, without causing damage to the elevated portion of the building or supporting foundation system in relationship to Chapter 14.64 Part I and Chapter 14.88 Part V.~~

~~*Channel Migration Area.* The area within the lateral extent of likely stream channel movement due to stream bank destabilization and erosion, rapid stream incision, aggradations, avulsions, and shifts in location of stream channels locally characterized to include the outer limits of the special flood hazard area.~~

~~*Critical Facility.* A facility for which even a slight change of flooding might be too great. Critical facilities include but are not limited to school, nursing homes, hospitals, police, fire and emergency.~~

~~*Critical Facility.* A facility necessary to protect the public health, safety and welfare during a flood. Critical facilities include, but are not limited to; schools, nursing homes, hospitals, police, fire and emergency operations installations, water and wastewater treatment plants, electric power stations, and installations which produce, use, or store hazardous materials or hazardous waste (other than consumer products containing hazardous substances or hazardous waste intended for household use) in relationship to Chapter 14.64 Part I and Chapter 14.88 Part V.~~

~~*Development (Definition related to flood permits only).* Development means any man-made change to improved or unimproved real estate in the regulatory floodplain, including but not limited to buildings or other structures, mining, dredging, filling, grading, paving, excavation or drilling operations, storage of equipment or materials, subdivision of land, removal of more than five percent of the native vegetation on the property, or alteration of natural site characteristics in relationship to Chapter 14.64 Part I and Chapter 14.88 Part V.~~

~~*Elevation Certificate.* The official form (Form 81-31) used by FEMA to provide elevation information necessary to determine the proper flood insurance premium rate.~~

~~*FEMA.* The Federal Emergency Management Agency, the agency responsible for administering the National Flood Insurance Program.~~

Flood Fringe. The portion of the floodplain lying outside of the floodway.

Flood Insurance Study. The official report provided by the Federal Emergency Management Agency Federal Insurance Administration that includes flood profiles, the Flood Boundary Floodway Map Flood Insurance Rate Map, and the water surface elevation of the base flood.

Floodplain. ~~See Regulatory Floodplain~~ Any land area susceptible to be inundated by water from the base flood. As used in this title, the term generally refers to that area designated as subject to flooding from the base flood (100-year flood) on the most recently adopted Flood Insurance Rate Map prepared by the Federal Emergency Management Agency, a copy of which is on file in the Planning Department.

Flood Protection Elevation (FPE). The base flood elevation plus one foot.

Floodway. ~~The channel of a stream or other watercourse and the adjacent land areas that must be reserved in order to discharge the base flood without cumulatively increasing the water surface elevation more than one foot at any point. As used in this title, the term refers to that area designated as a floodway on the Flood Insurance Rate Map prepared by the U.S. Federal Emergency Management Agency, a copy of which is on file in the Planning and Community Development Department. Those portions of the area of a river valley lying streamward from the outer limits of a watercourse upon which flood waters are carried during periods of flooding that occur with reasonable regularity, although not necessarily annually, said floodwater being identified, under normal condition, by changes in surface soil conditions or changes in types or quality of vegetative ground cover condition. The floodway shall not include those lands that can reasonably be expected to be protected from flood waters by flood control devices maintained by or maintained under license from the Federal Government, the State, or a political subdivision of the State.~~

Flood Zones. Geographic areas that the FEMA has defined according to varying levels of flood risk. These zones, as depicted on the city's Flood Insurance Rate Map (FIRM), reflect the severity or type of flooding in the area.

Mitigation (Definition related to flood permits only). An action taken to reduce or eliminate the risk of a hazard such as flooding; mitigation actions attempt to prevent flood hazards from developing into disasters, or to reduce the effects of flooding when it occurs in relationship to Chapter 14.64 Part I and Chapter 14.88 Part V.

Moderate-to-low Risk Areas or Non-Special Flood Hazard Area. Lands outside the one percent special flood hazard areas where the risk of being flooded is reduced, but not completely removed. FIRM maps designate non-special flood hazard areas with the letters B, C or X (or a shaded X).

Natural Floodplain Functions. The contribution that a floodplain makes to support habitat, including, but not limited to providing flood storage and conveyance, reducing flood velocities, reducing sedimentation, filtering nutrients and impurities from runoff, processing organic wastes, moderating temperature fluctuations, and providing breeding and feeding grounds, shelter, and refugia, for aquatic or riparian species.

National Marine Fisheries Service (NMFS). One of two federal agencies responsible for overseeing the Endangered Species Act (ESA). NMFS is primarily responsible for marine species and anadromous species.

Protected Area (Definition related to flood permits only). The lands that lie within the boundaries of the floodway, the riparian habitat zone, and the channel migration area. Because of the impact that development can have on flood heights and velocities and habitat, special rules apply in the protected area in relationship to Chapter 14.64 Part I and Chapter 14.88 Part V.

Regulatory Floodplain. The regulatory floodplain is comprised of the special flood hazard area and all protected areas within the jurisdiction. Riparian Habitat Zone. The riparian habitat zone includes those watercourses within the special flood hazard area and adjacent land areas that are likely to support aquatic and riparian habitat that correlate locally to the applicable, adopted Fish and Wildlife Conservation Area

buffers. The size and location of the riparian habitat zone is dependent on the type of water body, as described in Section 14.88.430. The riparian habitat zone includes the water body and adjacent lands, measured perpendicularly from ordinary high water on both sides of the water body.

Special Flood Hazard Area (SFHA). The special flood hazard area is land subject to inundation by the base flood having a one percent chance of being equaled or exceeded in any given year. FIRM maps designate special flood hazard areas as Zone A, Zone AO, Zone AH, Zones A1-A30, Zone AE, Zone A99, Zone AR, Zone AR/AE, Zone AR/AO, Zone AR/A1-A30, Zone AR/A, Zone V, Zone VE, and Zones V1-V30. Structure (Definition related to flood permits only). A walled and roofed building including a gas or liquid storage tank that is principally above ground in relationship to Chapter 14.64 Part I and Chapter 14.88 Part V.

Substantial Damage. Damage of any origin sustained by a structure whereby the cost of restoring the structure to its pre-damaged condition would equal or exceed 50 percent of the assessed market value of the structure before the damage occurred. Substantial damage also means flood-related damage sustained by a structure on two separate occasions during a 10-year period for which the cost of repairs at the time of each such flood event, on the average, equals or exceeds 25 percent of the assessed market value of the structure before the damage occurred in relationship to Chapter 14.64 Part I and Chapter 14.88 Part V.

Substantial Improvement. Any repair, reconstruction, rehabilitation, addition, replacement, or improvement of a structure, the cost of which equals or exceeds 50 percent of the market value of the structure before the “start of construction” of the improvement. This term includes structures that have incurred “substantial damage,” regardless of the actual repair work performed. The term does not include any project for improvement of a structure to correct existing violations of state or local health, sanitary, or safety code specifications which have been identified by the local code enforcement official and which are the minimum necessary to assure safe living conditions in relationship to Chapter 14.64 Part I and Chapter 14.88 Part V.

Undetermined-risk Areas. Land where no flood-hazard analysis has been conducted, but a flood risk still exists. FIRM maps designate these areas with the letter D on the flood maps.

EXHIBIT 2 - Part I. Special Flood Hazard Areas and Regulatory Floodplain

CHAPTER 14.64 SPECIAL FLOOD HAZARD AREAS, DRAINAGE, AND EROSION

Part I. Special Flood Hazard Areas and Regulatory Floodplain

14.64.005 Basis for Establishing Special Flood Hazard Areas.

The City hereby adopts by reference the special flood hazard areas identified by the Federal Emergency Management Agency (FEMA) in its most current scientific flood insurance study for Snohomish County, Washington and incorporated areas and any revisions thereto, with the current accompanying Flood Insurance Rate Map (FIRM), and any revisions thereto, and declare the same to be a part of the Lake Stevens Municipal Code. The Flood Insurance Study is on file in the Planning and Community Development Department.

14.64.010 Application of Regulations.

- (a) All development in the regulatory floodplain, within the City of Lake Stevens, comprised of the special flood hazard area and all protected areas (i.e., lands within the boundaries of the floodway, the riparian habitat zone, and the channel migration area locally defined and mapped) shall comply with the terms of this chapter and other applicable local, state, and federal regulations including, but not limited to obtaining necessary permits and approvals.
- (b) The degree of flood protection required is considered reasonable for regulatory purposes and is based on scientific and engineering considerations. Larger floods can and will occur on rare occasions. Flood heights may be increased by human-made or natural causes. This does not imply that land outside the special flood hazard areas or uses permitted within such areas will be free from flooding or flood damages. There shall be no liability on the part of the City of Lake Stevens, any officer or employee thereof, or FEMA, for any flood damages that result from reliance on this code or any administrative decision lawfully made hereunder.
- (c) Under the provisions of this chapter, the City will allow an applicant to request permit specific review as consistent with National Flood Insurance Program regulation contained in 44 CFR §60.3(a)(2) to assess development impacts to floodplain and associated habitat functions and any requested deviations pursuant to the submission of a habitat impact assessment per Section 14.64.055(c) and, if necessary, a habitat mitigation plan per Section 14.64.055(d). Under a permit specific review, the development proposal must otherwise follow the defined administrative review procedures and regulations of this chapter.

14.64.015 Authority and Duties of the Floodplain Administrator.

- (a) The floodplain administrator shall be the Planning and Community Development Director, or the director's designee appointed to administer and implement this chapter by granting or denying floodplain development permits in accordance with its provisions.
- (b) Upon receipt of a floodplain development application, the floodplain administrator shall compare the project's site elevation to the base flood elevation. A development project is not subject to the requirements of this chapter if it is located on land outside the protected area and higher than the base flood elevation.
- (c) The floodplain administrator shall determine where needed, the exact location of the boundaries of the regulatory floodplain, the special flood hazard area, and the protected area when there appears to be a conflict between the mapped special flood hazard area boundary and actual field conditions, as determined by the base flood elevation and ground elevations per the criteria found in Section

14.88.510. The applicant may appeal an administrative interpretation of the boundary location to the hearing examiner in accordance with Section 14.16A.265.

- (d) Where the adopted FIRM map does not include base flood elevation and floodway data for special flood hazard areas, the floodplain administrator shall obtain, review, and reasonably utilize any base flood elevation and floodway data available from federal, state, and/or other sources.
- (e) The floodplain administrator shall maintain, for public inspection, all records pertaining to the provisions of this chapter and submit such reports as required for the National Flood Insurance Program.

14.64.020 Administrative Procedures.

- (a) The City shall require a floodplain development permit before construction and/or development begins within the regulatory floodplain.
- (b) Applicants shall submit a floodplain development permit, on forms furnished by the City, and shall submit one or more site plans, drawn to scale, including, but not limited to the following:
 - (1) The nature, location, dimensions, and elevations of the property in question;
 - (2) Names and location of all lakes, water bodies, waterways and drainage facilities within 300 feet of the site;
 - (3) The elevations of the 10-, 50-, 100-, and 500-year floods, where the data are available;
 - (4) The boundaries of the regulatory floodplain, special flood hazard area, floodway, riparian habitat zone, and channel migration area, as appropriate;
 - (5) The proposed drainage system including, but not limited to storm sewers, overland flow paths, detention facilities and roads;
 - (6) Existing and proposed structures, fill, pavement and other impervious surfaces, and sites for storage of materials;
 - (7) Critical areas per Chapter 14.88; and
 - (8) Existing native vegetation and proposed revegetation.
- (c) The applicant must record a notice on title that the property contains land within the regulatory floodplain including special flood hazard areas and protected areas, as applicable before the City issues the floodplain development permit.

14.64.025 Conformance with Chapter 14.88 (Critical Areas) Chapter 14.92 (Shoreline Management) and Section 14.16C.100 (Shoreline Regulations), and the Shoreline Master Program.

Uses permitted within regulatory floodplain must also be consistent with Chapter 14.88, Chapter 14.92, Section 14.16C.100 and the Shoreline Master Program. Wherever regulations conflict, in these chapters, the more restrictive provisions shall prevail. The intent of this section is to prevent development that is inconsistent with Chapter 14.88, Chapter 14.92, Section 14.16C.100 and the Shoreline Master Program even though it may seem permissible according to the regulations of this chapter.

14.64.030 Exemptions and Allowed Activities.

- (a) Non-Development Activities. Activities in the regulatory floodplain that do not meet the definition of “development” are exempt activities and do not require a floodplain development permit if the activity meets all other federal, state, and local requirements. The following are examples of activities not considered development:

- (1) Routine maintenance of landscaping that does not involve grading, excavation, and/or filling;
 - (2) Removal of noxious weeds and hazard trees and replacement of non-native vegetation with native vegetation;
 - (3) Normal maintenance of structures, such as re-roofing and replacing siding, provided such work does not qualify as a substantial improvement;
 - (4) Normal maintenance of above ground utilities and facilities, such as replacing downed power lines and utility poles;
 - (5) Normal maintenance of streets and roads including filling potholes, repaving, and/or installing signs and traffic signals, but not including expansion of paved areas;
 - (6) Normal maintenance of a levee or other flood control facility prescribed in the operations and maintenance plan for the levee or flood control facility. Normal maintenance does not include repair from flood damage, expansion of the prism, expansion of the face or toe or addition for protection on the face or toe with rock armor; and
 - (7) Plowing and other normal farm practices (other than structures or filling) on farms in the regulatory floodplain and in existence as of the effective date of the ordinance establishing this chapter do not require a floodplain development permit. Clearing additional land for agriculture after the effective date of the Ordinance No. 860 shall require a floodplain development permit.
- (b) Activities allowed with a floodplain development permit – the City will allow the activities listed below in the regulatory floodplain, without a habitat impact assessment per Section 14.64.055(c), when the activity meets all other requirements of this chapter:
- (1) Repairing and/or remodeling existing structures if the repairs and/or remodels are not a substantial improvement or a repair of substantial damage;
 - (2) Maintenance and/or repair of shoreline stabilization structures pursuant to the Shoreline Master Program that does not involve grading, excavation and/or filling;
 - (3) Maintenance, repair, remodel and/or new over-water structures pursuant to the Shoreline Master Program that does not involve grading, excavation and/or filling;
 - (4) Expansion of existing structures when the expansion does not increase the existing footprint more than 10 percent. The expansion measurement is counted cumulatively from the effective date of Ordinance No. 860. If the structure is in the floodway, there shall be no change in the dimensions perpendicular to flow;
 - (5) Activities with the sole purpose of creating, restoring and/or enhancing natural functions associated with floodplains, streams, lakes, estuaries, marine areas, habitat, and riparian areas that meet federal and state standards, if the activities do not include the creation of structures and/or impervious surfaces;
 - (6) Development of open space and recreational facilities, such as parks, trails, and hunting grounds, that do not include fill, the creation of structures and/or impervious surfaces, and/or removal of more than five percent of the native vegetation on that portion of the property in the regulatory floodplain; and
 - (7) Maintenance and/or repair to onsite septic systems provided the ground disturbance is the minimum necessary to carry out the maintenance and/or repair.

14.64.035 Other Activities.

All other activities not listed in Sections 14.64.030(a) and (b) that are allowed by Chapter 14.44 are allowed, provided they meet all the other requirements of this chapter, including providing a habitat

impact assessment pursuant to Section 14.64.055(c) and obtaining a floodplain development permit prior to the activity.

14.64.040 Development Standards.

(a) Structures, impervious surfaces, and other development shall be located to avoid flood damage.

- (1) If a lot has a buildable site out of the regulatory floodplain, when possible, all new structures impervious surfaces, and other development shall be located in that area.
- (2) If a lot does not have a buildable site out of the regulatory floodplain, all new structures, impervious surfaces, and other development must be sited in the location that has the least impact on habitat by locating the structures, impervious surfaces, and other development as far from the water body as possible and/or placing the structures, impervious surfaces, and other development on the highest land on the lot.
- (3) If the proposed project cannot meet the criteria of Section 14.64.040(a)i or ii, a habitat impact assessment shall be conducted pursuant to Section 14.64.055(c) and, if necessary, a habitat mitigation plan shall be prepared and implemented pursuant to Section 14.64.055(d), prior to locating structures, impervious surfaces, and other development within the regulatory floodplain.

(b) Applicants shall design and locate all new structures, impervious surfaces, and other development to minimize the impact on flood flows, flood storage, water quality, and habitat.

- (1) To the extent feasible, stormwater and drainage features shall incorporate low impact development techniques that mimic pre-development hydrologic conditions, such as stormwater infiltration, rain gardens, grass swales, filter strips, disconnected impervious areas, permeable pavement, and vegetative roof systems, pursuant to Chapter 11.06.
- (2) If a project proposes to create new impervious surfaces on more than 10 percent of that portion of the lot in the regulatory floodplain, the applicant shall demonstrate that there will be no net increase in the rate and volume of the stormwater surface runoff leaving the site or mitigate the adverse impacts, pursuant to Chapter 11.06.

(c) Hazardous Materials. New development shall not create a threat to public health, public safety, and/or water quality. Chemicals, explosives, gasoline, propane, buoyant materials, animal wastes, fertilizers, flammable liquids, pollutants, and other materials that are hazardous, toxic, or a threat to water quality are prohibited from the regulatory floodplain. This prohibition does not apply to small quantities of these materials kept for normal household use, or to the continued operations of existing facilities and structures, reuse of existing facilities and structures, or functionally dependent facilities or structures.

- (1) If the proposed development cannot meet the criteria of sections Section 14.64.040(c), the applicant must provide a habitat impact assessment pursuant to Section 14.64.055(c) prior to any approval of the proposed development.

(d) Critical Facilities

- (1) To the extent possible, construction of new critical facilities shall be located outside the limits of the regulatory floodplain.
- (2) Construction of new critical facilities in the regulatory floodplain shall be permissible if no feasible alternative site is available, provided:
 - (i) Critical facilities shall have the lowest floor elevated three feet above the base flood elevation or to the height of the 500-year flood, whichever is higher. If there is no available data on the 500-year flood, the permit applicants shall develop the needed data in accordance with FEMA mapping guidelines.

- (ii) Access to and from the critical facility shall be protected to the elevation of the 500-year flood.

14.64.045 Construction Standards for Protection of Structures.

The provisions of this section shall apply in the special flood hazard area. All new structures and substantial improvements shall be protected from flood damage below the flood protection elevation

(a) Applicability. The protection requirements of this section apply to all new structures and substantial improvements, which include:

- (1) Construction or placement of a new structure, including over-water structures and shoreline stabilization;
- (2) Reconstruction, rehabilitation, and/or other improvement that will result in a substantially improved structure, including over-water structures and shoreline stabilization;
- (3) Repairs to an existing structure that has been substantially damaged;
- (4) Placing a manufactured home on a site; and
- (5) Placing a recreational vehicle or travel trailer on a site for more than 180 days.

(b) Flood Protection Standards

- (1) All new structures and substantial improvements shall have the lowest floor including basements elevated at least one foot above the flood protection elevation.
- (2) Where practicable, new structures shall align parallel with the direction of flood flows.
- (3) To prevent flotation, collapse, and/or lateral movement of the structure, all new structures shall provide anchoring.
- (4) All materials below the flood protection elevation shall be resistant to flood damage; provided however, that materials harmful to aquatic wildlife, such as creosote, are prohibited below the flood protection elevation.
- (5) Electrical, heating, ventilation, ductwork, plumbing, and air-conditioning equipment and other service facilities shall be elevated above the flood protection elevation. Water, sewage, electrical, and other utility lines below the flood protection elevation shall be constructed so as to prevent water from entering or accumulating within them during conditions of flooding
- (6) Fully enclosed areas below the lowest floor that are subject to flooding shall be used only for parking, storage, and/or building access and shall be designed to automatically equalize hydrostatic flood forces on exterior walls by allowing for the entry and exit of floodwaters. Designs for meeting this requirement shall either be certified by a registered professional engineer or licensed architect and/or meet or exceed the following minimum criteria:
 - (i) Fully enclosed areas shall provide a minimum of two openings having a total net area of not less than one square inch for every square foot of enclosed area subject to flooding.
 - (ii) The bottom of all openings shall be no higher than one foot above grade.
 - (iii) Openings may be equipped with screens, louvers, or other coverings or devices provided that they permit the automatic entry and exit of floodwaters.

(c) Nonresidential Construction. New construction and substantial improvement of any commercial, industrial or other nonresidential structure shall be elevated in accordance with Section 14.64.045(b). As an alternative to elevation, a new or substantial improvement to a commercial, industrial, or other

nonresidential structure and its attendant utility and sanitary facilities may be dry flood proofed if the following criteria are met:

- (1) The structure is below the flood protection elevation and the structure is watertight with walls substantially impermeable to the passage of water;
- (2) The structural components are capable of resisting hydrostatic and hydrodynamic loads and effects of buoyancy; and
- (3) A registered professional engineer or licensed architect certifies that the design and methods of construction conform to accepted standards of practice for meeting provisions of this subsection based on their development and/or review of the structural design, specifications and plans. The applicant shall provide such certifications with their floodplain development application.

(d) Manufactured Homes. The placing of all manufactured homes or substantial improvements to existing manufactured homes on sites shall be:

- (1) Elevated on a permanent foundation in accordance with Section 14.64.045(b); and
- (2) Securely anchored to a foundation/foundation system to resist flotation, collapse and lateral movement. Methods of anchoring may include, but are not to be limited to, use of over-the-top or frame ties to ground anchors. This requirement is in addition to other applicable anchoring requirements for resisting wind forces.

(e) Recreational Vehicles. Recreational vehicles placed on sites shall:

- (1) Be on the site for fewer than 180 consecutive days; or
- (2) Be fully licensed and ready for highway use, on their wheels or jacking system, attached to the site only by quick disconnect type utilities and security devices, and have no permanently attached additions; and
- (3) Meet the requirements of Section 14.64.045(d).

(f) Appurtenant Structures. A structure on the same parcel, as the principle structure, when the use is incidental to the use of the principle structure and is not used for human habitation, may be exempt from the elevation requirement of Section 14.64.045(b), provided:

- (1) It is used only for parking or storage;
- (2) It is constructed and placed on the building site so as to offer minimum resistance to the flow of floodwaters;
- (3) It is anchored to prevent flotation which may result in damage to other structures;
- (4) All portions of the structure below the flood protection elevation must be constructed of flood-resistant materials;
- (5) Service utilities such as electrical and heating equipment meet the standards of Section 14.64.045(b) and (g);
- (6) It has openings to allow free flowage of water that meet the criteria in Section 14.64.045(b)vi; and
- (7) The project meets all the other requirements of this chapter.

(g) Utilities

- (1) All new and replacement water supply systems shall be designed to minimize or eliminate infiltration of flood waters into the systems;

- (2) Water wells shall be located outside the floodway and shall be protected to the flood protection elevation;
- (3) New and replacement sanitary sewage systems shall be designed to minimize or eliminate infiltration of flood waters into the systems and discharges from the systems into flood waters;
- (4) Onsite waste disposal systems shall be located to avoid impairment to them or contamination from them during flooding. As a condition of approval for an onsite waste disposal system within the regulatory floodplain, the applicant must prepare and provide a habitat impact assessment in accordance with Section 14.64.055(c).

14.64.050 Special Provisions for Subdivisions.

- (a) This section applies to all subdivision proposals including but not limited to subdivisions, short subdivisions, planned developments, binding site plans per Chapter 14.18.
- (b) All proposals shall be consistent with the need to minimize flood damage.
- (c) All proposals shall have utilities and facilities, such as sewer, gas, electrical, and water systems located and constructed to minimize or eliminate flood damage.
- (d) All proposals shall provide adequate drainage to reduce exposure to flood damage.
- (e) Wherever possible, all proposals shall provide at least one access road connected to land outside the regulatory floodplain with the surface of the road at or above the flood protection elevation.
- (f) The final recorded plat, short plat, or binding site plan shall include a note that a portion of the property contains land within the regulatory floodplain including special flood hazard areas and protected areas, as applicable.

14.64.055 Standards for Habitat Protection.

The provisions of this section shall apply in the regulatory floodplain.

- (a) Native Vegetation.
 - (1) In the riparian habitat zone (required buffers per Chapter 14.88 and the Shoreline Master Program), native vegetation shall be left undisturbed, except as provided in Section 14.64.030
 - (2) Outside the riparian habitat zone, removal of native vegetation shall not exceed 35 percent of the surface area of the portion of the site in the regulatory floodplain. The applicant can count native vegetation in the riparian habitat zone portion of the property (required buffers per Chapter 14.88 and the Shoreline Master Program) toward this requirement.
 - (3) If the proposed project does not meet the criteria of Sections 14.64.030(a) and (b), the applicant shall provide a habitat impact assessment pursuant to Section 14.64.055(c) and, if necessary a habitat mitigation plan pursuant to Section 14.64.055(d), prior to any approval of the proposed project.
- (b) Compensatory Storage. New development shall not reduce the effective flood storage volume of the regulatory floodplain. A development proposal shall provide compensatory storage if grading or other activity eliminates any effective flood storage volume. Compensatory storage areas shall:
 - (1) Provide equivalent volume at equivalent elevations to that being displaced. For this purpose, “equivalent elevation” means having similar relationship to ordinary high water and to the best available 10-year, 50-year and 100-year water surface profiles;
 - (2) Be hydraulically connected to the source of flooding;

- (3) Provide compensatory storage in the same construction season as when the displacement of flood storage volume occurs and before the flood season begins; and
 - (4) The newly created storage area shall be graded and vegetated to allow fish access during flood events without creating fish stranding sites.
- (c) Habitat Impact Assessment. Unless allowed under Sections 14.64.030(a) and (b), a permit application to develop in the regulatory floodplain shall include an assessment of the impact of the project on federal, state and/or locally protected species and habitat, water quality and aquatic and riparian habitat. The assessment shall be one of the following:
- (1) A biological evaluation or biological assessment developed per 50 CFR 402.12 to initiate federal interagency consultation under Section 7(a)(2) of the Endangered Species Act; or
 - (2) Documentation that the activity fits within Section 4(d) of the Endangered Species Act; or
 - (3) Documentation that the activity fits within a Habitat Conservation Plan approved pursuant to Section 10 of the Endangered Species Act, where any such assessment has been prepared or is otherwise made available; or
 - (4) An assessment prepared in accordance with Regional Guidance for Floodplain Habitat Assessment and Mitigation, FEMA Region X, 2010. The assessment shall determine if the project would adversely affect:
 - (i) Species that are federal, state or local listed as threatened or endangered;
 - (ii) The primary constituent elements for critical habitat, when designated;
 - (iii) Essential Fish Habitat designated by the National Marine Fisheries Service;
 - (iv) Fish and Wildlife Habitat Conservation Areas, per Chapter 14.88 Part IV or the Shoreline Master Program Appendix B; and
 - (v) Other protected areas and elements necessary for species conservation.
- (d) Habitat Mitigation Plan.
- (1) If the assessment, conducted under Section 14.64.055(c), concludes the project will have an adverse effect on water quality and/or aquatic or riparian habitat or habitat functions, the applicant shall provide a plan to mitigate those impacts, in accordance with Regional Guidance for Floodplain Habitat Assessment and Mitigation, FEMA Region X, 2010.
 - (i) If the project is located outside the protected area, the mitigation plan shall include such avoidance, minimization, restoration, or compensation measures as are appropriate for the situation.
 - (ii) If the project is located in the protected area, the mitigation plan shall stipulate avoidance measures as are needed to ensure that there is no adverse effect during any phase of the project.
 - (2) The proposed project shall incorporate the plan's habitat mitigation activities. The redesigned project and its mitigation components shall be the basis for the floodplain development permit.
 - (3) The floodplain administrator shall not issue a certification of use and/or occupancy until the applicant completes all the work identified in the biological evaluation, biological assessment, and/or mitigation plan or provides the necessary assurance to complete unfinished portions of the project, in accordance with Section 14.16A.180.

EXHIBIT 3 - Part V (Frequently Flooded Areas) of Chapter 14.88 Critical Areas

Part V. Frequently Flooded Areas

14.88.500 Classification.

Classification for flood zones shall be consistent with the ~~100-year floodway and~~ regulatory floodplain designations as adopted by the City per Chapter 14.64 Part I, or where such a designation has not been adopted by the City, by the ~~100-year flood zone~~ special flood hazard area designations of the Federal Emergency Management Agency and the National Flood Insurance Program. Any such designations adopted by the City shall consider the following criteria if and when designating and classifying these areas:

- (a) Flooding impact to human health, safety, and welfare and to public facilities and services; and
- (b) Documentation including Federal, State and local laws, regulations and programs, local maps and federally subsidized flood insurance programs; ~~and~~
- ~~(c) The future floodplain defined as a channel of the stream and that portion of the adjoining floodplain which is necessary to contain and discharge the base flood flow at build-out without any measurable increase in flood heights.~~

14.88.510 Determination of Boundary.

The boundary of a flood zone shall be contiguous with the ~~100-year floodway and floodplain designations~~ regulatory floodplain as adopted by the City, per Chapter 14.64 Part I, or where such a designation has not been adopted by the City, the ~~100-year floodplain special flood hazard area~~ designations of the Federal Emergency Management Agency (FEMA) and the National Flood Insurance Program where it has been delineated [~~shown on Flood Insurance Rate Maps (FIRM)~~]. Where this information does not exist, the boundary determination shall be made by a licensed engineer and based upon the same criteria used by FEMA. The Planning and Community Development Director or designee shall confirm this determination. This determination shall be confirmed by the City Engineer.

14.88.520 Allowed Activities.

Except where regulated by other sections of this or any other title or law, the following uses shall be allowed within ~~floodways or floodplains~~ the regulatory floodplain when the requirements of Section 14.88.530 have been met and mitigation adequate to alleviate any other impacts has been proposed:

- (a) ~~Floodways:~~ Those activities allowed per Section 14.88.220.
 - ~~(1) Those activities allowed per Section 14.88.220.~~
 - ~~(2) Outdoor nonmotorized recreational activities (including fishing, birdwatching, hiking, boating, horseback riding, swimming, canoeing, bicycling) and aquatic recreation facilities (docks, piers, boat mooring buoys, marinas and associated uses, swimming areas, parks).~~
- (b) ~~Floodplains:~~ Those activities allowed per Section 14.64.025. ~~(1) All those activities allowed in floodways.~~
 - ~~(2) Recreational fields~~

14.88.530 Requirements.

All land uses and development proposals shall comply with the applicable provisions of the Lake Stevens Municipal Code for general and specific flood hazard protection (see Chapter 14.64, Special Flood Hazard Areas, Drainage, and Erosion).

- (a) Development shall not reduce the effective flood storage volume. Reduction of the floodwater storage capacity due to grading, construction, or other regulated activities shall provide compensatory storage per Section 14.64.050(b).
- (b) The final recorded subdivision plat or site plan shall include a notice that the property contains land within the regulatory floodplain including special flood hazard areas and protected areas, as applicable.

~~All land uses and development proposals shall comply with the ordinances adopted by the City of Lake Stevens for general and specific flood hazard protection (see Chapter 14.64, Floodways, Floodplains, Drainage, and Erosion). Development shall not reduce the effective base flood storage volume. Reduction of the flood water storage volume effectiveness due to grading, construction, or other regulated activities shall be compensated for by creating on or off-site detention and/or retention ponds. Effective storage capacity must be maintained. Base flood data and flood hazard notes shall be on the face of any recorded plat or site plan including, but not limited to, base flood elevations, flood protection elevation, boundary of floodplain and zero rise floodway.~~

14.88.540 Mitigation.

~~If potential flooding impacts from development cannot be avoided by design or if the use is not an allowed or exempt use, the applicant shall provide or by providing on or off-site detention and/or retention ponds, a habitat impact assessment and/or habitat mitigation plan other forms of mitigation may be considered in order to avoid to mitigate impacts on federal, state or locally protected species and habitat, water quality and aquatic and riparian habitat, significant environmental impacts per sections 14.64.050(c) and (d). Applicants must provide mitigation plans exploring and analyzing any proposed mitigation measures.~~

CITY OF LAKE STEVENS
Lake Stevens, Washington

RESOLUTION NO. 2011-13

A RESOLUTION REPEALING RESOLUTION NO. 2011-9 AND ADOPTING AMOUNTS FOR THE RATES, FEES, AND DEPOSITS FOR VARIOUS SERVICES PROVIDED AND ACTIONS PERFORMED BY THE CITY AND FINES LEVIED AGAINST CODE VIOLATORS, TO INCLUDE NEW LAND USE FEES FOR SERVICES ACTIONS OR PERMITS

WHEREAS, the City Council, through ordinance, has adopted regulations requiring certain actions and services; and,

WHEREAS, these various ordinances set forth that fees shall be set by resolution, and;

WHEREAS, the cost of providing these various services consistent with applicable codes, regulations, and policies periodically increase or decrease, or certain services or practices are discontinued and fees are no longer needed; and,

WHEREAS, it is the intent of the City of Lake Stevens to charge appropriate fees and charges that are consistent with the services provided and to cover the public cost of providing these various services so that the public is not subsidizing individual benefits derived therefrom;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF LAKE STEVENS AS FOLLOWS: Resolution No. 2011-9 is hereby repealed and the following rates, fees, and deposits for various services provided and actions performed by the city and fines levied against code violators are hereby adopted:

Section 1. Fees and Deposits-General.

- A. **Fees.** Fees are intended to cover the normal, recurring administrative costs associated with said action, such as secretarial staff time, advertising, mailings, file distribution, etc. and project review. Fees are non-refundable. The applicant is responsible for costs incurred for any portion of project/permit reviewed by a consultant hired by the City for such review.
- B. **Payment Due.** Fees and deposits are due at the time the action is requested (e.g., at time of application) or occurs (e.g., prior to a specific action). An applicant may pay all fees and deposits of a multi-phased project in advance; however, doing so does not vest applicable fees due. Fees due are those in effect at the time the specific action or phase of an action is requested or occurs.
- C. **Late Payment Penalties.** If payment is not received within 30 days of the due date specified on the invoice, the amount due shall accrue interest at the rate of 1.5 percent per month from the date the fee became due and the date payment is actually made.
- D. **Waivers.** Upon petition by the applicant, the City Council may waive any of the fees or portions thereof, for any non-profit organization that provide services for the necessary support of the poor or infirm.
- E. **Concurrent Applications.** Concurrent applications requiring land use fees established by this resolution shall be subject to each fee cumulatively as if reviewed separately. There shall be no reduction in fees where more than one type of fee is charged for a project.

Section 2. Land Use Fees. Fees for various services, actions, and permits regarding land use, as per LSMC Title 14 and 16, shall be as listed in Table A. Land Use fees are in addition to Building Permit fees. Attorney fees may be recovered for specific projects. (Note: "X.XX" number refers to Use Category from Title 14 Table of Permissible Uses.)

Table A: Schedule of Land Use Fees

Action/Permit/Determination	Fee (\$)
ADMINISTRATIVE APPROVALS/DETERMINATIONS – TYPE I REVIEW	
Administrative Design Review	450
Administrative Modifications	450
Boundary Line Adjustments	1,000
Changes of Use	750
Code Interpretations	150
Docks – Private (6.410)	200
Floodplain Development Permit (may also require SEPA and critical area review fees)	150
Grading Permits	375
Home Occupations	Reviewed as part of business license
Lot Line Consolidation	500
Reasonable Use Exceptions	200+critical areas review
Temporary Use	
- Temporary Residence (1.700)	125
- Temporary Mobile/Modular Public Structures (15.500) in any zone	100
- Temporary Structures (23.000)	200
ADMINISTRATIVE CONDITIONAL USE PERMITS (formerly Special Use Permits)	
Basic Review & administrative decision	1,000
If hearing called for in addition to previous costs)	Hearing Examiner cost
ANNEXATIONS	
Submission of 10% Petition	0
Submission of 60% Petition	0
If it goes to BRB hearing	0
ATTORNEY FEES	Applicant pays actual cost charged City plus 10/hr
APPEALS PER TITLE 14	
To City Council	350
To Hearing Examiner	350+Hearing Examiner cost
To Shoreline Hearings Board	75/hr
BINDING SITE PLANS	
Revision	1,000
COMPREHENSIVE PLAN AMENDMENTS (including area-wide-rezones)	
Minor Amendment (annual cycle)	2,400
Major Amendment (5-year cycle)	3,500
CONDITIONAL USE PERMITS	5,500+ Hearing Examiner cost
CONSTRUCTION PLAN APPROVAL	
Residential developments 1-9 units	1,300 for first two reviews + 200 for each additional review

Action/Permit/Determination	Fee (\$)
Residential developments 10 or more units	1,500 + 150 per lot for first two reviews + 300 for each additional review
Commercial and/or non-residential developments	2,000 for first two reviews + 300 for each additional review
CONSULTANT FEES	Applicant pays actual cost charged City plus 10/hr
CRITICAL AREA REVIEW	Applicant pays actual cost charged City plus 10/hr
DEVELOPMENT AGREEMENT	1,400
EDDS DEVIATION REQUEST	100
ESSENTIAL PUBLIC FACILITIES (in addition to conditional use permit fees)	
Essential Public Facility	Public participation costs (e.g., mailings, noticing, room rental) +consultant fees +attorney fees
Secure Community Transition Facility	Public participation costs (e.g., mailings, noticing, room rental) +consultant fees +attorney fees
EVENT PERMITS	
Event Level 1	75
Event Level 2	225
Event Level 3	300
Event Level 4	1,050
Event Level 4 Deposit	80% of City estimated cost for City services
Event Expedited Review Fee	100
Boat Launch Closure	100/day
Recycle Containers	10/unit deposit 35/unit replacement fee for unreturned or damaged units
FIREWORKS PERMITS	
Fireworks Display	100
Fire Works Stand	185
IMPACT FEES	
Park Mitigation	
Single Family Residence and Apartments with 3+ bedrooms	2,363/dwelling
Duplex and Apartments with 2 bedrooms	1,733/dwelling
Apartments with 0-1 bedrooms	1,103/dwelling
School Mitigation	
Detached Single Family Residence	4,532/dwelling
Duplex/Apartment/Townhouse with 2 or more bedrooms	3,035/dwelling
Duplex/Apartment/Townhouse with 1 or fewer bedrooms	0
Traffic Mitigation	Based on a project specific traffic report
LAND USE CODE AMENDMENTS	3,000
MISCELLANEOUS ACTIONS/ITEMS	
Permit Extension	150
Public Notice Signs Rental Fee	50
Sign Non-Return Charge – If not returned within 7 days of permit approval	10/sign

Action/Permit/Determination	Fee (\$)
Security Administration Fee, per each security	100
MISCELLANEOUS TASKS	
Miscellaneous Engineering Review (e.g., storm drainage plans for Single-Family Residential & Duplexes, drainage studies, etc.)	75/hr
Miscellaneous Research or other staff time	75/hr
PARK PERMITS	
Park Permit without Picnic Shelter	35
Park Permit is included if Picnic Shelter is rented	0
PLANNED NEIGHBORHOOD DEVELOPMENTS	
	3,500+Hearing Examiner cost
PRE-APPLICATION CONFERENCE FEE (Credited toward preliminary subdivision/short subdivision application fee upon submittal of said application if received within 12 months from date of pre-application conference.)	
Without Consultant Review	400
With Consultant Review	1,100
RECONSIDERATION OF DECISION by:	
Planning Director	200
Design Review Board	200
City Council	200
Hearing Examiner	100+Hearing Examiner cost
RECORDING FEES	
	At cost (paid directly to Snohomish County)
REZONES - ZONING MAP AMENDMENTS	
Rezone Minor	500+Hearing Examiner cost
Rezone Major	1,000+Hearing Examiner cost
Area-wide Rezones	See Comprehensive Plan Amendments fee
RIGHT-OF-WAY	
Right-of-Way Permit	
Individual Residential (outside roadway improvements)	50
All Others	200
Right-of-Way Vacation	1,000
Road Cuts (required only for pavement cuts where roadway overlay is not required by City)	2 per square foot
SEPA REVIEW (does not include critical areas review, which is a separate fee)	
Review of SEPA Checklist	750
Review of requested studies	75/study per hour 2 hour minimum
Review of requested traffic studies	75 per hour 2 hour minimum
Review of requested drainage studies	75 per hour 2 hour minimum
Environmental Impact Statement (EIS)	75 per hour 10 hour minimum
Addendum	300
SEPA Appeals (to Hearing Examiner)	150+Hearing Examiner cost
SHORELINE PERMITS (may also require SEPA and critical area review fees)	
Shoreline Conditional Use	1,200+Hearing Examiner cost
Shoreline Exemption	200
Shoreline Substantial Development	1,875
Shoreline Variance	1,200+Hearing Examiner cost

SIGN PERMITS	
Sign Permit	150+50/sign
Master Sign Program Permit	450
Action/Permit/Determination	Fee (\$)
SUBDIVISIONS (1-9 lots – Short Plat; more than 9 lots – Plat)	
Preliminary Short Plat	4,320
Final Short Plat	765
Short Plat Alteration	1,225
Short Plat Vacation	1,225
Preliminary Plat	10,030
Final Plat	1,565 + 100 per lot or unit + Survey Consultant Review cost
Plat Alteration	1,600
Plat Vacation	1,600
Street Signs (per Manual on Uniform Traffic Control Devices)	Purchased & installed by applicant per code & consistent with MUTCD
VARIANCE (Hearing Examiner review)	1,100+Hearing Examiner cost
ZONING CERTIFICATION LETTER	150

Section 3. Building Permit Fees. (Land Use fees, if required, are in addition to Building Permit fees.)

- A. Washington State Building Codes Adopted. The City of Lake Stevens does hereby incorporate by this reference as though fully set forth the fees from:
1. 2009 edition of the International Building Code (IBC)
 2. 2009 edition of the International Residential Code (IRC)
 3. 2009 edition of the International Mechanical Code including the 2009 International Fuel Code, 2008 National Fire Protection Association 58 (Liquefied Petroleum Gas Code) and 2009 National Fire Protection Association 54 (National Fuel Gas Code)
 4. 2009 edition of the Uniform Plumbing Code
 5. Washington State Barrier Free Regulations (Title 51 WAC)
 6. Current edition of the Washington State Energy Code
 7. 2009 edition of the International Fire Code
 8. Current edition of the Washington State Ventilation & Indoor Air Quality Code
- B. Valuation for Calculating Building Permit Fees. Any building or structure not addressed in Subsection C, below, shall be determined according to the International Code Council "Building Valuation Data" which is herein incorporated by reference as though fully set forth. The "Building Valuation Data," including modifiers, is found in Building Safety Journal, and is published quarterly by the International Code Council. Subsequent semi-annual revisions of the "Building Valuation Data" shall be automatically incorporated by this reference to be effective immediately following each new publication. Building permit fees shall be based on the formulas contained in Table 1A.

(Building Code) Table 1A: Building Permit Fees

Total Valuation	Fee
\$1.00 to \$499.99	\$23.50
\$500.00 to \$1,999.99	\$23.50 for the first \$499.99 plus \$3.05 for each additional \$100, or fraction thereof, up to and including \$1,999.99.
\$2,000.00 to \$24,999.99	\$69.25 for the first \$1,999.99 plus \$14 for each additional \$1,000, or fraction thereof, up to and including \$24,999.99.
\$25,000.00 to \$49,999.99	\$391.25 for the first \$24,999.99 plus \$10.10 for each additional \$1,000, or fraction thereof, up to and including \$49,999.99.
\$50,000 to \$99,999.99	\$643.75 for the first \$49,999.99 plus \$7.00 for each additional \$1,000, or fraction thereof, up to and including \$99,999.99.
\$100,000 to \$499,999.99	\$993.75 for the first \$99,999.99 plus \$6.50 for each additional \$1,000, or fraction thereof, up to and including \$499,999.99.
\$500,000 to \$999,999.99	\$3,233.75 for the first \$499,999.99 plus \$4.75 for each additional \$1,000, or fraction thereof, up to and including \$999,999.99.
\$1,000,000 and up	\$5,608.75 for the first \$999,999.99 plus \$3.65 for each additional \$1,000, or fraction thereof.

- C. Plan Review Fees:

Building: Residential: 65% of the building permit fee using table 1A, Commercial 85% of the building permit fee using table 1A . Plumbing and Mechanical: 25% of permit fee or City's hourly cost or \$75 per hour, whichever is greater.

D. Fire Department Commercial Plan Review.

New or Tenant Improvement Building Permits – Applies to all Occupancies except Groups R-3 and U

Construction Valuation		Fee
From:	To:	
\$0	\$1,000	\$30
\$1,001	\$5,000	\$115
\$5,001	\$10,000	\$175
\$10,001	\$20,000	\$200
\$20,001	\$45,000	\$260
\$45,001	\$100,000	\$315
\$100,001	\$250,000	\$430
\$250,001	\$500,000	\$545
\$500,001	\$1,000,000	\$690
\$1,000,001	\$1,500,000	\$775
\$1,500,001	\$2,000,000	\$835

>\$2 million \$865 plus \$55 per \$500,000 (prorated over \$2 million)

E. Other Inspections and Fees:

See Section II Tables D and E for Sprinkler and Alarm fees.
 Inspections outside of normal business hours: \$75/ hour, 2 hour minimum.
 Reinspection fees assessed at \$75 per hour (1 hour minimum).
 Penalty for commencing work prior to permit issuance: Double permit fee.
 Inspections for which no fee is specifically indicated: \$75 /hour (1/2 hour minimum).
 Additional plan review required by changes, additions or revisions to plans: \$75/hour.
 For use of outside consultants for plan checking and inspections, or both: Actual Costs

F. Miscellaneous Building Permit Fees. Tables B2 and B3 specifies those fees charged for permits to be issued pursuant to the Washington State Building Code and which are not included in the provisions of Subsections A and B:

Table B2: Schedule of Miscellaneous Building Permit Fees

Permit	Fee (\$)		
	Permit	Plan Check	Total
Accessory Structures/Porch Cover	Valued as for carport or garage per IRC, whichever it more closely resembles		
Building Code fee - WA State per RCW 19.27.085: per unit	\$4.50		\$4.50
Each additional unit	\$2.00		\$2.00
Deck Permit	Refer to Table 1A	65% of permit fee	Permit fee + plan check fee

Permit	Fee (\$)		
	Permit	Plan Check	Total
Demolition Permit	50		50
Dock Permit	Refer to building standards valuation list		
Fence/Retaining Wall	75		75
Masonry Fireplace	Refer to building standards valuation list		
Mobile Home Placement & Skirting	225		225
Certificate of Occupancy	100		100
Temporary C of O valid for 30 days	75		75
Reroof: Residential	40.00		40.00
Residential with sheathing	90.00		90.00
Commercial	Refer to Table B1	85% of permit fee	Permit fee + plan check fee

Table B3: Mechanical and Plumbing Fees

Mechanical Fees		Plumbing Fees	
Mechanical Permit	27.00	Plumbing Permit	27.00
AC unit < 100,000k	20.00	Back Flow Preventer	10.00
AC unit 100,000k – 499,999 k	30.00	Bathtub	10.00
AC unit 500,000k and up	40.00	Commercial Dishwasher	15.00
Air Handlers <10,000 CFM	13.00	Drinking Fountain	10.00
Air Handlers 10,000 CFM and up	23.00	Floor Sink or Drain	10.00
Boilers	15.00	Grease Interceptor	50.00
Commercial Incinerator	30.00	Grease Traps	10.00
Condensers	20.00	Hose Bibs	10.00
Domestic Incinerator	20.00	Ice Makers	10.00
Duct Work	15.00	Kitchen Sink	10.00
Evaporative Cooler	15.00	Laundry Tray	10.00
Forced Air System <100,000 BTU	18.00	Lavatory	10.00
Forced Air System 100,000 or more BTU	24.00	Lawn Sprinkler System	10.00
Gas Clothes Dryer	15.00	Medical Gas 1- 5	50.00

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Mechanical Fees		Plumbing Fees	
Gas Piping 1 – 4 Outlets	11.00	Medical Gas, for each one over five	10.00
Additional Outlets	1.00	Mop Sink	10.00
Heat Exchanger	15.00	Other	10.00
Heat Pump	15.00	Pedicure Chair	10.00
Manf. Fireplace/ Log Lite	18.00	Reclaimed Water System	40.00
Misc. Appliance	15.00	Residential Dishwasher	10.00
Range Hood – Residential	15.00	Roof Drains	10.00
Range Hood – Commercial	150.00	Shower	10.00
Refrigeration Unit <100K	20.00	Specialty Fixtures	10.00
Refrigeration Unit 100K – 499K	30.00	Supplemental Permit	15.00
Refrigeration Unit 500K and up	40.00	Testing of Reclaimed Water System	30.00
Relocation Repair	15.00	Urinal	10.00
Stove Appliance	15.00	Vacuum Breakers 1- 5	10.00
Supplemental Permit	15.00	Vacuum Breakers, for each one over five	2.00
Vent Systems	15.00	Washing Machine	10.00
Vent w/o Appliance	10.00	Waste Interceptor	10.00
Ventilation Fans	10.00	Water Closet	10.00
Wall/Unit Heaters	20.00	Water Heater	15.00
Water Heater	15.00	Water Service	10.00
Wood Stoves	18.00		

Section 4. Sewer Fees. Fees for various services, actions, and permits regarding sewerage, as per LSMC Titles 6 and 14, shall be as listed in Table C (below).

Table C: Schedule of Sewer Service Rates, Fees, and Fines

Service/Action	Fee/Fine (\$)
Sewer Disconnection Inspection - Capping	125
Sewer Re-Connection - Uncapping	125
Side Sewer Permit Fee	
- Single-family dwelling units	250
- Duplex	375
- Tri-plex	500
- Multiple Units 4+ (apartments & condos)	250 for the first unit served, next 3 units 125 each. Sequence restarts with 5 th unit.
- Commercial or industrial buildings	250 for the first unit served, next 3 units 125 for each additional separate leasable area. Sequence restarts with 5 th unit.
- Modifications or additions to an existing side sewer servicing a building where such modification or addition is done entirely on private property	125 each
Local Facilities Charge	
- Sewer stub permit (except in case below)	3,530 each
- No stub provided by District	Check with Lake Stevens Sewer District
- Exception per Developer Extension Agreement or through ULID Agreement. Stub extension is subject to reimbursable.	
Illegal connections to District sewer system	1000 fine and 100 per day
Sewer Connection Charges	6,850 per residential unit or equivalent
- Grade Road Basin Charge	1,080 per residential unit or equivalent within Grade Road Basin per LSMC 6.16.100
- Grade Road Frontage Charge*	6,280 per residential unit or equivalent fronting Grade Road Sewer Main Extension per LSMC 6.16.100
	*Units subject to Grade Road Frontage charge are also subject to Grade Road Basin Charge
	The Grade Road Basin and Frontage Charges shall be updated with interest annually in January of each year with the current State Investment Pool rate until January 1, 2015

Service/Action	Fee/Fine (\$)
<ul style="list-style-type: none"> - General Facilities (except some properties in ULID 70-1) - General Facility Reimbursable Fee per Developer Extension Agreement - Administrative Fee for processing sewer assessment agreements 	<p>6,850 per residential unit or equivalent</p> <p>May be applicable on a basin to basin case. Check with Lake Stevens Sewer District.</p> <p>1,100</p>
<p>Monthly Sewer Service Rate (LSMC 6.20.020)</p> <ul style="list-style-type: none"> - Except grandfathered qualified Low Income Senior Citizens and Low Income Disabled Persons. 	<p>65/unit for the first 900 ft³ of water consumption/unit 7.22/100 ft³ (or part thereof) of water consumption/unit over 900 ft³</p>
<p>Late Payment Charge (effective 1/1/97)</p> <ul style="list-style-type: none"> - If the monthly sewer service charge is not received by the District on or by the last calendar day of the month there will be assessed a 10% late charge on the current month's outstanding charges and 8% annum interest charge on the total outstanding balance. 	
<p>Lien Fee</p> <ul style="list-style-type: none"> - The fee for filing/releasing liens shall include the cost set by the Snohomish County Auditor's Office plus District administrative fee. 	<p>County Fee + 35</p>
<p>Collection of delinquent accounts</p> <ul style="list-style-type: none"> - The fee shall be set by the collection agency <p>Foreclosure (attorney and administrative fees)</p>	<p>2,500</p>

Section 5. Animal Code Fees. Fees for other various services, actions, and permits related to Animal Control, as per LSMC Title 5, shall be as listed in Table D.

Table D: Animal Code Fees

Permit/Action	Fee (\$)
Dog/Cat License:	
– Each dog or cat licensed within 60 days of residency or within 60 days of acquiring pet, lifetime	Free
– Each dog or cat neutered or non-neutered, lifetime	20
– Senior Citizen (defined as being 62 years of age or older) owners, lifetime	Free
– Service and guide dogs, lifetime	Free
– Duplicate license for lost or destroyed dog/cat tag	4
– Other Code Violations:	
■ First Offense, For first offense the fee for such violation will be set equivalent to the Basic Rule Violation as set forth in the Justice Information System (JIA) Law Table as published by the Administrative Office of the Courts.	
■ Second Offense, For the second offense, the fee for such violation shall be set equivalent to double the Basic Rule Violation as set forth in the Justice Information System (JIA) Law Table as published by the Administrative Office of the Courts.	
Impound Fees for Cost Recovery:	
– Dogs and cats (at police kennel)	25
– Dogs, Cats and other animals (at/or transported to animal shelter) As set forth by the Everett Animal Shelter animal impound fee schedule, plus an additional \$5.00 administrative fee for reviewing and processing billing statements.	
– Animals	30
– Additionally, any costs incurred which exceed the base fee and which are associated with the collection, impoundment, maintenance, treatment, and destruction of the animal(s), any fees owing, and any costs of damage cause by the animal(s) shall be the liability of the owner. The City is not responsible for such costs incurred.	Varies
Pasture/Waste Management Plan (Sec5.18.040):	
– Plan review fee	75
– Subsequent plan modification review	75/hour

Section 6. Miscellaneous Police Fees. Fees for various Police services, actions, and permits shall be as listed in Table E.



Table E: Schedule of Miscellaneous Police Fees & Fines

Permit/Action/Service	Fee (\$)
Fingerprinting:	
1. For Concealed Pistol Licenses	State fee
2. People who work or reside in the City (per 2 cards)	10
3. People who do not work or reside in the City (per 2 cards)	20
Boat Launch Parking Fees and Fine:	
1. Daily	5
2. Annual Permit	75
3. Low-income Seniors (defined as being 62 years of age or older)	40
4. Failure to pay fee (50% reduction if paid with in 24 hours)	40
5. Current Washington State Fishing License decal affixed to vehicle	Free
DUI cost recovery:	
1. Administrative fee	200
2. Jail booking fee (or as revised by Snohomish County or City of Marysville)	82
3. Daily lodging fee (or as revised by Snohomish County or City of Marysville)	61
False Alarm Fees:	
1. Second response to premises within six months after the first response	25
2. Third response to premises within six months after a second response	50
3. Fourth response to premises in six months after the third response and for all succeeding responses within six months of last response	100
Impound Fees for Cost Recovery:	
Signs if owner wants returned, per sign	25
Impound fee for wheeled recreational devices	60
Administrative storage fee for impounded vehicles	15
Fine for parking:	
1. Fine for parking as described in Lake Stevens Municipal Code Section 7.12.090, Prohibited Parking	40
2. Fine if paid within 24 hours	20
Off-duty Officer:	Rate effective beginning:
Security for Non-profits	1/1/10
Security for others	73.00/hr
	84.00/hr
Special Event Services Deposit: (For special planned events that require additional police services)	\$100 per hour of event with one hour minimum
Private buoy or marker permit (annual) (LSMC 10.16.070)	30
Letters for search of local criminal justice data bases	10
Police records research, 1 hour minimum, billed in ½ hr increments, paid in advance	Rate effective beginning:
	1/1/10
	61.00/hr
Administrative dismissal of infraction for operating motor vehicle without insurance – administrative fee	25

Section 7. Miscellaneous Fees. Fees for various other services, actions, and permits shall be as listed in Table F.

Table F: Schedule of Miscellaneous Fees and Fines

Permit/Action	Fee or Fine (\$)
Public Works :	Rate effective beginning:
	1/1/10
Hourly Rate for Service for Non-profits	65.00/hr
Hourly Rate for Service for others	75.00/hr
Business Licenses:	
- Non-refundable Adult Entertainment (Cabaret) application Fee	100
- Adult Entertainment (Cabaret) Establishment (annual)	500
- Adult Entertainment (Cabaret) Establishment Manager/ Entertainer (annual)	50/person
- Business License Registration – Application	40
- Business License Registration – Annual Renewal	25
- Temporary business license	40
- Renewal	5
- Canvassers, Solicitors and Peddlers (includes City application fee, does not include Washington State Patrol application fee. License expires one year from date of application)	75 for the 1 st three employees, and \$10 for each additional employee
- Live music and/or dance entertainment (annual)	50
- Games (annual)	50
- Pawnbroker and Second Dealers (annual)	500
- Washington State Department of Licensing’s Master License Service	Currently New Application \$15 Renewal \$9
- Business license handling fee (fees shall be automatically amended by the State)	
Duplication of Public Records: (postage/delivery costs extra)	
- In-house Copying of City documents for the public	15¢/page/side first \$2 charge is free
- In-house Copying of City documents to pdf when original document is not in electronic format	10¢/page/side first \$2 charge is free \$1 extra for copy to CD
- In-House duplication of City documents to CD, such as Comprehensive Plan, Lake Stevens Municipal Code Title 14, Urban Design Standards, Engineering Design and Development Standards, etc.	10/CD
- Documents or CDs printed by outside party	Actual cost to reproduce
- Maps - Duplication of maps less than 11”X17”	2
- Maps - Duplication of maps greater than 11”x17”	6
- Special requests for plotted maps, aerials, plans, etc. (each)	12
- Audio cassette recordings of meetings: Duplicated by staff	1/tape
Duplicated by outside party	Actual cost to reproduce

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Permit/Action	Fee or Fine (\$)
<ul style="list-style-type: none"> - Color photos (cost to reproduce) - Duplication of all other types of City media (i.e., photographs, audio/video tapes, blueprints) shall include the cost of duplication, postage/delivery costs, and actual staff time - Certified copy of a public record 	<p style="text-align: right;">40¢</p> <p style="text-align: right;">\$5 for 1st Page and \$1 each after the 1st Page</p>
Dishonored Check Fine (in payment of City services)	35
Passports (fees shall be automatically amended by U.S. Dept. of State)	Consistent with effective federal changes
Age 16 and Over	Passport Fee 75 Execution Fee 25
Under Age 16	Passport Fee 60 Execution Fee 25
Passport Photos	\$16.00/set including sales tax

Section 8. Community Center Rental Fees. Fees for renting the City's Community Center shall be as listed in Table G.

Table G: Schedule of Rental Fees

Classification	Rental Amount (\$)
*Local users – see definition below	\$10/ hour or \$60/day
Non-local users	\$15/hour or \$90/day
**Non-Profit Community Interest Groups - see definition below	\$5/hour
Public utilities and any instrumentality of the United States, State of Washington, or political subdivision thereof with respect to the exercise of governmental functions	Free

1. If the City requires general liability insurance coverage, the event shall be required to provide proof of insurance in compliance with the Facility Use Permit rules ten days prior to the event. If applicant requests additional time (less than 10 days prior to the event) to provide proof of insurance, a City expedite fee of \$25 will be charged. If proof of insurance is not provided, the event will be cancelled.
2. "Local" user is a group whose coordinator or assigned member is a citizen of the City of Lake Stevens.
3. **Non-Profit Community Interest Groups devoted to community interest whose activities generally take place within the geographical confines of the City of Lake Stevens. This classification would include, but not be limited to: Girl Scouts, Lake Stevens Historical Society and Lake Stevens Rowing Club. Non-profit group is defined as being registered with the Secretary of State as a non-profit.
4. A minimum security deposit of \$25 MAY be required of users when, in the judgment of the facilities scheduler, the type of facility use may necessitate such a deposit.
5. In case of a cancellation, a written ten-day advance notice must be received to qualify for a refund.

Section 9. Lundeen Park Shelter Fees. Fees for the rental of Lundeen Park Shelters shall be as listed in Table H (below).

Table H: Schedule of Lundeen Park Shelter Rental Fees

	Group Size	Number of shelters	Rate
Lundeen Park Single Shelter Pricing	1-25	1	\$ 40 <i>reservation fee</i> + \$ 7 \$ 47
	26-50	1	\$ 60 <i>reservation fee</i> + \$ 7 \$ 67
Lundeen Park Double Shelter Pricing	1-50 <i>(patron requests both shelters)</i>	2	\$ 80 <i>reservation fee</i> + \$ 7 \$ 87
	51-75	2	\$ 100 <i>reservation fee</i> + \$ 7 \$ 107
	76-100	2	\$ 120 <i>reservation fee</i> + \$ 7 \$ 127

Maximum of 50 people per shelter.

Section 10. Stormwater Utility and Lake Management Charges. Fees for the Stormwater Management Utility, as per LSMC Title 11, shall be as listed in Table IA (below).

Table I: Stormwater Management Utility

Class	Impervious Surface %	Monthly Rate	Annual Rate
Single Family	NA	\$8.67/parcel	\$104.00 per parcel
Condominium	NA	\$7.17 per unit	\$86.02per unit
Undeveloped Lot	NA	Exempt	Exempt
Exempt	Less than 1%	No Charge	No Charge
Very Light	1% to 19%	\$2.38 per 1/4 acre	\$28.61per 1/4 acre
Light	20% to 39%	\$8.00 per 1/4 acre	\$96.00 per 1/4 acre
Moderate	40% to 59%	\$13.28 per 1/4 acre	\$159.36 per 1/4 acre
Heavy	60% to 79%	\$18.06 per 1/4 acre	\$216.77 per 1/4 acre
Very Heavy	80% to 100%	\$23.90 per 1/4 acre	\$286.85 per 1/4 acre
City Roads	NA	Set in accordance with RCW 90.03.525	Set in accordance with RCW 90.03.525
State Highways	NA	Set in accordance with RCW 90.03.525	Set in accordance with RCW 90.03.525

Mobile Home parks shall be charged under the appropriate rate category by their percentage of impervious surface. Duplex, Triplex, Four-plex will be charged the base single family rate multiplied by the number of units. Parcels with multiple single family structures will be charged the base single family rate multiplied by the number of structures. Miscellaneous structures over 120sf, parking lots, play areas, and sport courts will be charged under the appropriate rate category by their percentage of impervious surface. Segregated plat roads and driveways in private easements will be charged a single family base rate. Unsegregated plat roads will be charged under the appropriate rate category by their percentage of impervious surface. Undeveloped lots are not altered from the natural state by construction and include lakefront and split lots.

Fees for the Lake Management, as per Title 11 LSMC, shall be listed in Table IB (below).

Table IB: Lake Management Benefit Assessment

Class	Impervious Surface %	Monthly Rate	Annual Rate
Lakefront Lot	NA	\$16.00per parcel	\$192.00 per parcel
Split Lot	NA	\$11.33 per parcel	\$136.00per parcel

The lake front lot assessment applies to each land parcel abutting the lake shore. The split lot assessment applies to each land parcel with a portion of the lot abutting the lake shore and a portion of the lot separated from the lake shore by the city road. Each parcel abutting the lake will be charged a lakefront/split lot surcharge in addition to the appropriate Stormwater Management Utility rate. Lakefront lots developed with only a dock or other over the water structure will receive a lakefront assessment. Lakefront /split lot parcels with multiple single family structures will be charged the applicable assessment in addition to the single family Stormwater Management Utility rate multiplied by the number of units. Commercial lakefront/split lot parcels will be charged a lakefront/split lot assessment in addition to the appropriate rate category by their percentage of impervious surface. Parcels with a common interest in a community beach will be charged a proportionate share of the lakefront assessment in addition to their single family (or other) Stormwater Management Utility rate.

Section 11. Annual Fire Inspection Fees and Fire Department Related Service fees. Fees for fire inspection and Fire Department related Services fees shall be as listed in Table J below.

Table J: ANNUAL FIRE INSPECTION

AND FIRE DEPARTMENT RELATED SERVICE FEES

TABLE A -- ANNUAL FIRE INSPECTION FEE			
Building size In square feet	FEE		
	B, M, R	A, E, LC, R	F, H, I, S Occupancies
0-1000	\$45	\$75	\$95
1,001-2,500	\$65	\$105	\$165
2,501-5,000	\$95	\$155	\$245
5,001-7,500	\$115	\$185	\$285
7,501-10,000	\$125	\$195	\$300
10,001-12,500	\$145	\$230	\$315
12,501-15,000	\$165	\$275	\$330
15,001-17,500	\$175	\$295	\$345
17,501-20,000	\$190	\$310	\$365
20,001-30,000	\$215	\$350	\$375
30,001-40,000	\$230	\$375	\$385
40,001-50,000	\$245	\$400	\$400
50,001-60,000	\$260	\$425	\$425
60,001-70,000	\$275	\$450	\$450
70,001-100,000	\$300	\$475	\$475
100,001-150,000	\$350	\$500	\$500
150,001-200,000	\$400	\$525	\$525
OVER 200,000	\$450	\$550	\$550
REINSPECTION FEES			
For uncorrected violations at time of first re-inspection			\$25
For uncorrected violations at time of second re-inspection			\$50
SPECIAL INSPECTION FEES			
Riser system Re testing			\$58 each

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Fuel storage tank abandonment	\$58.00 each
Alarm System re-testing	\$58.00 each
SPECIAL EVENT PERMIT FIRE INSPECTIONS	
During regular business hours	\$115
After regular business hours/weekends	\$69/hour of actual
PYROTECHNIC FIREWORKS	
Retail fireworks	\$115
Wholesale fireworks	\$115

FIRE DEPARTMENT RELATED SERVICE

Table B -- SPECIAL ASSEMBLY PERMITS(IFC 105.6.43)	
Temporary Membrane Structures, Tents & Canopies	
(See IFC 105.6.43& IFC 24)	
Duration / Commercial Use	Fee:
< 3 days	No Fee
4 to 180 days	\$58
Temporary Assembly	
For <99 people	\$58
For >100 people	\$115
Table C -- EXPLOSIVES (105.6.15)	
Retail Fireworks Stand	
Retail Sales - Wood Stand	included in Fireworks Permit fee
Retail Sales – Tent	included in Fireworks Permit fee
Must meet requirements of Table B, but no additional fees required.	
Public Display	
Licensed Pyrotechnic Operators Only	\$115
Temporary Storage	\$173

Table D -- NFPA 72 FIRE ALARM SYSTEMS 105.7.4		
Comprehensive Fees for Permit, Review & Inspection		
Tenant Improvement or System Modification		
Number of Devices*		Fee:
From:	To:	
1	2	\$ 86
3	5	\$ 144
6	10	\$ 201
11	20	\$ 259
21	40	\$ 345
41	100	\$ 431
101	200	\$ 546
>200		\$575 plus \$58 per 100 additional devices (prorated)
New System		
Number of Devices*		Fee:
From:	To:	
1	100	\$403
101	200	\$546
>200		\$575 plus \$58 per 100 additional devices (prorated)
In addition to device* fees shown, the following fees also apply:		
FACP and/or Transmitter		
Replaced		\$144
New		\$230
Note: All Central Station Monitoring must be UL or FM listed.		
*Devices include separate individual portions of a Fire Alarm System such as: Initiation Devices, Notification Appliances, Flow Switches, Supervisory Switches, Magnetic Door Hold-Open devices, Remote Annunciators, Pull Stations, Beam Detectors (each piece is one device), and other such devices.		

Table E -- FIRE SPRINKLER SYSTEMS (105.7.1, 105.7.11, 105.7.4)		
Tenant Improvement or System Modification (NFPA 13 / 13R)		
Number of Sprinklers or Devices** From: To:		Fee:
1	2	\$ 86
3	5	\$ 144
6	10	\$ 201
11	20	\$ 259
21	40	\$ 345
41	100	\$ 460
101	200	\$ 546
201	300	\$ 661
>300		\$690 plus \$58 per 100 additional devices (prorated)
New System (NFPA 13 / 13R)		
Number of Sprinklers or Devices** From: To:		Fee:
1	100	\$431
101	200	\$546
201	300	\$690
>300		\$719 plus \$58 per 100 additional devices (prorated)
NFPA 13-D (RESIDENTIAL)		
Number of Sprinklers:		Fee*:
1 to 10		\$ 201
11 to 25		\$ 259
26+		\$ 316
*Non-required NFPA 13-D Systems Fee 50% of listed fees for voluntary installations		
Hood Suppression Systems		
Type of System:		Fee:

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Pre-Engineered	\$144
Custom Engineered	\$316
Standpipe Systems	
Class I, II or III new or existing	\$173
Fire Pump (each)	
\$345 each, maximum \$575	
**Devices include separate individual portions of a Fire Sprinkler System such as: Sprinklers, Risers, Valves, Pull Stations, Beam Detectors (each piece is one device) and other such devices.	
Table F -- HAZARDOUS MATERIALS FACILITY CONSTRUCTION (105.7.7)	
Hazardous Materials Installation, Repair, Abandonment, Removal, Closure or Substantial Improvement	
Permits in addition to Annual Operational Permit	
Permits required when quantity exceeds permit amounts in Table 105.6.20.	
QUANTITY	FEE
1-2 Materials in Excess of Permit Amount	\$115.00
3-5 Materials in Excess of Permit Amount	\$230.00
>5 Materials in Excess of Permit Amount	\$460.00
Table G -- COMPRESSED GASES (105.7.3) AND FLAMMABLE & COMBUSTIBLE LIQUIDS (105.7.6) AND LP-GAS (105.7.9)	
Compressed Gas Installation, Repair, Abandonment, Closure or Substantial Modification to a Compressed Gas System when the Compressed Gases used or Stored exceed the amounts listed in Table 105.6.8.	
Modification or repair of a flammable or combustible liquids pipeline. Installation or construction or Alteration of those items listed in 105.7.6	
For installation of or modification to an LP-gas system.	
Compressed Gas System	\$201
Flammable & Combustible Liquids	
< 500 Gallons	\$115
>= 500 Gallons	\$230
>= 1000 Gallons	\$575
LP-Gas System	\$86

Table H -- SPRAY BOOTHS (105.7.11) AND INDUSTRIAL OVENS (105.7.8) Note: Separate Sprinkler Permit Required under Table E	
NOT SUBJECT TO TABLE A FEES	

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SPRAY BOOTHS Type:	Fee:
Pre-Engineered w/ documents	\$ 173
Site-Built or used w/o documents	\$ 288
INDUSTRIAL OVENS	\$ 288
Table I -- ANNUAL BUSINESS INSPECTION FEES	
1 st Inspection	In accordance with LSMC 2.52
Table J -- MISCELLANEOUS FEES	
Work Begun or Completed before Permit Issuance	Permit Fees Triple / No inspections until paid
After Hours Inspection (Regular Inspection Hours: 7:30am to 3:30pm)	\$86 per hour / 1 hour minimum
Firefighter Fire Watch or Standby	\$75 per hour / per firefighter 2-hour minimum per firefighter
Fire Flow Determination	\$115
Re-Inspection Fee for each inspection after the 3rd site visit, or as required by the fire code official.	\$86
<p>Fees may be reduced by the fire code official for small or short duration projects. Note: \$25 of each fire permit issued is retained by the permit department as an administrative fee. The remainder of the fees listed is remitted to the Fire Department. "Additional plan review required by changes, additions or revisions to plans \$58.00 per hour." Outside Consultant Review: Actual Costs plus 10% (Fire Marshal Review Fee)</p>	
TABLE K -- OPERATIONAL PERMITS	
An Operational Fire Permit constitutes permission to store, or handle hazardous materials, or to operate processes which may produce conditions hazardous to life or property.	
An Operational Fire Permit is required prior to engagement in the activities, operations, practices or functions described in IFC 105.6 AND, if an ongoing operation, is required to be renewed annually before expiration.	
Unless otherwise indicated, Operational Permit Fees are \$100 each. If more than one permit is required for a single occupancy, all permits shall be issued under a single permit fee in the amount of \$150.	
Request for waivers of fees for non-profit events, in accordance with Title 9.28.135, shall be made in writing to the Fire Marshal no less than 7 days before the event or will not be considered.	
Permit Type:	Required for:
Aerosol Products	Level 2 or 3 in excess of 500 lbs

Amusement buildings	Operation of a special amusement building
Aviation Facilities	Using a Group H or Group S occupancy for aircraft servicing or aircraft fuel-servicing vehicles
Carnivals & Fairs	Conducting a carnival or fair
Battery Systems	Installing or using lead-acid battery systems w/ a liquid capacity > 50 gallons
Cellulose Nitrate film	Storing, handling or using cellulose nitrate film in a Group A occupancy
Combustible Dust	Operation of a grain elevator, flour starch mill, feed mill, or a plant pulverizing aluminum, coal, cocoa, magnesium, spices or sugar, or other operations producing combustible dusts as defined in Chapter 2 of the IFC
Combustible Fibers	Storage and handling of combustible fibers in excess of 100 cubic feet (Agricultural storage exempt)
Compressed Gases	Storage, use or handling at normal temperature and pressure of compressed gases in excess of quantities listed in IFC 105.6.8(compressed gas-fueled vehicles exempt)
Covered Mall Buildings	1. Placement of retail fixtures or displays, concession equipment, displays of highly combustible goods and similar items in the mall 2. Display of liquid- or gas- fired equipment in the mall. 3. The use of open-flame or flame-producing equipment in the mall.
Cryogenic Fluids	Production, storage, transport on site, using, handling or dispensing cryogenic fluids in excess of the amounts listed in Table 105.6.11. Exception: Permits are not required for vehicles equipped for and using cryogenic fluids as a fuel for propelling the vehicle or for refrigerating the lading.
Cutting and Welding	Cutting or welding operations within the jurisdiction
Dry Cleaning Plants	Engaging in the business of dry cleaning or to change to a more hazardous cleaning solvent used in existing dry cleaning equipment
Exhibits and Trade Shows	Operating an exhibit or trade show
Explosives	The manufacture, storage, handling, sale or use of any quantity of explosive, explosive material, fireworks, or pyrotechnic special effects within the scope of IFC 33
Flammable and Combustible Liquids	See WAC 51-54-0100, 105.6.16
Floor Finishing	Floor finishing or surfacing operations exceeding 350 square feet (33 m2) using Class I or Class II liquids
Fruit and Crop Ripening	Operating a fruit-, or crop-ripening facility or conducting a fruit-ripening process using ethylene gas.

Fumigation and Thermal Insecticidal Fogging	Operating a business of fumigation or thermal insecticidal fogging and to maintaining a room, vault or chamber in which a toxic or flammable fumigant is used.
Hazardous Materials	Storage or Use in excess of quantities shown in Table 105.6.20.
High-piled Storage	Using a building or portion thereof as a high-piled storage area exceeding 500 square feet (46 m ²)
Hot Work Operations	Hot work including, but not limited to: 1. Public exhibitions and demonstrations where hot work is conducted. 2. Use of portable hot work equipment inside a structure. Exception: Work that is conducted under a construction permit. 3. Fixed-site hot work equipment such as welding booths. 4. Hot work conducted within a hazardous fire area. 5. Application of roof coverings with the use of an open-flame device. 6. When approved, the fire code official shall issue a permit to carry out a Hot Work Program. This program allows approved personnel to regulate their facility's hot work operations. The approved personnel shall be trained in the fire safety aspects denoted in this chapter and shall be responsible for issuing permits requiring compliance with the requirements found in Chapter 26. These permits shall be issued only to their employees or hot work operations under their supervision.
Industrial Ovens	Operation of industrial ovens regulated by IFC 21
Lumberyards and Woodworking Plants	Storage or processing of lumber exceeding 100,000 board feet (8,333 ft ³) (236 m ³)
Liquid- or gas-fueled vehicles or equipment in assembly buildings	Display, operation or demonstration of liquid- or gas-fueled vehicles or equipment in assembly buildings
LP Gas	1. Storage and use of LP-gas Exception: A permit is not required for individual containers with a 500-gallon (1893 L) water capacity or less serving occupancies in Group R-3. 2. Operation of cargo tankers that transport LP-gas.
Magnesium	Melting, casting, heat treating or grinding more than 10 pounds (4.54 kg) of magnesium
Miscellaneous Combustible Storage	Storing in any building or upon any premises in excess of 2,500 cubic feet (71m ³) gross volume of combustible empty packing cases, boxes, barrels or similar containers, rubber tires, rubber, cork or similar combustible material
Open Burning	Contact Fire District Directly at 425.334.3034
Open Flames and Torches	Removing paint with a torch; or using a torch or open-flame device in a hazardous fire area
Open Flames and Candles	Using open flames or candles in connection with assembly areas, dining areas of restaurants or drinking establishments
Organic Coatings	Any organic-coating manufacturing operation producing more than 1 gallon (4 L) of an organic coating in one day

CITY OF LAKE STEVENS

RESOLUTION NO. 2011-13
 FEES, DEPOSITS, AND FINES

Places of Assembly	Operating a place of assembly
Pyrotechnic special effects material	Use and handling of pyrotechnic special effects material
Pyroxylin Plastics	Storage or handling of more than 25 pounds (11 kg) of cellulose nitrate (pyroxylin) plastics and for the assembly or manufacture of articles involving pyroxylin plastics
Refrigeration Equipment	Operation of a mechanical refrigeration unit or system regulated by IFC 6
Repair garages and motor fuel-dispensing facilities.	Operation of repair garages and automotive, marine and fleet motor fuel-dispensing facilities
Rooftop Heliport	Operation of a rooftop heliport
Spraying and Dipping	Conducting a spraying or dipping operation utilizing flammable or combustible liquids or the application of combustible powders regulated by IFC 15
Storage of scrap tires and tire byproducts	Establishing, conducting or maintaining storage of scrap tires and tire byproducts that exceeds 2,500 cubic feet (71m ³) of total volume of scrap tires and for indoor storage of tires and tire byproducts
Temporary Membrane Structures, Tents & Canopies	The fees for this permit are in Table B. An operational permit is not required – but a construction permit is required under Table B.
Tire-rebuilding Plants	Operation and maintenance of a tire-rebuilding plant
Waste Handling	Operation of wrecking yards, junk yards and waste material-handling facilities
Wood products	Storing chips, hogged material, lumber or plywood in excess of 200 cubic feet (6 m ³)

PASSED BY THE CITY COUNCIL OF THE CITY OF LAKE STEVENS THIS 10th DAY OF October, 2011.

ATTEST:

 Vern Little, Mayor

 Norma J. Scott, City Clerk/Admin. Asst.

APPROVED AS TO FORM:

 Grant K. Weed, City Attorney



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

Monday, September 26, 2011
Lake Stevens School District Educational Service Center (Admin. Bldg.)
12309 22nd Street N.E. Lake Stevens

CALL TO ORDER: 7:14 p.m. by Mayor Vern Little

COUNCILMEMBERS PRESENT: Mark Somers, Kathy Holder, Kim Daughtry, and Neal Dooley (left at 7:48 p.m.)

COUNCILMEMBERS ABSENT: Marcus Tageant, Suzanne Quigley, and John Spencer

STAFF MEMBERS PRESENT: City Administrator Jan Berg, City Attorney Cheryl Beyer, Planning Director Becky Ableman, Finance Director/Treasurer Barb Lowe, Human Resource Director Steve Edin, Police Chief Randy Celori, Senior Planner Russ Wright, and City Clerk/Admin. Asst. Norma Scott

OTHERS:

Excused Absence. Councilmember Holder moved to excuse Councilmembers Tageant, Quigley and Spencer, seconded by Councilmember Somers; motion carried unanimously. (4-0-0-3)

Guest Business. None.

Consent Agenda. Councilmember Daughtry moved to approve the Consent Agenda (Approve September 2011 vouchers - Payroll Direct Deposits 904754-904814 for \$136,920.37, Payroll Checks 32366-32367 for \$4,733.46, claims 32368-32418 for \$135,494.32, Electronic Funds Transfers \$7,013.75, Tax Deposit 9.15.11 For \$50,823.40 for total vouchers approved of \$334,985.30), seconded by Councilmember Holder; motion carried unanimously. (4-0-0-3)

Public Hearing and first reading of Ordinance No. 860, FEMA (Federal Emergency Management Agency) regulations. City Clerk Scott read the public hearing procedure which applies to both hearings. Senior Planner Wright reviewed the three FEMA primary compliance methods: adopt newly revised model ordinance; 2. demonstrate that existing plans and regulations provided protection for listed species, or 3. comply project by project. The City went with Option No. 2. The ordinance repeals the old flood plain chapter and readopted a new section. Mr. Wright reviewed the code changes. The project is consistent with the Comprehensive Plan. A Public Hearing was held by the Planning Commission and they forwarded their recommendation to approve.

Public comment. None

MOTION: Councilmember Somers moved to close the public comment portion of the hearing, seconded by Councilmember Dooley; motion carried unanimously. (4-0-0-3)

MOTION: Councilmember Holder moved to close the public hearing, seconded by Councilmember Somers; motion carried unanimously. (4-0-0-3)

MOTION: Councilmember Dooley moved to approve first reading of Ordinance No. 860, FEMA regulations, seconded by Councilmember Daughtry; motion carried unanimously. (4-0-0-3)

Planning Director Ableman noted the second reading is October 14.

Public Hearing on Resolution No. 2011-12, 2011 Comprehensive Plan Amendment Proposals (2011 Docket ratification). Planning Director Ableman commented the City received no private requests. The City generated amendments are as follows: change to Chapter 1- introduction section; Chapter 5 – updated Eagle Ridge Park Master Plan; Chapter 6 - Transportation element changed to be consistent with the Transportation Improvement Program (TIP); Chapter 8 capital facilities plan – changed to include 20th Street SE, TIP and Eagle Ridge Park Master Plan; updated Appendices to include Six-year-TIP and 2011 Docket SEPA review; and a placeholder in case additional amendments are discovered. Council action is to ratify and not approve the amendments at this time. Planning Commission recommended approval.

Public Comments. None.

MOTION: Councilmember Daughtry moved to close the public comment portion of the hearing, seconded by Councilmember Holder; motion carried unanimously. (4-0-0-3)

MOTION: Councilmember Somers moved to close the Public Hearing, seconded by Councilmember Dooley; motion carried unanimously. (4-0-0-3)

MOTION: Councilmember Daughtry moved to pass the resolution ratifying a list of docket items for further analysis for the 2011 Comprehensive Plan Docket, seconded by Councilmember Dooley; motion carried unanimously. (4-0-0-3)

Approve minutes of September 12, 2011 regular meeting. Councilmember Dooley moved to pass the minutes, seconded by Councilmember Daughtry; motion carried unanimously. (4-0-0-3)

Approve first and final reading of Ordinance No. 861, revised Library Board duties. City Administrator Berg introduced the Library Board members and Librarian. Ms. Berg noted this ordinance more clearly defines what the board does and includes annexation in the Library District.

MOTION: Councilmember Dooley moved to approve first and final reading of Ordinance No. 861, revised Library Board duties, seconded by Councilmember Holder; motion carried unanimously. (4-0-0-3)

Approve Chamber of Commerce request to serve wine in North Cove Park during Oktoberfest Event. Planning Director Ableman commented this is the first annual Oktoberfest for the community, who is hosting a wine garden in the City park, which is required to have Council approval. The wine garden will be Friday and Saturday in a tent and contained.

MOTION: Councilmember Somers moved to approve Chamber of Commerce request to serve wine in North Cove Park during Oktoberfest Event, seconded by Councilmember Dooley, motion carried with Councilmember Daughtry (Chair of Oktoberfest Committee) abstaining. (3-0-1-3)

Authorize floating dock sales tax. Public Works Director/Engineer Monken Council reported Council approved the purchase of the floating dock two months ago. This was not a State purchase and we required to pay the sales tax. AccuDock absorbed the cost of the grating required by Department of Fish & Wildlife as a condition of the approved permit. The grating was not included in the original plan. The grating cost is a \$5,000 donation by AccuDock. The sales tax for the project is \$2,079.

MOTION: Councilmember Daughtry moved to authorize a budget increase of \$2,079 for sales tax, seconded by Councilmember Somers; motion carried unanimously. (4-0-0-3)

Approve Lake Level Management Plan. Public Works Director/Engineer Monken noted this plan sets the current standards and practices that the City is using to manage the lake level. The policy includes that the City does not adjust the weir by public request.

MOTION: Councilmember Holder moved to approve the Lake Level Management Plan for 2011, seconded by Councilmember Somers; motion carried unanimously. (4-0-0-3)

Closure of the regular meeting. Councilmember Holder moved to close the Council meeting, seconded by Councilmember Somers at 7:48 p.m.; motion carried unanimously. (4-0-0-3)

Councilmember Dooley left the meeting at 7:48 p.m.

The meeting was reopened as a workshop at 7:49 p.m. without a quorum.

Subarea plan alternatives preview. Planning Director Ableman and Senior Planner Wright reviewed the 20th Street SE Corridor Development Preliminary Concept and alternatives. Next month the Planning Commission will be reviewing and will have the next public outreach in November.

2012 budget presentation. Finance Director/Treasurer Lowe noted this is the first budget presentation. Ms. Lowe reviewed the budget focus, General Fund Revenue, Expenditures and future forecast.

Congressional redistricting boundaries. City Administrator Berg noted that of the four Congressional redistricting alternatives, two alternatives list Lake Stevens in the rural area rather than urban. The City will be providing a written statement that we are kept with urban cities. The comment period ends on October 11.

Council Person's Business: Councilmembers reported on the following meetings: Holder – Fire District and suggested spot lights at night on the eagles in the roundabout; Somers – will be absent October 10 and 17; and Daughtry – attended SCCIT and downtown framework meetings last week.

Mayor's Business: Mayor Little commented there is an open house this Thursday on downtown framework and working on the budget.

Staff Reports: Staff reported on the following: Planning Director Ableman – framework meeting and Snohomish County Tomorrow; Finance Director/Treasurer Lowe – State Auditors will be here this week; Public Works Director/Engineer Monken – started a pedestrian flag pilot

program at Lundeen Park entrance and Hawkins House, the Church of Jesus Christ of Latter Day Saints did a nice job of painting the City Shop, and temporarily shutting down the second lane in the roundabout; and Police Chief Celori – softball funding raising game Saturday.

Adjourn. 8:47 p.m.

Vern Little, Mayor

Norma J. Scott, City Clerk/Admin. Asst.

DRAFT



LAKE STEVENS CITY COUNCIL
STAFF REPORT

Council Agenda Date: 10/10/11

Subject: Eighth Amendment of Interlocal Agreements for Jail Services - Marysville

Contact Person/Department: Chief Randy W. Celori

Budget Impact: Yes - Positive

RECOMMENDATION(S)/ACTION REQUESTED OF COUNCIL: Authorize the Mayor to sign the Eighth Amendment of the Interlocal Agreement with the City of Marysville for Jail Services.

SUMMARY/BACKGROUND: The City of Lake Stevens entered into the original agreement in 1999. Our current agreement expires December 31, 2012. This agreement was last amended in October 2009. The change related to this eighth amendment allows prisoners to be housed for up to 90 days. Our current agreement only allows for 30 days. Marysville was previously rated only a 30 day facility and recently became approved for 90 days. Marysville jail rates are slightly cheaper than Snohomish County and additional savings will occur. After 90 days of incarceration at Marysville Jail, prisoners are normally transferred to Snohomish or Okanagan County Jail to complete their sentences. Marysville Police Department works closely with our department and continually seeks our input on jail services.

APPLICABLE CITY POLICIES:

BUDGET IMPACT:

Marysville jail rates are slightly cheaper than Snohomish County and slight savings will occur. I anticipate we will see our Monthly jail bills increase with Marysville and our County jail bills decrease.

ATTACHMENTS:

- ▶ Exhibit A: Eighth Amendment – Amendment of Schedule “A” of Interlocal Agreement for Jail Services.

AFTER RECORDING RETURN TO:

City of Marysville
1049 State Avenue
Marysville, WA 98270

**Eighth Amendment of Interlocal Agreements for
Jail Services – Lake Stevens
Amending Paragraph 3 Section b (3 b)
Relating to 90 days Detention Facility Limits
Effective May 24, 2011**

THIS AMENDMENT TO INTERLOCAL AGREEMENT FOR JAIL SERVICES ("Agreement") is made and entered into by and between the CITY OF MARYSVILLE ("Marysville"), and the CITY OF LAKE STEVENS ("Lake Stevens").

WHEREAS, WHEREAS, on September 27, 1999 Marysville and Lake Stevens entered into an Interlocal Agreement for Jail Services (hereinafter known as "Agreement"); and,

WHEREAS, the City of Marysville adopted Ordinance 2859, effective May 23, 2011, amending Marysville Municipal Code Chapter 2.45 relating to Jail/Detention Facilities; a "Detention Facility" being a 90 jail day facility by definition pursuant to RCW 70.48.020 (4).

RCW 70.48.040 (4) "Detention facility" means a facility operated by a governing unit primarily designed, staffed, and used for the temporary housing of adult persons charged with a criminal offense prior to trial or sentencing and for the housing of adult persons for purposes of punishment and correction after sentencing or persons serving terms not to exceed ninety days.

WHEREAS, the parties wish to amend Paragraph 3 Section b (3 b) of the Interlocal Agreement for Jail Services to utilize the 90 day facility limit instead of the 30 day limit.

NOW, THEREFORE, in consideration of the mutual covenants, conditions and promises contained herein, Marysville and Lake Stevens mutually agree as follows:

1. **Paragraph 3 ACCEPTANCE OF PRISONERS, Section b (3 b)** of the Agreement shall be amended to read as follows

b. Prisoners may not be incarcerated in the Marysville Jail longer than ~~thirty (30)~~ ninety (90) days or contrary to any federal or state statutes or regulations or constitutional requirements for the Marysville Jail. Should an inmate serve his/her ~~30-90~~ day sentence in the Marysville Jail and still have additional days of jail time,

Lake Stevens will have the option of transporting their inmates to another facility or have Marysville transport with reimbursement by Lake Stevens of Marysville's actual costs. Should transportation be required for Lake Stevens' inmates to appear in other than the Marysville Municipal Courts, transportation will be the responsibility of Lake Stevens.

2. Except as provided herein, all other terms and conditions of the Interlocal Agreement for Jail Services dated September 27, 1999 and all Amendments thereto shall remain in full force and effect unchanged. This Eighth Amendment to Interlocal Agreement for Jail Services shall be effective May 24, 2011.

3. APPROVALS AND FILING. Each party shall approve this Agreement by resolution, ordinance or otherwise pursuant to the laws of the governing body of said party. The attested signature of the officials identified below shall constitute a presumption that such approval was properly obtained. A copy of this Agreement shall be filed with the Snohomish County Auditor's office or, alternatively, listed by subject on a public agency's web site or other electronically retrievable public source pursuant to RCW 39.34.040.

IN WITNESS WHEREOF, the parties have hereunto set their hands and seals this 12th day of September, 2011.

CITY OF LAKE STEVENS

CITY OF MARYSVILLE

By _____
VERN LITTLE, Mayor

By *[Signature]*
JOHN NEHRING, Mayor

DATE: _____

DATE: 9-12-11

APPROVED as to form:

APPROVED as to form:

[Signature]
GRANT K. WEED, City Attorney

[Signature]
GRANT K. WEED, City Attorney

DATE: 9-1-11

DATE: 9-1-11

Attest: _____
NORMA SCOTT, City Clerk

Attest: *[Signature]*
APRIL O'BRIEN, Deputy City Clerk



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LAKE STEVENS CITY COUNCIL
STAFF REPORT

Council Agenda Date: 10/10/11

Subject: Interlocal Agreement for Jail Transport Services with Snohomish County

Contact Person/Department: Chief Randy W. Celori **Budget Impact:** Minimal

RECOMMENDATION(S)/ACTION REQUESTED OF COUNCIL: Authorize the Mayor to sign the Interlocal Agreement with Snohomish County Relating to Prisoner Transport Services.

SUMMARY/BACKGROUND: For the past several years, Snohomish County contracted with Whatcom County Sheriff's Office to provide mini chain transport services to Snohomish County Jail. When individuals were arrested on warrants outside of our immediate area, the jail transport would travel between the cities picking up and dropping off prisoner to the appropriate jails. In 2010, Snohomish County paid \$178,000 for this service. In 2011 the county began providing its own transport services. In 2012 the Sheriff's Office is going to charge each City \$50.00 per prisoner transport. The Sheriff's Office does not plan to charge cities for any of the transports provided in 2011. According to Snohomish County records, over the past 6 years under the mini-train, there have only been 10 prisoners transported for the City of Lake Stevens.

APPLICABLE CITY POLICIES:

BUDGET IMPACT:

According to Snohomish County Jail records, Lake Stevens has had only 10 prisoners over the past 6 years who were transported from other jails under the conditions related to this agreement.

ATTACHMENTS:

- ▶ Exhibit A: Interlocal Agreement

**INTERLOCAL AGREEMENT BETWEEN
SNOHOMISH COUNTY AND THE CITY OF LAKE STEVENS
RELATING TO PRISONER TRANSPORT SERVICES**

THIS AGREEMENT, is entered into by and between Snohomish County, a political subdivision of the State of Washington, (the "County") and the City of Lake Stevens, a municipal corporation of the State of Washington ("City") on behalf of the City of Lake Stevens Police Department.

NOW THEREFORE, for and in consideration of the benefits conferred on both parties and the mutual promises set forth below, the parties agree as follows:

1.0 SERVICES. The County will provide county corrections deputies to transport City inmates, who are being held on City municipal charges, from the King County Jail or the Kent Regional Justice Center to the City Municipal Jail Mondays through Fridays (excluding holidays). If a City inmate has only City charges, the inmate will be delivered to the City Municipal Jail. If the inmate has City charges along with other Snohomish County charges, the inmate shall be booked into the Snohomish County Jail. The County will also pick up inmates from the City Municipal Jail who have outstanding warrants requiring them to be transported to the King County Jail or the Kent Regional Justice Center when asked to do so by the City.

2.0 COMPENSATION.

2.1 **CONTRACT AMOUNT.** In consideration for transport services the County shall charge City \$50.00 (fifty dollars) per inmate transported. The billing shall be proportional if the transported inmate has additional charges from Snohomish County or if Snohomish County contract cities that have entered into a similar contract for transport services with the County.

2.2 **BILLING.** The County will add a line to the monthly jail services bill labeled "Transport Services" which reflect the number of inmate(s) transported for the City during that monthly billing cycle.

Payment shall be made to:

Snohomish County Sheriff's Office, Corrections
3000 Rockefeller M/S 509 Attn: Fiscal
Everett WA 98201

3.0 DURATION.

This Agreement shall govern services from June 1, 2011, through December 31, 2014, unless either party initiates termination procedures as outlined in Section 4 or termination is necessary due to a lack of sufficient legislative appropriation by either party.

4.0 TERMINATION.

Either party may terminate this Agreement for any reason upon providing thirty (30) days' written notice to the other party, in which case the City shall compensate the County only for the costs of those services provided through the period of time this Agreement remains in effect. Termination shall not affect the rights of the either party under other sections of this Agreement.

5.0 NOTICES. Any notice provided for or concerning this Agreement shall be in writing and shall be deemed given when delivered personally or when sent by certified or registered mail to the following:

Any notice to the County shall be sent or delivered to:

Douglas Jeske, Major
Snohomish County Sheriffs Office
3000 Rockefeller Avenue, M/S 509
Everett, WA 98201

Any notice to the City shall be sent or delivered to:

6.0 INDEMNIFICATION.

11.1 The County shall protect, save harmless, indemnify, and defend the City its elected and appointed officials, officers, employees, and agents, from and against any loss or claim for damages of any nature whatsoever, including claims by third parties or the County employees against which it would otherwise be immune under Title 51 RCW or other law, arising out of any act or omission of the County in performance of this Agreement, its elected or appointed officials, officers, employees, or agents, except to the extent the loss or claim is attributable to the negligence or willful misconduct of the City, its elected or appointed officials, officers, employees, or agents.

11.2 The City shall protect, save harmless, indemnify and defend the County, its elected and appointed officials, officers, employees, and agents from and against any loss or claim for damages of any nature whatsoever, including claims by third parties or City employees against which it would otherwise be immune under Title 51 RCW or other law, arising out of any act or omission of City in performance of this Agreement, its elected or appointed officials, officers, employees, or agents, except to the extent the loss or claim is attributable to the negligence or willful misconduct of the County, its elected or appointed officials, officers, employees, or agents.

7.0 AUDITS AND INSPECTIONS. The records and documents with respect to all matters covered by this Agreement shall be subject to inspection, review or audit by the County or City during the term of this Agreement and for a period of three (3) years after termination.

8.0 AMENDMENTS. This Agreement may be amended at any time by mutual written agreement of the parties that is executed and filed with the Auditor as required by RCW 39.34.040.

9.0 NO THIRD PARTY BENEFICIARY. The County and City agree that this Agreement shall not confer third party beneficiary status on any non-party.

10.0 LEGAL REQUIREMENTS. Both parties shall comply with all applicable federal, state and local laws in performing this Agreement.

The City shall comply with the Snohomish County Human Rights Ordinance, Chapter 2.460 SCC, which is incorporated herein by this reference. Execution of this contract constitutes a certification by the City of its compliance with the requirements of Chapter 2.460 SCC. If the City is found to have violated this provision, or furnished false or misleading information in an investigation or proceeding conducted pursuant to Chapter 2.460 SCC, this Agreement may be

subject to a declaration of default and termination at the County's discretion. This provision shall not affect the City's obligations under other federal, state, or local laws against discrimination.

11.0 VENUE. The laws of the State of Washington shall apply to the construction and enforcement of this Agreement. Any action at law, suit in equity, or judicial proceedings for the enforcement of this Agreement or any provision hereto shall be in the Superior Court of Snohomish County, Everett, Washington.

12.0 WAIVER OF DEFAULT. Waiver of any default shall not be deemed as a waiver of any subsequent default. Waiver or breach of any provision of this Agreement shall not be deemed to be a waiver of any other or subsequent breach and shall not be construed to be a modification of the terms of this Agreement unless stated to be such through written approval by the County and City which shall be attached to the original Agreement and filed with the Auditor.

13.0 DISPUTE RESOLUTION

14.1 In the event differences between the County and City should arise over the terms and conditions of this Agreement, the County Sheriff and City Police Chief, or their respective designees, shall attempt to resolve any problems on an informal basis.

14.2 If the problem cannot be resolved informally, the matter shall be referred to the Snohomish County Dispute Resolution Center for mediation.

14.3 If mediation is not successful, either party may institute legal action to enforce the terms and conditions of this Agreement.

14.0 ENTIRE AGREEMENT. The parties agree that this Agreement is the complete expression of the terms hereto and any oral representations or understandings not incorporated herein are excluded. Both parties recognize that time is of the essence in the performance and the provisions of this Agreement.

15.0 SEVERABILITY CLAUSE. Should any clause, phrase, sentence, or paragraph of this Agreement be declared invalid or void, the remaining provisions of this Agreement shall remain in full force and effect.

“County”
SNOHOMISH COUNTY

“City”
CITY OF LAKE STEVENS

Aaron Reardon, County Executive

Mayor / City Manager

DATE: _____

DATE: _____

APPROVED AS TO FORM ONLY:

APPROVED AS TO FORM ONLY:

Deputy Prosecuting Attorney

City Attorney

DATE: _____

DATE: _____

APPROVAL RECOMMENDED:

John Lovick, Sheriff

DATE: _____

REVIEWED BY RISK MANAGEMENT:

DATE: _____



LAKE STEVENS CITY COUNCIL
STAFF REPORT

Council Agenda Date: 10 October 2011

Subject: 36th Street NE Approach West of Bridge 563 – Shannon and Wilson Supplemental Agreement No. 1

Contact Mick Monken **Budget Impact:** \$8,582
Person/Department: Public Works

RECOMMENDATION(S)/ACTION REQUESTED OF COUNCIL: Authorize the Supplemental Agreement No. 1 of the Environmental service contract to Shannon and Wilson, Inc. for an amount of \$8,582.

SUMMARY/BACKGROUND: In December 2010, Shannon and Wilson, Inc., Reid Middleton, Inc. and Robinson Noble, Inc. were contacted based on the MRSC consultant roster to discuss their qualifications to complete a critical areas assessment for the 36th Street NE Road Embankment Repair Project. Shannon and Wilson, Inc. was selected based on their critical areas experience similar to this project. The City had an on-call contract with Perteet, Inc. for environmental services but was not considered because Perteet may be needed to review the critical areas assessment and possibly other environmental documents required for the project permitting.

In April 2011, Shannon and Wilson completed the critical areas assessment for the project as required by the City within the contracted budget of \$5,000. They reviewed various reports related to the sensitive areas in the vicinity of the project that were completed for past projects and researched available information from state and federal agencies.

In June 2011, the City submitted the JARPA and critical areas assessment to the U.S. Army Corps of Engineers, Fish and Wildlife and Ecology. In response, the Corps of Engineers required a biological evaluation report and wetland mitigation bank use for the Section 404 permit. Shannon and Wilson was requested by the City to provide a scope and budget to complete the two documents as an supplement to their current contact because of their familiarity of the project site and experience preparing this type of documents.

Since this project is adjacent to a fish stream, this project is anticipated to be constructed next year during the construction window that allows work in a stream. However, timing of the repair work will be dependent on permitting requirements.

APPLICABLE CITY POLICIES: Promote public safety and protection of waterways.

BUDGET IMPACT: \$13,582 (\$5,000 original contract and \$8,582 for this addendum) for services provided by Shannon and Wilson. Funds provided through the PWTF loan. The total PWTF loan is \$80,300 for a 20 year period. Annual pay back is approximately \$5,400. The US Postal Service has made a payment to the City of approximately \$43,000 that will be applied to this loan.

ATTACHMENTS:

- ▶ Exhibit A: Supplemental Agreement No. 1

EXHIBIT A

**SUPPLEMENTAL AGREEMENT NO. 1
TO
PROFESSIONAL SERVICES AGREEMENT
FOR
CITY OF LAKE STEVENS
AND SHANNON AND WILSON, INC.
FOR 36TH STREET NE ROAD AND EMBANKMENT REPAIR PROJECT**

This Supplemental Agreement No. 1 is made and entered into on the ____ day of _____, _____, between the City of Lake Stevens, hereinafter called the "City" and Shannon and Wilson, Inc., hereinafter called the "Consultant."

WITNESSETH THAT:

WHEREAS, the parties hereto have previously entered into an Agreement for a critical areas assessment along 36th Street NE as part of a road and embankment repair project along Catherine Creek, hereinafter called the "Project," said Agreement being dated February 25, 2011; and

WHEREAS, both parties desire to supplement said Agreement, by expanding the Scope of Services to provide for the development of a biological evaluation and wetland mitigation bank use plan and to amend the total amount payable for this Agreement,

NOW THEREFORE, in consideration of the terms, conditions, covenants and performance contained herein or attached and incorporated, and made a part hereof, the parties hereto agree as follows:

Each and every provision of the Original Agreement for Professional Services dated February 25, 2011, shall remain in full force and effect, except as modified in the following sections:

1. Article II of the Original Agreement, "SCOPE OF SERVICES", shall be supplemented to include the Scope of Services as described in Exhibit A1, attached hereto and by this reference made part of this Supplemental Agreement No. 1.

2. Article IV of the Original Agreement, "OBLIGATIONS OF THE CITY", Paragraph 4.1 Payments, the third sentence is amended to include the additional Consultant fee of \$8,582 and shall read as follows: "...shall total payment under this agreement exceed \$13,582."

The Total Amount payable to the Consultant is summarized as follows:

Original Agreement	\$ <u>5,000</u>
Supplemental Agreement No.1	\$ <u>8,582</u>
Supplemental Agreement No.2	\$ _____
Supplemental Agreement No.3	\$ _____
Grand Total	\$ <u>13,582</u>

3. Article III, Section 3.3 of the Original Agreement, "TIME OF PERFORMANCE", is amended to provide that all work shall be completed within 60 days.

IN WITNESS WHEREOF, the parties hereto have executed this SUPPLEMENTAL AGREEMENT NO. 1 as of the day and year first above written.

CITY OF LAKE STEVENS

Shannon and Wilson, Inc.

By: _____ By: _____
Mayor Its _____

ATTEST/AUTHENTICATED:

City Clerk

APPROVED AS TO FORM:

Lake Stevens City Attorney

EXHIBIT A1

Scope of Service

Prepare a biological evaluation and wetland mitigation bank use plan for 36th Street NE as part of a road and embankment repair project along Catherine Creek in accordance with the standard practices of the industry.

Deliverables shall include one draft and one final Biological Evaluation and Wetland Mitigation Bank Use Plan.

Fee Estimate:

SHANNON & WILSON, INC.

JOB COST ESTIMATE

Proposal No.: 21-2-60638-001
 Project: Lake Stevens BE and BUP
 Client: Lake Stevens
 By: PCJ 9/26/2011

	Rate	Quantity	Subtotal	Subtotal
Task 1. Biological Evaluation¹				
Biological Evaluation Report				
Principal-In-Charge	\$212.00 /hr	4 hrs	\$848	
Environmental Scientist IV	\$100.00 /hr	36 hrs	\$3,600	
GIS Analyst	\$90.00 /hr	16 hrs	\$1,440	
Clerical	\$80.00 /hr	2 hrs	\$160	
Copies, Mail, Computer	\$25.00 /ea	3 total	\$75	
Agency Coordination				
Assumes the City will coordinate with the Corps/Services.				
				\$6,123
Task 2. Bank Use Plan²				
Mitigation Bank Background Review				
Environmental Scientist IV	\$100.00 /hr	2 hrs	\$200	
Bank Use Plan				
Principal-In-Charge	\$212.00 /hr	2 hrs	\$424	
Environmental Scientist IV	\$100.00 /hr	16 hrs	\$1,600	
Clerical	\$80.00 /hr	2 hrs	\$160	
Copies, Mail, Computer	\$25.00 /ea	3 total	\$75	
				\$2,459
TOTAL ESTIMATE				\$8,582

¹ We would expect that the City provides a detailed project description, construction methods, quantity and areas of disturbance, and best management practices.

² We assume that any figures that are required, other than what has already been prepared for the critical areas assessment and the biological evaluation, can be prepared by the City.



LAKE STEVENS CITY COUNCIL
STAFF REPORT

Council Agenda Date: 10 Oct 2011

Subject: Lake Stevens Aerator Maintenance – Associated Underwater Services

Contact	Mick Monken	Budget Impact:	\$4,403.00
Person/Department:	<u>Public Works</u>		

RECOMMENDATION(S)/ACTION REQUESTED OF COUNCIL: Authorize the Supplemental Agreement No. 1 of the Lake Steven Aerator Underwater Inspection service contract to Associated Underwater Services (AUS) for an amount of \$4,403.00.

SUMMARY/BACKGROUND: In early July 2011 a Professional Service Agreement was executed with AUS to perform emergency services for inspection and repairs to address a problem in the air delivery system that was resulting in three of the aerator units failing to operate. The emergency status was a result of one of the units was discovered to be sinking. An inspection was performed and repairs were made restoring air to the remaining aerator unit and correcting the sinking unit.

In August it was noted that one aerator units and main feed line had developed a leak. This supplemental agreement contract is to perform the services to correct this current condition. If time remains within this contract, additional inspections of the units will be performed to identify any further maintenance need.

AUS is listed in the MRSC roster and was selected for the emergency work based on their past experience with the City's aerator system.

APPLICABLE CITY POLICIES: Protect the water quality of Lake Stevens.

BUDGET IMPACT: \$4,403.00 from the Storm Water fund – Aerator Repairs

ATTACHMENTS:

- ▶ Exhibit A: AUS Supplemental Agreement No. 1
- ▶ Exhibit B: AUS Fee Estimate

Exhibit A

SUPPLEMENTAL AGREEMENT NO. 1
TO
PROFESSIONAL SERVICES AGREEMENT
FOR
CITY OF LAKE STEVENS
Lake Stevens Aerator Underwater Inspection

This Supplemental Agreement No. 1 is made and entered into on the ____ day of _____, _____, between the City of Lake Stevens, hereinafter called the "City" and Associated Underwater Services, hereinafter called the "Consultant."

WITNESSETH THAT:

WHEREAS, the parties hereto have previously entered into an Agreement for the Lake Stevens Aerator Underwater Inspection, hereinafter called the "Project," said Agreement being dated 6th of July, 2011; and

WHEREAS, both parties desire to supplement said Agreement, by expanding the Scope of Services to provide for the repair in the aerator air line and to amend the total amount payable for this Agreement,

NOW THEREFORE, in consideration of the terms, conditions, covenants and performance contained herein or attached and incorporated, and made a part hereof, the parties hereto agree as follows:

Each and every provision of the Original Agreement for Professional Services dated 6th of July, 2011 shall remain in full force and effect, except as modified in the following sections:

1. Article II of the Original Agreement, "SCOPE OF SERVICES", shall be supplemented to include the Scope of Services as described in Exhibit A1, attached hereto and by this reference made part of this Supplemental Agreement No. 1.

2. Article IV of the Original Agreement, "OBLIGATIONS OF THE CITY", Paragraph 4.1 Payments, the third sentence is amended to include the additional Consultant fee of \$4,403 and shall read as follows: "...shall total payment under this agreement exceed \$8,186.00."

EXHIBIT A1

Scope of Services Lake Stevens Aerator Underwater Inspection

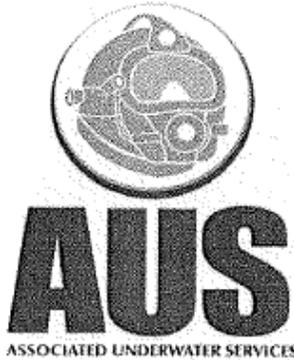
3 October 2011

Background: In July 2011 an emergency service was provided by AUS to perform repairs to the Aerator. Three of the aerator units were not operational and one unit was sinking. The repairs were performed and three of the units were operational and the entire system was stabilized. One unit was identified to have an air supply leak that was not able to be repaired at that time.

Scope of Service: Perform an underwater inspection of the aerator unit and perform the repairs to the air supply line to the non-operating northern unit.

Operation Contact Person: Scott Wicken

Exhibit B



September 19, 2011

City of Lake Stevens
Attn: Mr. Scott Wicken
Email: wicken@lakestevenswa.gov

RE: Lake Stevens Aerator Repair

Dear Scott,

Associated Underwater Services (AUS) is pleased to provide this day rate quote to repair the leak in the aerator air line. It is anticipated that this work will be performed before the aerator is shut off for the winter.

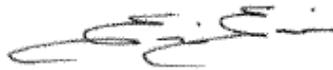
Mobilization/demobilization:	\$ 310.00 Mob/Demob
Dive Crew with 3 man crew and 2 divers	\$ 4,093.00 Per 10-hr day

The dive crew rate includes the cost for a 3-man dive crew with 2 divers, surface supplied diving equipment, truck, boat, video system, fuel and consumables.

All work will be performed in compliance with the AUS Safe Practices Manual, The Association of Diving Contractors Consensus Standards for Commercial Diving and all OSHA regulations.

Please feel free to contact me should you have any questions.

Regards,



Erin Erwin
Engineer/Estimator

Seattle Office:
6706 NE 175th St., Unit D
Kenmore, WA 98028
Ph: (425) 487.0329
Fax: (425) 487.0364

Spokane Office:
3901 E Ferry Ave
Spokane, WA 99202
Ph: (509) 533.6500
Fax: (509) 533.6505



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LAKE STEVENS CITY COUNCIL
STAFF REPORT

Council Agenda Date: 10 October 2011

Subject: Lake Stevens Center and 20th Street SE Corridor EIS Planned Actions – Traffic Modeling Scope Change

Contact Mick Monken **Budget Impact:** No Cost
Person/Department: Public Works

RECOMMENDATION(S)/ACTION REQUESTED OF COUNCIL: Authorize a scope change to the Weinman LLC contract to include traffic modeling for the Lake Stevens Center and 20th Street SE Corridor EIS Planned Actions and remove the scope for the shared parking study.

SUMMARY/BACKGROUND: As part of EIS Planned Action process, the City and WSDOT have been coordinating traffic circulation information. WSDOT is working on the SR 9/SR 204 intersection vicinity improvements that need to match traffic movement and volumes consistent with the land uses projected in the City's subarea plans. It was expected, through the coordinated effort with WSDOT, that this information would be provided by WSDOT and completed by late August. The City has repeatedly contacted WSDOT to get this information since August. A meeting occurred on 5 October 2011 between the City and WSDOT and it was learned that due to workload demands at WSDOT, their latest projection to complete this work extends out two to three more months.

This delay in WSDOT's ability to deliver the model impacts the City's ability to complete the EIS. An option for the City to avoid an additional two to three month delay is to perform this modeling through our consultant. This would avoid a continued delay waiting for WSDOT to produce the traffic modeling data needed for the EIS.

The cost to perform this work is \$10,000. The current contract with Weinman LLC has a contingency of \$10,000 for a shared parking study, which is expected not to be needed as part of the subarea plans and could be provided by future development interests. The next effect of this action would not change the current contract dollar amount, but would change the scope of work. This contract change would be performed through a Supplemental Agreement. The contract change would be for the cost and any expected additional contracts needed to cover for the current delay and additional time needed by Weinman's traffic consultant to complete the modeling.

Staff is working with Weinman LLC and expects to have the Supplemental agreement presented to the Council at Monday night's meeting.

APPLICABLE CITY POLICIES: NA

BUDGET IMPACT: No Cost

ATTACHMENTS:

- ▶ Exhibit A: Scope of Service for Traffic Modeling

EXHIBIT A

September 21, 2011

Richard Weinman
Weinman Consulting

Re: Scope and Fee Estimate to Prepare Traffic Forecasts for the Lake Stevens Subarea Plans

Dear Richard,

Per a request from the City of Lake Stevens, we are submitting this scope of work to prepare traffic model results in support of the EISs for the two subarea plans in Lake Stevens. This scope of work outlines the steps Fehr & Peers could take to develop traffic forecasts for the Lake Stevens Center EIS, 20th Street Corridor EIS, and the WSDOT SR9/SR 204 intersection project.

Task 1 – Model Validation

Fehr & Peers will take either the Snohomish County Travel Demand Forecasting (TDF) model or the WSDOT version of the Snohomish County TDF model (if it is available) and perform a validation within the two subareas. This validation will improve model performance to match observed traffic flows by adjusting model parameters such as speed, turn penalties, and traffic zone loading. Given the tight timeframe, this will be a fairly limited effort with up to 16 hours of staff time devoted to this task.

Task 2 – Extract Existing Conditions Data

Fehr & Peers will run the validated existing conditions model and extract turning movement data for the study intersections.

Task 3 – Update the Future Version of the Model

The Snohomish County TDF model has a future year of 2030 that we will assume to represent conditions for the 2025 EIS analysis. Within the study areas Fehr & Peers will update the land use totals to match the maximum absorption potential identified by the City of Lake Stevens, LMN Architects, and Weinman Consultants. The road network will also be updated to reflect the adjustments made to validate the existing conditions model and to include the transportation improvements envisioned by the subarea planning process.

Task 4 – Extract Future Conditions Data

Fehr & Peers will run the future conditions TDF model and extract the turning movements at the study intersections.

Fehr & Peers can perform the tasks identified above for a cost of \$10,000. We can commit to completing these tasks within two weeks of receiving written authorization to proceed.

Please let me know if you have any questions.

Sincerely,

FEHR & PEERS



Chris Breiland, PE
Associate



LAKE STEVENS CITY COUNCIL
STAFF REPORT

Council Agenda Date: 10 October 2011

Subject: Lake Stevens Center Circulation – North Davies Roundabout Concepts

Contact	Mick Monken	Budget Impact:	\$26,000
Person/Department:	<u>Public Works</u>		<u>(2012 Budget)</u>

RECOMMENDATION(S)/ACTION REQUESTED OF COUNCIL: This is information only for a concept proposed to be included in the 2012 budget.

SUMMARY/BACKGROUND: As part of the Lake Stevens Center (LSC) subarea planning process, the City undertook a sub-study to explore potential short term transportation solutions. While this sub-study is still in the process with the subarea plan, a project stood out as one that could provide significant benefit to the east LSC area (Frontier Village) vehicle and pedestrian safety and circulation. This is the north intersection of the Village complex onto North Davies Road (between Safeway’s Gas Station and the shopping center).

This intersection has a safety concern with limited sight distance for vehicles traveling northbound from the Village and with pedestrians attempting to cross at this intersection. During most of the day and on weekend the private access points on the north and east side of North Davies Road can generate a higher volume of travel than the through traffic volumes on North Davies. This is only access point from the Village complex to the north and frequently has vehicle congestion on site that result in drivers getting impatience to exit and making rapid movements to get onto North Davies. In talking with the County, it is believed that this intersection was once controlled by an all-way stop. It was determined not needed and was removed by the County prior to the City’s annexation of this area.

Some measure of traffic control is needed at this intersection to address the safety and operational issues. Because of the level of volume from the north and south access, control needs to include all legs. To provide full intersection control the options are stop signs, traffic signal, or roundabout. While a stop sign is the lowest cost of the three options, estimated to be under \$2,000, it would require vehicles to stop during non peak hours even when there is no cross traffic. It is the least efficient in controlling peak hour traffic volumes. A signal is likely to be the most expensive, around \$250,000, and would address the operational issues and improve most safety concerns. The signal could be designed to minimize impact to operations during non-peak hours.

The roundabout would eliminate the need for non-peak hour travel to stop at this intersection and is expected to address both the operational and safety issues. The roundabout layout could vary in size from a mini (fits within the existing road improvements) to a full sized (similar to Lake View Drive). The cost estimate for a roundabout ranges from \$10,000 for a bare minimum mini to \$800,000 for a full size.

Because of the operational benefits of a roundabout, staff explored if a mini-roundabout layout would fit in this intersection. In addition, a second mini-roundabout was looked at for the Vernon/North Davies intersection. This second one is being considered to reduce the impacts of a stop sign being too close to a roundabout. In the concept layout it was discovered that a mini-roundabout could fit into both

intersection. The concept layout can be viewed in Exhibit A.

Mini-roundabouts have been proven to be highly successful throughout the world but are relatively new to the United States. The Federal Government is promoting these as a low cost traffic alternative to stop signs or signalized intersection. The benefits are safety, operations, low costs, and air quality.

The City is exploring putting these in at low costs. This will include the installation of a small island that can be driven over by trucks and emergency vehicles and painted dividers and edges. A proposed budget of \$10,000 for the North Davies access and \$16,000 for Vernon/North Davies intersection will be included in the 2012 budget request. If approved, staff will begin an outreach to the community to educate why this is being considered and to get input. To date, two local big box businesses were contacted and both have provided tentative support.

Mini-roundabouts are getting to be more common place but there is still some hesitation by the U.S. public for acceptance to change. As there is little history in the US with mini-roundabout, it is not clear that these will be well accepted by the general public. The outreach will help to gauge whether this is considered to be a direction that the City wants to pursue.

APPLICABLE CITY POLICIES: NA

BUDGET IMPACT: \$26,000 in Street Fund – 2012 Budget

ATTACHMENTS:

- ▶ Exhibit A: Concept Layout of Mini-roundabouts
- ▶ Exhibit B: Excerpt from FHWA Mini-roundabout guidelines

EXHIBIT B

Introduction

Mini-roundabouts are a type of roundabout characterized by a small diameter and traversable islands (central island and splitter islands). Mini-roundabouts offer most of the benefits of regular roundabouts with the added benefit of a smaller footprint. As with roundabouts, mini-roundabouts are a type of intersection rather than merely a traffic calming measure, although they may produce some traffic calming effects. They are best suited to environments where speeds are already low and environmental constraints would preclude the use of a larger roundabout with a raised central island. Mini-roundabouts are common in the United Kingdom (U.K.) and France and are emerging in the United States (including states such as Maryland and Michigan), Germany, and other countries.

This technical summary focuses on single-lane mini-roundabouts. Because experience with mini-roundabouts is limited in the United States, the information presented here draws primarily upon guidance and experience from other countries with reference to American guidance as appropriate. This technical summary explores the unique characteristics of mini-roundabouts while reinforcing the need to apply the principles-based approach common to all roundabout design. It provides readers with an overview of the key considerations for planning, analysis, and design of mini-roundabouts.



Adapted from Photo by Lee Rodegerdts (used with permission)

Section 1: Characteristics of Mini-Roundabouts

A mini-roundabout is a type of intersection that can be used at physically-constrained locations in place of stop-controlled or signalized intersections to help improve safety problems and reduce excessive delays at minor approaches [1]. Figure 1 illustrates the design features of a mini-roundabout; these features are described further later in this summary. Mini-roundabouts generally have an inscribed circle that is small enough to stay within the existing right-of-way (or within the existing curb lines if adequate space is available). Mini-roundabouts operate in the same manner as larger roundabouts, with yield control on all entries and counterclockwise circulation around a mountable (traversable) central island.

Mini-roundabouts are distinguished from neighborhood traffic circles primarily by their traversable islands and yield control on all approaches, which allows them to function as other roundabouts do. Neighborhood traffic circles are typically built at the intersections of local streets for reasons of traffic calming and/or aesthetics. They typically are operated as two-way or all-way stop-controlled intersections

and frequently do not include raised channelization to guide approaching traffic into the circulatory roadway. At some neighborhood traffic circles, left-turning vehicles must turn in front of the central island, potentially conflicting with other circulating traffic.

To help promote safe operations, the design of mini-roundabouts generally aligns passenger cars on the approach in such a way as to naturally follow the circulatory roadway and minimize running over the central island to the extent possible. Due to the small footprint, large vehicles are typically required to over-run the fully traversable central island (as shown in Figure 1).

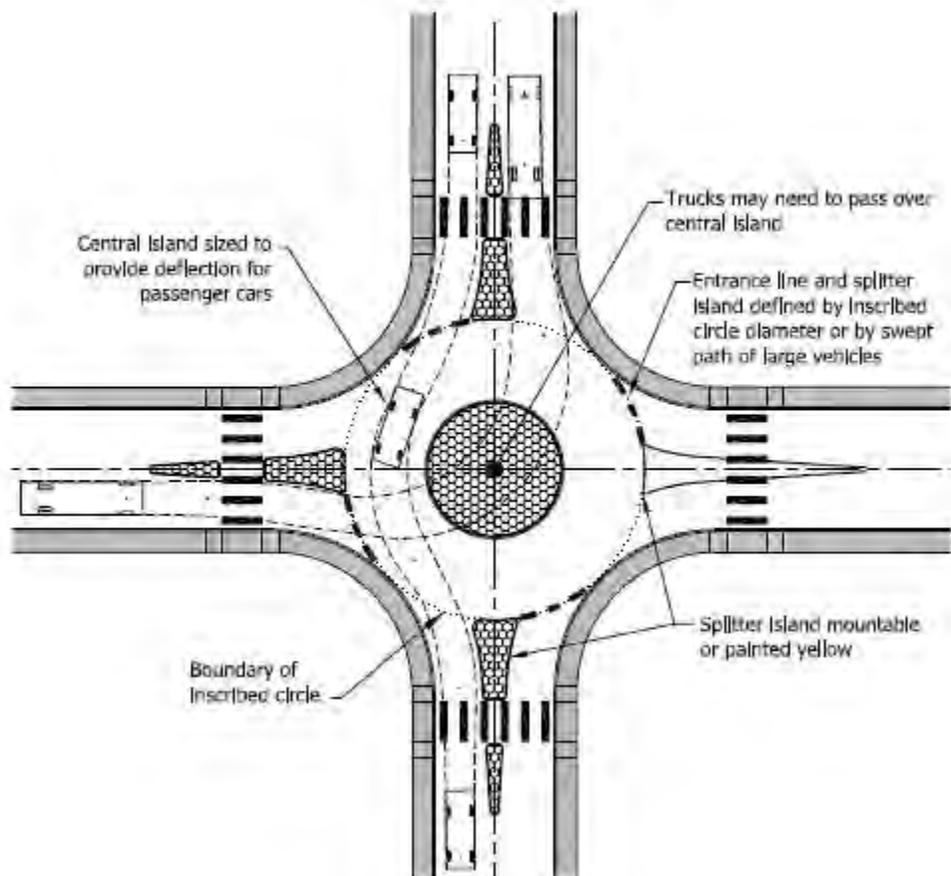


Figure 1: Design Features of a Mini-Roundabout

Section 2: Benefits of Mini-Roundabouts

Mini-roundabouts are emerging in the United States as a potential intersection type. They may be an optimal solution for a safety or operational issue at an existing stop-controlled or signalized intersection where there is insufficient right-of-way for a standard roundabout installation. Of course, mini-roundabouts are not always feasible or optimal solutions for every problem. The benefits of mini-roundabouts, and some constraining factors (derived largely from international experience, particularly in the U.K., where mini-roundabouts were invented), are described below [4].

- **Compact size** – A mini-roundabout can often be developed to fit within existing right-of-way constraints. Note that mini-roundabouts are generally not recommended for intersections with more than four legs. However, in some cases there may be adequate spacing between legs to allow for two closely-spaced mini-roundabouts

- **Operational Efficiency** – A mini-roundabout may provide less delay for a critical movement or for an overall intersection in comparison to other intersection alternatives. However, as with all roundabout types, mini-roundabouts do not provide explicit priority to specific users such as trains, transit, or emergency vehicles.
- **Traffic Safety** – Mini-roundabouts have been used successfully in the U.K. to improve safety at intersections with known crash problems, with reported crash rate reductions of approximately 30 percent as compared to signalized intersections [5].
- **Traffic Calming** – Designed properly, a mini-roundabout reduces speeds and can be implemented as part of a broader traffic calming scheme. The low-speed environment also enhances the intersection for nonmotorized users. However, mini-roundabouts cannot provide the same level of speed reduction as their larger counterparts and thus are less suited for roadways with speeds exceeding 30 to 35 mph (50 to 55 km/h).
- **Access Management** – A mini-roundabout can be used to provide efficient access to a new or existing development. However, in the cases of large trucks and other large vehicles, the diameter may be too small to accommodate U-turn maneuvers that would be readily accommodated at a larger roundabout.
- **Aesthetics** – In comparison to full-size roundabouts, mini-roundabouts do not allow opportunities for landscaping in the central island. As with comparably sized traditional intersections, landscaping opportunities are limited to the periphery of the intersection.
- **Environmental Benefits** – A mini-roundabout may offer an environmental benefit compared to conventional intersections through reduced delay, fuel consumption, and vehicle emissions.